

Campbell County Public Library District

2022 Kentucky Annual Report of Public Libraries

General Information (A1 - A12)

A1	County	Campbell
A2	Estimated Population	93,584
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

Operating Revenue (B1 - B15)

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

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

Local Government Revenue

B1	Library Tax	\$5,543,253
B2	Other	\$0
B3	Local Government Revenue Total (B1 + B2):	\$5,543,253

State Government Revenue

B5	Construction Debt-Assistance Grant	\$0
B6	Other State Government Revenue	\$23,458
B7	State Government Revenue Total (sum B5 through B6)	\$23,458

Federal Government Revenue

B11a	LSTA CARES Act Grant	\$0
B11b	ARPA Grant	\$21,271
B12	Other Federal Government Revenue	\$0
B13	Federal Government Revenue Total (B11a + B11b + B12)	\$21,271
Other Operating Income		
B14	Other Operating Revenue	\$101,029
B15	Total Operating Revenue (B3 + B7 + B13 + B14):	\$5,689,011

Operating Expenditures (C1 - C41)

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

Collection Expenditures

C1	Print Materials	\$318,495
C2	Electronic Materials Expenditures	\$187,500
C3	Audiovisual Materials	\$79,866
C4	Electronic Collections [databases]	\$35,504
C5	Other Library Materials	\$0
C6	Collection Expenditures Total (C1 through C5)	\$621,365

Salary Expenditures

C7	Library Director	\$101,230
C7a	Years as Director at Current Library (ex: 1.5)	19.5
C8	Other Library Personnel	\$2,285,991
C10	Salary Expenditures Total (C7 + C8)	\$2,387,221

Fringe Benefits

C11	Required Fringe Benefits	\$190,308
C12	Retirement (Employer's Share)	\$499,497
C13	Medical Insurance (Employer's Share)	\$268,517
C14	Other	\$9,129
C15	Fringe Benefits Total (C11 + C12 + C13 + C14):	\$967,451
C16	Total Staff Expenditures (C10 + C15)	\$3,354,672

Other Operations

C17	Building Repair and Maintenance	\$116,015
C20	Office Supplies, Program Supplies, Postage	\$96,627
C21	Insurance	\$54,551
C22	Public Relations	\$84,074
C23	Utilities	\$128,836
C24	Professional Fees (include professional membership fees)	\$61,481

C25	Audit Fee	\$10,000
C26	Fiscal Year that Audit Covers	FY 2020-2021
C27	What year was the library's last long range plan adopted?	2016
C28	Repair and Replacement of Furnishings	\$1,366
C29	Other	\$109,092
C30	Specify	Processing materials, programming, board activities, miscellaneous, Imagination Library
C33	Total Other Operating Expenditures (C17 + C20 + C21 + C22 + C23 + C24 + C25 + C28 + C29)	\$662,042
C34	Bookmobile/Extended Services	\$31,047
C35	Continuing Education	\$39,438
C36	Operating Expenditures for Electronic Access	\$167,535
C37	Total Operating Expenditures (C6 + C16 + C33 + C34 + C35 + C36):	\$4,876,099

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

C38	Capital Outlay Expenditures	\$368,287
C39	Debt Service	\$186,030

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

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

COVID Related Information (D1 - D16)

D1	Were any of the library's outlets physically closed to the public for any period of time due to the Coronavirus (COVID-19) pandemic?	No
D2	Did library staff continue to provide services to the public during any portion of the period when the building was physically closed to the public due to the Coronavirus (COVID-19) pandemic?	Yes
D5	Did the library allow users to complete registration for library cards online without having to come to the library <u>during</u> the Coronavirus (COVID-19) pandemic?	Yes
D6	Did the library provide reference service via the Internet or telephone when the building was physically closed to the public during the Coronavirus (COVID-19) pandemic?	Yes
D7	Did the library provide 'outside' service for circulation of physical materials at one or more outlets during the Coronavirus (COVID-19) pandemic?	Yes
D11	Did the library intentionally provide Wi-Fi Internet access to users outside the building at one or more outlets during the Coronavirus (COVID-19) pandemic?	Yes
D12	Did the library increase access to Wi-Fi Internet access to users outside the building at one or more outlets during the Coronavirus (COVID-19) pandemic?	Yes
D13	Did library staff work for other government agencies or nonprofit organizations instead of, or in addition to, their normal duties during the Coronavirus (COVID-19) pandemic?	No

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

D16	Describe the Library's Response to the COVID-19 Pandemic	The library followed the guidance of the CDC and the Kentucky Governor during the pandemic. Buildings were closed or limited entry as required. Online programming was created/conducted, but we returned to in-person/hybrid programming as soon as possible. Curbside services are provided. Meeting rooms were closed then reopened as soon as possible. The library did not, however, close during FY2021-22 for any period of time and all services, hours, and in-person opportunities were fully available the entire period.
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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	1,243
E12	Library Visits	113,856
E13	Number of Registered Users	10,169
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	9,484
E15	Reference Transactions	20,098
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
E17.1	Number of Weeks Branch was Closed Due to COVID-19	0
E17.2	Number of Weeks Branch Had Limited Occupancy Due to COVID-19	0
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	1,287
E12	Library Visits	96,884
E13	Number of Registered Users	10,335
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	14,252
E15	Reference Transactions	30,849
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

E17.1	Number of Weeks Branch was Closed Due to COVID-19	0
E17.2	Number of Weeks Branch Had Limited Occupancy Due to COVID-19	0
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	133
E12	Library Visits	11,151
E13	Number of Registered Users	1,499
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	507
E15	Reference Transactions	5,629
E16a	Sunday Opening Time	na
E16b	Sunday Closing Time	na
E16c	Hours	0.00
E16d	Monday Opening Time	na
E16e	Monday Closing Time	na
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
E17.1	Number of Weeks Branch was Closed Due to COVID-19	0
E17.2	Number of Weeks Branch Had Limited Occupancy Due to COVID-19	0

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 - F3)

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

F1	Vehicle Year, Make, and Model	2010 Ford Transit
F2	Owner of Vehicle	locally
F3	Number of Stops in an Average Week	35
F1	Vehicle Year, Make, and Model	2012 Ford Transit
F2	Owner of Vehicle	locally
F3	Number of Stops in an Average Week	35
F1	Vehicle Year, Make, and Model	2016 Honda HRV
F2	Owner of Vehicle	locally
F3	Number of Stops in an Average Week	20
F1	Vehicle Year, Make, and Model	2015 Dodge Sprinter
F2	Owner of Vehicle	locally
F3	Number of Stops in an Average Week	5

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)	0
G6	Number of Registered Users	0

G7	Number of Uses [Sessions] of Public Internet Computers Per Year	0
G8	Reference Transactions	0
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	Number of Weeks Bookmobile was Closed Due to COVID-19	
G9.2	Number of Weeks Bookmobile Had Limited Occupancy Due to COVID-19	
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	416
H12	Library Visits	105,112
H12a	Library Visits Reporting Method	CT - Annual Count
H13	Number of Registered Users	12,449

H14	Number of Uses [Sessions] of Public Internet Computers Per Year	8,839
H14a	Reporting Method for Number of Uses of Public Internet Computers Per Year	CT - Annual Count
H15	Reference Transactions	27,352
H15a	Reference Transactions Reporting Method	ES - Annual Estimate Based on Typical Week(s)

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

The following three items cannot total more than 52 weeks. The main library is either closed, has limited occupancy, or is open.

H17.2	Number of Weeks Main Library was Closed Due to COVID-19	0
H17.3	Number of Weeks Main Library Had Limited Occupancy Due to COVID-19	0
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)	416
I11	Branch Libraries (sum of E11 branch data)	2,663
I12	Total (I10 + I11)	3,079

Library Visits

I13	Main Library (from H12)	105,112
I14	Branch Libraries (sum of E12 branch data)	221,891
I15	Bookmobiles (sum of G5 branch data)	0
I16	Total (I13 + I14 + I15)	327,003

Number of Registered Users

I17	Main Library (from H13)	12,449
I18	Branch Libraries (sum of E13 branch data)	22,003
I19	Bookmobiles (sum of G6 branch data)	0
I20	Total (I17 + I18 + I19)	34,452

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

I21	Main Library (from H14)	8,839
I22	Branch Libraries (sum of E14 branch data)	24,243
I23	Bookmobiles (sum of G7 branch data)	0
I24	Total (I21 + I22 + I23)	33,082

Reference Transactions

I25	Main Library (from H15)	27,352
I26	Branch Libraries (sum of E15 branch data)	56,576
I27	Bookmobiles (sum of G8 branch data)	0
I28	Total (I25 + I26 + I27)	83,928

Public Service Hours per Year

I29	Main Library (sum of (H17.3 + H18) * H17)	3,640.00
I30	Branch Libraries (sum of (E17.2 + E17.3) * E17)	9,360.00
I31	Bookmobiles (sum of (G9.2 + G9.3) * G10)	0.00
I32	Total (I29 + I30 + I31)	13,000.00

Library Staff (J1- J5)

Report figures as of the last day of the fiscal year. **Include all positions funded in the library's budget whether those**
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	15.50
J2	Librarians without an ALA Accredited Master's Degree in Library Science	0
J3	Total Librarians (J1 + J2):	15.50
J4	All Other Paid Staff	54.00
J5	Total Paid Employees (J3 + J4):	69.50

Library Collection (K1 -K17)

Book Collection

K1	Adult Books (over age 18)	70,487
K2	Young Adult Books (ages 12 to 18)	11,968
K3	Children's Books (under age 12)	65,765
K4	Total (K1 + K2 + K3)	148,220

Digital or Audiovisual Materials

K6	Electronic Books (E-Books)	180,192
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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 66 KYVL databases **	66
K7	Total Electronic Collections [databases] (K7a+K7b)	73
K9	Audio - Physical Units	18,195
K10	Audio - Downloadable Units	54,987
K13	Video - Physical Units	29,195
K14	Video - Downloadable Units	2,545
K15	Other Material in Collection	851
K16	Current Print Serial Subscriptions	335
K17	Book/Serial Volumes (K4 + K16)	148,555

Circulation (L1 - L54)

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

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

Book Circulation, Adult (over age 18)

L1	Main Library	64,476
L2	All Branches	115,027
L3	Bookmobile/Outreach	0
L4	Total (L1 + L2 + L3)	179,503

Book Circulation, Young Adult (ages 12 to 18)

L5	Main Library	7,582
L6	All Branches	14,595
L7	Bookmobile/Outreach	0
L8	Total (L5 + L6+ L7)	22,177

Book Circulation, Children's (under age 12)

L9	Main Library	73,632
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L10	All Branches	135,698
L11	Bookmobile/Outreach	0
L12	Total (L9 + L10 + L11)	209,330
Book Circulation Total		
L13	Main Library (L1 + L5 + L9)	145,690
L14	All Branches (L2 + L6 + L10)	265,320
L15	Bookmobile/Outreach (L3 + L7 + L11)	0
L16	Total (L4 + L8 + L12)	411,010

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	3,732
L22	All Branches	6,267
L23	Bookmobile/Outreach	0
L24	Total (L21 + L22 + L23)	9,999

Audiovisual Circulation Other Audio

L25	Main Library	4,213
L26	All Branches	9,244
L27	Bookmobile/Outreach	0
L28	Total (L25 + L26 + L27)	13,457

Audiovisual Circulation Videos

L29	Main Library	63,328
L30	All Branches	106,213
L31	Bookmobile/Outreach	0
L32	Total (L29 + L30 + L31)	169,541

Audiovisual Circulation Other

L33	Main Library	2,164
L34	All Branches	2,369
L35	Bookmobile/Outreach	0
L36	Total (L33 + L34 + L35)	4,533

Audiovisual Circulation Total

L37	Main Library (L21 + L25 + L29 + L33)	73,437
L38	All Branches (L22 + L26 + L30 + L34)	124,093
L39	Bookmobile/Outreach (L23 + L27 + L31 + L35)	0
L40	Total (L24 + L28 + L32 + L36)	197,530

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	10,230
L42	All Branches	23,220
L43	Bookmobile/Outreach	0

L44	Total (L41 + L42 + L43)	33,450
Total Circulation		
L45	Main Library (L13 + L37 + L41)	229,357
L46	All Branches (L14 + L38 + L42)	412,633
L47	Bookmobile/Outreach (L15 + L39 + L43)	0

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

L48	Use of Electronic Material	222,275
L49	Total Circulation (L16 + L40 + L44 + L48)	864,265
L50	Successful Retrieval of Electronic Information	30,994

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	98,010
L52	All Branches	171,737
L53	Bookmobile/Outreach	0
L54	Total (L51 + L52 + L53)	269,747

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	Total Smartphone App Downloads since Mar 2014
M2	Use Statistics	25,964
M1	Other Measures of Library Use	Total Smartphone App Screenviews FY2021-22
M2	Use Statistics	1,056,838

Interlibrary Cooperation (N1 - N6)

Loaned To		
N1	Print	1,161
N2	Nonprint	1,218
N3	Total (N1 + N2):	2,379
Borrowed From		
N4	Print	3,340
N5	Nonprint	463
N6	Total (N4 + N5):	3,803

Programs (O1 - O38)

Please [see long note on Synchronous Program Sessions here](#)

PROGRAM SESSIONS

The Number of Synchronous (Live) Onsite Program Sessions

O1	Number of Programs Targeted at Infants, Toddlers, and Preschoolers (under age 6)	592
O2	Number of Programs Targeted at Elementary School Children (ages 6–12)	207
O3	Number of Programs Targeted at Young Adults (ages 12 to 18)	244
O4	Number of Programs Targeted at Adults (age 19 and older)	311
O5	Number of Programs Targeted at Multiple Age Levels	347
O6	Total Number of Synchronous (Live) Onsite Program Sessions (O1 + O2 + O3 + O4 + O5)	1,701

The Number of Synchronous (Live) Offsite Program Sessions

O7	Number of Programs Targeted at Infants, Toddlers, and Preschoolers (under age 6)	405
O8	Number of Programs Targeted at Elementary School Children (ages 6–12)	109
O9	Number of Programs Targeted at Young Adults (ages 12 to 18)	1
O10	Number of Programs Targeted at Adults (age 19 and older)	60
O11	Number of Programs Targeted at Multiple Age Levels	73
O12	Total Number of Synchronous (Live) Offsite Program Sessions (O7 + O8 + O9 + O10 + O11)	648

The Number of Synchronous (Live) Virtual Program Sessions

O13	Number of Programs Targeted at Infants, Toddlers, and Preschoolers (under age 6)	0
O14	Number of Programs Targeted at Elementary School Children (ages 6–12)	0
O15	Number of Programs Targeted at Young Adults (ages 12 to 18)	0

O16	Number of Programs Targeted at Adults (age 19 and older)	0
O17	Number of Programs Targeted at Multiple Age Levels	0
O18	Total Number of Synchronous (Live) Virtual Program Sessions (O13 + O14 + O15 + O16 + O17)	0

PROGRAM ATTENDANCE

Attendance at Synchronous (Live) Onsite Programs

O19	Attendance at Programs Targeted at Infants, Toddlers, and Preschoolers (under age 6)	7,337
O20	Attendance at Programs Targeted at Elementary School Children (ages 6–12)	3,183
O21	Attendance at Programs Targeted at Young Adults (ages 12 to 18)	1,430
O22	Attendance at Programs Targeted at Adults (age 19 and older)	4,575
O23	Attendance at Programs Targeted at Multiple Age Levels	22,421
O24	Total Attendance at Synchronous (Live) Onsite Programs (O19 + O20 + O21 + O22 + O23)	38,946

Attendance at Synchronous (Live) Offsite Programs

O25	Attendance at Programs Targeted at Infants, Toddlers, and Preschoolers (under age 6)	5,170
O26	Attendance at Programs Targeted at Elementary School Children (ages 6–12)	8,833
O27	Attendance at Programs Targeted at Young Adults (ages 12 to 18)	15
O28	Attendance at Programs Targeted at Adults (age 19 and older)	1,101
O29	Attendance at Programs Targeted at Multiple Age Levels	5,130
O30	Total Attendance at Synchronous (Live) Offsite Programs (O25 + O26 + O27 + O28 + O29)	20,249

Synchronous (Live) Virtual Program Attendance

O31	Attendance at Programs Targeted at Infants, Toddlers, and Preschoolers (under age 6)	0
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O32	Attendance at Programs Targeted at Elementary School Children (ages 6–12)	0
O33	Attendance at Programs Targeted at Young Adults (ages 12 to 18)	0
O34	Attendance at Programs Targeted at Adults (age 19 and older)	0
O35	Attendance at Programs Targeted at Multiple Age Levels	0
O36	Total Synchronous (Live) Virtual Program Attendance (O31 + O32 + O33 + O34 + O35)	0
O37	Total Number of Recorded Program Presentations	0
O38	Total Views of Recorded Program Presentations within 7 Days	0

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

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

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

This does not include informal services such as homework help.

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

Self-directed activities may also have a program component that would be reported in Section O of the report. For example, a program about crafts (report in Section O) may involve constructing objects (report in Section P)

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

P1	Number of Programs	0
P2	Number of Participants	0

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

P3	Number of Programs	0
P4	Number of Participants	0

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

P5	Number of Programs	0
P6	Number of Participants	0
P7	Total Number of Self-Directed Activities (P1 + P3 + P5)	0
P8	Total Participants in Self-Directed Activities (P2 + P4 + P6)	0

Technology (Q1 - Q5)

Q1	Number of Internet Computers Used by General Public	91
Q2	Number of People Formally Trained by Staff to Use Electronic Resources	306
Q3	Does the library provide wireless internet access (Wi-Fi) for patrons?	Yes
Q4	Wireless Sessions - Annually	17,635
Q4a	Reporting Method for Wireless Sessions	CT - Annual Count
Q5	Website Visits	566,471

Intellectual Freedom Challenges (R1)

R1	Number of Intellectual Freedom Challenges	3
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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	<p>""The pandemic continues, but the variants are much less severe in the illness they cause while being much more transmissible. Kentucky, at the time of this writing, had the largest number of new cases in the country in the first weeks of August 2022. The library, however, remains open at full hours. The past year was much better statistically for our usage. Summer Reading Clubs of 2022 were almost normal in attendance. Programming, as a whole, has been the fastest area of physical library usage to bounce back. Circulation of physical materials has risen but remains off. Library visits are higher but not back to pre-pandemic levels. Wifi usage and public computer usage remain low comparatively. The one sparkling area of library usage is e-materials. The use of the e-collection soared in the pandemic and remains very high. We continue to divert funds from physical purchases to build that collection to meet demand. That same trend, however, is whittling away at the circulation of DVDs. DVDs had been, for many years, a main component of the library's circulation. With so many streaming services now available, that collection is nowhere near as popular. The sad impact is that all of the streaming models are subscription-based for the end-user. People without the means to pay for those models do not have the same access and the library cannot duplicate those streaming services for them. It's truly unfortunate. The library conducted a salary survey/analysis in January 2022. The results showed that our entry level salaries, especially in the upper levels, were woefully insufficient. The board opted to take a two-year approach to rectifying the issue. In July 2022, we took one big leap forward. All staff were pushed up a minimum of 2% with many jumping as much as \$1 per hour toward new entry level salaries that will fully take effect in July 2023. It was an expensive move but, with so many positions becoming vacant or remaining vacant, it was necessary. The library also decided to eliminate the position of shelver. Reduced circulation allows the rest of the patron services staff to begin filling this role without impact to service. All shelvers will be gone by July 2023. Eliminating this position creates a cost-savings that allows the full implementation of the new salary schedule. In total, ten shelver positions will go away. The Kentucky General Assembly permanently set aside funds to offset the operational costs of Imagination Library throughout the state. About 30</p>
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new programs came online in the last year. Currently, we have 3,159 registered in Campbell County, making us one of the top programs in the state. We have graduated 1,833 children. The library purchased a used bookmobile from Floyd County Public Library in November 2021. The vehicle had not been used during the pandemic and Floyd found that their smaller vehicles did the job more efficiently. We bought it for a bargain price of \$70,000, fully outfitted. We've now wrapped the bookmobile to brand it like our other vehicles and launched it fully in May 2022. We use it to bring a collection of "forever books" to children, young adults, and adults at our many community events. It's been quite popular. The library has also replaced all of its internal cabling for internet. Using funds from e-rate, we now have the same age and capability of cable in every branch. Internet switches will be replaced later in 2022, again through the use of e-rate funds. Complementing that new cable, we also renegotiated our internet contract with Cincinnati Bell (now called altafiber). The library will have access to a full gigabyte of data per second for about half the annual cost of our old contract. Campbell County, as an aside, is one of three northern Kentucky counties to enter into county-wide contracts with altafiber to provide 10 gbs speed to every home and business in the county. That three-year project is currently underway. Overall, the library is doing well, regaining (slowly) its pre-pandemic footing, and adding some new capabilities. We look forward to the opportunities of the coming fiscal year!"*****

Board Policies (T1 - T10)

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

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

This Report Has Been Completed by: JC Morgan

Does your library collect a statistic that you think other Kentucky libraries should collect? Smartphone app downloads and usage.

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.