General Information (A1 - A16)

A1	County	Campbell
A2	Estimated Population	92,488
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	(859) 781-6166

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

A14	Real	7.7
A15	Personal	7.7
A16	Motor Vehicle/Water Craft	2.6

Operating Revenue (B1 - B15)

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

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

Local Government Revenue

B1	Library Tax	$4,715,514
B2	Other	$0
B3	Local Government Revenue Total (B1 + B2):	$4,715,514

State Government Revenue

B4	State Aid Grant	$41,807
B5	Construction Debt-Assistance Grant	$114,043

B6	Other State Government Revenue	$0
B7	State Government Revenue Total (sum B4 through B6)	$155,850

Federal Government Revenue

B9	Prime Time Family Reading Time	$0
B12	Other Federal Government Revenue	$27,900
B13	Federal Government Revenue Total (sum B9 + B12)	$27,900
B14	Other Operating Revenue	$114,660
B15	Total Operating Revenue (B3 + B7 + B13 + B14):	$5,013,924

Operating Expenditures (C1 - C42)

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

Collection Expenditures

C1	Print Materials	$356,960
C2	Electronic Materials Expenditures	$43,495
C3	Audiovisual Materials	$185,128
C4	Electronic Collections [databases]	$173,978
C5	Other Library Materials	$0
C6	Collection Expenditures Total (C1 through C5)	$759,561

Salary Expenditures

C7	Library Director	$91,331
C8	Other Library Personnel	$2,168,447
C10	Salary Expenditures Total (C7 + C8)	$2,259,778

Fringe Benefits

C11	Required Fringe Benefits	$186,786
C12	Retirement (Employer's Share)	$341,567
C13	Medical Insurance (Employer's Share)	$252,966
C14	Other	$5,859
C15	Fringe Benefits Total (C11 + C12 + C13 + C14):	$787,178
C16	Total Staff Expenditures (C10 + C15)	$3,046,956

Other Operations

C17	Building Repair	$47,244
C18	Building Maintenance	$80,689
C20	Office Supplies, Program Supplies, Postage	$136,487

C21	Insurance	$53,618
C22	Public Relations	$96,703
C23	Utilities	$79,357
C24	Professional Fees	$74,295
C25	Audit Fee	$7,500
C26	Fiscal Year that Audit Covers	FY 2016-2017
C27	What year was the library's last long range plan adopted?	2016
C28	Repair and Replacement of Furnishings	$11,883
C29	Other	$24,873
C30	Specify	Processing Materials, Association Dues, Board Activities, Volunteer Appreciation
C31	Other	$183,571
C32	Specify	Facilities Rent, Contracted Computer Services, Telephone Expenses, Travel
C33	Total Other Operating Expenditures (C17 + C18 + C20 + C21 + C22 + C23 + C24 + C25 + C28 + C29 + C31)	$796,220
C34	Bookmobile/Extended Services	$12,209
C35	Continuing Education	$25,956
C36	Operating Expenditures for Electronic Access	$63,154
C37	Total Operating Expenditures (C6 + C16 + C33 + C34 + C35 + C36):	$4,704,056

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	$217,364
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	$3,668
C40b	State - Capital Revenue	$0
C40c	Federal - Capital Revenue	$0
C40d	Other - Capital Revenue	$1,294
C40	Total Capital Revenue (C40a through C40d)	$4,962
C41	Income from loans, bond issues, or other income not reported elsewhere	$0

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

Collection Expenditures	Yes
Bookmobile/Extended Services	No
Continuing Education	No
None of the Above	No

Branch Libraries (E1- E19)

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

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

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

E1	Branch Library Name	Carrico/Fort Thomas 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
E11	Number of Meetings Held	1,343
E12	Library Visits	181,488
E13	Number of Registered Users	14,169
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	21,941
E15	Reference Transactions	35,100
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
E11	Number of Meetings Held	1,328
E12	Library Visits	192,819
E13	Number of Registered Users	18,377
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	29,868
E15	Reference Transactions	42,575
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	Alexandria Branch
E2	Street Address	8333 Alexandria Pike
E3	City	Alexandria
E4	Zip Code	41001
E6	Phone	(859) 572-7463
E8	Square Footage	3,000
E11	Number of Meetings Held	77
E12	Library Visits	12,588
E13	Number of Registered Users	682
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	479
E15	Reference Transactions	4,668
E16a	Sunday Opening Time	0
E16b	Sunday Closing Time	0
E16c	Hours	0.00
E16d	Monday Opening Time	0
E16e	Monday Closing Time	0
E16f	Hours	0.00
E16g	Tuesday Opening Time	11a
E16h	Tuesday Closing Time	7p
E16i	Hours	8.00
E16j	Wednesday Opening Time	11a
E16k	Wednesday Closing Time	7p
E16l	Hours	8.00
E16m	Thursday Opening Time	11a
E16n	Thursday Closing Time	7p
E16o	Hours	8.00
E16p	Friday Opening Time	11a
E16q	Friday Closing Time	7p
E16r	Hours	8.00
E16s	Saturday Opening Time	11a
E16t	Saturday Closing Time	5p
E16u	Hours	6.00

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)	178.00
E17.3a	Total Number of Weeks Branch Libraries are Open (Sum of all E17.3)	156.00
E18	Number of Branches	3
E19	Total Annual Hours Open	9,256.00

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	KY Govt P3052
F2	Vehicle Year, Make, and Model	2010 Ford Transit
F3	Mileage on Odometer	49,194
F4	Owner of Vehicle	locally
F5	Number of Stops in an Average Week	35
F1	License Number	KY Govt P8584
F2	Vehicle Year, Make, and Model	2012 Ford Transit
F3	Mileage on Odometer	34,676
F4	Owner of Vehicle	locally
F5	Number of Stops in an Average Week	35
F1	License Number	KY READ 6613GG
F2	Vehicle Year, Make, and Model	2016 Honda HRV
F3	Mileage on Odometer	7,093
F4	Owner of Vehicle	locally
F5	Number of Stops in an Average Week	10

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	
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
G9.3	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 - H19)

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

H1	Library Name	Cold Spring Branch
H2	Street Address	3920 Alexandria Pike
H3	City	Cold Spring
H4	Zip Code	41076

H6	Phone	(859) 781-6166
H8	Square Footage	14,600
H11	Number of Meetings Held	504
H12	Library Visits	172,266
H13	Number of Registered Users	21,232
H14	Number of Uses [Sessions] of Public Internet Computers Per Year	19,836
H15	Reference Transactions	40,599

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	9-
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

H19   Does your library have a Friends group?

Yes	Yes
No	No

Facility Info (I1 - I32)

Square Footage

I1	Main Library (from H8)	14,600

I2	Branch Libraries (sum of E8 branch data)	45,000
I3	Total (I1 + I2)	59,600

Number of Meetings Held

I10	Main Library (from H11)	504
I11	Branch Libraries (sum of E11 branch data)	2,748
I12	Total (I10 + I11)	3,252

Library Visits

I13	Main Library (from H12)	172,266
I14	Branch Libraries (sum of E12 branch data)	386,895
I15	Bookmobiles (sum of G5 branch data)	0
I16	Total (I13 + I14 + I15)	559,161

Number of Registered Users

I17	Main Library (from H13)	21,232
I18	Branch Libraries (sum of E13 branch data)	33,228
I19	Bookmobiles (sum of G6 branch data)	0
I20	Total (I17 + I18 + I19)	54,460

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

I21	Main Library (from H14)	19,836
I22	Branch Libraries (sum of E14 branch data)	52,288
I23	Bookmobiles (sum of G7 branch data)	0
I24	Total (I21 + I22 + I23)	72,124

Reference Transactions

I25	Main Library (from H15)	40,599
I26	Branch Libraries (sum of E15 branch data)	82,343
I27	Bookmobiles (sum of G8 branch data)	0
I28	Total (I25 + I26 + I27)	122,942

Public Service Hours per Year

I29	Main Library (H17 * H18)	3,640.00
I30	Branch Libraries (sum of E17 branch data * E17.3a)	9,256.00
I31	Bookmobiles (sum of G10 bookmobile data * G9.3a)	0.00
I32	Total (I29 + I30 + I31)	12,896.00

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	16.50
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):	16.50
J8	All Other Paid Staff	50.50
J9	Total Paid Employees (J7 + J8):	67.00

Library Collection (K1 -K18)

Book Collection

K1	Adult Fiction	39,041
K2	Adult Nonfiction	29,913
K3	Children's Fiction	60,407
K4	Children's Nonfiction	19,033
K5	Total (K1 + K2 + K3 + K4)	148,394

Digital or Audiovisual Materials

K6	Electronic Books (E-Books)	154,770

Electronic Collections [databases] (K7a - K7b):

Report the number of electronic collections [databases].

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

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

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

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

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

Item #K7a Local/Other cooperative agreements
Item #K7b (State government or state library)
Item #K7 Total Electronic Collections [databases].

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

K7a	Local/Other Cooperative Agreements	7
K7b	State (State Government or State Library) ** Include **60 KYVL databases **	60
K7	Total Electronic Collections [databases] (K7a+K7b)	67
K9	Audio - Physical Units	25,543
K10	Audio - Downloadable Units	32,889
K13	Video - Physical Units	31,452
K14	Video - Downloadable Units	2,426
K15	Other Material in Collection	1,417
K16	Current Print Serial Subscriptions	405
K17	Book/Serial Volumes (K5 + K16)	148,799

K18 Will your library be able to collect statistics for YA collection and circulation in next year's annual report?

Yes   Yes

No   No

Circulation (L1 - L54)

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

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

Book Circulation Adult Fiction

L1	Main Library	56,687
L2	All Branches	89,438
L3	Bookmobile/Outreach	0
L4	Total (L1 + L2 + L3)	146,125

Book Circulation Adult Nonfiction

L5	Main Library	31,122
L6	All Branches	55,005
L7	Bookmobile/Outreach	0
L8	Total (L5 + L6+ L7)	86,127

Book Circulation Children's Fiction

L9	Main Library	82,553
L10	All Branches	138,139
L11	Bookmobile/Outreach	0
L12	Total (L9 + L10+ L11)	220,692

Book Circulation Children's Nonfiction

L13	Main Library	18,500
L14	All Branches	22,932
L15	Bookmobile/Outreach	0
L16	Total (L13 + L14 + L15)	41,432

Book Circulation Total:

L17	Main Library (L1 + L5 + L9 + L13)	188,862
L18	All Branches (L2 + L6 + L10 + L14)	305,514
L19	Bookmobile/Outreach (L3 + L7 + L11 + L15)	0
L20	Total (L4 + L8 + L12+ L16)	494,376

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	11,151
L22	All Branches	15,624
L23	Bookmobile/Outreach	0
L24	Total (L21 + L22 + L23)	26,775

Audiovisual Circulation Other Audio

L25	Main Library	14,398
L26	All Branches	24,421
L27	Bookmobile/Outreach	0
L28	Total (L25 + L26 + L27)	38,819

Audiovisual Circulation Videos

L29	Main Library	156,295
L30	All Branches	288,000
L31	Bookmobile/Outreach	0
L32	Total (L29 + L30 + L31)	444,295

Audiovisual Circulation Other

L33	Main Library	5,446
L34	All Branches	7,508
L35	Bookmobile/Outreach	0
L36	Total (L33 + L34 + L35)	12,954

Audiovisual Circulation Total

L37	Main Library (L21 + L25 + L29 + L33)	187,290
L38	All Branches (L22 + L26 + L30 + L34)	335,553
L39	Bookmobile/Outreach (L23 + L27 + L31 + L35)	0
L40	Total (L24 + L28 + L32 + L36)	522,843

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	19,830
L42	All Branches	45,934
L43	Bookmobile/Outreach	0
L44	Total (L41 + L42 + L43)	65,764

Total Circulation

L45	Main Library (L17 + L37 + L41)	395,982
L46	All Branches (L18 + L38 + L42)	687,001
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.

L48	Use of Electronic Material	116,011
L49	Total Circulation (L20 + L40 + L44 + L48)	1,198,994
L50	Successful Retrieval of Electronic Information	24,066

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

L51	Main Library	135,696
L52	All Branches	213,782
		0

| L53 | Bookmobile/Outreach | |
| L54 | Total (L51 + L52 + L53) | 349,478 |

Other Measures of Library Use (M1 - M2)

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

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

| M1 | Other Measures of Library Use | |
| M2 | Use Statistics | |

Interlibrary Cooperation (N1 - N6)

Loaned To

N1	Print	2,115
N2	Nonprint	2,012
N3	Total (N1 + N2):	4,127

Borrowed From

N4	Print	4,451
N5	Nonprint	653
N6	Total (N4 + N5):	5,104

Programs (O1 - O56)

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

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

Infant/Toddler/Preschool - *number of programs*

O1	Main Library	233
O2	All Branches	419
O3	Bookmobile/Outreach	266
O4	Total (O1 + O2 + O3)	918

Infant/Toddler/Preschool - *number of attendees*

O5	Main Library	4,478
O6	All Branches	7,254
O7	Bookmobile/Outreach	5,607
O8	Total (O5 + O6 + O7)	17,339

Elementary School - *number of programs*

| O17 | Main Library | 61 |
| O18 | All Branches | 71 |

O19	Bookmobile/Outreach	852
O20	Total (O17 + O 18 + O19)	984

Elementary School - *number of attendees*

O21	Main Library	1,705
O22	All Branches	1,530
O23	Bookmobile/Outreach	17,920
O24	Total (O21 + O22 + O23)	21,155

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

O25	Main Library	94
O26	All Branches	202
O27	Bookmobile/Outreach	0
O28	Total (O25 + O26 + O27)	296

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

O29	Main Library	1,744
O30	All Branches	2,147
O31	Bookmobile/Outreach	0
O32	Total (O29 + O30 + O31)	3,891

Adult Programs - *number of programs*

O33	Main Library	139
O34	All Branches	253
O35	Bookmobile/Outreach	0
O36	Total (O33 + O34 + O35)	392

Adult Programs - *number of attendees*

O37	Main Library	2,224
O38	All Branches	6,155
O39	Bookmobile/Outreach	0
O40	Total (O37 + O38 + O39)	8,379

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

O41	Main Library	62
O42	All Branches	240
O43	Bookmobile/Outreach	0
O44	Total (O41 + O42 + O43)	302

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

O45	Main Library	3,562
O46	All Branches	4,889
O47	Bookmobile/Outreach	0
O48	Total (O45 + O46 + O47)	8,451

Total Number Of Programs:

O49	Main Library (O1 + O17 + O25 + O33 + O41)	589
O50	All Branches (O2 + O18 + O26 + O34 + O42)	1,185
O51	Bookmobile/Outreach (O3 + O19 + O27 + O35 + O43)	1,118
O52	Total (O4 + O20 + O28 + O36 + O44)	2,892

Total Program Attendance:

O53	Main Library (O5 + O21 + O29 + O37 + O45)	13,713
O54	All Branches (O6 + O22 + O30 + O38 + O46)	21,975
O55	Bookmobile/Outreach (O7 + O23 + O31 + O39 + O47)	23,527
O56	Total (O8 + O24 + O32 + O40 + O48)	59,215

Intellectual Freedom (P1 - P6)

P1	Title of Challenged Work	Jim
P2	Type of Work	Book
P3	Grounds for Challenge	Violence
P4	Initiator of Challenge	Parent
P5	Status of Material	Material(s) Retained
P6	Comments	

Technology (Q1 - Q5)

Q1	Number of Internet Computers Used by General Public	103
Q2	Number of People Formally Trained by Staff to Use Electronic Resources	603
Q3	Does the library provide wireless internet access (Wi-Fi) for patrons?	Yes
Q4	Wireless Sessions - Annually	38,412
Q5	Website Visits	736,889

Planning and Evaluation (S1)

S1	Describe significant events, changes, or improvements to your library's facilities, programs, or collections during this past fiscal year. Include a statement describing any new property acquired by the library by any means - purchase, gifts, bequests, et	We continue to work with the ambitious plans of our 2016 strategic plan. In January 2018, we opened a new, rented facility in Alexandria at 8333 Alexandria Pike. This 3000 square foot facility has been heartily received. Programming in the 400 square foot meeting room is very packed. Circulation has averaged about 5000 items per month. The collection of approximately 7000 items is supplemented by the collections of our larger branches (each having approximately 70,000 items). This facility is a major cornerstone of the 2016 plan and will, hopefully, prove to residents in all areas of the county that library service is necessary on a larger scale to this portion of the county. A setback in our plans was the loss of our Digital Inclusion Coordinator position in August 2017. The person who filled this position decided to return to young adult programming at another library system. We conducted interviews, found no strong candidates, and left the position unfilled for the remainder of the fiscal year. Budget constraints eliminated the position entirely in FY2018-19. Despite the loss of this position, our outreach efforts remain strong. I've been extremely pleased with the work of our children's outreach staff to daycares and preschools. The "1000 Books Before Kindergarten" initiative, in particular, has been very successful. Kids in that program have read over 80,000 books. One

young girl alone has read over 5000. We continue to see declines in overall circulation despite the strong increases in digital material circulation. Campbell County actually became the top circulating library in the Kentucky Libraries Unbound consortium in the early part of 2018. Weakness is also a continuing trend in library visits and public computer usage. Meeting room use and usage of the Library's website have increased, however. Programming statistics decreased in FY2017-18 but statistics may have been lost when the Library transitioned to a new online calendar system in spring 2018. A huge success story is the Library's smartphone application. We have over 13,000 users of the app at this point. Interestingly, the use of the app to search the catalog is gradually replacing the use of the Library's online catalog. I'm also very proud of our public relations efforts. We are constantly complimented on the Library's newsletters, brochures, website, and social media presence. A new green screen allows us to do some original videos including a very cute one of a children's programmer reading "Fox in Socks" in under four minutes. A pretty amazing feat. Another fun success story is the TouchTone Tales program. This is a telephone-based, on-demand story reading service that we've offered since 2007. The story is changed every week. Children (and some adults) call with vigor to hear the stories. In FY2017-18, there were almost 35,000 calls to the service. A major step forward for the Library was the Kentucky Supreme Court's refusal to hear the plaintiffs' appeal in the lawsuit against the Library (Coleman et al, versus the Campbell County Public Library). The lawsuit was originally filed in January 2016. Despite previous decisions favorable to the Library in both the Court of Appeals and the Kentucky Supreme Court, the plaintiffs held that the Library had not followed the directives of the Court of Appeals' 2016 decision that changed the way that libraries in Kentucky public libraries set tax rates in the years prior to 2016. The Library held that the Court of Appeals' decision was "prospective only" and could not have been followed in previous years. In this round of litigation, the Campbell Circuit Court, the Kentucky Court of Appeals, and now finally the Kentucky Supreme Court agreed with the Library. We are most grateful to have this lawsuit settled.

Board Policies (T1 - T10)

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

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

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):	9/30/2020
V2.7	Term	Second Term
V2.8	Number of Regularly Scheduled Board Meetings Attended	10
V2.9	Number of Library Related Professional Conferences and or Workshops Attended	1

Vice President or Vice Chair

V3.1	Name:	Carla Landon
V3.2	P.O. Box or Street:	10 Ridgeway Avenue
V3.3	City:	Fort Thomas
V3.4	Zip:	41075
V3.5	Phone:	(859) 322-9837
V3.6	Term Expires (MM/DD/YYYY):	9/30/2021
V3.7	Term	First Term
V3.8	Number of Regularly Scheduled Board Meetings Attended	10
V3.9	Number of Library Related Professional Conferences and or Workshops Attended	0

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):	9/30/2021
V4.7	Term	Second Term
V4.8	Number of Regularly Scheduled Board Meetings Attended	11
V4.9	Number of Library Related Professional Conferences and or Workshops Attended	0

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):	9/30/2022
V5.7	Term	Second Term
V5.8	Number of Regularly Scheduled Board Meetings Attended	12
V5.9	Number of Library Related Professional Conferences and or Workshops Attended	0

Member

V6.1	Name:	Tracy Smith
V6.2	P.O. Box or Street:	13087 Nagel Road
V6.3	City:	Alexandria
V6.4	Zip:	41001
V6.5	Phone:	(859) 448-0712
V6.6	Term Expires (MM/DD/YYYY):	9/30/2018
V6.7	Term	Filling Unexpired Term
V6.8	Number of Regularly Scheduled Board Meetings Attended	12
V6.9	Number of Library Related Professional Conferences and or Workshops Attended	0
	Does your library collect a statistic that you think other Kentucky libraries should collect?	We have a telephone storyline that received about 35,000 calls this past year. It would be good if there were somewhere that this number was recorded/reflected. I realize that there's a general place for information but that's not reported and can't be compared against other libraries. I think a sizable number of libraries now have smartphone apps. Having one and recording the number of downloads of the app would be useful. We also capture stats on the number of uses of the app each month. Interestingly, use of the app is building while the use of our regular online catalog is declining. Add the two numbers together and the total is comparable to the historical use of our online catalog alone.
	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.	