Collection Assessment

August 2018

"Connecting you to big ideas wherever you are!"

Introduction

Overview

Founded in 1978, the Campbell County Public Library serves the residents and businesses of Campbell County, Kentucky. The county has over 92,000 residents and is located at the northern tip of the state, within the Cincinnati-Northern Kentucky metropolitan area. The Library system includes three full-service branches, as well as one satellite branch which opened in January 2018. The satellite branch has a small, popular materials collection consisting of almost 7,000 items. Overall, CCPL's collection includes over 207,000 physical and 190,000 digital items. There are more than 54,000 Campbell County Public Library cards in circulation. CCPL circulates more than 1 million physical and digital items annually.

Background

This is the Campbell County Public Library's 5th Biennial Collection Assessment. The 2016 Collection Assessment defined the process as "a way to examine the quality of a library collection, with the intention of using that information to inform collection development." While the document will be available to all staff and board members, the primary intent of the assessment is to serve as a working document for Collection Development staff. It should provide an overall picture of the current state of the collection and provide insight into how to focus our efforts going forward.

Current Assessment

The Library's mission statement says that "Campbell County Public Library enhances lifelong learning by providing popular materials, programs, and services to our community." As with previous assessments, I will examine whether or not the collection is doing its part to provide popular materials that support our community's pursuit of enjoyment, enrichment, and lifelong learning. To do that, I'll examine current statistics on collection age, size, and circulation. I'll consider demographic data to determine if the collection is in proportion to community needs. I'll compare the collection to established library standards and check the content of the collection to see if we're meeting our goals as a popular materials library. I will revisit recommendations from the previous assessment and determine if subsequent changes were effective. Finally, I will provide recommendations based on my findings.

Beth Eifler, Collection Services Coordinator
Campbell County Public Library
August 2018

Influences on the Collection

Mission and Vision
CCPL's collection development is driven largely by the library's mission to enhance lifelong learning by providing popular materials, programs, and services to our community. Our goal is to select the newest and most popular fiction and provide practical and accessible nonfiction geared towards lifelong learners. Our vision statement, "Connecting you to big ideas wherever you are!" likewise commits us to providing material that helps expand the horizons of our users. "Wherever you are" includes the mandate to provide digital access to our materials and services.

2016 Five-Year Strategic Plan
In July 2015, The Campbell County Library Board of Trustees hired an external consultant to provide their expertise in long range planning. The consultants completed the long-range plan in 2016 and included the following goals and objectives for the collection:

Goal: The Library seeks to improve the quality of the overall collection. The Library seeks opportunities to expand services and products to meet the changing needs of the community.

Objectives:
1. Increase circulation by 3% over the next five years.
    a. Experiment with various measures to increase circulation in all categories.
    b. Focus purchasing decisions on the Library's role as a popular materials lending library.
    c. Increase marketing of items in the collection.
2. Annually increase the number of Library-owned e-materials by 7% to improve the breadth and depth of the collection.
    a. Evaluate the entire e-collection on general popularity.
3. Exceed patron expectations in obtaining requested materials.
    a. Reduce hold periods.

Achievement towards these goals and objectives will be addressed in relevant sections of the Assessment.

Alexandria Branch
In January 2018, CCPL opened a satellite branch in the City of Alexandria. Built to provide closer library access to underserved communities in the southern part of Campbell County, the branch offers a small browsing collection of popular materials in all formats. Delivery service is provided for materials that are borrowed from other locations to supplement the branch's collection. While the Alexandria branch is new, I

include their numbers here to provide a complete picture of the collection and to serve as a baseline for future assessments.

Express Locations

In 2017, the library opened two express locations in Silver Grove and Melbourne. These are strictly pick-up locations intended to help alleviate the lack of convenient access to a library branch for people in the southern part of the county. While these do not have a direct impact on the collection, they can affect circulation stats by providing access to patrons who might not use the Library otherwise. While many current patrons switched to these locations for their convenience, new users took advantage of this opportunity to join the Library.

Staffing

The biggest staffing change since the previous assessment is that the former Collection Services Coordinator was promoted to Technical Services Manager. There are still two full time Librarians, one full time Collection Services Assistant, and one full time ILL Specialist. Having a full time department assistant remains invaluable in helping with the day to day tasks of processing materials, running reports, monitoring holds, creating purchase orders, and tracking orders. Managing holds and requests continues to take a lot of time that could be dedicated to a more proactive approach to collection management. Adopting a more stringent selection policy about when we will borrow something through ILL, rather than purchase, created a heavier burden on our ILL Specialist, sometimes resulting in a backlog of requests.

Budgets and Spending

The budget for fiscal year 2018/19 is $720,000. This is a $30,000 decrease from the previous fiscal year. It also includes funds for the Alexandria Branch. Discontinuing two underused databases allowed us to save money and prevented any one collection from suffering due to the budget decrease.

Spending for the previous fiscal year exceeded the budget by $3,321. The AV budgets, particularly adult audiobooks, were especially overspent. With staff changes and the Alexandria Branch opening occurring around the same time as the end of the spending year, this may have led to confusion about ordering. To prevent another overage, Collection Services will pay closer attention to spending this year and communicate better with branch selectors about when to cease ordering.

Item Requests

In looking at the collection, we must consider item requests. Item requests indicate materials our patrons want, but the Library does not own. While we attempt to purchase requested items as much as possible, approximately 22% of all requests are sent to Interlibrary Loan. Reviewing what is requested, as well as what is sent to ILL, may help us identify areas for improvement in our selection process.

ILL Courier Service provided by KDLA ceased between August 2016 and August 2017. During that time, Campbell County worked out an informal courier service with Boone, Kenton, and Clermont counties to help move ILL material. We also used USPS more heavily to send and fill ILL requests.

Selection

The Collection Services Coordinator selects all adult print and digital materials, as well as adult music for the entire system. The Collection Services Librarian selects all juvenile print and digital materials, as well as popular DVDs for the system. Young Adult, Large Print, Audiobooks, Juvenile Music, and DVDs in less demand are ordered by selectors at the three main branches. Ordering for the Alexandria Branch is divided between the Collection Services Coordinator and Librarian.

Standing orders continue to be instrumental in keeping up with works by popular authors. The library uses both Fiction and Nonfiction standing order plans for adult and juvenile materials and update these annually as new popular authors emerge.

Deselection

In 2016, the Library discontinued its use of Collection HQ as a means of analyzing the collection and generating weeding lists. In its place, we adopted a weeding schedule that divided the collection into 12 areas. These areas were then assigned to each month of the calendar year when we expect the branches to weed that section. Concurrently, we adopted a selection schedule that assigned selection in specific areas to occur three months prior to that section's weeding. The intention behind this is to make sure each section is well stocked with updated materials when the time to weed that section arrives. That way, staff won't hesitate to remove items that show up on their weeding list out of fear that it will leave the section bare.

Collection Services generates weeding lists each month, according to the designated section, using Polaris SimplyReports. We generate two reports: one with items that haven't circulated in two or more years and one with items outdated according to CREW. We supply the branch managers with these lists, and include CREW guidelines for that section.

Policy and Procedure

The adoption of a regular deselection schedule was the biggest procedural change since the previous assessment.

We recently combined the online staff and patron request forms, which helped create a less cumbersome process for handling requests.

Policy change included the decision to no longer purchase Mature video games or Unrated DVDs due to the high rate of loss associated with those materials.

The increasing unreliability of Midwest Tape and Amazon compelled us to redirect more of our purchasing to Baker & Taylor. Audiobook and Music accounts were established specifically for this purpose.

Methods of Assessment

This assessment will follow the format established in the 2016 Collection Assessment. It will involve both qualitative and quantitative methods, as well as use-based and collection-based approaches. All methods used were presented in the course *Fundamentals of Collection Assessment*, offered by the Association for Library Collections & Technical Services in March-April 2018.

Methodology

The following methods were used in this collection assessment.

Comparison to Standards
The Kentucky Public Library Association, in cooperation with the Kentucky Department for Libraries and Archives, releases a revised edition of the Kentucky Public Library Standards every two years. The most recent, sixth edition (2016-2017) will be used for this assessment. The standards include a section on library collections with criteria to meet three quality levels: essential, enhanced and exemplary. Using these criteria, I will measure how CCPL compares in areas including collection size, formats available, and materials budget.

Gap Analysis
The American Library Association and its various divisions publish a number of recommended title lists each year. Along with lists of literary award-winners, I'll compare ALA lists from the past ten years to the Library's collection. This will measure how complete and well-rounded our collection is as a popular materials library.

The following awards and notable title lists will be used:

- Caldecott Medal winners
- National Book Award for Fiction
- National Book Award for Nonfiction
- Newbery Medal winners
- Notable Books for Adults
- Notable Children's Books
- Pulitzer Award for Fiction
- The Reading List

Age of the Collection

The CREW Method, published and maintained by the Texas State Library and Archives Commission, has been a recognized standard for deselection of materials in public libraries for more than thirty years. CCPL's Collection Development Policy specifies that we use the CREW Method to guide weeding. CREW is used in this assessment as a benchmark for presenting and discussing the age of the Library's collection.

Use Analysis

Both collection counts and circulation statistics were acquired from the Polaris ILS. These are broken down into the three branches, as well as different areas of the collection, generally by using the item statistical codes assigned in Polaris. An average circulation per item was calculated, providing a standardized method for comparing collections of different sizes at different branches. Data provided in the Use Analysis was used to calculate Relative Use, which is the ratio of the percentage of a collection's circulation to the percentage of holdings in that particular area.

Community Needs

Using data from the most recent U.S. Population Estimates, I will compare county demographics with the collection. Data for age breakdowns will be helpful especially in determining if our collection is in proportion with our community's needs.

Data Sources

Origins and Idiosyncrasies

Fiscal Year data
The previous assessment used data through March 31 of fiscal year 2016, as that was what was available at the time of its completion. This assessment will use data from the complete fiscal year periods of July 1, 2016-June 30, 2017 and July 1, 2017-June 30, 2018.

Overall Collection Size
The collection numbers produced by the Technical Services Manager are intended to be comprehensive and historical for reporting purposes. In order to compare like quantities, the section on overall collection size continues to use the collection sizes provided by the Technical Services Manager, since we know that those were the numbers used for overall collection size in the three previous analyses.

The Overall Collection Size includes all items that the Library owns, including materials with a status of Lost, Missing, or Unavailable. This number will not align with some statistics used in other areas of the Assessment, as the Assessment focuses on what is currently available to patrons. (See *Available Item Counts* below.)

Collection Size by Format
Collection size by format numbers presented below were taken from the most recently available Technical Services Manager's monthly report (July 2018). This most closely compares to the practice in the previous analyses of using the monthly report for the end of the fiscal year.

Available Item Counts
The item counts in the Use Analysis were provided by the Technical Services Manager, along with the circulation figures. As with the collection size data, this most closely mirrors the monthly and annual report figures.

The data used for items by stat code and age of the collection was produced in Polaris SimplyReports by running item list reports filtered by assigned branch, collection, material type, stat code, and circulation status. Queries only considered items with an actively available status at the time the data was extracted from Polaris. Anytime the term "available titles" is used, it refers to items with the following statuses:

- In
- Out
- Out-ILL

- Transferred
- In-transit
- Held

Items where the circulation status indicated that they were not currently available in the collection were excluded. These include:

- Lost
- Missing
- Withdrawn
- Claim Returned
- Claim Never Had
- Unavailable
- On-Order
- In-Process

This method was chosen to provide the most accurate snapshot possible of the materials currently available to our patrons, so the value of those materials to our patrons could be examined.

Age of the Collection Data
Data concerning the average and median ages of the collection was calculated using currently available items, as presented in *Available Item Counts*, above. Including other item statuses would artificially skew the age of the collection as it currently sits on the shelf.

Circulation Data
All circulation data used in the assessment was provided by the Technical Services Manager, produced through queries of our ILS. It includes data from the complete 2016/17 and 2017/18 fiscal years.

Census Data
The most recent estimated demographic figures provided by the U.S. Census Bureau were used throughout. In some cases, estimated figures were released in 2017. In other cases, the most recent estimates were from 2016. Whenever necessity required the use of 2016 figures, they were only compared against other 2016 figures.

Other Data Sources
Data was collected through internal reports available on CCPL's wiki, including monthly reports created by the Technical Services Manager, Collection Services Coordinator, and Collection Services Librarian.

Kentucky Libraries Unbound data was drawn using the "Reports" module of OverDrive Marketplace.

Data was taken from the Kentucky Annual Report of Public Libraries for the Campbell County Public Library District.

Finally, some data and data verification was performed through direct query of Campbell County Public Library's Polaris ILS, either through the "Reports and Notices" function, or through direct bibliographic and item record searches.

Formats and Categories

Formats

Similar to previous assessments, the collection has been divided into eight general "formats" for the purposes of the assessment. These are: Adult fiction, Adult nonfiction, Juvenile fiction, Juvenile nonfiction, Audio, Video, Music, and Software

Adult Fiction
This group includes all of the general adult fiction books, as well as any books shelved in the Western, Science fiction, Mystery, Kentucky Fiction, and Large Print fiction areas of the collection.

Adult Nonfiction
This group contains all adult books classified according to the Dewey Decimal Classification System, as well as adult Biography, Reference, Kentucky Reference, and Large Print nonfiction areas.

Juvenile Fiction
This group includes all books in juvenile fiction, as well as picture books, easy readers, board books, and juvenile books with media. Young adult fiction and YA graphic novels are included here as well, to conform to the standard reporting practice and the previous analyses.

Juvenile Nonfiction
This group contains all the juvenile and young adult books classified according to the Dewey Decimal Classification System, as well as juvenile and young adult biographies. The Library does not have a reference section specific to the juvenile and young adult collections.

Audio
This group contains all the adult, young adult and juvenile audiobooks, as well as spoken word recordings, such as comedy performances.

Video
This group contains all adult and juvenile video recordings on DVD, regardless of any rating restrictions. For purposes of the assessment, nonfiction video is not considered as a separate category.

Music
This group includes all adult and juvenile musical recordings on CD, regardless of any explicit lyric restrictions that may exist. The Library does not have separate musical recordings for young adults.
Software
This group includes all the video games, as well as the small amount of other software.

Categories/Stat Codes

The collection is also divided into several dozen smaller categories, represented by the item statistical codes assigned to the item record in Polaris, which allow for analysis on a more granular level. These have been used in some areas of this assessment, where simple division by format was still too broad.

Overall Collection Statistics

As of June 30, 2018

Total Collection size: 207,166

Average Publication Date (currently available items):   2010

Median Publication Date (currently available items):   2012

For period of July 1, 2017-June 30, 2018

Items added: 29,583

Items deselected: 27,786

Circulation: 1,010,221*

eMaterials Circulation: 116,012

For period of July 1, 2016-June 30, 2017

Items added: 26,918

Items deselected: 39,857

Circulation: 1,066,532*

eMaterials Circulation: 95,263

*Overall circulation numbers were calculated from the Technical Services Manager's Monthly Branch Transactions Reports.

Collection Size Comparisons

Overall Collection Size

	2012 analysis	2014 analysis	2016 assessment	2018 assessment
System	264,544	238,064	219,150	207,166
Alexandria*	n/a	n/a	n/a	6,902
Cold Spring	83,124	78,332	73,136	72,244
Fort Thomas	84,238	67,421	62,729	65,596
Newport	85,773	79,468	72,790	62,424
South Branch	11,409	12,843	10,495	n/a

*The Alexandria Branch first opened on January 16, 2018. Because the Alexandria Branch is so different than what we originally envisioned for the South Branch, it will be considered an entirely new entity and not compared with the South Branch. The South Branch collection no longer exists and will not be referred to in this assessment.

Collection Size by Format

2018	System	Alexandria	Cold Spring	Fort Thomas	Newport
Adult fiction	39,401	1,793	13,282	12,400	11,926
Adult nonfiction	29,913	712	10,261	9,938	9,002
Juvenile fiction	60,407	1,526	20,824	18,332	19,725
Juvenile nonfiction	19,033	531	6,972	5,786	5,744
Video	31,452	1,265	11,683	10,699	7,805
Audio	10,968	512	3,609	3,138	3,709
Music	14,575	500	4,998	4,728	4,349
Software	1,417	63	615	575	164
TOTAL	207,166	6,902	72,244	65,596	62,424

Previous Assessment Numbers

2016	System	Cold Spring	Fort Thomas	Newport	South Branch
Adult fiction	40,297	12,559	11,902	10,755	5,081
Adult nonfiction	34,971	11,639	10,086	12,095	1,151
Juvenile fiction	65,713	20,993	17,359	25,211	2,150
Juvenile nonfiction	23,396	8,255	5,630	9,329	182
Video	26,852	9,960	9,392	6,660	840
Audio	11,041	3,626	3,174	3,846	395
Music	15,186	5,412	4,510	4,568	696
Software	1,694	692	676	326	0
TOTAL	219,150	73,136	62,729	72,790	10,495

Percent Change from 2016 Assessment:

2018	System	Alexandria	Cold Spring	Fort Thomas	Newport
Adult fiction	-2%	n/a	+5%	+4%	+10%
Adult nonfiction	-14%	n/a	-12%	-1%	-26%
Juvenile fiction	-8%	n/a	-1%	+5.6%	-22%
Juvenile nonfiction	-19%	n/a	-16%	+3%	-38%
Video	+17%	n/a	+17%	+15%	+17%
Audio	-1%	n/a	-0.5%	-1%	-4%
Music	-4%	n/a	-8%	+5%	-5%
Software	-16%	n/a	-9%	-16%	-50%
TOTAL	-5%	n/a	-1%	+5%	-14%

Changes in Collection Size

By comparing data between the previous assessment and now, we see that the trend has continued towards a smaller collection. Between the 2014 and 2016 Assessments, the collection decreased by 2.7%. Between 2016 and 2018, the size of that decrease doubled to 5.5%.

The decrease from the 2016 Assessment, in particular the nonfiction collections, can be attributed to the adoption of a more regular, methodical deselection process. Newport experienced the most notable decreases in their Adult Nonfiction, Juvenile Nonfiction, Juvenile Fiction, and Software collections.

Software decreased by 50% at Newport. Overall, this can be attributed to both the high rate of loss and generally low videogame circulation at that branch. In response to the high number of lost items, Collection Services began assigning replacements to other branches in hope that they would not be lost there and possibly circulate better. We also discontinued purchasing videogames with a Mature rating. By withdrawing available Mature games and not replacing lost copies, the collection naturally decreased.

The Video collection increased at all branches. Both adult and juvenile videos continue to be our highest circulating materials with the highest turnover rate.

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Age of the Collection

The 2016 Collection Assessment measured the age of the collection in five-year segments of time. This method, used in previous editions of the Kentucky Public Library Standards, is a useful way to gauge the overall age of the collection. If our deselection/selection system is effective, the majority of our holdings should be within the past five years. As publication dates get older, the number of materials held should lessen.

Deselection is based on three criteria: publication date (primarily for nonfiction), circulation, and condition. If an item is circulating well, its condition will deteriorate over time. Because of this, most titles that will not be discarded due to age, should eventually be discarded due to either low circulation or poor condition. There are a few usual exceptions to this rule, such as the first book in an active series or a classic work that is retained despite poor circulation.

System-wide Collection Age: 2018

	Before 2004	2004-2008	2009-2013	2014-2018	Total
Adult Nonfiction	3,664	3,635	7,721	13,910	28,930
Adult Fiction	4,629	5,018	8,504	12,012	30,163
Large Type	712	1,420	2,535	4,437	9,104
YA Fiction	650	1,656	3,718	6,111	12,135
YA Nonfiction	64	185	302	350	901
Juvenile Fiction	11,995	8,478	12,215	14,419	47,107
Juvenile Nonfiction	3,976	3,105	3,439	7,580	18,100
Adult Video	3,658	5,883	6,663	9,136	25,340
Juvenile Video	592	1,189	1,440	1,504	4,725
Audio	1,271	2,625	3,661	3,380	10,937
Music	4,387	2,183	3,090	4,808	14,468
Games	10	197	652	423	1,282
TOTAL	35,608	35,574	53,940	78,070	203,192
Percentage	**17.52%**	**17.51%**	**26.55%**	**38.42%**	

A visual representation of the 2018 data:

2018 SYSTEM COLLECTION PUBLICATION DATES

Prior to 2004 ■ 2004-2008 ■ 2009-2013 ■ 2014-2018

- 18%
- 17%
- 27%
- 38%
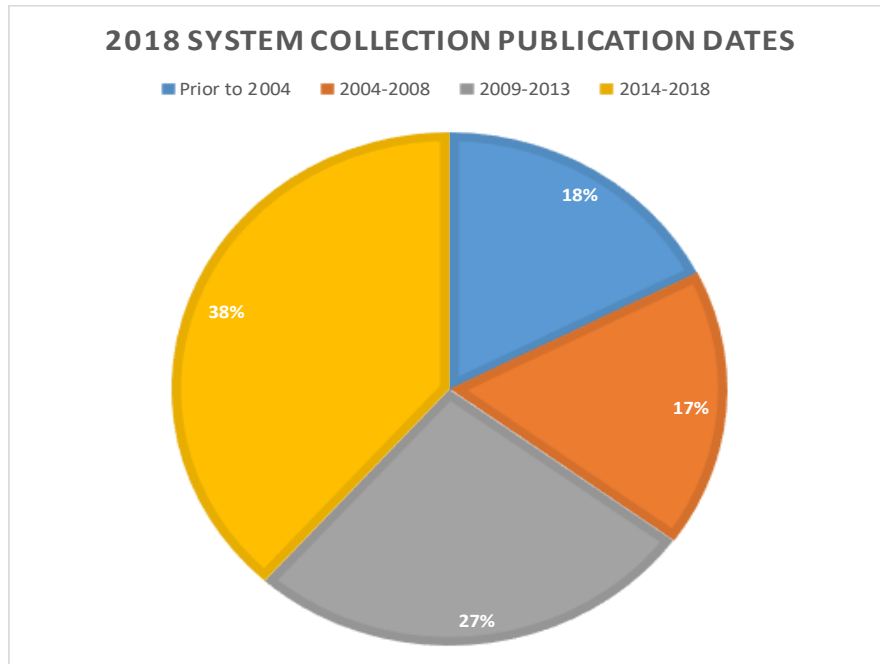
A look back to the 2016 data:

System Collection Publication Dates

- Prior to 2002 — 19%
- 2002-2006 — 20%
- 2007-2011 — 28%
- 2012-2016 — 33%
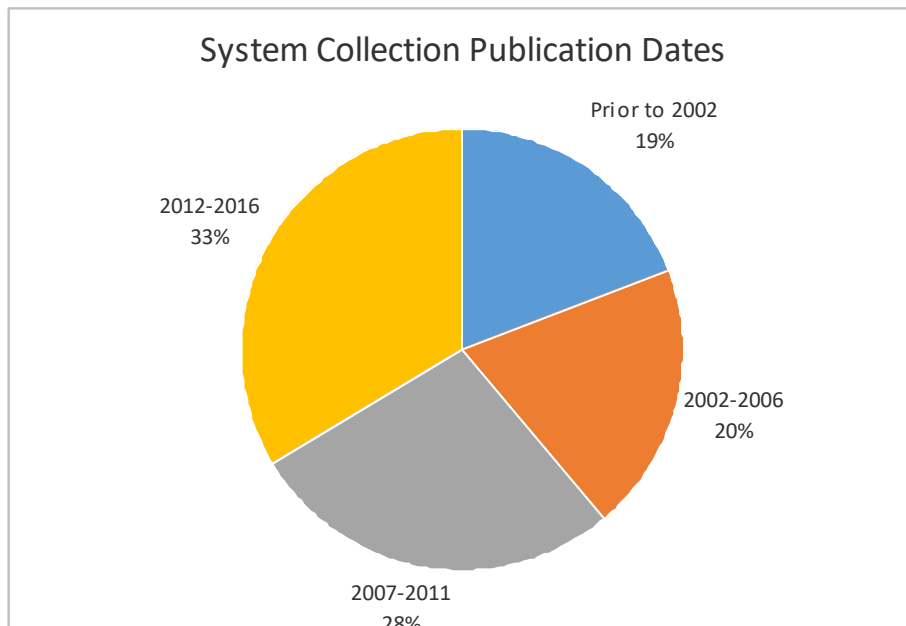
Conclusion

Overall, the number of titles published within the past five years increased by 5% since the last assessment. The number of titles published earlier than that decreased only slightly in each of the other year ranges.

Previous editions of the Kentucky Public Library Standards called for at least 30% of a library's overall collection to have been published within the last five years in order to receive an exemplary rating. While that is no longer a standard, using the 30% mark for materials published within the last five years remains a useful gauge for collection age. CCPL's current available items exceed this standard, though still not by a great amount. Nearly 65% of the Library's current collection was published in the last ten years. While the collection age is better than it was in 2016, there is more room for improvement.

A closer look at individual collections reveals that Adult Nonfiction has one of the best percentages of titles published in the most recent five-year period at 48%. A quick, comparative glance at the 2016 assessment shows that same number was 34% just two years ago. This shows that the branches' concerted weeding efforts have greatly helped improve the age of the collection.

The number of Juvenile Nonfiction published in the last five years doubled from just 21% in 2016 to 42% in 2018. This is a fantastic improvement with the collection now above the system average. Also worth noting is that Adult Large Type and YA Fiction are well above average with around 50% of the collection published within the most recent five-year period.

Areas just barely over the 30% mark include Juvenile Fiction and Juvenile Video. 25% of Juvenile Fiction was published more than ten years ago. Some of that can be attributed to the number of classic juvenile titles, authors, and illustrators that transcend the test of time. However, the high number of older titles combined with the comparatively low number of recent titles suggests a need for further review.

Branch Collection Age

Alexandria

The Alexandria Branch opened on January 15, 2018 with 6,078 items on the shelves. Approximately 3,408 materials held in storage from the South Branch were used. Collection Services purchased an additional 2,607 items to complete the collection. Between Opening Day and June 30, 2018, 840 items were added.

While the Alexandria Branch just opened and should be up to standard, including their numbers provides an opportunity to look at the collection stats at a glance and provide a baseline for future assessments.

	Prior to 2004	2004-2008	2009-2013	2014-2018	Total
Adult Nonfiction	23	41	35	559	658
Adult Fiction	287	358	297	417	1,359
Large Type	8	59	91	236	394
YA Fiction	19	45	81	197	342
YA Nonfiction	3	3	4	27	37
Juvenile Fiction	351	186	191	420	1,148
Juvenile Nonfiction	40	32	52	329	453
Adult Video	116	270	238	351	975
Juvenile Video	31	43	73	147	294
Audio	56	105	96	256	513
Music	195	86	81	136	498
Games	0	0	0	63	63
TOTAL	1,129	1,228	1,239	3,138	6,734
Percentage	**16.77%**	**18.24%**	**18.4%**	**46.6%**	

2018 ALEXANDRIA COLLECTION PUBLICATION DATES

■ Prior to 2004 ■ 2004-2008 ■ 2009-2013 ■ 2014-2018

17%

18%

18%

47%
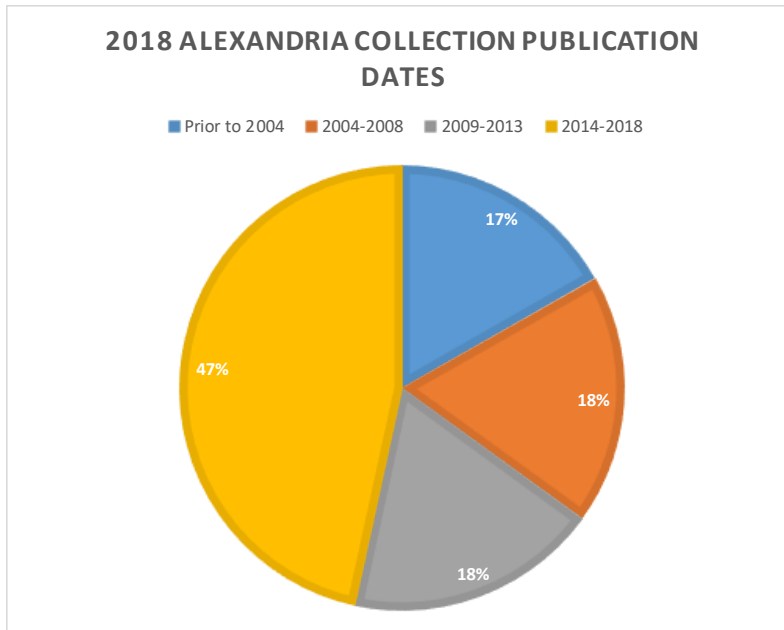
It's no surprise that the Alexandria Branch has the best ratio of newer to older titles out of all the branches.

Cold Spring

	Prior to 2004	2004-2008	2009-2013	2014-2018	Total
Adult Nonfiction	1,122	1,261	2,834	4,727	9,944
Adult Fiction	1,541	1,948	3,182	3,731	10,402
Large Type	76	485	926	1,424	2,911
YA Fiction	133	401	1,343	2,019	3,896
YA Nonfiction	13	37	104	86	240
Juvenile Fiction	5,109	2,972	3,972	4,599	16,652
Juvenile Nonfiction	1,951	1,058	1,272	2,479	6,760
Adult Video	1,554	2,509	2,575	3,204	9,842
Juvenile Video	260	539	476	391	1,666
Audio	474	921	1,238	972	3,605
Music	1,534	916	989	1,531	4,970
Games	8	97	298	152	555
TOTAL	13,775	13,144	19,209	25,315	71,443
Percentage	**19.28%**	**18.4%**	**26.89%**	**35.43%**	

2018 COLD SPRING COLLECTION PUBLICATION DATES

■ Prior to 2004 ■ 2004-2008 ■ 2009-2013 ■ 2014-2018
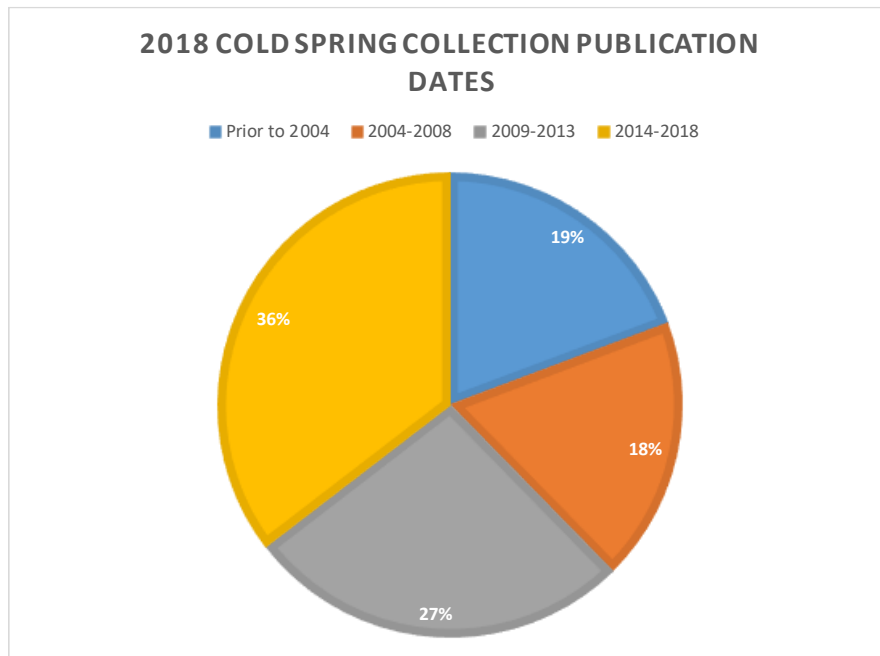
The Cold Spring Branch is slightly older than the system average. Juvenile Fiction stands out with more titles published prior to 2004 (31%) than within the past five years (28%).

Fort Thomas

	Prior to 2004	2004-2008	2009-2013	2014-2018	Total
Adult Nonfiction	1,219	1,258	2,636	4,554	9,667
Adult Fiction	1,384	1,482	2,675	4,036	9,577
Large Type	302	505	835	1,371	3,013
YA Fiction	102	234	696	1,825	2,857
YA Nonfiction	8	27	49	79	163
Juvenile Fiction	3,259	2,491	4,325	4,986	15,061
Juvenile Nonfiction	1,304	871	1,126	2,304	5,605
Adult Video	1,142	1,822	2,374	3,483	8,821
Juvenile Video	208	360	541	601	1,710
Audio	308	672	1,011	1,141	3,132
Music	1,578	490	1,053	1,592	4,713
Games	0	87	313	151	551
TOTAL	10,814	10,299	17,634	26,123	64,870
Percentage	**16.67%**	**15.88%**	**27.18%**	**40.27%**	

2018 FORT THOMAS COLLECTION PUBLICATION DATES
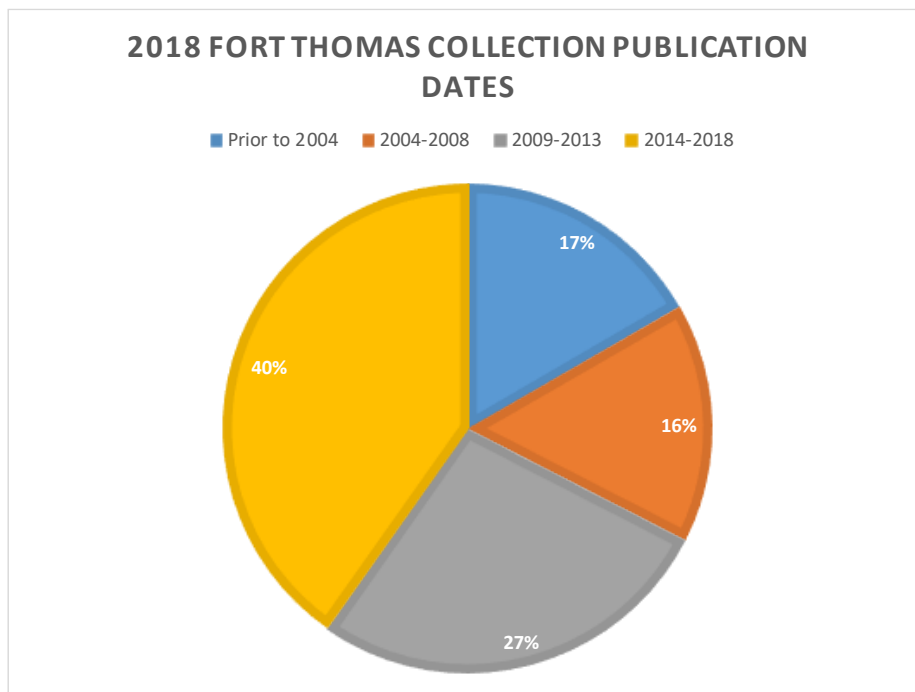
Fort Thomas continues its tradition of having the most up-to-date collection among the three main branches.

Newport

	Prior to 2004	2004-2008	2009-2013	2014-2018	Total
Adult Nonfiction	1,300	1,075	2,216	4,068	8,659
Adult Fiction	1,417	1,230	2,350	3,828	8,825
Large Type	326	371	683	1,406	2,786
YA Fiction	396	976	1,598	2,070	5,040
YA Nonfiction	40	118	145	158	461
Juvenile Fiction	3,148	2,736	3,618	4,311	13,813
Juvenile Nonfiction	681	1,144	989	2,468	5,282
Adult Video	846	1,282	1,476	2,098	5,702
Juvenile Video	93	247	350	365	1,055
Audio	433	927	1,316	1,011	3,687
Music	1,080	691	967	1,549	4,287
Games	2	13	41	57	113
TOTAL	9,762	10,810	15,749	23,389	59,710
Percentage	**16.35%**	**18.1%**	**26.38%**	**39.17%**	

2018 NEWPORT COLLECTION PUBLICATION DATES

■ Prior to 2004 ■ 2004-2008 ■ 2009-2013 ■ 2014-2018

16%
18%
27%
39%
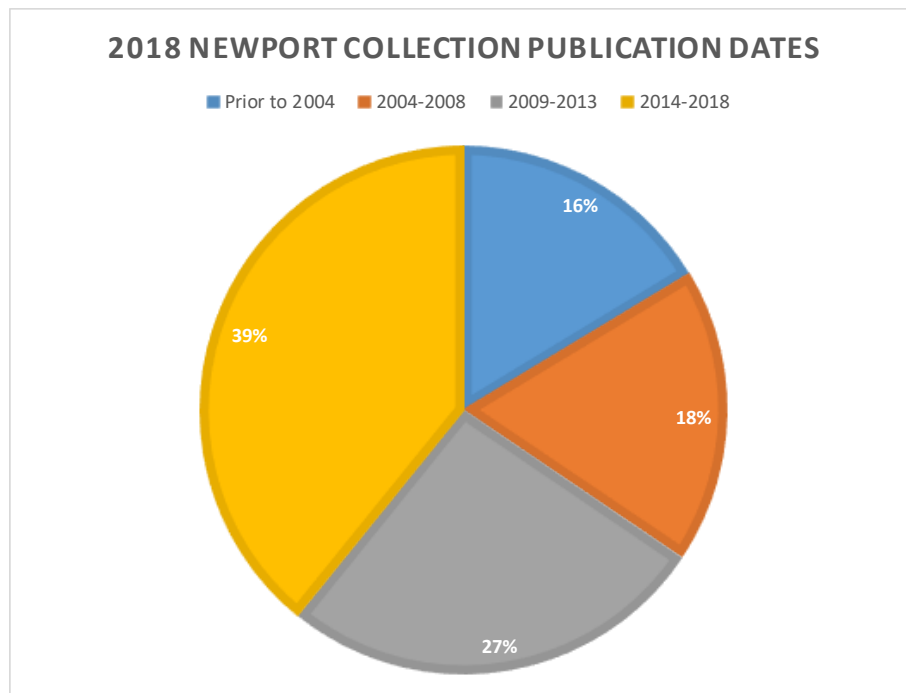
The age of Newport's collection improved since the last assessment, when only 31% of their total collection were published in the last five years.

An Example of Effective Weeding

Juvenile Nonfiction

The 2016 Assessment pointed to Newport's Juvenile Nonfiction collection as an area in need of weeding in order to improve the age of the collection.

It compared Newport to the Fort Thomas Juvenile Nonfiction collection, which was considered a model to emulate.

2016	Before 2002	2002-2006	2007-2011	2012-2016	Total
FT Juvenile Nonfiction	1,636	1,100	1,111	1,475	5,322
NW Juvenile Nonfiction	2,918	2,261	1,751	1,638	8,568
Increase: FT to NW	+78%	+105%	+57%	+11%	+60%

We can see how these same numbers changed since the previous assessment:

2018	Before 2004	2004-2008	2009-2013	2014-2018	Total
FT Juvenile Nonfiction	1,304	871	1,126	2,304	5,605
NW Juvenile Nonfiction	681	1,144	989	2,468	5,282
Difference: NW to FT	-48%	+31%	-12%	+7%	-6%

Newport's weeding efforts have been successful. The collection is now older than that of Fort Thomas by just 6% overall. They now own half the amount of titles published before 2004 as Fort Thomas.

Comparing Newport Then to Now:

Juvenile Nonfiction	Before 2004	2004-2008	2009-2013	2014-2018	Total
2016	2,918	2,261	1,751	1,638	8,568
2018	681	1,144	989	2,468	5,282
Percent Change	-76.7%	-49.4%	-43.5%	+50.7%	-38.4

While the number of older items decreased, recent titles increased. This is an example of successful weeding combined with focused selection.

Improved Performance
A comparison between the 2016 Use Analysis and 2018 shows the subsequent general increase in circulation and average circ per item after extensive weeding:

Stat Code	Newport 2016			Newport 2018		
	Items	Circulation	Circ Per Item	Items	Circulation	Circ Per Item
Juvenile 000-099	217	156	0.72	147	172	1.17
Juvenile 100-199	194	125	0.64	110	132	1.20
Juvenile 200-299	173	102	0.59	124	68	0.55
Juvenile 300-399	1,626	1,035	0.64	677	719	1.06
Juvenile 400-499	288	150	0.52	64	137	2.14
Juvenile 500-599	2,553	2,088	0.82	1351	2376	1.76
Juvenile 600-699	1,058	1,226	1.16	668	1181	1.77
Juvenile 700-799	1,413	1,172	0.83	684	1098	1.61
Juvenile 800-899	470	290	0.62	181	313	1.73
Juvenile 900-999	1,655	882	0.53	734	616	0.84

CREW and Item Ages

The CREW Method (Continuous Review, Evaluation, and Weeding) provides guidance on how to remove outdated and no longer useful materials from a library's collection. It specifies areas of the collection where currency is more necessary, as the content becomes obsolete more quickly than in other areas of the collection. CREW's shelf life determinations can indicate whether or not more work needs to be done to remove aging content, one of the three primary factors in deselection.

The areas are listed below according to the CREW "shelf life," meaning how long an item can circulate before it likely becomes obsolete and should be removed from the collection. Areas are defined according to their range in the Dewey Decimal Classification System. The relevant portion of the CREW standard is also quoted.

When examining the overall age of the items currently on the shelf, the average publication date is frequently mentioned in the data below. However, averages can be skewed by a handful of items at one extreme or the other. In the case of a fairly current collection, a few old classics can bring down the average considerably, making the collection appear much older than it is. The opposite is also true. A few extremely recent titles can make an old collection appear deceptively more current than it really is.

For this reason, the median publication date is also taken into account. When the items in a collection are arranged in chronological order, the median date is at the midpoint of that range, with an equal amount of older and newer items on either side.

In general, the closer the median and average dates are, the more accurate the average number would be as a representation of the collection age. As the median skews towards either older or more recent, it is indicative of how deceptive the average is in each case. The more recent the median, the more current the titles in the collection. While the older the median, the more aged the collection is in truth. The number of items in each section is included as a means of comparing collection sizes across branches.

Shelf life: 1-2 Years

004 – Computers: "Works on computers are seldom useful after three years. Works on hardware and software have an even shorter life span (1-2 years), but may be kept on hand longer if there is strong community demand."

2018	Number of Items	Pre-2016	2016-2018
Alexandria	1	0	1
Cold Spring	15	8	7
Fort Thomas	15	8	7
Newport	28	22	6

Newport's collection is nearly twice the size of the other branches, with a large number of items published more than three years ago.

610s – Medicine and Health: "Weed ruthlessly when it comes to current medical practices. Patrons rely on up-to-date information and outdated information can be dangerous. Keep only the current year plus the previous year (one reference, one circulating) of *Physician's Desk Reference* (PDR) and other prescription and over-the-counter drug directories, replacing when new editions become available. Do not keep drug guides that are more than three years old regardless."

PDR	Pre-2017	2017-2018
Alexandria	0	0
Cold Spring	1	1
Fort Thomas	1	1
Newport	0	1

In addition to the standard *Physicians' Desk Reference*, Cold Spring owns one copy of the 2013 *Physicians' Desk Reference for Nonprescription Drugs* and Fort Thomas owns one copy of the 2007 *PDR for Herbal Medicines.* While outdated according to CREW, these are the most recent PDR publications for nonprescription drugs and herbal remedies. According to their web site, PDR no longer publishes printed books and has moved instead towards a mobile app. We need to identify alternative, comparable print resources going forward.

610s Overall 2018	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	23	2017	2016
Cold Spring Adult	707	2013	2013
Fort Thomas Adult	596	2015	2014
Newport Adult	467	2015	2015
Alexandria Juvenile	13	2015	2015
Cold Spring Juvenile	121	2015	2013
Fort Thomas Juvenile	121	2015	2012
Newport Juvenile	167	2010	2010
Alexandria Young Adult	1	2017	2017
Cold Spring Young Adult	7	2014	2013
Fort Thomas Young Adult	16	2012	2011
Newport Young Adult	26	2014	2013

As of this Assessment's writing, the 600s are scheduled for weeding next month. Keeping that in mind, our collections are in pretty good shape overall. Areas in most need of review are Newport Juvenile and Fort Thomas Young Adult. Alexandria Young Adult could use a few more titles.

910s – Geography and Travel: "Guidebooks (such as the Fodor series or Mobil travel guides) are outdated within a year or two. Keep no longer than three years."

2018	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	37	2017	2017
Cold Spring Adult	208	2016	2014
Fort Thomas Adult	260	2016	2013
Newport Adult	243	2015	2013
Alexandria Juvenile	7	2013	2013
Cold Spring Juvenile	91	2006	2006
Fort Thomas Juvenile	54	2012	2011
Newport Juvenile	64	2012	2010

The Cold Spring Juvenile collection stands out as being significantly older than the rest of the system.

Shelf Life: 3-5 Years

306 – Culture and Institutions: "This section includes books on marriage, family life, and sexuality. Discard as interest in the author or title wanes. Unless a book has an historical approach, the topic is usually outdated within five years."

2018	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	0	n/a	n/a
Cold Spring Adult	104	2016	2014
Fort Thomas Adult	109	2015	2014
Newport Adult	129	2015	2013
Alexandria Juvenile	1	2015	2015
Cold Spring Juvenile	14	2015	2015
Fort Thomas Juvenile	13	2015	2011
Newport Juvenile	17	2015	2012

Alexandria should have between 5-10 titles in this Dewey section. The rest of the collections are on target with their median publication date.

320 – Political Science (OVERALL): "For books on current political topics, weed within five years of publication."

2018	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	6	2017	2017
Cold Spring Adult	123	2016	2015
Fort Thomas Adult	135	2016	2016
Newport Adult	115	2016	2015
Alexandria Juvenile	2	2016	2012
Cold Spring Juvenile	40	2014	2013
Fort Thomas Juvenile	39	2016	2013
Newport Juvenile	49	2015	2012

Given the current popularity of political nonfiction, Alexandria would benefit from having a few more titles on their shelves. Otherwise, the publication dates are on point.

323 – Immigration and Citizenship: "Update items about how to obtain citizenship and study guides for citizenship tests as new editions become available."

2018	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	1	2017	2017
Cold Spring Adult	15	2015	2015
Fort Thomas Adult	10	2016	2017
Newport Adult	13	2015	2016

We are doing well in this area. There is only one citizenship study guide in the system: Barron's U.S. Citizenship Test (2014) at NW. This appears to be the most recently published physical edition. The Library also provides access to a more current digital study guide, updated for the 2017 U.S. Citizenship Exam, through our database subscription to LearningExpress.

330 – Economics: This includes information on personal finance, real estate investing and tax laws. "Currency of information is the most critical factor in this area... Update items available in revised editions." CREW mandates replacement after three years.

2018	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	0	n/a	n/a
Cold Spring Adult	24	2014	2013
Fort Thomas Adult	28	2015	2013
Newport Adult	15	2013	2014
Alexandria Juvenile	0	n/a	n/a
Cold Spring Juvenile	1	2012	2012
Fort Thomas Juvenile	0	n/a	n/a
Newport Juvenile	3	2012	2011

This area is fairly outdated across the system. Alexandria should have a few titles in this section.

340 – Law: "Replace when more current material becomes available. Never keep superseded editions, even for heavily used topics like divorce or bankruptcy. Keep only the current edition or the edition approved for use in your community of the Uniform Building Code and similar code books for specific areas of construction… Study guides for law school should not be kept longer than 3 years…"

340s (Overall) 2018	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	1	2017	2017
Cold Spring Adult	65	2016	2014
Fort Thomas Adult	82	2015	2014
Newport Adult	71	2015	2014

340s (Legal Advice) 2018	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	0	n/a	n/a
Cold Spring Adult	40	2016	2015
Fort Thomas Adult	43	2015	2016
Newport Adult	43	2015	2016

We are doing well in this area, with both median and average publication dates within the past five years.

350 – Public Administration: "Standard books…should be replaced as new editions become available… Replace when state and federal administrations change or constitutional reforms occur." Aside from classics and military history, these titles should be discarded after five years.

2018	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	2	2018	2018
Cold Spring Adult	55	2013	2012
Fort Thomas Adult	48	2015	2014
Newport Adult	50	2013	2010
Alexandria Juvenile	0	n/a	n/a
Cold Spring Juvenile	34	2012	2013
Fort Thomas Juvenile	35	2010	2009
Newport Juvenile	36	2008	2008

All areas, especially the juvenile collections, should be updated. Alexandria should have a few titles added to their Juvenile Nonfiction.

370 – Education: "Books in this section deal with formal and informal education at all levels, including homeschooling, ESL, and lifelong learning. Discard all outdated theories; check with a teacher or principal if in doubt. Discard books about getting an education—college guides and entrance examination books—after five years."

2018	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	2	2018	2018
Cold Spring Adult	165	2015	2014
Fort Thomas Adult	175	2015	2013
Newport Adult	143	2012	2011
Alexandria Juvenile	4	2014	2015
Cold Spring Juvenile	18	2015	2013
Fort Thomas Juvenile	16	2014	2013
Newport Juvenile	32	2009	2009

Alexandria could use more books in this section. Newport stands out as needing review in both the adult and juvenile collections.

Shelf Life: 5-10 Years

360 – Social Services: "This broad category includes drug and alcohol education, social problems and issues, true crime and criminology, and other social welfare issues. Titles that deal with popular social issues should be weeded based on age (copyright) and popularity. Watch for social welfare topics that are changing rapidly, such as socialized medicine and end-of-life decisions, environmental issues, and dealing with addictions."

2018	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	27	2017	2017
Cold Spring Adult	337	2013	2011
Fort Thomas Adult	363	2014	2012
Newport Adult	354	2013	2011
Alexandria Juvenile	2	n/a	2016
Cold Spring Juvenile	37	2016	2014
Fort Thomas Juvenile	48	2015	2012
Newport Juvenile	59	2014	2012

The Adult collections skew lower in this section due to its inclusion of true crime, which can be kept for as long as it continues to circulate.

395 – Etiquette: "Basic titles can be kept until new editions are available. Discard books for specific situations… as the illustrations become dated or acceptable practices change."

2018	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	0	n/a	n/a
Cold Spring Adult	19	2009	2010
Fort Thomas Adult	22	2013	2012
Newport Adult	12	2014	2012
Alexandria Juvenile	1	2018	2018
Cold Spring Juvenile	6	2011	2010
Fort Thomas Juvenile	4	2002	2006
Newport Juvenile	6	2004	2008

CREW indicates a five-year lifespan for etiquette books. All collections need to be updated. Alexandria should add a few more titles.

400 – Language: "Discard… outdated books of grammar… Replace stock dictionaries for major foreign languages… and any other languages being studied or spoken in the community on a rotating basis to ensure currency." CREW mandates replacement after ten years.

Only the adult collection is analyzed here because the juvenile collection includes all of the juvenile foreign language titles, such as *El Gato Ensombrerado* (aka *The Cat in the Hat*). This makes analyzing the actual juvenile nonfiction titles in this area nearly impossible.

2018	Number of Items	Pre-2009	2009-2018
Alexandria Adult	24	1	23
Cold Spring Adult	75	7	68
Fort Thomas Adult	84	20	64
Newport Adult	64	4	60

Books published prior to 2009 should be reviewed, particularly at Fort Thomas. The number of titles held in the most recent ten-year period suggests that the older titles are unnecessary.

500 – Natural Sciences: "Carefully evaluate anything over five years old. Pay particular attention to the physics, environment, and astronomy sections."

500s overall 2018	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	30	2017	2017
Cold Spring Adult	284	2015	2013
Fort Thomas Adult	323	2014	2011
Newport Adult	182	2016	2015
Alexandria Juvenile	119	2016	2014
Cold Spring Juvenile	1360	2007	2007
Fort Thomas Juvenile	1532	2007	1999
Newport Juvenile	1072	2010	2010

With the 500s not scheduled for weeding until April 2019, Fort Thomas Adult just barely meets the five-year mark with their median publication date. The Juvenile collections are all much older than five years, with Cold Spring and Fort Thomas being older than ten years.

510 – Mathematics: "Replace older materials on algebra, geometry, trigonometry, and calculus with revised editions. Discard books that focus on outdated teaching methods and techniques, such as books that feature 'new math' or that focus on slide rules as the primary method for making calculations." In general, CREW mandates replacement after ten years.

2018	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	0	n/a	n/a
Cold Spring Adult	63	2012	2009
Fort Thomas Adult	44	2010	2010
Newport Adult	26	2012	2013
Alexandria Juvenile	8	2016	2015
Cold Spring Juvenile	53	2010	2009
Fort Thomas Juvenile	50	2006	2006
Newport Juvenile	45	2011	2010

Fort Thomas Juvenile is older than ten years and should be reviewed. Alexandria should have a few adult titles in this section.

560 – Paleontology: CREW mandates review for outdated information after five years.

A quick analysis of the adult collection revealed 23 titles with both a 2016 median and average publication date.

2018	Number of Items	Median Publication Date	Average Publication Date
Alexandria Juvenile	8	2016	2012
Cold Spring Juvenile	122	2005	2006
Fort Thomas Juvenile	112	2008	2006
Newport Juvenile	51	2010	2010

With the exception of Alexandria, the Juvenile collections are all much older than five years and need review.

570 – Life Sciences: Generally, CREW mandates review for outdated information after seven years—five years for genetics, human biology and evolution. "Weed titles on ecology that appear dated, even if the information is still accurate."

2018	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	2	2017	2017
Cold Spring Adult	32	2016	2015
Fort Thomas Adult	40	2014	2013
Newport Adult	30	2016	2015
Alexandria Juvenile	6	2011	2012
Cold Spring Juvenile	69	2010	2010
Fort Thomas Juvenile	108	2011	2009
Newport Juvenile	90	2009	2010

The Juvenile collections are much older than five years and need review.

630, 635, 636 – Agriculture, Horticulture, Pets: Generally, CREW mandates review for outdated information after five years.

2018 630s overall	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	15	2017	2017
Cold Spring Adult	309	2010	2010
Fort Thomas Adult	218	2012	2011
Newport Adult	147	2013	2013
Alexandria Juvenile	16	2016	2015
Cold Spring Juvenile	142	2013	2011
Fort Thomas Juvenile	112	2013	2012
Newport Juvenile	124	2012	2011

Cold Spring's Adult collection stands out as having many more items in this section than the other branches, as well as having the oldest collection. It should be reviewed for outdated materials and updated with new items.

640 – Home Economics: "Be ruthless in weeding old cookbooks." CREW mandates review for outdated information after five years, with particular emphasis on the waning popularity of celebrity chefs and fad diets, as well as sewing books with dated projects.

2018	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	44	2017	2017
Cold Spring Adult	939	2013	2012
Fort Thomas Adult	825	2014	2013
Newport Adult	548	2015	2014
Alexandria Juvenile	11	2016	2016
Cold Spring Juvenile	84	2015	2013
Fort Thomas Juvenile	65	2015	2013
Newport Juvenile	58	2015	2012

We are doing well in this area across the system. Given the size and age of their collection, Cold Spring Adult would benefit from review.

649 – Child Rearing: CREW mandates review for outdated information after five years.

This is not a topic found in juvenile collections, so only adult collection data is included here.

2018	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	2	2017	2017
Cold Spring Adult	78	2009	2010
Fort Thomas Adult	77	2010	2011
Newport Adult	46	2015	2013

Newport's collection is on point with their median publication date. Fort Thomas and Cold Spring should be reviewed for outdated materials.

720 – Architecture: "Generally discard home design books after ten years regardless of circulation. Be aware of changes in building codes. Evaluate books on trends…, that feature celebrity designers…, or that are based on television shows… when interest has waned."

2018	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	1	2017	2017
Cold Spring Adult	17	2015	2014
Fort Thomas Adult	30	2013	2011
Newport Adult	16	2013	2013
Alexandria Juvenile	1	2008	2008
Cold Spring Juvenile	25	2010	2009
Fort Thomas Juvenile	27	2012	2009
Newport Juvenile	15	2016	2016

Ten years is a generous amount of time and our collections all fall within that range. Alexandria could use a few more titles in both Adult and Juvenile.

737 – Numismatics: "Keep stamp and coin catalogues up-to-date, replacing books that provide market valuations and price guides after 5 years. Keep a current edition and one previous edition of price guides that are updated yearly."

2018	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	1	2017	2017
Cold Spring Adult	10	2017	2016
Fort Thomas Adult	13	2017	2017
Newport Adult	9	2017	2017

All collections are up to date in this section.

770 – Photography: CREW mandates review for outdated information after five years. "Check closely for outdated techniques and especially outdated equipment…"

2018 (overall)	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	0	n/a	n/a
Cold Spring Adult	24	2013	2013
Fort Thomas Adult	20	2013	2014
Newport Adult	21	2014	2014

These collections are slightly outdated and should be updated with current material. Given the ongoing changes in technology, digital photography books in particular should be reviewed carefully every two years.

Young Adult Fiction: This is one of the few Fiction areas where CREW makes recommendations. "Anything older than five years should be kept only if it is circulating well; classics should be replaced with newer hardback or paperback editions."

In 2016, Fort Thomas had the most recent collection, with Newport's being rather dated:

2016	Pre-2012	2012-2016
Cold Spring	1517	2239
Fort Thomas	907	1881
Newport	2956	2235

YA Fiction includes a large collection of Graphic Novels. I looked at the collection as a whole, only the fiction, and only the graphic novels.

All YA, including Graphic Novels:

2018	Total Items	Pre-2014	2014-2018	Median	Avg
Alexandria	342	145	197	2016	2013
Cold Spring	3,896	1,877	2,019	2014	2013
Fort Thomas	2,857	1,032	1,825	2016	2014
Newport	5,040	2,970	2,070	2012	2011

When looking at the collection in its entirety, Newport's collection requires review with 59% of the collection published more than five years ago.

YA Fiction:

2018	Total Items	Pre-2014	2014-2018	Median	Avg
Alexandria	328	140	188	2015	2013
Cold Spring	2,494	1,098	1,396	2014	2013
Fort Thomas	2,184	693	1,491	2015	2014
Newport	3,313	1,645	1,668	2014	2012

When you separate the Graphic Novels from Fiction, Newport's median date of publication falls within the most recent five-year period. However, 50% of their titles were published prior to 2014. Fort Thomas has the best ratio with nearly 70% of titles published within the past five years.

Graphic Novels:

2018	Total Items	Pre-2014	2014-2018	Median	Avg
Alexandria	14	5	9	2014	2014
Cold Spring	1399	778	621	2013	2012
Fort Thomas	672	337	335	2013	2012
Newport	1720	1320	400	2008	2009

Graphic Novels are a unique collection in that they are series-heavy, with some of those series long-running. With that in mind, there are legitimate reasons for holding onto Graphic Novels with lower circulation and older publication dates. Earlier titles in a series of 40+ volumes may not circulate as well as more recent titles; however, because the series is ongoing it still attracts new users who want to start from the beginning.

Taking that into consideration, Newport's Graphic Novel collection is still overstocked. On August 24, 2018, SimplyReports showed that 429 titles in their collection had not circulated in the past two years. That equates to 25% of their available graphic novels. In contrast, Fort Thomas only had 1 available Graphic Novel that hadn't circulated in the past 2 years (0.1%). Cold Spring had 19, which amounts to just 1.3% of their available titles.

We also can look at the circulation per item in this collection: Newport's is 1.4, while Cold Spring and Fort Thomas are both 3.1.

We look at Relative Use later in the Assessment on p. 50. Relative Use is the ratio of the percentage of a collection's circulation vs. the percentage of holdings in that particular area. Generally, the goal should be a 1:1 ratio. If a collection makes up 30% of the library's holdings, it should make up 30% of circulation. If relative use is greater than 1, it indicates that circulation is higher than holdings and we should consider increasing the size of the collection. If relative use is less than 1, it indicates that circs are lower than holdings and we should consider weeding the collection or promoting it to encourage better circulation.

Relative Use for Newport's Young Adult Graphic Novels is 0.32, which further indicates that many items in the collection are not being used by patrons.

Use Analysis

Circulation statistics tell us how well the collection is being used by patrons. The numbers can indicate whether or not we are meeting the public's interests in particular collection areas.

The following statistics show circulation broken down to the most granular level available. The data covers the full fiscal year of July 1, 2017-June 30, 2018.

Stat Code	Cold Spring			Fort Thomas			Newport		
	Items	Circulation	Circ Per Item	Items	Circulation	Circ Per Item	Items	Circulation	Circ Per Item
Adult 000-099	160	622	3.89	170	431	2.54	153	400	2.61
Adult 100-199	458	1631	3.56	463	1773	3.83	440	1313	2.98
Adult 200-299	587	1775	3.02	516	1645	3.19	418	1157	2.77
Adult 300-399	1279	3569	2.79	1414	3820	2.70	1343	2954	2.20
Adult 400-499	75	191	2.55	84	211	2.51	66	107	1.62
Adult 500-599	283	934	3.30	324	750	2.31	179	561	3.13
Adult 600-699	2483	8561	3.45	2172	7441	3.43	1596	4966	3.11
Adult 700-799	1353	3220	2.38	1047	2594	2.48	1017	1774	1.74
Adult 800-899	379	809	2.13	373	957	2.57	442	709	1.60
Adult 900-999	1010	2961	2.93	1167	3474	2.98	1020	2166	2.12
Adult Audio CD	2857	9250	3.24	2339	7337	3.14	2645	4734	1.79
Adult Audio Restricted	3	12	4.00	2	11	5.50	4	0	0.00
Adult Biography	1083	2583	2.39	1385	3160	2.28	1237	2085	1.69
Adult DVD	6953	82524	11.87	6014	78616	13.07	4209	67424	16.02
Adult DVD Restricted	2952	39891	13.51	2837	43668	15.39	1514	42329	27.96
Adult Fiction	6770	26316	3.89	6108	24031	3.93	5928	13237	2.23
Adult Music CD	4319	12190	2.82	3997	10889	2.72	3483	8634	2.48
Adult Music Restricted	268	768	2.87	328	1056	3.22	346	1052	3.04
Adult Mystery	3006	12114	4.03	3077	12961	4.21	2331	5196	2.23
Adult Science Fiction	518	1219	2.35	244	892	3.66	521	1010	1.94
Adult Software	6	0	0.00	0	4	0	4	11	2.75
Adult Western	125	329	2.63	60	132	2.20	70	92	1.31
Board Game	64	275	4.30	0	0	0	0	1	0
Game	540	5386	9.97	541	5103	9.43	105	1919	18.28
Juvenile 000-099	111	521	4.69	132	539	4.08	147	172	1.17

Juvenile 100-199	102	195	1.91	125	295	2.36	110	132	1.20
Stat Code	Cold Spring			Fort Thomas			Newport		
	Items	Circulation	Circ Per Item	Items	Circulation	Circ Per Item	Items	Circulation	Circ Per Item
Juvenile 200-299	136	424	3.12	121	234	1.93	124	68	0.55
Juvenile 300-399	656	1305	1.99	569	984	1.73	677	719	1.06
Juvenile 400-499	138	485	3.51	119	271	2.28	64	137	2.14
Juvenile 500-599	1765	5274	2.99	1744	4314	2.47	1351	2376	1.76
Juvenile 600-699	780	2912	3.73	577	1872	3.24	668	1181	1.77
Juvenile 700-799	800	2349	2.94	880	2341	2.66	684	1098	1.61
Juvenile 800-899	267	365	1.37	232	489	2.11	181	313	1.73
Juvenile 900-999	1111	2161	1.95	671	1378	2.05	734	616	0.84
Juvenile Audio CD	447	1166	2.61	508	1527	3.01	520	614	1.18
Juvenile Biography	951	1789	1.88	533	998	1.87	569	605	1.06
Juvenile Board Books	991	5936	5.99	1014	6558	6.47	964	4523	4.69
Juvenile Book with CD	187	614	3.28	46	340	7.39	48	198	4.13
Juvenile DVD	1685	31007	18.40	1717	28280	16.47	1050	16310	15.53
Juvenile Easy Readers	10104	41438	4.10	9130	44121	4.83	8631	29041	3.36
Juvenile Fiction	5298	21580	4.07	4906	23613	4.81	4662	9312	2.00
Juvenile Music CD	400	1004	2.51	239	700	2.93	463	895	1.93
Kentucky Fiction	90	133	1.48	29	46	1.59	62	50	0.81
Kentucky Nonfiction	318	844	2.65	280	671	2.40	506	570	1.13
Large Print Fiction	2503	11588	4.63	2803	11121	3.97	2639	7357	2.79
Large Print Nonfiction	211	548	2.60	226	762	3.37	215	242	1.13
Little Library Bag	5	7	1.40	5	2	0.40	5	0	0.00
Magazine	1632	2738	1.68	1616	3894	2.41	1879	2977	1.58
Reference	333	9	0.03	272	1	0.00	170	4	0.02
Reference Kentucky	48	1	0.02	88	3	0.03	165	2	0.01
YA 000-099	11	16	1.45	10	5	0.50	14	14	1.00
YA 100-199	9	14	1.56	14	12	0.86	34	19	0.56
YA 200-299	3	9	3.00	3	2	0.67	5	4	0.80
YA 300-399	32	46	1.44	38	71	1.87	98	52	0.53
YA 400-499	1	2	2.00	1	0	0.00	0	0	0
YA 500-599	5	15	3.00	4	10	2.50	17	8	0.47
YA 600-699	18	49	2.72	26	17	0.65	51	21	0.41
YA 700-799	48	163	3.40	33	150	4.55	102	114	1.12

Stat Code	Cold Spring			Fort Thomas			Newport		
	Items	Circulation	Circ Per Item	Items	Circulation	Circ Per Item	Items	Circulation	Circ Per Item
YA 800-899	14	26	1.86	13	31	2.38	58	20	0.34
YA 900-999	53	99	1.87	18	31	1.72	47	26	0.55
YA Audio CD	304	396	1.30	207	338	1.63	520	384	0.74
YA Biography	50	88	1.76	18	35	1.94	35	16	0.46
YA Fiction	2525	7212	2.86	2206	5473	2.48	3328	3814	1.15
YA Graphic Novel	1405	4370	3.11	683	2126	3.11	1721	2411	1.40

Summary

Overall Circulation

Comparison from Branch to Branch:

Cold Spring			Fort Thomas			Newport		
Total Items	Total Circulation	Average Circ Per Item	Total Items	Total Circulation	Average Circ Per Item	Total Items	Total Circulation	Average Circ Per Item
73,078	366,028	3.36	66,518	354,611	3.27	62,389	250,246	2.66

Newport remains the lowest circulating collection among the three main branches.

Comparison from Year to Year:

	FY 2016/17	FY 2017/18	Percent Change
System	1,066,532	1,010,221	-5.3%

(Circulation statistics from p.16)

Circulation Per Item

Also known as "turnover rate," circulation per item indicates the average amount of times each item in the collection is used each year.

A higher result indicates that each item is used more. This is not necessarily the best result, however. A lower result indicates a larger inventory of materials, but that can be

intential in order to ensure that there is enough material on-hand and available when patrons want it.

It seems that Newport's weeding efforts impacted turnover rate, as the average circulation per item increased from 2.43 to 2.66 (+9.5%) since the last assessment.

Highest Circulation per Item
Videos remain the highest circulating area of the collection:

Stat Code	Cold Spring			Fort Thomas			Newport		
	Items	Circulation	Circ Per Item	Items	Circulation	Circ Per Item	Items	Circulation	Circ Per Item
Adult DVD	6,953	82,524	11.87	6,014	78,616	13.07	4,209	67,424	16.02
Adult DVD Restricted	2,952	39,891	13.51	2,837	43,668	15.39	1,514	42,329	27.96
Juvenile DVD	1,685	31,007	18.40	1,717	28,280	16.47	1,050	16,310	15.53
TOTALS	**11,590**	**153,422**	**13.24**	**10,568**	**150,564**	**14.25**	**6,773**	**126,063**	**18.61**

In 2016, these numbers looked like this:

Stat Code	Cold Spring			Fort Thomas			Newport		
	Items	Circulation	Circ Per Item	Items	Circulation	Circ Per Item	Items	Circulation	Circ Per Item
Adult DVD	6,323	71,784	11.35	6,258	68,690	10.98	4,793	56,612	11.81
Adult DVD Restricted	2,705	39,231	14.50	2,645	39,442	14.91	1,830	31,142	17.02
Juvenile DVD	1,773	29,820	16.82	1,363	22,619	16.60	1,508	15,506	10.28
TOTALS	**10,801**	**140,835**	**13.04**	**10,266**	**130,751**	**12.74**	**8,131**	**103,260**	**12.70**

(Circulation and size numbers from the 2016 Assessment are incomplete due to the fact that it only included numbers available through March 31, 2016. The average circ per item, however, should be comparable.)

Summary
DVD circulation per item increased since the previous assessment. Cold Spring only experienced a slight increase of 1.5%. Fort Thomas went up by 11.9%. Newport, however, experienced a significant increase of 46.5%. In addition to loss through deselection, Newport also discovered that approximately 500 DVDs were stolen in early 2018. Both deselection and the large quantity of stolen items contributed to their higher turnover rate.

DVD circulation per item is significantly higher than the overall average, which runs in the range of 2-4. Some of the high usage in this collection can be attributed to the fact

that the DVD circulation period is shorter than the other categories, making it possible for any given item to pass through the hands of more patrons. Automatic renewals further add to the higher turnover rate.

Overall Adult DVD circulation has decreased since the previous Assessment:

Adult DVDs	FY 2016/17	FY 2017/18	Percent Change
CS	139,407	123,193	-11.6%
FT	132,504	122,692	-7.4%
NW	125,439	110,089	-12.24

(Calculated from the Technical Services Manager's Branch Transactions Reports)

Despite the decrease in circulation, Relative Use indicates that we are maintaining a collection that meets demand.

Adult Video Relative Use

Here we compare each Branch's Adult DVDs with System Wide Adult DVDs.

Adult DVDs	Collection Size	% of Total Collection	Circulation	% of Total Circulation	Relative Use
CS	6,953	40.48	82,524	36.11	0.89
FT	6,014	35	78,616	34.4	0.98
NW	4,209	24.5	67,424	29.5	1.2

Based on Newport's higher Relative Use number, they can increase their DVDs to better meet demand.

Lowest Circulation per Item
With Newport having the lowest overall circulation, it's no surprise that some of the lowest circulating areas of the collection are located there. Despite increasing circulation over the past two years, their Juvenile Nonfiction and Fiction remain low compared to the other branches. Newport's Juvenile Fiction collection is just 5% smaller than that of Fort Thomas, with 58% less circulation.

Two collections that stand out as having the highest number of items with the lowest circulation are the Juvenile Audio collection at Newport and Juvenile Nonfiction 800s at Cold Spring.

Deselection

It is generally accepted in collection development that weeding increases circulation. According to the CREW Method Manual, libraries who conduct extensive weeding projects often report circulation gains immediately following.

The CREW Method Manual cites increased circulation as a primary reason for weeding. It also says that other benefits include saved space, and a more appealing collection that allows browsing patrons to locate items they want more quickly. CREW then goes on to state that in the end, regular weeding can enhance the Library's reputation for reliability and currency, which raises its status and perceived value with the public. Ultimately, eliminating dated, worn, unattractive items will lead to increased circulation of the items that remain. This principle can be seen in action throughout the collection, and is particularly evident in the examples below:

Smallest Collection/Highest Circ per Item

Stat Code	Cold Spring			Fort Thomas			Newport		
	Items	Circulation	Circ Per Item	Items	Circulation	Circ Per Item	Items	Circulation	Circ Per Item
Adult 300-399	1279	3569	2.79	1414	3820	2.70	1343	2954	2.20
Adult 400-499	75	191	2.55	84	211	2.51	66	107	1.62
Adult 800-899	379	809	2.13	373	957	2.57	442	709	1.60
Adult Biography	1083	2583	2.39	1385	3160	2.28	1237	2085	1.69
Adult DVD Restricted	2952	39891	13.51	2837	43668	15.39	1514	42329	27.96
Adult Science Fiction	518	1219	2.35	244	892	3.66	521	1010	1.94
Game	540	5386	9.97	541	5103	9.43	105	1919	18.28
Juvenile 000-099	111	521	4.69	132	539	4.08	147	172	1.17
Juvenile 900-999	1111	2161	1.95	671	1378	2.05	734	616	0.84
Juvenile Book with CD	187	614	3.28	46	340	7.39	48	198	4.13
Juvenile Music CD	400	1004	2.51	239	700	2.93	463	895	1.93
Large Print Fiction	2503	11588	4.63	2803	11121	3.97	2639	7357	2.79
YA 100-199	9	14	1.56	14	12	0.86	34	19	0.56
YA 600-699	18	49	2.72	26	17	0.65	51	21	0.41
YA 700-799	48	163	3.40	33	150	4.55	102	114	1.12
YA 800-899	14	26	1.86	13	31	2.38	58	20	0.34
YA Audio CD	304	396	1.30	207	338	1.63	520	384	0.74

Relative Use

Relative use is the ratio of the percentage of a collection's circulation vs. the percentage of holdings in that particular area.

Generally, the goal should be a 1:1 ratio. If a collection makes up 30% of the library's holdings, it should make up 30% of circulation. If relative use is greater than 1, it indicates that circulation is higher than holdings and we should consider increasing the size of the collection. If relative use is less than 1, it indicates that circs are lower than holdings and we should consider weeding the collection or promoting it to encourage better circulation.

Relative Use = $\dfrac{\text{circs (section)/circs (library)}}{\text{items (section)/items (library)}}$

To determine relative use, I pulled collection sizes and circulation counts from the Use Analysis on p. 44. These numbers reflect the 2017/18 fiscal year.

We can calculate Relative Use several ways:
1. Compare a collection's system-wide size and circulation with that of the overall Library. This tells us if we're appropriately allocating resources across the collection.
2. Compare a specific collection at each branch with that particular collection's system-wide numbers. This helps account for differences in patron interests from branch to branch.
3. For collections broken down into smaller sections, we can compare the size and circulation of each section with that of the collection as a whole. This reveals users' interests and helps guide purchasing decisions in particular areas.

Juvenile Video

Here we compare each Branch's Juvenile DVDs with System Wide Juvenile DVDs.

Juvenile DVDs	Collection Size	% of Total Collection	Circulation	% of Total Circulation	Relative Use
CS	1,685	37.85	31,007	41	1.08
FT	1,717	38.57	28,280	37.4	0.97
NW	1,050	23.58	16,310	21.57	0.91

While this area has a much higher circulation per item than the system average, it appears we are meeting patron demand.

Young Adult Fiction

Here we compare each Branch's YA Fiction with system-wide YA Fiction.

Young Adult Fiction	Collection Size	% of Total Collection	Circulation	% of Total Circulation	Relative Use
CS	2,525	31.33	7,212	43.71	1.40
FT	2,206	27.37	5,473	33.17	1.21
NW	3,328	41.3	3,814	23.12	0.56

CS and FT could use more materials, while Newport could use weeding.

Young Adult Graphic Novels

Here we compare each Branch's YA Graphic Novels with system-wide YA Graphic Novels.

Young Adult Graphic Novels	Collection Size	% of Total Collection	Circulation	% of Total Circulation	Relative Use
CS	1,405	36.89	4,370	26.49	0.72
FT	683	17.93	2,126	12.89	0.72
NW	1,721	45.18	2,411	14.61	0.32

This indicates that YA Graphic Novels need attention across the board, but especially at Newport.

Adult Nonfiction

Here we look at each branch's Adult Nonfiction collection, broken down into Dewey ranges and compared with that branch's overall Adult Nonfiction size and circulation. This is included here primarily as a tool for selection in the coming years.

Cold Spring:

Adult Nonfiction	Collection Size	% of Total Adult Nonfiction	Circulation	% of Adult Nonfiction Circulation	Relative Use
Adult 000-099	160	1.98	622	2.56	1.29
Adult 100-199	458	5.68	1,631	6.72	1.18
Adult 200-299	587	7.28	1,775	7.31	1
Adult 300-399	1,279	15.85	3,569	14.7	0.93
Adult 400-499	75	0.93	191	0.79	0.85
Adult 500-599	283	3.51	934	3.85	1.1
Adult 600-699	2,483	30.78	8,561	35.27	1.15
Adult 700-799	1,353	16.77	3,220	13.27	0.79
Adult 800-899	379	4.7	809	3.33	0.71
Adult 900-999	1,010	12.52	2,961	12.2	0.97

Fort Thomas:

Adult Nonfiction	Collection Size	% of Total Adult Nonfiction	Circulation	% of Adult Nonfiction Circulation	Relative Use
Adult 000-099	170	2.2	431	1.87	0.85
Adult 100-199	463	5.99	1,773	7.68	1.28
Adult 200-299	516	6.68	1,645	7.12	1.07
Adult 300-399	1,414	18.29	3,820	16.54	0.90
Adult 400-499	84	1.09	211	0.91	0.83
Adult 500-599	324	4.19	750	3.25	0.78
Adult 600-699	2,172	28.1	7,441	32.22	1.15
Adult 700-799	1,047	13.54	2,594	11.23	0.83
Adult 800-899	373	4.83	957	4.14	0.86
Adult 900-999	1,167	15.1	3,474	15.04	1.00

Newport:

Adult Nonfiction	Collection Size	% of Total Adult Nonfiction	Nonfiction Circulation	% of Adult Nonfiction Circulation	Relative Use
Adult 000-099	153	2.29	400	2.48	1.08
Adult 100-199	440	6.59	1,313	8.15	1.24
Adult 200-299	418	6.26	1,157	7.18	1.15
Adult 300-399	1,343	20.12	2,954	18.34	0.91
Adult 400-499	66	0.99	107	0.66	0.67
Adult 500-599	179	2.68	561	3.48	1.30
Adult 600-699	1,596	23.91	4,966	30.83	1.29
Adult 700-799	1,017	15.24	1,774	11.01	0.72
Adult 800-899	442	6.62	709	4.4	0.66
Adult 900-999	1,167	15.1	3,474	15.04	1.00

Juvenile Nonfiction

Here we look at each branch's Juvenile Nonfiction collection, broken down into Dewey ranges and compared with that branch's overall Juvenile Nonfiction size and circulation. This is included here primarily as a tool for selection in the coming years.

Cold Spring:

Juvenile Nonfiction	Collection Size	% of Total Juv Nonfiction	Circulation	% of Juv Nonfiction Circulation	Relative Use
Juvenile 000-099	111	1.9	521	3.26	1.72
Juvenile 100-199	102	1.74	195	1.22	0.70
Juvenile 200-299	136	2.32	424	2.65	1.14
Juvenile 300-399	656	11.2	1,305	8.16	0.73
Juvenile 400-499	138	2.36	485	3.03	1.28
Juvenile 500-599	1,756	30	5,274	32.98	1.10
Juvenile 600-699	780	13.32	2,912	18.21	1.37
Juvenile 700-799	800	13.66	2,349	14.69	1.08
Juvenile 800-899	267	4.56	365	2.28	0.50
Juvenile 900-999	1,111	18.97	2,161	13.51	0.71
Juvenile 000-099	111	1.9	521	3.26	1.72
Juvenile 100-199	102	1.74	195	1.22	0.70

Fort Thomas:

Juvenile Nonfiction	Collection Size	% of Total Juv Nonfiction	2018 Juv Nonfiction Circulation	% of Juv Nonfiction Circulation	Relative Use
Juvenile 000-099	132	2.55	539	4.24	1.66
Juvenile 100-199	125	2.42	295	2.32	0.96
Juvenile 200-299	121	2.34	234	1.84	0.79
Juvenile 300-399	569	11	984	7.74	0.70
Juvenile 400-499	119	2.3	271	2.13	0.93
Juvenile 500-599	1,744	33.73	4,314	33.92	1.01
Juvenile 600-699	577	11.16	1,872	14.72	1.32
Juvenile 700-799	880	17.02	2,341	18.41	1.08
Juvenile 800-899	232	4.49	489	3.85	0.86
Juvenile 900-999	671	12.98	1,378	10.84	0.84
Juvenile 000-099	132	2.55	539	4.24	1.66
Juvenile 100-199	125	2.42	295	2.32	0.96

Newport:

Juvenile Nonfiction	Collection Size	% of Total Juv Nonfiction	Juv Nonfiction Circulation	% of Juv Nonfiction Circulation	Relative Use
Juvenile 000-099	147	3.1	172	2.52	0.81
Juvenile 100-199	110	2.32	132	1.94	0.84
Juvenile 200-299	124	2.62	68	1	0.38
Juvenile 300-399	677	14.28	719	10.55	0.74
Juvenile 400-499	64	1.35	137	2.01	1.49
Juvenile 500-599	1,351	28.5	2,376	34.88	1.22
Juvenile 600-699	668	14.1	1,181	17.34	1.23
Juvenile 700-799	684	14.43	1,098	16.12	1.12
Juvenile 800-899	181	3.82	313	4.59	1.20
Juvenile 900-999	734	15.5	616	9.04	0.58
Juvenile 000-099	147	3.1	172	2.52	0.81
Juvenile 100-199	110	2.32	132	1.94	0.84

Juvenile Easy Readers

Here we compare each Branch's J Easy Readers with system-wide J Easy Readers.

Juvenile Easy Readers	Collection Size	% of Total Collection	Circulation	% of Circulation	Relative Use
Cold Spring	10,104	36.26	41,438	36.16	1.00
Fort Thomas	9,130	32.77	44,121	38.5	1.17
Newport	8,631	30.97	29,041	25.34	0.82

Board Books

Here we compare each Branch's Board Books with system-wide Board Books.

Juvenile Board Books	Collection Size	% of Total Collection	2018 Circulation	% of Circulation	Relative Use
Cold Spring	991	33.38	5,936	34.88	1.04
Fort Thomas	1,014	35.15	6,558	35.54	1.01
Newport	964	32.47	4,523	26.58	0.82

We are meeting demand in these areas, with demand at Fort Thomas warranting additional Easy Readers. Due to the high spike in juvenile circulation during summer months, the branches may choose to keep more books in these collections than seems warranted in order to meet demand.

Adult Fiction

We have four collection stat codes within the overall Adult Fiction collection: Adult Fiction, Adult Mystery, Adult Science Fiction, and Adult Western. Here we can see how well we are meeting demand in each of these sections, as compared to the overall fiction collection at that branch.

Cold Spring	2018 Collection Size	% of Total Collection	2018 Circulation	% of Total Fiction Circulation	Relative Use
Adult Fiction	6,770	64.98	26,316	65.83	1.01
Adult Mystery	3,006	28.85	12,114	30.3	1.05
Adult Sci Fi	518	4.97	1,219	3.05	0.61
Adult Western	125	1.2	329	0.82	0.68

Fort Thomas	2018 Collection Size	% of Total Collection	2018 Circulation	% of Total Fiction Circulation	Relative Use
Adult Fiction	6,108	64.37	24,031	63.21	0.98
Adult Mystery	3,077	32.43	12,961	34.1	1.05
Adult Sci Fi	244	2.57	892	2.35	0.91
Adult Western	60	0.63	132	0.35	0.56

Newport	2018 Collection Size	% of Total Collection	2018 Circulation	% of Total Fiction Circulation	Relative Use
Adult Fiction	5,928	67	13,237	67.76	1.01
Adult Mystery	2,331	26.34	5,196	26.6	1.01
Adult Sci Fi	521	5.89	1,010	5.17	0.88
Adult Western	70	0.79	92	0.47	0.59

We can see that we are meeting demand across the board when it comes to general Adult Fiction and Mystery. We seem to have found a sweet spot for Science Fiction at Fort Thomas, who historically had low circulation in that collection. We seem to have over-estimated the demand for Science Fiction at Cold Spring. Westerns typically have

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low circulation across the board as that genre is currently not in high demand by the general public. Westerns need both weeding and, if possible, updating.

Juvenile Fiction

Juvenile Fiction	Collection Size	% of Total Juv Nonfiction	Juv Fiction Circulation	% of Juv Fiction Circulation	Relative Use
Cold Spring	5298	35.64	21580	39.59	1.11
Fort Thomas	4906	33	23613	43.32	1.31
Newport	4662	31.36	9312	17.08	0.54

Newport's Juvenile Fiction is overstocked, while Cold Spring and Fort Thomas could add more items.

Comparison to Standards

Section 3 of the Kentucky Public Library Standards lists criteria for library collections. While much of the section refers to cataloging standards, part 3.2 details criteria for materials.

KDLA Standards

3.2   The Library provides a wide range of material in sufficient quantity to meet community needs. The collection is current and includes books, periodicals, audiovisual material in physical and digital formats, and licensed informational databases.

To meet the ESSENTIAL standard, the Library must:
- Spend at least $2.25 per capita for collection expenditures,
- Add and withdraw at least 3% of the circulating collection each year,
- Provide remote access to Kentucky Virtual Library (KYVL) databases,
- Provide materials for special population groups such as foreign language speakers, home school families, and adult new readers, and
- Provide access to electronic resources.

To meet the ENHANCED standard, the Library must:
- Spend at least $4.50 per capita for collection materials,
- Provide remote access to databases to meet local demand for information, in addition to those provided by KYVL databases,
- Add and withdraw at least 4% of its circulating collection each year, and
- Provide materials in a variety of formats to insure equal access. Examples include large print books, unabridged audio books, closed-captioned/described/signed videos.

To meet the EXEMPLARY standard, the Library must:
- Spend at least $6.75 per capita for collection materials,
- Add and withdraw at least 5% of its circulating collection each year.

These criteria touch on four specific areas: per capita spending, database access, special patron groups, and collection maintenance.

Per Capita Spending
For the 2018/19 fiscal year, CCPL has an overall collection budget of $720,000. According to the most recent estimates from the U.S Census Bureau (released July 1, 2017), the total population of Campbell County is 92,488. That leads to an overall per capita spending of $7.78, well over the $6.75 required for exemplary status.

Percentage of Non-Print Materials

CCPL's current collection is 46% non-print items. This exceeds the 40% criteria for exemplary status.

Database Access

In addition to KYVL databases, CCPL also provides access to a number of other database resources that enable patrons to do homework, conduct research, and pursue lifelong learning.

Electronic Resources

One of the standards also specifies access to electronic resources such as eBooks. CCPL meets this requirement as a founding member of Kentucky Libraries Unbound, providing over 171,000 digital items to Campbell County residents.

Special Patron Groups

The standards specify that the library system provide collections suitable for special groups of patrons, such as those that speak foreign languages. CCPL provides Spanish language titles for juveniles and adults in both fiction and nonfiction. As our homeschooling population grows, we continue to select instructional books and accessible nonfiction that are useful to homeschooling families. All of this brings CCPL into alignment with this requirement.

Collection Maintenance

Fiscal year 2017/18 ended with the collection having 207,166 items. For that period, the Library added 29,583 (14%) items and withdrew 27,786 (13%).

Fiscal year 2016/17 ended with 204,812 total items in the collection. 26,918 items (13%) were added and 39,857 (19%) items were withdrawn.

For the past two fiscal years, we were well above KDLA's requirement to "Add and withdraw at least 5% of its circulating collection each year."

Gap Analysis

For this assessment, I checked eight lists against the Library's collection: five literary awards and three recommended title lists for both adults and juveniles. The past five to ten years were examined. As a popular materials library, we should own the majority of titles recommended in the most recent five-year period. Beyond that, holdings will lessen naturally due to the decreasing popularity of fiction and aging of nonfiction over time.

I examined both physical and digital holdings for this assessment. As use of our digital materials continues to grow, it is important to offer the highest quality collection of materials that mirrors our print collection as much as possible. Assessing digital holdings is also a way to measure the collection in light of the Library's vision to connect patrons to big ideas "wherever you are!"

Note on Digital Holdings
There are acceptable reasons for why the number of digital holdings may be less than the physical, including:
1. Not every title is available in digital form.
2. Digital materials are significantly more expensive than print and should be chosen with more care.
3. Not every title is popular enough to warrant holdings in every format.

Likewise, there are acceptable reasons to own something in digital format rather than physical. One example is when the popularity of a classic or award-winning title doesn't warrant taking up space on our shelves. Owning a digital copy allows us to have it available to our patrons while leaving our shelves open for more popular materials.

Award Winners
The availability of award-winners indicates the strength of our classic, "core collection" titles. Numbers below represent CCPL's holdings of titles from the last ten years.
- National Book Award for Fiction   100% physical; 100% digital
- National Book Award for Nonfiction   100% physical; 50% digital
- Pulitzer Award for Fiction   100% physical; 100% digital
- Newbery Medal Winners   100% physical; 100% digital
- Caldecott Medal Winners   100% physical; 20% digital

Overall, we are doing great with our holdings of award-winning titles. Nonfiction titles are far less available in digital format than Fiction, which could be why we don't own all the Nonfiction award winners. There is room for improvement in our digital picture book holdings.

Recommended Title Lists

Recommended title lists are useful for checking the availability of high quality, popular works and thus measure our success as a popular materials library. In the charts below, "Total held" indicates at least one holding in either digital or physical format.

Notable Children's Books

Each year a committee of the Association for Library Service to Children (ALSC) identifies the best of the best in children's books. These titles are divided among the following age groups: Younger Readers (Preschool-grade 2), Middle Readers (Grades 3-5), Older Readers (Grades 6-8), and All Ages (has appeal to children in all three categories). I checked our collection for titles recommended in the past ten years.

Younger Readers

	Total Items	Total Held	Physical	Digital
2009-2013	129	105	105	10
2014-2018	210	185	185	24

Overall, CCPL owns 86% of the titles recommended within the past ten years in either digital or physical format. We own 88% recommended within the past five years. Our digital holdings are lacking at only 11.4% within the past 5 years.

Middle Readers

	Total Items	Total Held	Physical	Digital
2009-2013	140	105	96	44
2014-2018	152	136	133	61

Overall, CCPL owns 83% of the titles recommended within the past ten years in either digital or physical format. We own 89% recommended within the past five years. Our digital holdings are lacking at only 40% within the past 5 years.

Older Readers

	Total Items	Total Held	Physical	Digital
2009-2013	104	68	59	36
2014-2018	108	85	82	53

Overall, CCPL owns 72% of the titles recommended within the past ten years in either digital or physical format. We own 79% recommended within the past five years. Our digital holdings are lacking at only 50% within the past 5 years.

All Ages

	Total Items	Total Held	Physical	Digital
2009-2013	27	22	22	4
2014-2018	40	34	34	3

Overall, CCPL owns 84% of the titles recommended within the past ten years in either digital or physical format. We own 85% recommended within the past five years. Our digital holdings are lacking at only 8% within the past 5 years.

Conclusion

On average, we own just 81% of the recommended juvenile titles from the past ten years in either format. More effort should be made to select recommended titles from ALA in both areas, but especially in digital format. With local schools providing tablets and laptops to their students, more children have access to digital materials. CCPL programmers visit schools specifically to teach students how to use Kentucky Libraries Unbound and its related apps. Increasing our digital materials targeted to this age group would support those efforts.

Notable Books for Adults

The Notable Books Council releases a list of 25 "very good, very readable, and at times very important fiction, nonfiction, and poetry books for the adult reader." Because the Council only selects two poetry titles each year, they were not examined for the assessment.

Fiction

	Total Items	Total Held	Physical	Digital
2009-2013	59	43	36	34
2014-2018	59	53	49	43

Overall, CCPL owns 81% of the titles recommended within the past ten years in either digital or physical format. We own 90% recommended within the past five years. Our digital holdings are lacking at only 73% within the past 5 years.

NonFiction

	Total Items	Total Held	Physical	Digital
2009-2013	60	45	38	35
2014-2018	61	51	45	38

Overall, CCPL owns 80% of the titles recommended within the past ten years in either digital or physical format. We own 84% recommended within the past five years. Our digital holdings are lacking at only 62% within the past 5 years.

Conclusion

We are in doing well in Adult Fiction with 90% of the titles recommended in the past five years. Even after taking CREW into consideration, owning just 84% of nonfiction from the past five years seems low. As with the juvenile collection, there is room for improvement in our digital offerings.

The Reading List

The Reading List was established by the CODES section of ALA's RUSA in 2007. It seeks to highlight outstanding genre fiction that merits special attention in each of 8 categories: adrenaline (suspense, thrillers, and action adventure), fantasy, historical fiction, horror, mystery, romance, science fiction, and women's fiction. The availability of recommended, genre-specific titles can be a sign of a well-balanced collection. This assessment focused on the past five years in order to check the Library's holdings of popular genre fiction.

	Total Titles	Total Held	Physical	Digital
Adrenaline	25	23	22	20
Fantasy	25	16	13	12
Historical Fic	25	24	23	17
Horror	25	15	11	10
Mystery	25	20	18	15
Romance	25	18	10	15
Science Fic	25	20	14	17
Women's Fic	25	24	22	19
TOTAL	200	160	133	125

Results:

CCPL owns just 80% of the overall titles selected within the past five years in either physical or digital format. We own 66.5% in physical form and 62.5% in digital. Genres that are the most complete include Adrenaline, Historical Fiction, and Women's Fiction. Areas in need of improvement include Fantasy, Horror, and Romance.

Item Requests

In looking at the collection, we must also consider item requests. Item requests indicate materials our patrons want, but the library does not own. It is important to consider these as they may indicate room for improvement in our selection process or a need to reconsider our collection development policies.

Total Requests

Requests	FY 2016-2017	FY 2017-2018	Percent Change
Total	5,666	5,540	-2.2%

Something to bear in mind about item requests is that patrons ask for materials that fall outside the scope of our Collection Development Policy. These are items that we will not purchase and must be borrowed through ILL. Common scenarios include requests for nonfiction that is out of date according to CREW, items prohibited from purchase by the collection development policy (e.g. unrated DVDs or MA videogames), and items no longer available for purchase (out of print). We currently do not track reasons why we send requests to ILL rather than purchase them, but doing so could provide insight into how we are not meeting patron needs.

- Of the 5,666 total item requests received in FY 2016-17, **20.7%** were sent to ILL.
- Of the 5,540 total item requests received in FY 2017-18, **23.7%** were sent to ILL.

Interlibrary Loan

ILL	FY 2016-2017	FY 2017-2018	Percent Change
Total Requests	1,173	1,312	+11.8%
Books	835	811	-2.9%
DVDs	231	326	+41%
Audiobooks	49	59	+20.4%
Large Print	26	78	+200
Music CD	19	30	+57.9%

DVD, Large Print, and Music CD requests increased significantly over the past two years. The increase in DVD requests can be attributed partially to our policy not to purchase unrated DVDs. Music CDs and Large Print tend to go out of print faster than other formats, meaning that we often have to ILL rather than purchase those materials.

Book Clubs

ILL also supports an average of twenty book clubs each month, including eleven library-sponsored groups.

Community Needs

While it can be difficult to measure the needs of a community just by looking at numbers, demographic data can provide several key indicators, including population size, age breakdowns, and race/language.

Overall Population

The U.S. Census Bureau provides the actual census counts from 2010, as well as city and county population estimates for 2017. Campbell County comprises ten cities, however we will focus on the four population centers where are branches are located.

	Campbell County	Alexandria	Cold Spring	Fort Thomas	Newport
2010 Census	90,336	8,458	5,912	16,325	15,273
2017 Estimate	92,488	9,438	6,370	16,263	15,033
Percent change	+2.4%	+11.6%	+7.7%	-0.4%	-1.6%

The total county population grew by 2.4% between the 2010 census and the 2017 estimate issued by the U.S. Census Bureau. Alexandria experienced the most significant growth among the cities at +11.6%, with Fort Thomas and Newport experiencing little change. Growth in both Alexandria and Cold Spring justifies the opening of the Alexandria Branch as necessary to support the growing population in the southern part of the county.

Population: By Age

Age groups are useful for analyzing collections because certain segments of the collection are used primarily by specific age groups. Board books are used primarily by toddlers. Also, certain age groups rely more heavily on specific portions of the collection. Older adults, for example, are generally the heaviest users of large type.

The 2010 U.S. Census provides the following relevant age groups:
- Children under 5 years of age
- Children under 18 years of age
- Adults over 65 years of age

In addition to giving us the percentages of these populations within Campbell County as a whole, we can also look at city demographics for each library branch. The 2017 estimated numbers are used for indications of positive or negative growth trends within the population groups.

Overall Population Age Breakdown

Campbell County	Children under 5 years	Children under 18 years	Adults over 65 years
2010 Census	6.4%	22.8%	12.8%
2017 Estimate	5.9%	21.0%	15.1%
Percent Change	-6.4%	-5.6%	+21%

As predicted in the 2016 assessment, our older population continues to grow while our younger population decreases.

Population Ages Compared to Relevant Collections

Children Under 5

For children under 5, we look at Board Book and Easy Reader collections.

	Campbell County	Alexandria	Cold Spring	Fort Thomas	Newport
Population	5.9%	6.4%	6.4%	4.4%	7.5%
Collection	12.6%	0.24%	4.4%	4.3%	3.6%

Taking into consideration the county as a whole, collections for this age group are overstocked. However, when you examine the cities and their respective branches individually, the collections are understocked compared to the population center. As noted in the 2016 Assessment, "the percentage of board and picture books should generally run somewhat above the percentage of young children in the community, because these titles are very short and children go through them quickly. In the same time their parent reads one novel, a child may go through a dozen or more picture books."

The Use Analysis on p. 44 shows that the Easy Reader and Board Book Collection circulate well across the system, suggesting that we have reached a good balance in this particular section.

The Relative Use analysis for Board Books and Easy Readers on p. 54 supports this conclusion and even shows a need for more materials at Cold Spring and Fort Thomas.

Children Under 18

For Children under 18, we look at all Juvenile and Young Adult collections.

	Campbell County	Alexandria	Cold Spring	Fort Thomas	Newport
Population	21%	28%	21%	24%	19.1%
Collection	39.4%	33.5%	39.5%	37.8%	41.5%

When only looking at demographics, it appears the Library is overstocked across the board for children under 18, especially at Newport. The Relative Use Analysis, however, suggests that the Library's youth collections are meeting demand in most areas.

Adults over 65

For adults over 65, we look at Large Print and Adult Audio collections.

	Campbell County	Alexandria	Cold Spring	Fort Thomas	Newport
Population	15.1%	12.8%	19.5%	14.4%	13.2%
Large-type	4.3%	5.8%	3.8%	4.6%	4.5%
Adult Audio	3.9%	4.4%	3.9%	3.6%	4.0%
Total	**8.2%**	**10.2%**	**7.7%**	**8.2%**	**8.5%**

We can see that our collections have not kept up with the population growth of Adults over 65. The collections are very understocked when compared to the population.

While showing room for growth at Cold Spring and Newport, a Relative Use analysis of these two collections suggests that we are meeting our user's demand for the most part:

Adult Audio	Collection Size	% of Total	Total Circulation	% of Circulation	Relative Use
Cold Spring	2857	36.44	9250	43.38	1.19
Fort Thomas	2339	29.83	7337	34.41	1.15
Newport	2645	33.73	4734	22.2	0.66

Large Print	Collection Size	% of Total	Total Circulation	% of Circulation	Relative Use
Cold Spring	2503	31.5	11588	38.54	1.22
Fort Thomas	2803	35.28	11121	36.99	1.05
Newport	2639	33.22	7357	24.47	0.74

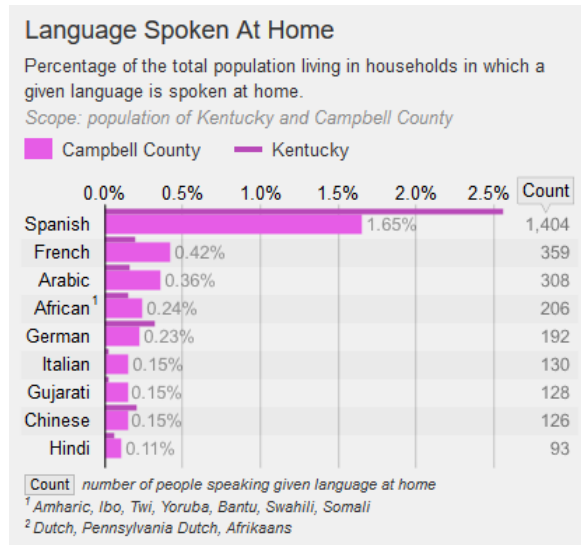## Population: Languages Spoken

Foreign Language Speakers

According to U.S. Census Bureau data, county residents age 5 or older who live in a home where the primary language is not English make up only 3.8% of the county's population. The bulk of these live in and around Newport and Fort Thomas.

Campbell County	Alexandria	Cold Spring	Fort Thomas	Newport
3.8%	1.2%	2.1%	4%	4.2%

As can be seen in the chart below, the majority of these are Spanish speakers, with French and Arabic coming in at a distant second and third place.

Language Spoken At Home
Percentage of the total population living in households in which a given language is spoken at home.
Scope: population of Kentucky and Campbell County

Campbell County — Kentucky

	0.0%	0.5%	1.0%	1.5%	2.0%	2.5%	Count
Spanish					1.65%		1,404
French	0.42%						359
Arabic	0.36%						308
African[1]	0.24%						206
German	0.23%						192
Italian	0.15%						130
Gujarati	0.15%						128
Chinese	0.15%						126
Hindi	0.11%						93

Count number of people speaking given language at home
[1] Amharic, Ibo, Twi, Yoruba, Bantu, Swahili, Somali
[2] Dutch, Pennsylvania Dutch, Afrikaans

Source: Statistical Atlas[1]

The Library does maintain some Spanish-language materials for both adults and children. As of August 31, 2018, available items in this collection numbered 154, with all but one of those located at Newport. Given that Newport and Fort Thomas have a comparable number of Spanish speakers in their communities, Fort Thomas should have a more substantial collection. The average circulation per item for this collection is 5.77, which indicates that it is well-used.

While French and Arabic are the next two most prominent languages, the overall percentage of the county's population is too small to support foreign language collections in either of these languages.

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[1] Statistical Atlas uses U.S. Census Bureau data for all maps and charts, specifically the U.S. Census (2010) and the American Community Survey (2009-2013). More information about Statistical Atlas is available online at http://statisticalatlas.com/about/

Kentucky Libraries Unbound Collection

Campbell County patrons have access to a large collection of eBooks, e-Audiobooks and streaming video titles through Kentucky Libraries Unbound, the statewide digital materials consortium.

Though the collection appears to be a unified whole, Campbell County residents have access to two separate collections of materials—the shared consortium collection and the CCPL Advantage collection. Items in the shared collection are truly shared among all member libraries in the KLU consortium.

As of June 2018, the number of libraries belonging to the Consortium totaled 104. This means that Campbell County patrons compete with patrons at 103 other libraries for checkouts and holds, which can potentially cause long wait times for popular titles.

In order to mitigate this, CCPL has an Advantage collection. Items in this collection are available only to Campbell County patrons. Purchasing extra copies of popular items can drop the wait time significantly, as CCPL patrons only have to share the items with other CCPL patrons. This ability to tailor a collection for our specific patron base allows us to fill an average of 47% of our monthly checkouts through the Advantage collection, even given its relatively small size compared to the larger consortium collection. Careful utilization of the Advantage collection has allowed hold wait times to drop, while also allowing for the building of a collection uniquely suited to the needs of Campbell County patrons.

Collection Size and Availability

Numbers used in this section were accessed July 13, 2018.

Consortium Collection

2018	Titles	Copies
eBooks	61,751	140,946
Audiobooks	15,056	28,194
Video	1,751	1,874
TOTAL	78,558	171,014

2016	Titles	Copies
eBooks	47,393	111,732
Audiobooks	11,131	21,071
Video	1,474	1,578
TOTAL	59,998	134,381

In the two years since the previous assessment, the number of titles in the consortium collection has grown by 31%. The numbers of copies increased by 27%.

Advantage Collection

The table on the left below shows the total titles and copies currently held in CCPL's Advantage collection. The table on the right shows the numbers from the previous assessment.

2018	Titles	Copies
eBooks	12,517	13,824
Audiobooks	4,448	4,705
Video	552	552
TOTAL	17,517	19,081

2016	Titles	Copies
eBooks	8,723	9,573
Audiobooks	2,357	2,472
Video	537	537
TOTAL	11,617	12,582

In the past two years, the total number of titles in the Advantage Collection has increased by 50%. Total copies increased by 52%. This puts us well in line with the 2016 Five-Year Strategic Plan's collection goal to "Annually increase the number of Library-owned e-materials by 7% to improve the breadth and depth of the collection."

Unique CCPL titles

Because the Consortium and Advantage collections overlap, especially with popular titles, we also can look at titles that are exclusive to CCPL. As can be seen below, 42% of the titles in the Advantage collection are these exclusive titles. Unique titles can be attributed to patron requests, as well as bulk purchasing when we first built the collection.

2018	Titles
eBooks	5,849
Audiobooks	1,121
Video	340
TOTAL	7,310

Total Titles Available

Combining the Consortium and Advantage collections, the table below shows the total number of titles and copies available to CCPL patrons.

2018	Titles	Copies
eBooks	67,600	154,770
Audiobooks	16,177	32,899
Video	2,091	2,426
TOTAL	85,868	190,095

Streaming Video

When compared with the rest of the digital collection, our video holdings appear to be extremely small. Given the difficulties in building a streaming video collection, 2,426 videos is actually a good-sized collection. Not much has changed in this area since the 2016 Assessment: Production companies remain uncomfortable with the library lending model, especially when it comes to online video. With Netflix, Amazon, Hulu and others willing to sign hefty contracts for the right to stream popular titles, often paying extra for exclusivity, it is difficult to find any A-list movie titles available for purchase for a library lending platform. What is left is usually B-grade and often lower. Additionally, there is currently no way to keep R-rated materials from being checked out by Juvenile patrons. Finding titles that patrons want while avoiding R-rated materials leaves few quality options.

Size Comparison

Some perspective can be gained from comparing the relative collection sizes of a sampling of other OverDrive libraries around the country. The numbers below do not include Advantage titles for any of the systems, and were produced simply through using an open search of the Library's OverDrive collection to return all possible results.

Library	Collection Size on Search	Growth since 2016
Cincinnati Public Library	142,206	+48.4%
San Francisco Public Library	115,319	+30.5%
Boston Public Library	93,078	+27.4%
Kentucky Libraries Unbound	84,938	+36.9%
Denver Public Library	47,520	+27.0%
Dallas Public Library	45,624	+31.1%
Chicago Public Library	42,878	+40.5%

Searches conducted 20180822

In comparing these seven libraries between 2016 and 2018, the order of libraries from largest to smallest collection did not change. Cincinnati remains the largest collection and Chicago the smallest. KLU remains firmly in the middle, with an above average rate of growth.

Deselection

Due to the necessity of obtaining agreement among all the member libraries, the shared collection is not normally weeded except when nonfiction titles have gone extremely out-of-date, such as GRE prep guides for a discontinued version of the test, or when the file format for the title is no longer supported. On the other hand, there is no need to weed to save space, and little negative effect on the collection appearance. This means that some titles, especially fiction, are often retained long past the point

when a physical item would have been discarded. In a shared environment, this is not something CCPL can control.

One of the collection objectives in the 2016 Strategic Plan is to "Evaluate the entire e-collection on general popularity." As stated, we have little control over the "entire" collection. However, we do have control over our Advantage collection. Efforts should be made to review the Advantage collection.

Circulation

Total Circulation by Collection

Fiscal Year	Cons*	Advantage	Juvenile	Adult	Young Adult
2016/17	95,283	50,060	6,159	80,477	7,849
2017/18	116,011	72,917	8,135	98,800	8,012
Percent Change	**+21.75%**	**+45.66%**	**+32.08%**	**+22.77%**	**+2.08%**

*Cons include both Consortium and Advantage checkouts by CCPL patrons.

KLU circulation continues to grow at an impressive rate. Over the past year, we experienced a few months with all-time record highs. Our generous investment in the Advantage Collection has clearly paid off, as that collection supplied 63% of our patron checkouts in fiscal year 2017/18.

Total Circulation by Format

Fiscal Year	eBooks	Percent of Total Checkouts	Audiobooks	Percent of Total Checkouts
2016/17	63,134	66.26%	31,351	32.9%
2017/18	74,521	64.24%	40,752	35%
Percent Change	**+18.04%**		**+30%**	

Ebooks continue to be the preferred format used by our patrons. This collection may be slightly overstocked by making up 82% of the collection and 64% of checkouts.

The 2016 Assessment pointed out a disproportion between the collection size and circulation of the audiobook collection. That remains an issue today as audiobooks represent 35% of the total checkouts, but only make up 16.5% of the digital collection.

The reason for this disparity could be due to our aggressive filling of holds. We purchase copies to fill holds when they reach a 5:1 ratio. We also purchase copies when our patrons are waiting for a Consortium title with more than 5 people ahead of them in line. All of this is to make sure that our patrons do not experience long waits for materials. With the majority of our patrons preferring eBooks, this means that more holds are placed on that format than audiobooks, and thus more eBooks are purchased.

Our holds policy benefits not only our patrons, but also us, as it greatly benefits our circulation statistics. However, it means that we are not discerning about what we purchase. Whatever the title, no matter how unpopular it might be, will be purchased in order to fill a patron hold. While this is great customer service, the cost of digital materials means that the vast majority of the budget goes towards holds, with little left for collection development.

Overall Strengths and Weaknesses

Strengths

The collection is exemplary as defined by the Kentucky Public Library Association standards. It meets all criteria for per capita spending, database access, electronic resources, special patron groups, and collection maintenance.

The collection has a strong core collection of award-winning titles. We've done a great job keeping up with the print collection in this area.

The overall age of the collection has improved since the last Assessment. In 2016, the average age of the collection was ten years old, and the median age was seven. Today, the average is eight years old, with a median age of six. Some areas fell behind CREW guidelines, but most improved greatly. The collection is in a constant state of fluctuation and it is normal for us to fall behind at times.

Despite a decrease in DVD circulation over the past two years, most likely due to the rising popularity of streaming services, our videos continued to have the highest circulation of all the collections.

Kentucky Libraries Unbound use continues to grow, with record circulation numbers in recent months. The Advantage Collection accounts for approximately 50% of our circulation each month.

Weaknesses

The Gap Analysis revealed a lack of recommended titles in our digital holdings. The percentage of titles that we do not own suggests the need for a more proactive collection development approach in this area.

The Gap Analysis showed that our collection lacks quality popular print titles in certain genres. While we prioritize what is popular with our patrons, our goal should be to have a well-rounded collection that is able to fulfill the interests of everyone in our community.

The Gap Analysis also revealed that we are missing many recent recommended titles in both Juvenile and Adult, Fiction and Nonfiction collections.

Newport's Young Adult Graphic Novels greatly need review and deselection. As a popular materials library, no single collection should have 25% of items that haven't circulated in two or more years.

Demographic data shows that Fort Thomas has almost the same number of Spanish speakers as Newport. This suggests that the Fort Thomas branch should have a Spanish collection housed at their branch just as Newport does.

Conclusion and Recommendations

Conclusion

Overall, Campbell County has a very strong collection. Collection Services Staff, along with the branches, took recommendations from the 2016 Assessment seriously and responded accordingly. The overall age of the collection improved and Newport especially made great strides updating their collection. The adoption of a systematic and methodical weeding process most certainly is to thank for this improvement.

Recommendations

Continue to use the established weeding and selection schedule developed after the 2016 Assessment. As evidenced throughout this Assessment, this systematic method resulted in very positive changes in the collection. Successful weeding takes cooperation among everyone involved in the deselection process. Hopefully, the progress presented in this Assessment will help continue to build a positive attitude towards the weeding process.

Pursue a more proactive approach to print selection. As seen in the Gap Analysis, we are missing 40% of the recommended genre titles published in the past five years.

Pursue a more proactive approach to digital selection. The Gap Analysis revealed a substantial gap in our holdings of recent recommended titles for both juveniles and adults.

Conduct a Relative Use analysis at the end of each fiscal year in order to guide selection for the following year.

Review the quality of the library's KLU Advantage collection. This has not been done to date and likely would bring the proportion of eBooks more in line with their circulation numbers.

Expand our e-Audiobook collection so that it is in proportion with its circulation numbers.

Communicate with the Information Services Department about collection issues that could be resolved through better patron education. For example, encourage staff to educate large print readers about the ability to increase font size when using eBooks. This could help alleviate the problem of certain titles not being available in large print. Encourage staff to suggest more recent nonfiction titles that the library owns on a particular subject, rather than requesting out of date titles through Interlibrary Loan.

Track reasons why requests are sent to ILL rather than purchased in order to better understand where we are not meeting patron needs.

Build a Spanish collection for the Fort Thomas branch in order to better serve their Spanish-speaking community.

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