

Campbell County Public Library District

2014 Kentucky Annual Report of Public Libraries

General Information (A1 - A16)

A1	County	Campbell
A2	Estimated Population	90,988
A3	Library Name	Campbell County Public Library District
Street Address		
A4	Street Address	3920 Alexandria Pike
A5	City	Cold Spring
A6	Zip Code	41076
Mailing Address		
A8	Mailing Address	3920 Alexandria Pike
A9	City	Cold Spring
A10	Zip Code	41076
A12	Phone	8597816166
Tax Rates (expressed as per \$100; i.e., 20.0 or 3.75)		
A14	Real	7.7
A15	Personal	9.4
A16	Motor Vehicle/Water Craft	2.6

Operating Revenue (B1 - B18)

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

E-rate -- If there is an invoice sent to the library that indicates the amount of the e-rate discount (i.e., supported by documentation), then the library can report this as an expenditure under Other Operating Expenditures (Item C29 or C31). In such a case, the library should also report the e-rate funds that supported the discount in Other Operating Revenue (Item B17)). If no such documentation can be identified, then the amount should not be reported as either revenue or expenditure.

Local Government Revenue

B1	Library Tax	\$4,492,833
B2	Other	\$0
B3	Local Government Revenue Total (B1 + B2):	\$4,492,833

State Government Revenue

B4	State Aid Grant	\$43,041
B5	Construction Debt-Assistance Grant	\$114,043
B6	Other State Government Revenue	\$0

B7	State Government Revenue Total (sum B4 through B6)	\$157,084
Federal Government Revenue		
B8	BTOP Infrastructure Grant	\$0
B9	Prime Time Family Reading Time	\$0
B10	Library Outreach/Bookmobile Grant	\$3,263
B11	Preventing Summer Reading Loss - Fueling the Mind (Read and Feed)	\$0
B12	Other Federal Government Revenue	\$30,023
B13	Federal Government Revenue Total (sum B8 through B12)	\$33,286
B14	Other Operating Revenue	\$147,795
B15	Total Operating Revenue (B3 + B7 + B13 + B14):	\$4,830,998

Operating Expenditures (C1 - C40)

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

Collection Expenditures

C1	Print Materials	\$284,309
C2	Electronic Materials Expenditures	\$33,768
C3	Audiovisual Materials	\$210,606
C4	Databases	\$135,072
C5	Other Library Materials	\$0
C6	Collection Expenditures Total (C1 through C5)	\$663,755

Salary Expenditures

C7	Library Director	\$83,153
C8	Other Library Personnel	\$1,898,213
C10	Salary Expenditures Total (C7 + C8)	\$1,981,366

Fringe Benefits

C11	Required Fringe Benefits	\$162,965
C12	Retirement (Employer's Share)	\$271,353
C13	Medical Insurance (Employer's Share)	\$168,966
C14	Other	\$17,320
C15	Fringe Benefits Total (C11 + C12 + C13 + C14):	\$620,604
C16	Total Staff Expenditures (C10 + C15)	\$2,601,970

Other Operations

C17	Building Repair	\$35,646
C18	Building Maintenance	\$83,446
C20	Office Supplies, Program Supplies, Postage	\$129,685
C21	Insurance	\$46,546
C22	Public Relations	\$80,363
C23	Utilities	\$104,470
C24	Professional Fees	\$28,577
C25	Audit Fee	\$7,950
C26	Fiscal Year that Audit Covers	FY 2012-2013
C27	What year was the library's last long range plan adopted?	2014
C28	Repair and Replacement of Furnishings	\$343
C29	Other	\$75,518
C30	Specify	Assoc Dues, Board Activities, Programs, Materials Processing
C31	Other	\$113,022
C32	Specify	Misc, Computer Services, Travel
C33	Total Other Operating Expenditures (C17 + C18 + C20 + C21 + C22 + C23 + C24 + C25 + C28 + C29 + C31)	
		\$705,566
C34	Bookmobile/Extended Services	\$1,433
C35	Continuing Education	\$26,310
C36	Operating Expenditures for Electronic Access	\$86,720
C37	Total Operating Expenditures (C6 + C16 + C33 + C34 + C35 + C36):	
		\$4,085,754

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

C38	Capital Outlay Expenditures	\$104,759
C39	Debt Service	\$296,959

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

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

C40a	Local - Capital Revenue	\$0
C40b	State - Capital Revenue	\$0
C40c	Federal - Capital Revenue	\$0
C40d	Other - Capital Revenue	\$9,352
C40	Total Capital Revenue (C40a through C40d)	\$9,352
C41	Income from loans, bond issues, or other income not reported elsewhere	\$0

Branch Libraries (E1- E18)

A branch library is an auxiliary unit of an administrative entity which has at least all of the following:

1. separate quarters;
2. an organized collection of library materials;
3. paid staff; and
4. regularly scheduled hours for being open to the public.

INFORMATION FOR EACH BRANCH:

Add a new group for each branch in the county.

E1	Branch Library Name	Philip N. Carrico Branch
E2	Street Address	1000 Highland Avenue
E3	City	Fort Thomas
E4	Zip Code	41075
E6	Phone	(859) 572-5033
E8	Square Footage	15,000
E10	Number of Groups Using Meeting Room	421
E11	Number of Meetings Held	842
E12	Library Visits	211,356
E13	Number of Registered Users	13,950
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	30,646
E15	Reference Transactions	25,220
E16a	Sunday Opening Time	1p
E16b	Sunday Closing Time	5p
E16c	Hours	4.00
E16d	Monday Opening Time	9a
E16e	Monday Closing Time	9p

E16f	Hours	12.00
E16g	Tuesday Opening Time	9a
E16h	Tuesday Closing Time	9p
E16i	Hours	12.00
E16j	Wednesday Opening Time	9a
E16k	Wednesday Closing Time	9p
E16l	Hours	12.00
E16m	Thursday Opening Time	9a
E16n	Thursday Closing Time	9p
E16o	Hours	12.00
E16p	Friday Opening Time	9a
E16q	Friday Closing Time	7p
E16r	Hours	10.00
E16s	Saturday Opening Time	9a
E16t	Saturday Closing Time	5p
E16u	Hours	8.00
E17.3	Number of Weeks Branch Library is Open	52
E1	Branch Library Name	Newport Branch
E2	Street Address	901 East Sixth Street
E3	City	Newport
E4	Zip Code	41071
E6	Phone	(859) 572-5035
E8	Square Footage	27,000
E10	Number of Groups Using Meeting Room	402
E11	Number of Meetings Held	804
E12	Library Visits	229,973
E13	Number of Registered Users	18,254
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	55,101
E15	Reference Transactions	75,894
E16a	Sunday Opening Time	1p
E16b	Sunday Closing Time	5p
E16c	Hours	4.00
E16d	Monday Opening Time	9a
E16e	Monday Closing Time	9p
E16f	Hours	12.00
E16g	Tuesday Opening Time	9a
E16h	Tuesday Closing Time	9p
E16i	Hours	12.00
E16j	Wednesday Opening Time	9a
E16k	Wednesday Closing Time	9p
E16l	Hours	12.00

E16m	Thursday Opening Time	9a
E16n	Thursday Closing Time	9p
E16o	Hours	12.00
E16p	Friday Opening Time	9a
E16q	Friday Closing Time	7p
E16r	Hours	10.00
E16s	Saturday Opening Time	9a
E16t	Saturday Closing Time	5p
E16u	Hours	8.00
E17.3	Number of Weeks Branch Library is Open	52
E17	All Branches' Total Hours Open to the Public (E16c + E16f + E16i + E16l + E16o + E16r + E16u)	140.00
E17.3a	Total Number of Weeks Branch Libraries are Open (Sum of all E17.3)	104.00
E18	Number of Branches	2
E19	Total Annual Hours Open	7,280.00

Outreach Vehicles (F1 - F5)

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

F1	License Number	P3052
F2	Vehicle Year, Make, and Model	2010 Ford Transit
F3	Mileage on Odometer	22,501
F4	Owner of Vehicle	locally
F5	Number of Stops in an Average Week	20
F1	License Number	P8584
F2	Vehicle Year, Make, and Model	2012 Ford Transit
F3	Mileage on Odometer	8,681
F4	Owner of Vehicle	locally
F5	Number of Stops in an Average Week	20

Bookmobiles (G1 - G11)

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

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

INFORMATION FOR EACH BOOKMOBILE:

Add a new group for each bookmobile in the county.

Bookmobile Hours (G9a-G9g) - Count only the daily hours during which the bookmobile is open to the public.

Do not count travel time. Hours on the road per week is reported in item number G9

G1	License Number	
G2	Serial Number	
G3	Vehicle Year, Make, and Model	
G4	Owner of Vehicle	
G5	Bookmobile Visits (number of persons entering the bookmobile)	
G6	Number of Registered Users	
G7	Number of Uses [Sessions] of Public Internet Computers Per Year	
G8	Reference Transactions	
G9	Hours on the Road Per Week (but not serving patrons)	0
G9a	Sunday - Daily Hours Open to the Public	0
G9b	Monday - Daily Hours Open to the Public	0
G9c	Tuesday - Daily Hours Open to the Public	0
G9d	Wednesday - Daily Hours Open to the Public	0
G9e	Thursday - Daily Hours Open to the Public	0
G9f	Friday - Daily Hours Open to the Public	0
G9g	Saturday - Daily Hours Open to the Public	0
(G9.1)	Metro Status Code (hidden)	
(G9.2)	Outlet Type Code (hidden)	
G9.3	Number of Weeks Bookmobile is Open	0
G9.3a	Total Number of Weeks Bookmobiles are Open (Sum of all G9.3)	0.00

G10	Total Hours for Bookmobiles in an Average Week (G9a + G9b + G9c + G9d + G9e + G9f + G9g)	0.00
G11	Number of Bookmobiles	0

Main Library (H1 - H18)

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

H1	Library Name	Cold Spring Branch
H2	Street Address	3920 Alexandria Pike
H3	City	Cold Spring
H4	Zip Code	41076
H6	Phone	8597816166
H8	Square Footage	14,600
H10	Number of Groups Using Meeting Room	269
H11	Number of Meetings Held	537
H12	Library Visits	214,882
H13	Number of Registered Users	24,304
H14	Number of Uses [Sessions] of Public Internet Computers Per Year	28,651
H15	Reference Transactions	42,614
Hours Open to the Public		
H16a	Sunday Opening Time	1p
H16b	Sunday Closing Time	5p
H16c	Hours	4.00
H16d	Monday Opening Time	9a
H16e	Monday Closing Time	9p
H16f	Hours	12.00
H16g	Tuesday Opening Time	9a
H16h	Tuesday Closing Time	9p
H16i	Hours	12.00
H16j	Wednesday Opening Time	9a
H16k	Wednesday Closing Time	9p
H16l	Hours	12.00
H16m	Thursday Opening Time	9a
H16n	Thursday Closing Time	9p
H16o	Hours	12.00
H16p	Friday Opening Time	9a
H16q	Friday Closing Time	7p
H16r	Hours	10.00
H16s	Saturday Opening Time	9a
H16t	Saturday Closing Time	5p
H16u	Hours	8.00

H17	Total Hours Open to the Public (H16c + H16f + H1i + H16l + H16o + H16r + H16u)	70.00
H18	Number of Weeks Main Library is Open	52

Facility Info (I1 - I32)

Square Footage

I1	Main Library (from H8)	14,600
I2	Branch Libraries (sum of E8 branch data)	42,000
I3	Total (I1 + I2)	56,600

No. of Groups Using Meeting Room

I7	Main Library (from H10)	269
I8	Branch Libraries (sum of E10 branch data)	823
I9	Total (I7 + I8)	1,092

Number of Meetings Held

I10	Main Library (from H11)	537
I11	Branch Libraries (sum of E11 branch data)	1,646
I12	Total (I10 + I11)	2,183

Library Visits

I13	Main Library (from H12)	214,882
I14	Branch Libraries (sum of E12 branch data)	441,329
I15	Bookmobiles (sum of G5 branch data)	0
I16	Total (I13 + I14 + I15)	656,211

Number of Registered Users

I17	Main Library (from H13)	24,304
I18	Branch Libraries (sum of E13 branch data)	32,204
I19	Bookmobiles (sum of G6 branch data)	0
I20	Total (I17 + I18 + I19)	56,508

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

I21	Main Library (from H14)	28,651
I22	Branch Libraries (sum of E14 branch data)	85,747
I23	Bookmobiles (sum of G7 branch data)	0
I24	Total (I21 + I22 + I23)	114,398

Reference Transactions

I25	Main Library (from H15)	42,614
I26	Branch Libraries (sum of E15 branch data)	101,114
I27	Bookmobiles (sum of G8 branch data)	0

I28	Total (I25 + I26 + I27)	143,728
Public Service Hours per Year		
I29	Main Library (H17 * H18)	3,640.00
I30	Branch Libraries (sum of E17 branch data * E17.3a)	7,280.00
I31	Bookmobiles (sum of G10 bookmobile data * G9.3a)	0.00
I32	Total (I29 + I30 + I31)	10,920.00

Library Staff (J1- J09)

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

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

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

J1	Number of Librarians with an ALA Accredited Master's Degree in Library Science	17.5
J2	Number of Librarians with Non ALA Accredited Master's Degree in Library Science	0
J3	Number of Librarians with a Master's Degree NOT in Library Science	0
J4	Number of Librarians with a Bachelor's Degree in Library Science	0
J5	Number of Librarians with a Bachelor's Degree NOT in Library Science	0
J6	Number of Librarians with Less Than a Bachelor's Degree	0
J7	Total Librarians (J1 + J2 + J3 + J4 + J5 + J6):	17.50
J8	All Other Paid Staff	45.5
J9	Total Paid Employees (J7 + J8):	63.00

Library Collection (K1 -K17)

Book Collection

K1	Adult Fiction	49,403
K2	Adult Nonfiction	44,727

K3	Juvenile Fiction	65,978
K4	Juvenile Nonfiction	26,286
K5	Total (K1 + K2 + K3 + K4)	186,394

Digital or Audiovisual Materials

K6	Electronic Books (E-Books)	77,151
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Report the number of **licensed** databases (including locally mounted or remote, full-text or not) for which temporary or permanent access rights have **been acquired through payment by the library, or by formal agreement with the State Library or a cooperative agreement within the state or region.** A database is a collection of electronically stored data or unit records (facts, bibliographic data, abstracts, texts) with a common user interface and software for the retrieval and manipulation of the data. Note: The data or records are usually collected with a particular intent and relate to a defined topic. A database may be issued on CD-ROM, diskette, or other direct access method, or as a computer file accessed via dial-up methods or via the Internet. Each database is counted individually even if access to several databases is supported through the same vendor interface.

Licensed Databases

A database is a collection of electronically stored data or unit records (facts, bibliographic data, abstracts, texts) with a common user interface and software for the retrieval and manipulation of the data. Note: The data or records are usually collected with a particular intent and relate to a defined topic. A database may be issued on CD-ROM, diskette, or other direct access method, or as a computer file accessed via dial-up methods or via the Internet. Each database is counted individually even if access to several databases is supported through the same vendor interface.

K7a	Local/Other Cooperative Agreements	12
K7b	State (State Government or State Library) ** Include 30 KYVL databases **	30
K7	Total Licensed Databases (K7a+K7b)	42
K9	Audio - Physical Units	25,571
K10	Audio - Downloadable Units	23,419
K13	Video - Physical Units	24,681
K14	Video - Downloadable Units	10,297
K15	Other Material in Collection	1,418
K16	Current Print Serial Subscriptions	365
K17	Book/Serial Volumes (K5 + K16)	186,759

Circulation (L1 - L52)

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

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

Book Circulation Adult Fiction

L1	Main Library	63,064
L2	All Branches	86,851
L3	Bookmobile/Outreach	0
L4	Total (L1 + L2 + L3)	149,915

Book Circulation Adult Nonfiction

L5	Main Library	31,883
L6	All Branches	55,523
L7	Bookmobile/Outreach	0
L8	Total (L5 + L6+ L7)	87,406

Book Circulation Juvenile Fiction

L9	Main Library	68,804
L10	All Branches	118,414
L11	Bookmobile/Outreach	0
L12	Total (L9 + L10+ L11)	187,218

Book Circulation Juvenile Nonfiction

L13	Main Library	14,528
L14	All Branches	21,378
L15	Bookmobile/Outreach	0
L16	Total (L13 + L14 + L15)	35,906

Book Circulation Total:

L17	Main Library (L1 + L5 + L9 + L13)	178,279
L18	All Branches (L2 + L6 + L10 + L14)	282,166
L19	Bookmobile/Outreach (L3 + L7 + L11 + L15)	0
L20	Total (L4 + L8 + L12+ L16)	460,445

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

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

Audiovisual Circulation Audio Books

L21	Main Library	13,548
L22	All Branches	17,473
L23	Bookmobile/Outreach	0
L24	Total (L21 + L22 + L23)	31,021

Audiovisual Circulation Other Audio

L25	Main Library	21,931
L26	All Branches	32,701
L27	Bookmobile/Outreach	0
L28	Total (L25 + L26 + L27)	54,632

Audiovisual Circulation Videos

L29	Main Library	130,254
L30	All Branches	225,544
L31	Bookmobile/Outreach	0
L32	Total (L29 + L30 + L31)	355,798

Audiovisual Circulation Other

L33	Main Library	7,894
L34	All Branches	11,709
L35	Bookmobile/Outreach	0
L36	Total (L33 + L34 + L35)	19,603

Audiovisual Circulation Total

L37	Main Library (L21 + L25 + L29 + L33)	173,627
L38	All Branches (L22 + L26 + L30 + L34)	287,427
L39	Bookmobile/Outreach (L23 + L27 + L31 + L35)	0
L40	Total (L24 + L28 + L32 + L36)	461,054

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

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

Other Materials

L41	Main Library	24,530
L42	All Branches	57,124
L43	Bookmobile/Outreach	0
L44	Total (L41 + L42 + L43)	81,654

Total Circulation

L45	Main Library (L17 + L37 + L41)	376,436
L46	All Branches (L18 + L38 + L42)	626,717
L47	Bookmobile/Outreach (L19 + L39 + L43)	0

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

Note: Do not include databases.

L48	Circulation of Electronic Materials - The total annual circulation of all electronic materials	39,098
L49	Total (L20 + L40 + L44 + L48)	1,042,251

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

L50	Main Library	112,158
L51	All Branches	179,958
L52	Bookmobile/Outreach	0
L53	Total (L50 + L51 + L52)	292,116

Downloadable Music Services (M1 - M2)

Freegal, and similar downloadable music services, is listed here. Do not count these items as circulation.

M1	Freegal - Number of Downloads	0
M2	Other Downloadable Music Services Similar to Freegal - Number of Downloads	83

Interlibrary Cooperation (N1 - N6)

Loaned To

N1	Print	3,158
N2	Nonprint	2,215
N3	Total (N1 + N2):	5,373

Borrowed From

N4	Print	3,355
N5	Nonprint	1,399
N6	Total (N4 + N5):	4,754

Programs (O1 - O64)

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

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

Infant/Toddler - *number of programs*

O1	Main Library	153
O2	All Branches	299
O3	Bookmobile/Outreach	0
O4	Total (O1 + O2 + O3)	452

Infant/Toddler - *number of attendees*

O5	Main Library	2,374
O6	All Branches	5,216
O7	Bookmobile/Outreach	0
O8	Total (O5 + O6 + O7)	7,590

Preschool - *number of programs*

O9	Main Library	39
O10	All Branches	173
O11	Bookmobile/Outreach	370
O12	Total (O9 + O10 + O11)	582

Preschool - *number of attendees*

O13	Main Library	690
O14	All Branches	2,868
O15	Bookmobile/Outreach	10,301
O16	Total (O13 + O14 + O15)	13,859

Elementary School - *number of programs*

O17	Main Library	105
O18	All Branches	116
O19	Bookmobile/Outreach	0
O20	Total (O17 + O 18 + O19)	221

Elementary School - *number of attendees*

O21	Main Library	1,540
O22	All Branches	3,246
O23	Bookmobile/Outreach	0
O24	Total (O21 + O22 + O23)	4,786

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

O25	Main Library	50
O26	All Branches	86
O27	Bookmobile/Outreach	0
O28	Total (O25 + O26 + O27)	136

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

O29	Main Library	762
O30	All Branches	1,357
O31	Bookmobile/Outreach	0
O32	Total (O29 + O30 + O31)	2,119

Other Children's Programs - *number of programs*

O33	Main Library	0
O34	All Branches	0
O35	Bookmobile/Outreach	0
O36	Total (O33 + O34 + O35)	0

Other Children's Programs - *number of attendees*

O37	Main Library	0
O38	All Branches	0
O39	Bookmobile/Outreach	0
O40	Total (O37 + O38 + O39)	0

Adult Programs - *number of programs*

O41	Main Library	165
O42	All Branches	238
O43	Bookmobile/Outreach	0
O44	Total (O41 + O42 + O43)	403

Adult Programs - *number of attendees*

O45	Main Library	1,801
O46	All Branches	4,836
O47	Bookmobile/Outreach	0
O48	Total (O45 + O46 + O47)	6,637

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

O49	Main Library	52
O50	All Branches	140
O51	Bookmobile/Outreach	0
O52	Total (O49 + O50 + O51)	192

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

O53	Main Library	1,472
O54	All Branches	3,350

O55	Bookmobile/Outreach	0
O56	Total (O53 + O54 + O55)	4,822
Total Number Of Programs:		
O57	Main Library (O1 + O9 + O17 + O25 + O33 + O41 + O49)	564
O58	All Branches (O2 + O10 + O18 + O26 + O34 + O42 + O50)	1,052
O59	Bookmobile/Outreach (O3 + O11 + O19 + O27 + O35 + O43 + O51)	370
O60	Total (O4 + O12 + O20 + O28 + O36 + O44 + O52)	1,986

Total Program Attendance:

O61	Main Library (O5 + O13 + O21 + O29 + O37 + O45 + O53)	8,639
O62	All Branches (O6 + O14 + O22 + O30 + O38 + O46 + O54)	20,873
O63	Bookmobile/Outreach (O7 + O15 + O23 + O31 + O39 + O47 + O55)	10,301
O64	Total (O8 + O16 + O24 + O32 + O40 + O48 + O56)	39,813

Intellectual Freedom (P1 - P6)

P1	Title of Challenged Work	Entwined with You
P2	Type of Work	Book
P3	Grounds for Challenge	Sexually Explicit
P4	Initiator of Challenge	Patron
P5	Status of Material	Material(s) Retained
P6	Comments	
P1	Title of Challenged Work	Blue is Warmest Color
P2	Type of Work	Video
P3	Grounds for Challenge	Sexually Explicit
P4	Initiator of Challenge	Patron
P5	Status of Material	Material(s) Retained
P6	Comments	

Technology (Q1 - Q7)

Q1	Number of Internet Computers Used by General Public	93
Q2	Number of People Formally Trained by Staff to Use Electronic Resources	506

Q3	Does the library provide wireless internet access (Wi-Fi) for patrons?	Yes
Q4	Wireless Sessions - Annually	28,350
Q5	Is the library contributing to a digital content creation project(s) that is systematically organized within a database management system and is accessible to the public via the library's website? (click on Q5 to see definitions)	No
Q6	If the library is contributing to a digital content creation project(s) (Q5 response is "Yes"), how many digital content creation projects is your library involved with on an ongoing basis?	0
Q7	For how many of the digital content creation projects identified above (in Q6) did your library serve as the lead agency?	0

Planning and Evaluation (S1)

S1	Describe significant events, changes, or improvements to your library's facilities, programs, or collections during this past fiscal year. Include a statement describing any new property acquired by the library by any means - purchase, gifts, bequests, etc.	<p>The Library enjoyed a good year. Circulation, including digital formats, was the second highest on record. The Library also had the second largest number of visitors on record. After a two year effort, we completed a plan for the next two years of library development which includes improvements to our existing facilities, a smartphone app, a more responsive physical collection, more development in our e-collection, and greater emphasis on outreach and programming. Our programming has been strong. The "big event" programs that we're hosting on a nearly monthly basis now attract wonderful crowds, some almost to 400 attendees. The improvements we have made to library spaces for flexibility allow us to accommodate these types of events. For staff, the Library was able to budget for modest, but needed, 2% merit increases. We have brought back some of the full time positions that we had split into two part time positions in the past. Three of these full time positions are split between reference desk work and programming. One is solely devoted to collection development, specifically of the e-collection. We have also improved operations in Technical Services to the point where we were able to eliminate one position from that department. We have added a Digital Marketing Manager to the Library's staff. Her work in improving our online presence has been remarkable. We are regularly posting to Facebook, Instagram, Twitter, and Pinterest now. She has also greatly improved our website and has begun tracking its use through "heat mapping" (seeing where people click on our site). We are presently gathering email addresses from patrons for the purpose of sending marketing emails. That said, there were some difficulties. The two members of the Library's technology staff both resigned at roughly the same time in the early fall of 2013. We have since reorganized staffing for</p>
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that department, filling the two positions with an IT Coordinator and a Digital Marketing Manager. The lawsuit against the Library by community members affiliated with the Tea Party continues. In brief, the suit revolves around which statute the Library should be following in setting its annual tax rate. We hope to have resolution by late summer or early fall of 2014. The hopes for a facility in southern Campbell County are still strong. Patrons ask regularly when it will be built. There is not, however, an overall climate in the county that is conducive to ask for a tax increase to support the construction and operation of the facility right now. An unknown glitch in the integrated library system (ILS) was preventing inactive patrons from being purged from the Library's patron database. The result was an inflated count of patrons. We have corrected that now and, sadly, said goodbye to about 11,000 patrons. (Our current long range plan includes goals for a more aggressive approach to retaining users by reminders about library services through postcard notifications if they have not used their library cards in a while.) Overall, the Library is doing well. We see people using our facilities and services in new and exciting ways. We're happy with the support of the community for the Library and happy to be a part of making Campbell County a better place to live.

Board Policies (T1 - T10)

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

T1	Board Reimbursement of Expense Policy	Yes
T2	Conflict of Interest Policy	Yes
T3	Ethics Policy	Yes
T4	Fiscal Responsibility Policy	Yes
T5	Investment Policy	Yes
T6	Open Records Policy	Yes
T7	Model Procurement Code Policy	Yes
T8	Sponsorship Policy	Yes
T9	Trustee Orientation Policy	Yes
T10	Whistleblower Policy	Yes

Current Library Board Membership (V1 - V6)

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

Designated Day and Time for Monthly Board Meeting:

V1.1	Day	Wednesday
V1.2	Week	Third Week
V1.3	Time	5:30 PM - 6:00 PM

President or Chair

V2.1	Name:	Cathy Howard
V2.2	P.O. Box or Street:	15 Cliffview Avenue
V2.3	City:	Fort Thomas
V2.4	Zip:	41075
V2.5	Phone:	(859) 442-4099
V2.6	Term Expires (MM/DD/YYYY):	09/30/2016
V2.7	Term	First Term

V2.8	Number of Regularly Scheduled Board Meetings Attended	12
V2.9	Number of Library Related Professional Conferences and or Workshops Attended	6

Vice President or Vice Chair

V3.1	Name:	Steven Trumbo
V3.2	P.O. Box or Street:	3778 Lisa Lane
V3.3	City:	Alexandria
V3.4	Zip:	41001
V3.5	Phone:	(859) 630-5596
V3.6	Term Expires (MM/DD/YYYY):	9/30/2014
V3.7	Term	First Term
V3.8	Number of Regularly Scheduled Board Meetings Attended	12
V3.9	Number of Library Related Professional Conferences and or Workshops Attended	4

Secretary

V4.1	Name:	Christie Fillhardt
V4.2	P.O. Box or Street:	118 Ridge Hill Drive
V4.3	City:	Highland Heights
V4.4	Zip:	41076
V4.5	Phone:	(859) 442-0473
V4.6	Term Expires (MM/DD/YYYY):	9/30/2017
V4.7	Term	First Term
V4.8	Number of Regularly Scheduled Board Meetings Attended	12
V4.9	Number of Library Related Professional Conferences and or Workshops Attended	2

Treasurer

V5.1	Name:	Paul Johnson
V5.2	P.O. Box or Street:	3249 California Crossroad
V5.3	City:	California
V5.4	Zip:	41007
V5.5	Phone:	(859) 635-7209
V5.6	Term Expires (MM/DD/YYYY):	9/30/2016
V5.7	Term	First Term
V5.8	Number of Regularly Scheduled Board Meetings Attended	11

V5.9	Number of Library Related Professional Conferences and or Workshops Attended	3
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Member

V6.1	Name:	Michael Whiteman
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V6.2	P.O. Box or Street:	444 Van Voast
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V6.3	City:	Bellevue
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V6.4	Zip:	41073
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V6.5	Phone:	(859) 445-3744
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V6.6	Term Expires (MM/DD/YYYY):	09/30/2017
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V6.7	Term	First Term
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V6.8	Number of Regularly Scheduled Board Meetings Attended	11
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V6.9	Number of Library Related Professional Conferences and or Workshops Attended	2
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Please add notes for the
survey administrator -
your reactions to the
annual report, the report
process, sources of
irritation, what could be
improved, any feedback
that might help in
formulating next year's
report.