

Bracken County Public Library

2021 Kentucky Annual Report of Public Libraries

General Information (A1 - A16)

A1	County	Bracken
A2	Estimated Population	8,303
A3	Library Name	Bracken County Public Library
Street Address		
A4	Street Address	310 West Miami Street
A5	City	Brooksville
A6	Zip Code	41004
Mailing Address		
A8	Mailing Address	P.O. Box 305
A9	City	Brooksville
A10	Zip Code	41004
A12	Phone	(606) 735-3620

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). 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	\$473,742
B2	Other	\$0
B3	Local Government Revenue Total (B1 + B2):	\$473,742

State Government Revenue

B4	State Aid Grant	\$0
B5	Construction Debt-Assistance Grant	\$0
B6	Other State Government Revenue	\$0
B7	State Government Revenue Total (sum B4 through B6)	\$0

Federal: State Government removed State Aid Funding in 2020. This report is the first year since that funding of about \$11,000 was removed.

Federal Government Revenue

B11	LSTA CARES Act Grant	\$1,000
B12	Other Federal Government Revenue	\$10,745
B13	Federal Government Revenue Total (B11 + B12)	\$11,745
Other Operating Income		
B14	Other Operating Revenue	\$9,583
B15	Total Operating Revenue (B3 + B7 + B13 + B14):	\$495,070

Operating Expenditures (C1 - C42)

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

Collection Expenditures

C1	Print Materials	\$24,747
C2	Electronic Materials Expenditures	\$1,103
C3	Audiovisual Materials	\$7,907
C4	Electronic Collections [databases]	\$7,684
C5	Other Library Materials	\$0

Federal: The item from the previous year was a test for a "library of things" collection. COVID-19 has delay moving forward with that project.

C6	Collection Expenditures Total (C1 through C5)	\$41,441
Salary Expenditures		
C7	Library Director	\$49,106
C8	Other Library Personnel	\$96,296
C10	Salary Expenditures Total (C7 + C8)	\$145,402
Fringe Benefits		
C11	Required Fringe Benefits	\$5,140
C12	Retirement (Employer's Share)	\$30,019
C13	Medical Insurance (Employer's Share)	\$18,839
C14	Other	\$1,870
C15	Fringe Benefits Total (C11 + C12 + C13 + C14):	\$55,868
C16	Total Staff Expenditures (C10 + C15)	\$201,270
Other Operations		
C17	Building Repair and Maintenance	\$34,476

C20	Office Supplies, Program Supplies, Postage	\$10,554
C21	Insurance	\$11,310
C22	Public Relations	\$3,878
C23	Utilities	\$17,875
C24	Professional Fees (include professional membership fees)	\$13,564
C25	Audit Fee	\$0
C26	Fiscal Year that Audit Covers	N/A
C27	What year was the library's last long range plan adopted?	2020
C28	Repair and Replacement of Furnishings	\$6,714
C29	Other	\$0
C30	Specify	
C33	Total Other Operating Expenditures (C17 + C20 + C21 + C22 + C23 + C24 + C25 + C28 + C29)	\$98,371

C34	Bookmobile/Extended Services	\$199
C35	Continuing Education	\$957
C36	Operating Expenditures for Electronic Access	\$32,526
C37	Total Operating Expenditures (C6 + C16 + C33 + C34 + C35 + C36):	\$374,764

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 should be reported by only one of the public libraries.

C38	Capital Outlay Expenditures	\$15,300
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C39	Debt Service	\$0
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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 major capital expenditures in the following categories:

C40a Local - Capital Revenue \$0

C40b State - Capital Revenue \$0

C40c Federal - Capital Revenue \$0

C40d Other - Capital Revenue \$0

C40 **Total Capital Revenue (C40a through C40d)** \$0

C41 Income from loans, bond issues, or other income not reported elsewhere \$0

C42 - Did you spend state aid funds on any of the following? (check all that apply)

Collection Expenditures No

Bookmobile/Extended Services No

Continuing Education No

None of the Above Yes

COVID Related Information (D1 - D16)

D1 Were any of the library's outlets physically closed to the public for any period of time due to the Coronavirus (COVID-19) pandemic? Yes

D2 Did library staff continue to provide services to the public during any portion of the period when the building was physically closed to the public due to the Coronavirus (COVID-19) pandemic? Yes

D5 Did the library allow users to complete registration for library cards online without having to come to the library during the Coronavirus (COVID-19) pandemic? Yes

D6 Did the library provide reference service via the Internet or telephone when the building was physically closed to the public during the Coronavirus (COVID-19) pandemic? Yes

D7 Did the library provide 'outside' service for circulation of physical materials at one or more outlets during the Coronavirus (COVID-19) pandemic? Yes

D11 Did the library intentionally provide Wi-Fi Internet access to users outside the building at one or more outlets during the Coronavirus (COVID-19) pandemic? Yes

D12 Did the library increase access to Wi-Fi Internet access to users outside the building at one or more outlets during the Coronavirus (COVID-19) pandemic? Yes

D13 Did library staff work for other government agencies or nonprofit organizations instead of, or in addition to, their normal duties during the Coronavirus (COVID-19) pandemic? No

Recorded programs are distinct and should not be reported in program totals (Section O)

D16 Describe the Library's Response to the COVID-19 Pandemic The library followed the directive from the state and federal government regarding procedures during the continued pandemic response. When the local health department in connection with the state lifted restrictions, so did the library. The library used the local government and health department to determine the changing and/or lifting of safety measures relating to the COVID-19 pandemic. As for library specific response apart from the safety protocols, the library took continued steps to increase digital services. The library increased the internet bandwidth and maintained an open Wi-Fi connection 24-7. The library staff also got creative in offering services, programs, and more via social media and curbside service for materials, programs, and general social interaction with the public.

Outreach Vehicles (F1 - F3)

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 Vehicle Year, Make, and Model 2007 Ford Escape

F2 Owner of Vehicle locally

F3 Number of Stops in an Average Week 0

Federal: Service remained down most of the year due the COVID-19 pandemic. When the library tried to start service back in March/April, the patrons being served had either passed away or were unable/unwillingly to use the service due to medical issues.

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	N/A
G3	Vehicle Year, Make, and Model	N/A
G4	Owner of Vehicle	
G5	Bookmobile Visits (number of persons entering the bookmobile)	N/A
G6	Number of Registered Users	N/A
G7	Number of Uses [Sessions] of Public Internet Computers Per Year	N/A
G8	Reference Transactions	N/A
G9	Hours on the Road	

	Per Week (but not serving patrons)	N/A
G9a	Sunday - Daily Hours Open to the Public	N/A
G9b	Monday - Daily Hours Open to the Public	N/A
G9c	Tuesday - Daily Hours Open to the Public	N/A
G9d	Wednesday - Daily Hours Open to the Public	N/A
G9e	Thursday - Daily Hours Open to the Public	N/A
G9f	Friday - Daily Hours Open to the Public	N/A
G9g	Saturday - Daily Hours Open to the Public	N/A
G9.1	Number of Weeks Bookmobile was Closed Due to COVID-19	N/A
G9.2	Number of Weeks Bookmobile Had Limited Occupancy Due to COVID-19	N/A

G9.3	Number of Weeks Bookmobile is Open	N/A
G9.3a	Total Number of Weeks Bookmobiles are Open (Sum of all G9.3)	0.00
G10	Total Hours for Bookmobiles in an Average Week (G9a + G9b + G9c + G9d + G9e + G9f + G9g)	0.00
G11	Number of Bookmobiles	0

Main Library (H1 - H19)

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	Bracken County Public Library
H2	Street Address	310 West Miami Street
H3	City	Brooksville
H4	Zip Code	41004
H6	Phone	(606) 735-3620
H8	Square Footage	9,220
H11	Number of Meetings Held	2

Federal: Library did not reopen the meeting room for use by the public until June 2021.

H12 Library Visits 7,695

Federal: Number is down due to COVID-19 Pandemic. With restrictions in place and no programming until June 2021, the library did not see the usual flow of patron traffic, especially after school visits.

H12a Library Visits ES - Annual Estimate Based on Typical
Reporting Method Week(s)

H13 Number of Registered Users 6,073

H14 Number of Uses
[Sessions] of Public Internet Computers 2,555
Per Year

Federal: Number is down due to COVID-19 Pandemic. With restrictions in place and no programming until June 2021, the library did not see the usual flow of patron traffic, especially after school visits.

H14a Reporting Method for
Number of Uses of Public Internet Computers Per Year ES - Annual Estimate Based on Typical
Week(s)

H15 Reference Transactions 438

Federal: Number is down due to COVID-19 Pandemic. With restrictions in place and no programming until June 2021, the library did not see the usual flow of patron traffic, especially after school visits.

H15a Reference Transactions ES - Annual Estimate Based on Typical
Reporting Method Week(s)

Hours Open to the Public

H16a Sunday Opening Time Closed

H16b Sunday Closing Time Closed

H16c	Hours	0.00
H16d	Monday Opening Time	9:00AM
H16e	Monday Closing Time	5:00PM
H16f	Hours	8.00
H16g	Tuesday Opening Time	9:00AM
H16h	Tuesday Closing Time	5:00PM
H16i	Hours	8.00
H16j	Wednesday Opening Time	9:00AM
H16k	Wednesday Closing Time	7:00PM
H16l	Hours	10.00
H16m	Thursday Opening Time	9:00AM
H16n	Thursday Closing Time	5:00PM
H16o	Hours	8.00
H16p	Friday Opening Time	9:00AM

H16q Friday Closing Time 5:00PM

H16r Hours 8.00

H16s Saturday Opening Time 9:00AM

H16t Saturday Closing Time 1:00PM

H16u Hours 4.00

H17 Total Hours Open to the Public (H16c + H16f + H1i + H16l + H16o + H16r + H16u) 46.00

H17.2 Number of Weeks Main Library was Closed Due to COVID-19 2

H17.3 Number of Weeks Main Library Had Limited Occupancy Due to COVID-19 0

H18 Number of Weeks Main Library is Open 50

H19 Does your library have a Friends group?

Yes No

No Yes

Facility Info (I1 - I32)

Square Footage

I1	Main Library (from H8)	9,220
I2	Branch Libraries (sum of E8 branch data)	0
I3	Total (I1 + I2)	9,220

Number of Meetings Held

I10	Main Library (from H11)	2
I11	Branch Libraries (sum of E11 branch data)	0
I12	Total (I10 + I11)	2

Library Visits

I13	Main Library (from H12)	7,695
I14	Branch Libraries (sum of E12 branch data)	0
I15	Bookmobiles (sum of G5 branch data)	0
I16	Total (I13 + I14 + I15)	7,695

Federal: Number is down due to COVID-19 Pandemic. With restrictions in place and no programming until June 2021, the library did not see the usual flow of patron traffic, especially after school visits.

Number of Registered Users

I17	Main Library (from H13)	6,073
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I18	Branch Libraries (sum of E13 branch data)	0
I19	Bookmobiles (sum of G6 branch data)	0
I20	Total (I17 + I18 + I19)	6,073

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

I21	Main Library (from H14)	2,555
I22	Branch Libraries (sum of E14 branch data)	0
I23	Bookmobiles (sum of G7 branch data)	0
I24	Total (I21 + I22 + I23)	2,555

Federal: Number is down due to COVID-19 Pandemic. With restrictions in place and no programming until June 2021, the library did not see the usual flow of patron traffic, especially after school visits. This was further impacted by reducing the number of public access computers down from 15 to 8.

Reference Transactions

I25	Main Library (from H15)	438
I26	Branch Libraries (sum of E15 branch data)	0
I27	Bookmobiles (sum of G8 branch data)	0
I28	Total (I25 + I26 + I27)	438

Federal: Number is down due to COVID-19 Pandemic. With restrictions in place and no programming until June 2021, the library did not see the usual flow of patron traffic, especially after school visits.

Public Service Hours per Year

I29	Main Library (H17 * H18)	2,300.00
I30	Branch Libraries (sum of E17 branch data * E17.3a)	0.00
I31	Bookmobiles (sum of G10 bookmobile data * G9.3a)	0.00
I32	Total (I29 + I30 + I31)	2,162.00

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 1.00
 Degree in Library
 Science

J2 Number of Librarians
 with Non ALA

	Accredited Master's Degree in Library Science	.0
J3	Number of Librarians with a Master's Degree NOT in Library Science	.0
J4	Number of Librarians with a Bachelor's Degree in Library Science	.0
J5	Number of Librarians with a Bachelor's Degree NOT in Library Science	.0
J6	Number of Librarians with Less Than a Bachelor's Degree	3.00
J7	Total Librarians (J1 + J2 + J3 + J4 + J5 + J6):	4.00
J8	All Other Paid Staff	1.25
J9	Total Paid Employees (J7 + J8):	5.25

Library Collection (K1 -K17)

Book Collection

K1	Adult Books (over age 18)	14,815
K2	Young Adult Books	

	(ages 12 to 18)	3,312
K3	Children's Books (under age 12)	5,076
K4	Total (K1 + K2 + K3)	23,203

Digital or Audiovisual Materials

K6	Electronic Books (E-Books)	172,204
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Federal: The library has purchased downloadable e-book copies of books through Abdo, Lerner, and J.Appleseed. It is these library owned copies that have been added to the numbers from KyLibraries Unbound.

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

An electronic collection [database] 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 [database] may be organized, curated and electronically shared by the library, or rights may be provided by a third party vendor. An electronic collection [database] may be funded by the library, or provided through cooperative agreement with other libraries, or through the State Library. Do not include electronic collections [databases] that are provided by third parties and freely linked to on the web.

Electronic Collections [databases] 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 [databases] 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 [databases] acquired through curation, payment or formal agreement, by source of access:

Item #K7a Local/Other cooperative agreements

Item #K7b (State government or state library)
Item #K7 Total Electronic Collections [databases].

This is the sum of Local/Other cooperative agreements, and State Electronic Collections [databases] (Item #K7a and #K7b).

K7a Local/Other
Cooperative 7
Agreements

K7b State (State
Government or State
Library) ** Include **66** 66
KYVL databases **

K7 Total Electronic
Collections 73
[databases]
(K7a+K7b)

K9 Audio - Physical Units 1,006

Federal: There was no change from last year due to the COVID-19 pandemic

K10 Audio - Downloadable
Units 48,645

K13 Video - Physical Units 4,000

K14 Video - Downloadable
Units 1,990

K15 Other Material in
Collection 195

K16 Current Print Serial
Subscriptions 28

K17 Book/Serial Volumes 23,231
(K4 + K16)

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 (over age 18)

L1 Main Library 3,297

Federal: Number is down due to COVID-19 Pandemic. With restrictions in place and no programming until June 2021, the library did not see the usual flow of patron traffic, especially after school visits.

L2 All Branches 0

L3 Bookmobile/Outreach 0

L4 Total (L1 + L2 + L3) 3,297

Book Circulation, Young Adult (ages 12 to 18)

L5 Main Library 577

Federal: Number is down due to COVID-19 Pandemic. With restrictions in place and no programming until June 2021, the library did not see the usual flow of patron traffic, especially after school visits.

L6 All Branches 0

L7 Bookmobile/Outreach 0

L8 Total (L5 + L6+ L7) 577

Book Circulation, Children's (under age 12)

L9 Main Library 1,903

Federal: The library had a good spike as story time and Summer Reading returned at the end of the Fiscal year. Many new or returning patrons after COVID restriction lifted statewide.

L10 All Branches 0

L11 Bookmobile/Outreach 0

L12 Total (L9 + L10+ L11) 1,903

Book Circulation Total

L13 Main Library (L1 + L5 + L9) 5,777

L14 All Branches (L2 + L6 + L10) 0

L15 Bookmobile/Outreach (L3 + L7 + L11) 0

L16 Total (L4 + L8 + L12) 5,777

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 155

Federal: Number is down due to COVID-19 Pandemic. With restrictions in place and no programming until June 2021, the library did not see the usual flow of patron traffic, especially after school visits.

L22 All Branches 0

L23	Bookmobile/Outreach	0
L24	Total (L21 + L22 + L23)	155

Audiovisual Circulation Other Audio

L25	Main Library	0
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L26	All Branches	0
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L27	Bookmobile/Outreach	0
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L28	Total (L25 + L26 + L27)	0
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Audiovisual Circulation Videos

L29	Main Library	4,571
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L30	All Branches	0
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L31	Bookmobile/Outreach	0
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L32	Total (L29 + L30 + L31)	4,571
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Audiovisual Circulation Other

L33	Main Library	369
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L34	All Branches	0
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L35	Bookmobile/Outreach	0
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L36	Total (L33 + L34 + L35)	369
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Audiovisual Circulation Total

L37	Main Library (L21 + L25 + L29 + L33)	5,095
L38	All Branches (L22 + L26 + L30 + L34)	0
L39	Bookmobile/Outreach (L23 + L27 + L31 + L35)	0
L40	Total (L24 + L28 + L32 + L36)	5,095

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	0
L42	All Branches	0
L43	Bookmobile/Outreach	0
L44	Total (L41 + L42 + L43)	0

Total Circulation

L45	Main Library (L13 + L37 + L41)	10,872
L46	All Branches (L14 + L38 + L42)	0
L47	Bookmobile/Outreach	

(L15 + L39 + L43) 0

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	1,399
L49	Total Circulation (L16 + L40 + L44 + L48)	12,271
L50	Successful Retrieval of Electronic Information	107

Federal: I think the wrong data was reported here last year in addition to numbers be lower due to the COVID Pandemic.

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	1,903
L52	All Branches	0
L53	Bookmobile/Outreach	0
L54	Total (L51 + L52 + L53)	1,903

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	N/A
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M2	Use Statistics	N/A
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Interlibrary Cooperation (N1 - N6)

Loaned To

N1	Print	0
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N2	Nonprint	0
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N3	Total (N1 + N2):	0
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Borrowed From

N4	Print	0
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N5	Nonprint	0
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N6	Total (N4 + N5):	0
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Programs (O1 - O66)

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.

Infant/Toddler/Preschool - *number of programs*

O1 Main Library 7

Federal: Number is down due to COVID-19 Pandemic. With restrictions in place and no programming until June 2021, the library did not see the usual flow of patron traffic, especially after school visits.

O2 All Branches 0

O3 Bookmobile/Outreach 0

O4 Total (O1 + O2 + O3) 7

Infant/Toddler/Preschool - *number of attendees*

O5 Main Library 149

Federal: Number is down due to COVID-19 Pandemic. With restrictions in place and no programming until June 2021, the library did not see the usual flow of patron traffic, especially after school visits.

O6 All Branches 0

O7 Bookmobile/Outreach 0

O8 Total (O5 + O6 + O7) 149

Elementary School - *number of programs*

O17 Main Library 8

Federal: Number is down due to COVID-19 Pandemic. With restrictions in place and no programming until June 2021, the library did not see the usual flow of patron traffic, especially after school visits.

O18 All Branches 0

O19 Bookmobile/Outreach 0

O20 Total (O17 + O18 + O19) 8

Elementary School - *number of attendees*

O21 Main Library 79

Federal: Number is down due to COVID-19 Pandemic. With restrictions in place and no programming until June 2021, the library did not see the usual flow of patron traffic, especially after school visits.

O22 All Branches 0

O23 Bookmobile/Outreach 0

O24 Total (O21 + O22 + O23) 79

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

O25 Main Library 0

O26 All Branches 0

O27 Bookmobile/Outreach 0

O28 Total (O25 + O26 + O27) 0

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

O29 Main Library 0

O30 All Branches 0

O31 Bookmobile/Outreach 0

O32 Total (O29 + O30 + O31) 0

Adult Programs - *number of programs*

O33 Main Library 2

O34 All Branches 0

O35 Bookmobile/Outreach 0

O36 Total (O33 + O34 +
O35) 2

Adult Programs - *number of attendees*

O37 Main Library 16

O38 All Branches 0

O39 Bookmobile/Outreach 0

O40 Total (O37 + O38 +
O39) 16

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

O41 Main Library 13

Federal: Number is down due to COVID-19 Pandemic. With restrictions in place and no programming until June 2021, the library did not see the usual flow of patron traffic, especially after school visits.

O42 All Branches 0

O43 Bookmobile/Outreach 0

O44 Total (O41 + O42 +
O43) 13

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

O45 Main Library 344

O46 All Branches 0

O47 Bookmobile/Outreach 0

O48 Total (O45 + O46 + O47) 344

Total Number Of Programs:

O49 Main Library (O1 + O17 + O25 + O33 + O41) 30

O50 All Branches (O2 + O18 + O26 + O34 + O42) 0

O51 Bookmobile/Outreach (O3 + O19 + O27 + O35 + O43) 0

O52 Total (O4 + O20 + O28 + O36 + O44) 30

Federal: Number is down due to COVID-19 Pandemic. With restrictions in place and no programming until June 2021, the library did not see the usual flow of patron traffic, especially after school visits.

Number of Live In–Person Program Sessions (Onsite and Offsite)

The number of live in–person program sessions (#O55) must be equal to the Total Number of Programs that was calculated above, in item #O52

O53 Number of Live In–Person Onsite Program Sessions 15

O54 Number of Live In–Person Offsite Program Sessions 15

O55 Total Live In–Person Program Sessions (O53 + O54) 30

Total Program Attendance:

O56	Main Library (O5 + O21 + O29 + O37 + O45)	588
O57	All Branches (O6 + O22 + O30 + O38 + O46)	0
O58	Bookmobile/Outreach (O7 + O23 + O31 + O39 + O47)	0
O59	Total (O8 + O24 + O32 + O40 + O48)	588

Live Program Attendance (Onsite and Offsite)

Live Program Attendance (O62) must be equal to the Total Program Attendance that was calculated above, in item #O59.

O60	Live In-Person Onsite Program Attendance	238
O61	Live In-Person Offsite Program Attendance	350
O62	Total Live In-Person Program Attendance (O60 + O61)	588

Virtual Programs

O63	Number of Live Virtual Program Sessions	15
O64	Virtual Program Attendance	369
O65	Total Views of Recorded Program	

Presentations within 7 Days 1,437

O66 Total Number of Recorded Program Presentations 13

Self-Directed Activities (Passive Programs) (P1 - P8)

A Self-directed Activity is a planned, independent activity available for a definite time period which introduces participating individuals to any of the broad range of library services or activities which directly provide information to participants. Activities differ from programs in that activities are unstructured and depend on the participation of the attendee to create the experience, rather than a structured presentation offered by librarian to a group at a set time.

Examples of these types of passive activities include DIY stations, craft/activity bags, make and take activity kits, and *Do Science at Home STEAM Kits*.

This does not include informal services such as homework help.

Count all activities, whether held on- or off-site, that are sponsored or co-sponsored by the library. Exclude activities sponsored by other groups that use library facilities.

Self-Directed Activities (Passive Programs), Children (under age 12)

P1 Number of Programs 13

P2 Number of Participants 312

Self-Directed Activities (Passive Programs), Young Adult (ages 12 to 18)

P3 Number of Programs 6

P4 Number of Participants 236

Self-Directed Activities (Passive Programs), Other (all ages)

P3	Number of Programs	9
P6	Number of Participants	279
P7	Total Number of Self-Directed Activities (P1 + P3 + P5)	28
P8	Total Participants in Self-Directed Activities (P2 + P4 + P6)	827

Technology (Q1 - Q5)

Q1	Number of Internet Computers Used by General Public	8
Q2	Number of People Formally Trained by Staff to Use Electronic Resources	0
Q3	Does the library provide wireless internet access (Wi-Fi) for patrons?	Yes
Q4	Wireless Sessions - Annually	6,205
Q4a	Reporting Method for Wireless Sessions	ES - Annual Estimate Based on Typical Week(s)
Q5	Website Visits	6,900

Intellectual Freedom Challenges (R1)

R1 Number of Intellectual Freedom Challenges 0

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 major impact on the library was the COVID-19 pandemic and the regulations associated with the virus. This caused shifting of hours and operations throughout most of the year. The library also had a few projects during the year, including the installation of new shelving and a new circulation desk. The circulation desk caused the library to close at a time we would have normally been open. The library was also forced into multi-day closings on 3 or 4 occasions during the winter. The final item is that staff began in late May or early June of 2021 to update the early reader collection of books and a few other parts of the collection. This included removing old, outdated books in larger quantities than a normal weeding process.

Board Policies (T1 - T10)

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

T1 Board Reimbursement of Expense Policy Yes

T2 Conflict of Interest Policy Yes

T3 Ethics Policy Yes

T4	Fiscal Responsibility Policy	Yes
T5	Investment Policy	Yes
T6	Open Records Policy	Yes
T7	Procurement Code Policy	Yes
T8	Sponsorship Policy	Yes
T9	Trustee Orientation Policy	Yes
T10	Whistleblower Policy	Yes

This Report Has Been Completed by: Christian Shroll

Does your library collect a statistic that you think other Kentucky libraries should collect? No

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.

