Boone County Public Library District
2017 Kentucky Annual Report of Public Libraries

		CURRENT YEAR	*PREVIOUS YEAR*

General Information (A1 - A16)

A1	County	Boone	*Boone*
A2	Estimated Population	128,536	*127,712*
A3	Library Name	Boone County Public Library District	*Boone County Public Library District*

Street Address

A4	Street Address	1786 Burlington Pike	*1786 Burlington Pike*
A5	City	Burlington	*Burlington*
A6	Zip Code	41005	*41005*

Mailing Address

A8	Mailing Address	1786 Burlington Pike	*1786 Burlington Pike*
A9	City	Burlington	*Burlington*
A10	Zip Code	41005	*41005*
A12	Phone	(859) 342-2665	*(859) 342-2665*

Tax Rates (expressed as per $100; i.e., 20.0 or 3.75)

A14	Real	5.24	*5.2*
A15	Personal	5.2	*5.2*
A16	Motor Vehicle/Water Craft	3.0	*3.0*

Operating Revenue (B1 - B15)

DO NOT REPORT CAPITAL REVENUE IN THIS SECTION. They are reported as Item #C40. Examples of revenue to be used for major capital expenditures include funds received for (a) site acquisitions; (b) new buildings; (c) additions to or renovation of library buildings; (d) furnishings, equipment, and initial book stock for new buildings, building additions, or building renovations; (e) library automation systems; (f) new vehicles; and (g) other one-time major projects. Include federal, state, local, or other revenue to be used for major capital expenditures. Exclude revenue to be used for replacement and repair of existing furnishings and equipment, regular purchase of library materials, and investments for capital appreciation. Exclude contributions to endowments, or revenue passed through to another agency (e.g. fines) or funds unspent in the previous fiscal year (e.g., carryover). Funds transferred from one public library to another public library should be reported by only one of the public libraries.

E-rate -- If there is an invoice sent to the library that indicates the amount of the e-rate discount (i.e., supported by documentation), then the library can report this as an expenditure under Other Operating Expenditures (Item C29 or C31). In such a case, the library should also report the e-rate funds that supported the discount in Other Operating Revenue (Item B14)). If no such documentation can be identified, then the amount should not be reported as either revenue or expenditure.

Local Government Revenue

B1	Library Tax	$7,669,537	*$7,288,504*
B2	Other	$99,007	*$0*

B3	Local Government Revenue Total (B1 + B2):	$7,768,544	$7,288,504

State Government Revenue

B4	State Aid Grant	$40,757	$44,788
B5	Construction Debt-Assistance Grant	$0	$0
B6	Other State Government Revenue	$0	$0
B7	State Government Revenue Total (sum B4 through B6)	$40,757	$44,788

Federal Government Revenue

B9	Prime Time Family Reading Time	$0	$0
B12	Other Federal Government Revenue	$43,869	$14,214
B13	Federal Government Revenue Total (sum B9 + B12)	$43,869	$14,214
B14	Other Operating Revenue	$206,428	$182,596
B15	Total Operating Revenue (B3 + B7 + B13 + B14):	$8,059,598	$7,530,102

Operating Expenditures (C1 - C41)

DO NOT REPORT CAPITAL EXPENDITURES IN THIS SECTION. They are reported as Item #C36.

Collection Expenditures

C1	Print Materials	$415,391	$370,807
C2	Electronic Materials Expenditures	$152,106	$154,551
C3	Audiovisual Materials	$182,529	$183,966
C4	Electronic Collections	$157,568	$134,275
C5	Other Library Materials	$32,895	$62,033
C6	Collection Expenditures Total (C1 through C5)	$940,489	$905,632

Salary Expenditures

C7	Library Director	$94,612	$92,177
C8	Other Library Personnel	$3,475,921	$3,342,114
C10	Salary Expenditures Total (C7 + C8)	$3,570,533	$3,434,291

Fringe Benefits

C11	Required Fringe Benefits	$287,277	$276,065
C12	Retirement (Employer's Share)	$514,087	$455,617
C13	Medical Insurance (Employer's Share)	$464,394	$435,265
C14	Other	$2,515	$2,564
C15	Fringe Benefits Total (C11 + C12 + C13 + C14):	$1,268,273	$1,169,511
C16	Total Staff Expenditures (C10 + C15)	$4,838,806	$4,603,802

Other Operations

C17	Building Repair	$127,951	*$128,407*
C18	Building Maintenance	$243,251	*$257,771*
C20	Office Supplies, Program Supplies, Postage	$82,921	*$82,291*
C21	Insurance	$46,409	*$44,780*
C22	Public Relations	$78,996	*$79,216*
C23	Utilities	$177,004	*$180,138*
C24	Professional Fees	$51,312	*$68,803*
C25	Audit Fee	$8,666	*$9,282*
C26	Fiscal Year that Audit Covers	FY 2015-2016	*FY 2014-2015*
C27	What year was the library's last long range plan adopted?	2016	*2016*
C28	Repair and Replacement of Furnishings	$14,612	*$16,856*
C29	Other	$134,405	*$199,605*
C30	Specify	Programming, resource sharing, grants, telephone, Traveling Exhibits,	*programming, resource sharing, grants, telephone*
C31	Other	$73,052	*$37,511*
C32	Specify	Miscellaneous admin expenses, Postage meter lease, Equipment leases	*miscellaneous admin expenses*
C33	Total Other Operating Expenditures (C17 + C18 + C20 + C21 + C22 + C23 + C24 + C25 + C28 + C29 + C31)	$1,038,579	*$1,104,660*
C34	Bookmobile/Extended Services	$21,337	*$15,649*
C35	Continuing Education	$45,033	*$58,331*
C36	Operating Expenditures for Electronic Access	$126,098	*$222,194*
C37	Total Operating Expenditures (C6 + C16 + C33 + C34 + C35 + C36):	$7,010,342	*$6,910,268*

Report major capital expenditures (the acquisition of or additions to fixed assets). Examples include expenditures for (a) site acquisitions; (b) new buildings; (c) additions to or renovation of library buildings; (d) furnishings, equipment, and initial book stock for new buildings, building additions, or building renovations; (e) library automation systems; (f) new vehicles; and (g) other one-time major projects. Include federal, state, local, or other revenue used for major capital expenditures. Only funds that are supported by expenditure documents (e.g., invoices, contracts, payroll records, etc.) at the point of disbursement should be included. Estimated costs are not included. Exclude expenditures for replacement and repair of existing furnishings and equipment, regular purchase of library materials, and investments for capital appreciation. Exclude contributions to endowments, or revenue passed through to another agency (e.g., fines). Funds transferred from one public library to another public library

C38	Capital Outlay Expenditures	$968,472	*$296,154*
C39	Debt Service	$0	*$0*

Report all revenue to be used for major capital expenditures, by source of revenue. Include funds received for

(a) site acquisition; (b) new buildings; (c) additions to or renovation of library buildings; (d) furnishings, equipment, and initial collections (print, non-print, and electronic) for new buildings, building additions, or building renovations; (e) computer hardware and software used to support library operations, to link to networks, or to run information products; (f) new vehicles; and (g) other one-time major projects. Exclude revenue to be used for replacement and repair of existing furnishings and equipment, regular purchase of library materials, and investments for capital appreciation. Exclude income passed through to another agency (e.g., fines), or funds unspent in the previous fiscal year (e.g., carryover). Funds transferred from one public library to another public library should be reported by only one of the public libraries. Report federal, state, local, and other revenue to be used for

C40a	Local - Capital Revenue	$0	*$0*
C40b	State - Capital Revenue	$0	*$0*
C40c	Federal - Capital Revenue	$0	*$0*
C40d	Other - Capital Revenue	$160,353	*$146,183*
C40	Total Capital Revenue (C40a through C40d)	$160,353	*$146,183*
C41	Income from loans, bond issues, or other income not reported elsewhere	$0	*$0*

Branch Libraries (E1- E19)

A branch library is an auxiliary unit of an administrative entity which has at least all of the following:
1. separate quarters;
2. an organized collection of library materials;
3. paid staff; and
4. regularly scheduled hours for being open to the public.

INFORMATION FOR EACH BRANCH:
Add a new group for each branch in the county.

For each group of branch libraries, you MUST place a value of "0" in the Hours field for any day of the week where there are no Hours listed.

E1	Branch Library Name	Scheben Branch	*Scheben Branch*
E2	Street Address	8899 US 42	*8899 US 42*
E3	City	Union	*Union*
E4	Zip Code	41091	*41091*
E6	Phone	(859) 342-2665	*(859) 342-2665*
E8	Square Footage	35,000	*35,000*
E11	Number of Meetings Held	2,405	*2,281*
E12	Library Visits	205,561	*195,580*
E13	Number of Registered Users	24,949	*23,086*
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	22,545	*23,797*
E15	Reference Transactions	81,421	*83,056*
E16a	Sunday Opening Time	1:00 pm	*1:00 p.m.*
E16b	Sunday Closing Time	5:00 pm	*5:00 p.m.*
E16c	Hours	4.00	*4.00*
E16d	Monday Opening Time	9:00 am	*9:00 a.m.*
E16e	Monday Closing Time	9:00 pm	*9:00 p.m.*

E16f	Hours	12.00	*12.00*
E16g	Tuesday Opening Time	9:00 am	*9:00 a.m.*
E16h	Tuesday Closing Time	9:00 pm	*9:00 p.m.*
E16i	Hours	12.00	*12.00*
E16j	Wednesday Opening Time	9:00 am	*9:00 a.m.*
E16k	Wednesday Closing Time	9:00 pm	*9:00 p.m.*
E16l	Hours	12.00	*12.00*
E16m	Thursday Opening Time	9:00 am	*9:00 a.m.*
E16n	Thursday Closing Time	9:00 am	*9:00 p.m.*
E16o	Hours	12.00	*12.00*
E16p	Friday Opening Time	9:00 am	*9:00 a.m.*
E16q	Friday Closing Time	9:00 pm	*9:00 p.m.*
E16r	Hours	12.00	*12.00*
E16s	Saturday Opening Time	9:00 am	*9:00 a.m.*
E16t	Saturday Closing Time	5:00 pm	*5:00 p.m.*
E16u	Hours	8.00	*8.00*
E17.3	Number of Weeks Branch Library is Open	52	*52*
E1	Branch Library Name	Florence Branch	*Florence Branch*
E2	Street Address	7425 US 42	*7425 US 42*
E3	City	Florence	*Florence*
E4	Zip Code	41042	*41042*
E6	Phone	(859) 342-2665	*(859) 342-2665*
E8	Square Footage	12,765	*12,765*
E11	Number of Meetings Held	133	*131*
E12	Library Visits	201,816	*263,893*
E13	Number of Registered Users	19,488	*18,350*
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	39,464	*36,579*
E15	Reference Transactions	53,667	*43,376*
E16a	Sunday Opening Time	1:00 pm	*1:00 p.m.*
E16b	Sunday Closing Time	5:00 pm	*5:00 p.m.*
E16c	Hours	4.00	*4.00*
E16d	Monday Opening Time	9:00 am	*9:00 a.m.*
E16e	Monday Closing Time	9:00 pm	*9:00 p.m.*
E16f	Hours	12.00	*12.00*
E16g	Tuesday Opening Time	9:00 am	*9:00 a.m.*
E16h	Tuesday Closing Time	9:00 pm	*9:00 p.m.*
E16i	Hours	12.00	*12.00*
E16j	Wednesday Opening Time	9:00 a.m.	*9:00 a.m.*
E16k	Wednesday Closing Time	9:00 p.m.	*9:00 p.m.*
E16l	Hours	12.00	*12.00*
E16m	Thursday Opening Time	9:00 a.m.	*9:00 a.m.*
E16n	Thursday Closing Time	9:00 p.m.	*9:00 p.m.*
E16o	Hours	12.00	*12.00*

Code	Field		
E16p	Friday Opening Time	9:00 a.m.	*9:00 a.m.*
E16q	Friday Closing Time	6:00 pm	*6:00 p.m.*
E16r	Hours	9.00	*9.00*
E16s	Saturday Opening Time	9:00 a.m.	*9:00 a.m.*
E16t	Saturday Closing Time	9:00 p.m.	*5:00 p.m.*
E16u	Hours	8.00	*8.00*
E17.3	Number of Weeks Branch Library is Open	52	*52*
E1	Branch Library Name	Walton Branch	*Lents Branch*
E2	Street Address	21 S. Main Street	*3215 Cougar Path*
E3	City	Walton	*Hebron*
E4	Zip Code	41094	*41048*
E6	Phone	(859) 342-2665	*(859) 342-2665*
E8	Square Footage	6,100	*6,100*
E11	Number of Meetings Held	112	*8*
E12	Library Visits	56,769	*6,164*
E13	Number of Registered Users	6,260	*0*
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	10,309	*168*
E15	Reference Transactions	33,279	*1,119*
E16a	Sunday Opening Time	1:00 p.m.	*0*
E16b	Sunday Closing Time	5:00 p.m.	*0*
E16c	Hours	4.00	*0.00*
E16d	Monday Opening Time	9:00 a.m.	*9:00 a.m.*
E16e	Monday Closing Time	8:00 p.m.	*9:00 p.m.*
E16f	Hours	11.00	*12.00*
E16g	Tuesday Opening Time	9:00 a.m.	*9:00 a.m.*
E16h	Tuesday Closing Time	6:00 p.m.	*9:00 p.m.*
E16i	Hours	9.00	*12.00*
E16j	Wednesday Opening Time	9:00 a.m.	*9:00 a.m.*
E16k	Wednesday Closing Time	6:00 p.m.	*9:00 p.m.*
E16l	Hours	9.00	*12.00*
E16m	Thursday Opening Time	9:00 a.m.	*9:00 a.m.*
E16n	Thursday Closing Time	6:00 p.m.	*9:00 p.m.*
E16o	Hours	9.00	*12.00*
E16p	Friday Opening Time	9:00 a.m.	*9:00 a.m.*
E16q	Friday Closing Time	6:00 p.m.	*6:00 p.m.*
E16r	Hours	9.00	*9.00*
E16s	Saturday Opening Time	1:00 p.m.	*9:00 a.m.*
E16t	Saturday Closing Time	5:00 p.m.	*5:00 p.m.*
E16u	Hours	4.00	*8.00*
E17.3	Number of Weeks Branch Library is Open	52	*9*
E1	Branch Library Name	Chapin Memorial Library	*Walton Branch*
			21 S. Main

Code	Field	Value 1	Value 2
E2	Street Address	6517 Market Street	*Street*
E3	City	Petersburg	*Walton*
E4	Zip Code	41080	*41094*
E6	Phone	(859) 342-2655	*(859) 342-2665*
E8	Square Footage	1,200	*6,100*
E11	Number of Meetings Held	0	*66*
E12	Library Visits	3,369	*55,688*
E13	Number of Registered Users	506	*5,817*
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	2,184	*12,965*
E15	Reference Transactions	770	*13,075*
E16a	Sunday Opening Time	0	*0*
E16b	Sunday Closing Time	0	*0*
E16c	Hours	0.00	*0.00*
E16d	Monday Opening Time	12:00 p.m.	*9:00 a.m.*
E16e	Monday Closing Time	8:00 p.m.	*9:00 p.m.*
E16f	Hours	8.00	*12.00*
E16g	Tuesday Opening Time	12:00 p.m.	*9:00 a.m.*
E16h	Tuesday Closing Time	6:00 p.m.	*9:00 p.m.*
E16i	Hours	6.00	*12.00*
E16j	Wednesday Opening Time	10:00 a.m.	*9:00 a.m.*
E16k	Wednesday Closing Time	6:00 p.m.	*6:00 p.m.*
E16l	Hours	8.00	*9.00*
E16m	Thursday Opening Time	12:00 p.m.	*9:00 a.m.*
E16n	Thursday Closing Time	8:00 p.m.	*6:00 p.m.*
E16o	Hours	8.00	*9.00*
E16p	Friday Opening Time	12:00 p.m.	*9:00 a.m.*
E16q	Friday Closing Time	6:00 p.m.	*6:00 p.m.*
E16r	Hours	6.00	*9.00*
E16s	Saturday Opening Time	0	*9:00 a.m.*
E16t	Saturday Closing Time	0	*5:00 p.m.*
E16u	Hours	0.00	*8.00*
E17.3	Number of Weeks Branch Library is Open	52	*52*
E17	All Branches' Total Hours Open to the Public (E16c + E16f + E16i + E16l + E16o + E16r + E16u)	232.00	*302.00*
E17.3a	Total Number of Weeks Branch Libraries are Open (Sum of all E17.3)	208.00	*217.00*
E18	Number of Branches	4	*5*
E19	Total Annual Hours Open	12,064.00	*12,909.00*

Outreach Vehicles (F1 - F5)

An outreach vehicle is a vehicle used principally to provide personalized library services to individuals and groups at remote locations. The vehicle does not have an organized collection separate as in the case of a bookmobile. Staff will deliver and pick-up library materials specifically for patrons who are for any reason unable to visit the library in person. An outreach vehicle may also be used for programming at daycare centers, schools, senior centers, etc.

F1	License Number	G5801	*G5801*
F2	Vehicle Year, Make, and Model	2014, Nissan, NV200	*2014 Nissan NV200*
F3	Mileage on Odometer	39,825	*29,572*
F4	Owner of Vehicle	locally	*locally*
F5	Number of Stops in an Average Week	45	*13*
F1	License Number	N0747	*M7234*
F2	Vehicle Year, Make, and Model	2007, Chevrolet Express	*2005 Thomas MVP-EF*
F3	Mileage on Odometer	96,899	*50,047*
F4	Owner of Vehicle	locally	*locally*
F5	Number of Stops in an Average Week	20	*40*

Bookmobiles (G1 - G11)

A bookmobile is a traveling branch library. It consists of at least all of the following:

1. a truck or van that carries an organized collection of library materials;
2. paid staff; and
3. regularly scheduled hours (bookmobile stops) for being open to the public.

INFORMATION FOR EACH BOOKMOBILE:
Add a new group for each bookmobile in the county.

Bookmobile Hours (G9a-G9g) - Count only the daily hours during which the bookmobile is open to the public. Do not count travel time. Hours on the road per week is reported in item number G9

G1	License Number	M7234	
G2	Serial Number	0	
G3	Vehicle Year, Make, and Model	2005, Thomas MVP-EF	
G4	Owner of Vehicle	locally	
G5	Bookmobile Visits (number of persons entering the bookmobile)	17,630	*0*
G6	Number of Registered Users	803	*0*
G7	Number of Uses [Sessions] of Public Internet Computers Per Year	0	*0*
G8	Reference Transactions	3,768	*0*
G9	Hours on the Road Per Week (but not serving patrons)	5.5	*0*
G9a	Sunday - Daily Hours Open to the Public	0	*0*

G9b	Monday - Daily Hours Open to the Public	3.5	0
G9c	Tuesday - Daily Hours Open to the Public	3.5	0
G9d	Wednesday - Daily Hours Open to the Public	4.5	0
G9e	Thursday - Daily Hours Open to the Public	3.5	0
G9f	Friday - Daily Hours Open to the Public	2.5	0
G9g	Saturday - Daily Hours Open to the Public	0	0
G9.3	Number of Weeks Bookmobile is Open	50	0
G9.3a	Total Number of Weeks Bookmobiles are Open (Sum of all G9.3)	50.00	0.00
G10	Total Hours for Bookmobiles in an Average Week (G9a + G9b + G9c + G9d + G9e + G9f + G9g)	17.50	0.00
G11	Number of Bookmobiles	1	0

Main Library (H1 - H18)

This is one type of single outlet library or the library which is the operational center of a multiple outlet library. Usually all processing is centralized here and the principal collections are housed here.

H1	Library Name	Main Library	*Main Library*
H2	Street Address	1786 Burlington Pike	*1786 Burlington Pike*
H3	City	Burlington	*Burlington*
H4	Zip Code	41005	*41005*
H6	Phone	(859) 342-2665	*(859) 342-2665*
H8	Square Footage	75,000	*75,000*
H11	Number of Meetings Held	5,240	*5,608*
H12	Library Visits	299,730	*339,202*
H13	Number of Registered Users	39,352	*37,082*
H14	Number of Uses [Sessions] of Public Internet Computers Per Year	36,655	*46,470*
H15	Reference Transactions	138,800	*140,477*
Hours Open to the Public			
H16a	Sunday Opening Time	1:00 p.m.	*1:00 p.m.*
H16b	Sunday Closing Time	5:00 p.m.	*5:00 p.m.*
H16c	Hours	4.00	*4.00*
H16d	Monday Opening Time	9:00 a.m.	*9:00 a.m.*
H16e	Monday Closing Time	9:00 p.m.	*9:00 p.m.*
H16f	Hours	12.00	*12.00*
H16g	Tuesday Opening Time	9:00 a.m.	*9:00 a.m.*

H16h	Tuesday Closing Time	9:00 p.m.	*9:00 p.m.*
H16i	Hours	12.00	*12.00*
H16j	Wednesday Opening Time	9:00 a.m.	*9:00 a.m.*
H16k	Wednesday Closing Time	9:00 p.m.	*9:00 p.m.*
H16l	Hours	12.00	*12.00*
H16m	Thursday Opening Time	9:00 a.m.	*9:00 a.m.*
H16n	Thursday Closing Time	9:00 p.m.	*9:00 p.m.*
H16o	Hours	12.00	*12.00*
H16p	Friday Opening Time	9:00 a.m.	*9:00 a.m.*
H16q	Friday Closing Time	9:00 p.m.	*9:00 p.m.*
H16r	Hours	12.00	*12.00*
H16s	Saturday Opening Time	9:00 a.m.	*9:00 a.m.*
H16t	Saturday Closing Time	5:00 p.m.	*5:00 p.m.*
H16u	Hours	8.00	*8.00*
H17	Total Hours Open to the Public (H16c + H16f + H1i + H16l + H16o + H16r + H16u)	72.00	*72.00*
H18	Number of Weeks Main Library is Open	52	*52*

Facility Info (I1 - I32)

Square Footage

I1	Main Library (from H8)	75,000	*75,000*
I2	Branch Libraries (sum of E8 branch data)	55,065	*61,165*
I3	Total (I1 + I2)	130,065	*136,165*

Number of Meetings Held

I10	Main Library (from H11)	5,240	*5,608*
I11	Branch Libraries (sum of E11 branch data)	2,650	*2,486*
I12	Total (I10 + I11)	7,890	*8,094*

Library Visits

I13	Main Library (from H12)	299,730	*339,202*
I14	Branch Libraries (sum of E12 branch data)	467,515	*527,349*
I15	Bookmobiles (sum of G5 branch data)	17,630	*0*
I16	Total (I13 + I14 + I15)	784,875	*866,551*

Number of Registered Users

I17	Main Library (from H13)	39,352	*37,082*
I18	Branch Libraries (sum of E13 branch data)	51,203	*47,734*
I19	Bookmobiles (sum of G6 branch data)	803	*0*
I20	Total (I17 + I18 + I19)	91,358	*84,816*

Number of Uses [Sessions] of Public Internet Computers Per Year

I21	Main Library (from H14)	36,655	*46,470*
I22	Branch Libraries (sum of E14 branch data)	74,502	*76,001*

I23	Bookmobiles (sum of G7 branch data)	0		*0*
I24	Total (I21 + I22 + I23)	111,157		*122,471*

Reference Transactions

I25	Main Library (from H15)	138,800		*140,477*
I26	Branch Libraries (sum of E15 branch data)	169,137		*142,466*
I27	Bookmobiles (sum of G8 branch data)	3,768		*0*
I28	Total (I25 + I26 + I27)	311,705		*282,943*

Public Service Hours per Year

I29	Main Library (H17 * H18)	3,744.00		*3,744.00*
I30	Branch Libraries (sum of E17 branch data * E17.3a)	12,064.00		*12,909.00*
I31	Bookmobiles (sum of G10 bookmobile data * G9.3a)	875.00		*0.00*
I32	Total (I29 + I30 + I31)	16,683.00		*16,653.00*

Library Staff (J1- J09)

Report figures as of the last day of the fiscal year. Include all positions funded in the library's budget whether those positions are filled or not. To ensure comparable data, 40 hours per week has been set as the measure of full-time employment (FTE). For example, 60 hours per week of part-time work by employees in a staff category divided by the 40-hour measure equals 1.50 FTEs.

To calculate FTEs for seasonal workers, I would use the following example:

- Two three month workers (.25 of year) work 15 hours a week, so
- 15 + 15 = 30 hrs/wk
- 30/40 = .75 FTEs
- .75 * .25 = .1875 FTE for entire year (based on working only three months)

J1	Number of Librarians with an ALA Accredited Master's Degree in Library Science	30.00		*27.00*
J2	Number of Librarians with Non ALA Accredited Master's Degree in Library Science	.0		*.0*
J3	Number of Librarians with a Master's Degree NOT in Library Science	1.00		*1.00*
J4	Number of Librarians with a Bachelor's Degree in Library Science	.0		*.0*
J5	Number of Librarians with a Bachelor's Degree NOT in Library Science	1.00		*1.00*
J6	Number of Librarians with Less Than a Bachelor's Degree	.0		*.0*
J7	Total Librarians (J1 + J2 + J3 + J4 + J5 + J6):	32.00		*29.00*

J8	All Other Paid Staff	113.00		*73.00*
J9	Total Paid Employees (J7 + J8):	145.00		*102.00*

Library Collection (K1 -K17)

Book Collection

K1	Adult Fiction	55,451		*59,563*
K2	Adult Nonfiction	53,697		*57,936*
K3	Children's Fiction	90,680		*100,064*
K4	Children's Nonfiction	33,174		*36,283*
K5	Total (K1 + K2 + K3 + K4)	233,002		*253,846*

Digital or Audiovisual Materials

K6	Electronic Books (E-Books)	124,737		*152,186*

Electronic Collections (K7a - K7b):
Report the number of electronic collections.

An electronic collection is a collection of electronically stored data or unit records (facts, bibliographic data, abstracts, texts, photographs, music, video, etc.) with a common user interface and software for the retrieval and use of the data. An electronic collection may be organized, curated and electronically shared by the library, or rights may be provided by a third party vendor. An electronic collection may be funded by the library, or provided through cooperative agreement with other libraries, or through the State Library. Do not include electronic collections that are provided by third parties and freely linked to on the web.

Electronic Collections do not have a circulation period, and may be retained by the patron. Remote access to the collection may or may not require authentication. Unit records may or may not be included in the library's catalog; the library may or may not select individual titles.

Include electronic collections that are available online or are locally hosted in the library.

Note: The data or records are usually collected with a particular intent and relate to a defined topic.

Report the number of electronic collections acquired through curation, payment or formal agreement, by source of access:

Item #K7a Local/Other cooperative agreements
Item #K7c (state government or state library)
Item #K7 Total Electronic Collections.

This is the sum of Local/Other cooperative agreements, and State electronic collections(Item #K7a and #K7b).

K7a	Local/Other Cooperative Agreements	21		*24*
K7b	State (State Government or State Library) ** Include **50 KYVL** databases **	50		*50*
K7	Total Electronic Collections (K7a+K7b)	71		*74*
K9	Audio - Physical Units	29,924		*35,634*
K10	Audio - Downloadable Units	24,832		*23,598*
K13	Video - Physical Units	37,063		*44,197*
K14	Video - Downloadable Units	1,879		*20,448*

K15	Other Material in Collection	20,831	_16,219_
K16	Current Print Serial Subscriptions	580	_794_
K17	Book/Serial Volumes (K5 + K16)	233,582	_254,640_

Circulation (L1 - L54)

Count as circulation material that is charged out for use outside the library. Include renewals and interlibrary loan transactions that are borrowed for users.

Computer use is not circulation. Neither is in-house use or items checked out to another library. An item checked out counts as one item, no matter how many uses are subsequently made of that one item.

Book Circulation Adult Fiction

L1	Main Library	106,383	_87,164_
L2	All Branches	90,708	_97,650_
L3	Bookmobile/Outreach	7,142	_4,987_
L4	Total (L1 + L2 + L3)	204,233	_189,801_

Book Circulation Adult Nonfiction

L5	Main Library	46,794	_51,232_
L6	All Branches	35,751	_46,321_
L7	Bookmobile/Outreach	1,419	_1,359_
L8	Total (L5 + L6+ L7)	83,964	_98,912_

Book Circulation Children's Fiction

L9	Main Library	211,575	_205,247_
L10	All Branches	134,659	_197,087_
L11	Bookmobile/Outreach	23,671	_30,374_
L12	Total (L9 + L10+ L11)	369,905	_432,708_

Book Circulation Children's Nonfiction

L13	Main Library	43,384	_47,029_
L14	All Branches	31,865	_36,283_
L15	Bookmobile/Outreach	6,316	_8,464_
L16	Total (L13 + L14 + L15)	81,565	_91,776_

Book Circulation Total:

L17	Main Library (L1 + L5 + L9 + L13)	408,136	_390,672_
L18	All Branches (L2 + L6 + L10 + L14)	292,983	_377,341_
L19	Bookmobile/Outreach (L3 + L7 + L11 + L15)	38,548	_45,184_
L20	Total (L4 + L8 + L12+ L16)	739,667	_813,197_

Count as circulation material that is charged out for use outside the library. Include renewals and interlibrary loan transactions that are borrowed for users.

Computer use is not circulation. Neither is in-house use or items checked out to another library.

Audiovisual Circulation Audio Books

L21	Main Library	26,010	_26,836_
L22	All Branches	19,956	_27,401_

L23	Bookmobile/Outreach	2,846	*2,785*
L24	Total (L21 + L22 + L23)	48,812	*57,022*

Audiovisual Circulation Other Audio

L25	Main Library	25,469	*29,156*
L26	All Branches	17,123	*24,190*
L27	Bookmobile/Outreach	2,292	*3,801*
L28	Total (L25 + L26 + L27)	44,884	*57,147*

Audiovisual Circulation Videos

L29	Main Library	125,488	*132,679*
L30	All Branches	109,163	*151,463*
L31	Bookmobile/Outreach	2,292	*1,890*
L32	Total (L29 + L30 + L31)	236,943	*286,032*

Audiovisual Circulation Other

L33	Main Library	4,452	*8,392*
L34	All Branches	3,387	*5,489*
L35	Bookmobile/Outreach	5	*410*
L36	Total (L33 + L34 + L35)	7,844	*14,291*

Audiovisual Circulation Total

L37	Main Library (L21 + L25 + L29 + L33)	181,419	*197,063*
L38	All Branches (L22 + L26 + L30 + L34)	149,629	*208,543*
L39	Bookmobile/Outreach (L23 + L27 + L31 + L35)	7,435	*8,886*
L40	Total (L24 + L28 + L32 + L36)	338,483	*414,492*

Count as circulation material that is charged out for use outside the library. Include renewals and interlibrary loan transactions that are borrowed for users.

Computer use is not circulation. Neither is in-house use or items checked out to another library.

Other Materials

L41	Main Library	6,650	*13,584*
L42	All Branches	6,976	*15,221*
L43	Bookmobile/Outreach	97	*368*
L44	Total (L41 + L42 + L43)	13,723	*29,173*

Total Circulation

L45	Main Library (L17 + L37 + L41)	596,205	*601,319*
L46	All Branches (L18 + L38 + L42)	449,588	*601,105*
L47	Bookmobile/Outreach (L19 + L39 + L43)	46,080	*54,438*

Electronic Materials are materials that are distributed digitally and can be accessed via a computer, the Internet, or a portable device such as an e-book reader. Types of electronic materials include e-books and downloadable electronic video and audio files. Electronic Materials packaged together as a unit and checked out as a unit are counted as one unit.

L48	Use of Electronic Material	115,357	*126,746*
L49	Total Circulation (L20 + L40 + L44 + L48)	1,207,230	*1,383,608*

L50	Successful Retrieval of Electronic Information	377,156	*235,527*

Children's Circulation - The total annual circulation of all children's materials in all formats to all users, including renewals. (NOTE: This includes books and audiovisual material already counted in previous fields L9 - L16) Do not count Electronic Material circulation here - that belongs in L48

L51	Main Library	298,200	*307,931*
L52	All Branches	219,382	*290,916*
L53	Bookmobile/Outreach	35,555	*39,418*
L54	Total (L51 + L52 + L53)	553,137	*638,265*

Other Measures of Library Use (M1 - M2)

Please list any measures of library use not collected elsewhere in the annual report. Examples might include Seed Library, In-house Use, Unique Circulating Items, and other Objects of Interest.

Note: Recording these measures is optional. Totals will not be tabulated or reported.

M1	Other Measures of Library Use	Number of Electronic Magazines added. We purchase each magazine title through Zinio and can circulation back issues and current issues.	*Number of Wi-fi hot spots available for circulation*
M2	Use Statistics	82 (I would like to see a K16 added for this number)	*8*
M1	Other Measures of Library Use	Circulation of Electronic Magazines	
M2	Use Statistics	19,561 (This number could be part of L48)	
M1	Other Measures of Library Use	Content Marketing: Library Blog views	
M2	Use Statistics	165,534	
M1	Other Measures of Library Use	Content Marketing: total number of blog posts	
M2	Use Statistics	90	
M1	Other Measures of Library Use	# of Hotspots circulating	
M2	Use Statistics	18	
M1	Other Measures of Library Use	Hotspot Circulation	
M2	Use Statistics	108	

Interlibrary Cooperation (N1 - N6)

Loaned To

N1	Print	1,459	*1,729*
N2	Nonprint	1,477	*1,655*
N3	Total (N1 + N2):	2,936	*3,384*

Borrowed From

N4	Print	1,488	*1,973*
N5	Nonprint	658	*709*
N6	Total (N4 + N5):	2,146	*2,682*

Programs (O1 - O56)

A program is any planned event which introduces the group attending to any of the broad range of library

services or activities or which directly provides information to participants. Programs may cover use of the library, library services, or library tours. Programs may also provide cultural, recreational, or educational information, often designed to meet a specific social need. Examples of these types of programs include film showings, lectures, story hours, literacy, English as a second language, citizenship classes, and book discussions. Count all programs, whether held on- or off-site, that are sponsored or co-sponsored by the library. Exclude programs sponsored by other groups that use library facilities. If programs are offered as a series, count each program in the series. For example, a film series offered once a week for eight weeks should be counted as eight programs.

Note: Exclude library activities delivered on a one-to-one basis, rather than to a group, such as one-to-one literacy tutoring, services to homebound, resume writing assistance, homework assistance, and mentoring activities. Also, do not enter the number of programs or attendance in more that one category.

Infant/Toddler/Preschool - *number of programs*

O1	Main Library	313	*284*
O2	All Branches	347	*386*
O3	Bookmobile/Outreach	1,468	*1,556*
O4	Total (O1 + O2 + O3)	2,128	*2,226*

Infant/Toddler/Preschool - *number of attendees*

O5	Main Library	8,405	*6,118*
O6	All Branches	7,749	*7,522*
O7	Bookmobile/Outreach	19,300	*20,255*
O8	Total (O5 + O6 + O7)	35,454	*33,895*

Elementary School - *number of programs*

O17	Main Library	35	*84*
O18	All Branches	113	*104*
O19	Bookmobile/Outreach	336	*388*
O20	Total (O17 + O 18 + O19)	484	*576*

Elementary School - *number of attendees*

O21	Main Library	970	*3,463*
O22	All Branches	2,075	*2,300*
O23	Bookmobile/Outreach	7,841	*12,230*
O24	Total (O21 + O22 + O23)	10,886	*17,993*

Young Adult (age 12 and older) - *number of programs*

O25	Main Library	65	*88*
O26	All Branches	171	*144*
O27	Bookmobile/Outreach	7	*3*
O28	Total (O25 + O26 + O27)	243	*235*

Young Adult (age 12 and older) - *number of attendees*

O29	Main Library	818	*820*
O30	All Branches	1,799	*1,498*
O31	Bookmobile/Outreach	596	*33*
O32	Total (O29 + O30 + O31)	3,213	*2,351*

Adult Programs - *number of programs*

O33	Main Library	395	*315*
O34	All Branches	433	*407*
O35	Bookmobile/Outreach	99	*65*
O36	Total (O33 + O34 + O35)	927	*787*

Adult Programs - *number of attendees*

O37	Main Library	14,930	*13,993*
O38	All Branches	7,074	*7,379*

O39	Bookmobile/Outreach	1,535		*1,341*
O40	Total (O37 + O38 + O39)	23,539		*22,713*

Programs Directed at Multiple Age Levels - *number of programs*

O41	Main Library	121		*38*
O42	All Branches	150		*120*
O43	Bookmobile/Outreach	184		*201*
O44	Total (O41 + O42 + O43)	455		*359*

Programs Directed at Multiple Age Levels - *number of attendees*

O45	Main Library	8,036		*91,646*
O46	All Branches	24,545		*9,077*
O47	Bookmobile/Outreach	7,856		*3,784*
O48	Total (O45 + O46 + O47)	40,437		*104,507*

Total Number Of Programs:

O49	Main Library (O1 + O17 + O25 + O33 + O41)	929		*809*
O50	All Branches (O2 + O18 + O26 + O34 + O42)	1,214		*1,161*
O51	Bookmobile/Outreach (O3 + O19 + O27 + O35 + O43)	2,094		*2,213*
O52	Total (O4 + O20 + O28 + O36 + O44)	4,237		*4,183*

Total Program Attendance:

O53	Main Library (O5 + O21 + O29 + O37 + O45)	33,159		*116,040*
O54	All Branches (O6 + O22 + O30 + O38 + O46)	43,242		*27,776*
O55	Bookmobile/Outreach (O7 + O23 + O31 + O39 + O47)	37,128		*37,643*
O56	Total (O8 + O24 + O32 + O40 + O48)	113,529		*181,459*

Intellectual Freedom (P1 - P6)

P1	Title of Challenged Work	Scott Pilgrim, volume 3 The Infinite Sadness
P2	Type of Work	Book
P3	Grounds for Challenge	Unsuited to Age Group
P4	Initiator of Challenge	Patron
P5	Status of Material	Material(s) Retained
P6	Comments	Material was found to be located in teen department in most other libraries in the region and reflected similar content to other teen graphic novels. The Scott Pilgrim series was described as a part of a "core teen collection" by Graphic Novel Reporter

Technology (Q1 - Q5)

Q1	Number of Internet Computers Used by General Public	140		*148*

Q2	Number of People Formally Trained by Staff to Use Electronic Resources	376	*350*
Q3	Does the library provide wireless internet access (Wi-Fi) for patrons?	Yes	*Yes*
Q4	Wireless Sessions - Annually	83,524	*120,000*
Q5	Number of Web User Sessions	939,053	*782,590*

Planning and Evaluation (S1)

S1	Describe significant events, changes, or improvements to your library's facilities, programs, or collections during this past fiscal year. Include a statement describing any new property acquired by the library by any means - purchase, gifts, bequests, et	The Library continues to provide services to the public by constantly monitoring changes, or improvements to evaluate and re-evaluate internal processes and procedures. We have continued to expand our offerings to the educational community and strengthened our partnerships with Boone County Success by 6, Boone County Early Childhood Council, Boone County Schools and Walton Verona Schools during this past fiscal year. We continue to grow the Outreach Department. Our new strategic plan went into effect FY2017. This plan emphasizes customer service to both internal and external customers; lifelong learning opportunities for early childhood and retired adults; and local history research and programs. BCPL migrated from Polaris to SirsiDynix in December 2016. Leading up to the migration, staff worked hard at cleaning and deleting, as necessary, collection and customer data. We took this opportunity to evaluate several procedures. Staff have been busy since December cleaning data that migrated incorrectly. Included in the migration project was moving our Local History digitized collection from Fusion to Portfolio. BCPL went live on Portfolio as the largest customer. SirsiDynix is using lessons learned from our digitized collection migration to develop best practices for other libraries migrating systems. Local History continued their popular Heritage Tourism Underground Railroad Bus Tours and added a John Hunt Morgan Bus Tour. This has led to BCPL's work being recognized by the National Parks Service. The tour has been placed on the Parks Network to Freedom Trail and BCPL has been recognized as a national research facility for Underground Railroad scholars. Plans continue to progress on the new Hebron location. Ground should be broken in FY2018.	*Response has been entered.*

Board Policies (T1 - T10)

Click on the check box if you have you reviewed your policies in the last five years

T1	Board Reimbursement of Expense Policy	Yes	Yes
T2	Conflict of Interest Policy	Yes	Yes
T3	Ethics Policy	Yes	Yes
T4	Fiscal Responsibility Policy	Yes	Yes
T5	Investment Policy	Yes	Yes
T6	Open Records Policy	Yes	Yes

T7	Procurement Code Policy	Yes		Yes
T8	Sponsorship Policy	Yes		Yes
T9	Trustee Orientation Policy	Yes		Yes
T10	Whistleblower Policy	Yes		Yes

Library Board Membership (V1 - V6)

Note: List membership as constituted on the last day of the fiscal year.

Designated Day and Time for Monthly Board Meeting:

V1.1	Day	Monday	*Monday*
V1.2	Week	Third Week	*Third Week*
V1.3	Time	4:00 PM - 4:30 PM	*4:00 PM - 4:30 PM*

President or Chair

V2.1	Name:	Eric Richardson	*Eric Richardson*
V2.2	P.O. Box or Street:	1490 Flintridge Road	*1490 Flintridge Road*
V2.3	City:	Florence	*Florence*
V2.4	Zip:	41042	*41042*
V2.5	Phone:	(513) 723-4019	*(513) 723-4019*
V2.6	Term Expires (MM/DD/YYYY):	06/30/2017	*06/30/2017*
V2.7	Term	First Term	*First Term*
V2.8	Number of Regularly Scheduled Board Meetings Attended	12	*9*
V2.9	Number of Library Related Professional Conferences and or Workshops Attended	0	*0*

Vice President or Vice Chair

V3.1	Name:	Barbara Bardes	*Barbara Bardes*
V3.2	P.O. Box or Street:	10,000 Lower River Road	*10,000 Lower River Road*
V3.3	City:	Burlington	*Burlington*
V3.4	Zip:	41005	*41005*
V3.5	Phone:	(859) 689-5515	*(859) 689-5515*
V3.6	Term Expires (MM/DD/YYYY):	06/30/2018	*06/30/2018*
V3.7	Term	Second Term	*Second Term*
V3.8	Number of Regularly Scheduled Board Meetings Attended	11	*10*
V3.9	Number of Library Related Professional Conferences and or Workshops Attended	0	*0*

Secretary

V4.1	Name:	Sheree Breitholde	*Sheree Breitholle*
V4.2	P.O. Box or Street:	1703 Asher Court	*1703 Asher Court*
V4.3	City:	Hebron	*Hebron*
V4.4	Zip:	41045	*41045*
V4.5	Phone:	(859) 586-7247	*(859) 586-7247*
V4.6	Term Expires (MM/DD/YYYY):	06/30/2017	*06/30/2017*
V4.7	Term	First Term	*First Term*
V4.8	Number of Regularly Scheduled Board Meetings Attended	10	*12*
V4.9	Number of Library Related Professional Conferences and or Workshops Attended	0	*0*

Treasurer

V5.1	Name:	Curt Bessette	*Pam Goetting*
V5.2	P.O. Box or Street:	2778 Running Creek Drive	*2081 Treetop Lane*
V5.3	City:	Florence	*Hebron*
V5.4	Zip:	41042	*41048*
V5.5	Phone:	(859) 384-7275	*(859) 586-7881*
V5.6	Term Expires (MM/DD/YYYY):	03/31/2017	*06/30/2016*
V5.7	Term	First Term	*Second Term*
V5.8	Number of Regularly Scheduled Board Meetings Attended	7	*11*
V5.9	Number of Library Related Professional Conferences and or Workshops Attended	0	*0*

Member

V6.1	Name:	Chris Lange	*Jim Henning*
V6.2	P.O. Box or Street:	912 Surfridge Drive	*8742 Rosebrook Drive*
V6.3	City:	Hebron	*Florence*
V6.4	Zip:	41048	*41042*
V6.5	Phone:	(513) 479-2885	*(513) 287-4078*
V6.6	Term Expires (MM/DD/YYYY):	06/30/2020	*06/30/2016*
V6.7	Term	First Term	*Second Term*
V6.8	Number of Regularly Scheduled Board Meetings Attended	11	*11*

| V6.9 | Number of Library Related Professional Conferences and or Workshops Attended | 0 | *0* |

V6.1	Name:	Barbara Hill
V6.2	P.O. Box or Street:	852 Keeneland Green Drive
V6.3	City:	Union
V6.4	Zip:	41091
V6.5	Phone:	(859) 384-6429
V6.6	Term Expires (MM/DD/YYYY):	06/30/2020
V6.7	Term	Filling Unexpired Term
V6.8	Number of Regularly Scheduled Board Meetings Attended	3
V6.9	Number of Library Related Professional Conferences and or Workshops Attended	0

| | Does your library collect a statistic that you think other Kentucky libraries should collect? | I placed most of my suggestions in section M of the annual report. One other statistic that may be interesting is Fiscal Year turnover rate may. | *Response has been entered.* |
| | Please add notes for the survey administrator - your reactions to the annual report, the report process, sources of irritation, what could be improved, any feedback that might help in formulating next year's report. | | *Response has been entered.* |