Collection Assessment
September 2022

"Connecting you to big ideas wherever you are!"

Contents

Introduction

Overview

Founded in 1978, the Campbell County Public Library serves the residents and businesses of Campbell County, Kentucky. The county has more than 93,000 residents and is located at the northern tip of the state, within the Cincinnati-Northern Kentucky metropolitan area. The library's three full-service branches are located in the cities of Cold Spring, Fort Thomas and Newport. Additionally, there is one satellite branch in Alexandria and two pick-up locations in Melbourne and Silver Grove. The satellite branch has a small, popular materials collection of over 5,100 items. Overall, CCPL's collection includes more than 191,000 physical items and over 215,000 digital items. There are close to 38,000 active Campbell County Public Library cards. CCPL circulated more than 860,000 digital and physical items in FY 2021/22.

Background

This is the Campbell County Public Library's 7th Biennial Collection Assessment. The 2016 Collection Assessment defined the process as "a way to examine the quality of a library collection, with the intention of using that information to inform collection development." While the document will be available to all staff and board members, the primary intent of the assessment is to serve as a working document for Collection Services. It should provide an overall picture of the current state of the collection and provide insight into how to focus our efforts going forward.

Current Assessment

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

Beth Eifler, Collection Services Coordinator
Campbell County Public Library
September 2022

Influences on the Collection

Mission and Vision
CCPL's collection development is driven largely by the library's mission to enhance lifelong learning by providing popular materials, programs, and services to our community. Our priority is to provide new and popular fiction, as well as practical and accessible nonfiction for all ages. The library's vision statement, "Connecting you to big ideas wherever you are!" likewise commits us to providing material that helps expand users' horizons. "Wherever you are" includes the mandate to provide digital access to our materials and services.

COVID-19
Despite a return to normal levels of library service, there are lingering effects from the pandemic. Publication delays and cancellations, longer and less predictable shipping times, and slower response times from short-staffed vendors continue to affect Collection Services.

Staffing
Collection Services has four full-time employees: Collection Services Coordinator, Collection Services Librarian, Collection Services Specialist, and ILL Specialist. There is one part-time Collection Services Assistant.

Budgets and Spending
The budget for fiscal years 2020-21 and 2021-22 was $650,000.

Selection
The Collection Services Coordinator selects all adult print and digital materials, as well as adult music for the system. The Collection Services Librarian selects all juvenile print and digital materials, as well as popular DVDs for the system. Young Adult, Large Print, Audiobooks, Juvenile Music, and DVDs in less demand are selected by staff at the three main branches. Ordering for the Alexandria Branch is divided between the Collection Services Coordinator and Librarian. The library uses both Fiction and Nonfiction standing order plans for adult and juvenile materials.

Deselection
We continue to use the established weeding schedule that divides the collection into 12 areas. These areas are then assigned to a month of the calendar year when we expect the branches to weed that section.

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

CREW. We supply the branch managers with these lists, and include CREW guidelines for that section.

Because of limited space and the emphasis on popular materials, Alexandria's weeding lists include anything that hasn't circulated in more than one year.

Methods of Assessment

This assessment will follow the format of the 2020 Collection Assessment. It will involve both qualitative and quantitative methods, as well as use-based and collection-based approaches. Most methods used were presented in the course *Fundamentals of Collection Assessment*, offered by the Association for Library Collections & Technical Services in March-April 2018.

Methodology

The following methods were used in this collection assessment.

Comparison to Standards
The Kentucky Public Library Standards: Direction and Service for the 21st Century is a self-assessment tool for libraries that was developed by the Kentucky Public Library Association in cooperation with the Kentucky Department for Libraries and Archives. The sixth edition (2016-2017) is the most recent available edition. The standards include a section on library collections with criteria to meet three quality levels: essential, enhanced and exemplary. Using these criteria, I will measure how CCPL compares in areas including collection size, formats available, and materials budget.

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

The following awards and notable title lists will be used:

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

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

Use Analysis
Both collection counts and circulation statistics were acquired using the Polaris ILS "Reports and Notices" function. These are broken down by branch and then by the item statistical codes assigned in Polaris. An average circulation per item was calculated, providing a standardized method for comparing collections of different sizes at different branches.

Relative Use
Data provided in the Use Analysis is used to calculate Relative Use, which is the ratio of the percentage of a collection's circulation to the percentage of holdings in that particular area.

Community Needs
Using data from the most recent U.S. Population Estimates, county and city demographics will be with segments of the collection that are used primarily by specific age groups.

Data Sources

Origins and Idiosyncrasies

Fiscal Year data
This assessment uses data from the complete fiscal year periods of July 1, 2020-June 30, 2021 and July 1, 2021-June 30, 2022.

Overall Collection Size
The collection numbers produced by the Technical Services Manager are intended to be comprehensive and historical for reporting purposes. In order to compare like quantities, the section on overall collection size continues to use the collection sizes provided in the Technical Services Manager's final FY monthly reports for 2021 and 2022. These numbers were used for overall collection size in the five previous analyses.

The Overall Collection Size includes all items currently in Polaris, including materials with a status of Lost, Missing, Unavailable, or Withdrawn. This number will not align with statistics used in other areas of the Assessment, as the Assessment focuses on what is currently available to patrons. (See *Available Item Counts* below.) Any differences should be no more than +/- 3%.

Collection Size by Format
Collection size by format numbers were taken from the Technical Services Manager's monthly reports for fiscal years ending June 30, 2021 and June 30, 2022. This most closely compares to the practice in the previous analyses of using the monthly report for the end of the fiscal year.

Available Item Counts
The item counts and circulation numbers in the Use Analysis were pulled using the Polaris ILS "Reports and Notices" function. As with the collection size data, this most closely mirrors the monthly and annual report figures.

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

- In
- Out
- Out-ILL
- Transferred

- In-transit
- Held

Items where the circulation status indicated that they were currently unavailable to patrons were excluded. These include:

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

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

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

Circulation Data
Overall fiscal year circulation was pulled from the Library Director's "Circulation Totals – FY 97 to Current" report. Circulation by Item Statistical Code was produced through queries of our ILS and reflects data from the most recent 2021/22 fiscal year.

Census Data
Unless otherwise noted, the most recent estimated demographic figures provided by the U.S. Census Bureau were used throughout.

Kentucky Libraries Unbound
KLU data was drawn using the "Reports" module of OverDrive Marketplace, as well as from statistics provided by the Consortium Coordinator.

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

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

Formats and Categories

Formats

Similar to previous assessments, the collection has been divided into ten general "formats" for the purposes of the assessment. These most closely align with reporting to KDLA.

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

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

Juvenile Fiction
This group includes all books in Juvenile Fiction, as well as Easy Readers, Board Books, Beginning Readers, and Juvenile Books with Media.

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

Young Adult Fiction
This group includes Young Adult Fiction and Young Adult Graphic Novels.

Young Adult Nonfiction
This group contains all Young Adult Biography and books classified according to the Dewey Decimal Classification System. The library does not have a reference section specific to the juvenile and young adult collections.

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

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

Music
This group includes all adult and juvenile musical recordings on CD, regardless of any explicit lyric restrictions that may exist. The library does not have separate musical recordings for young adults.

Software
This group includes all video games.

Categories/Stat Codes

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

Overall Collection Statistics

As of June 30, 2022

Total Collection size: 196,461

Average Publication Date (currently available items):   2013

Median Publication Date (currently available items):   2016

For period of July 1, 2021-June 30, 2022

Items added: 23,863

Items deselected: 28,588

Circulation: 638,484

Digital Circulation: 222,275

For period of July 1, 2020-June 30, 2021

Items added: 19,734

Items deselected: 23,890

Circulation: 617,055

Digital Circulation: 203,127

Collection Size

Historical Collection Size

Collection size changes since the first Collection Analysis in 2012.

	2012	2014	2016	2018	2020	2022
System	264,544	238,064	219,150	207,166	205,372	196,461
Alexandria*	n/a	n/a	n/a	6,902	6,765	5,469
Cold Spring	83,124	78,332	73,136	72,244	72,373	68,575
Fort Thomas	84,238	67,421	62,729	65,596	65,365	58,823
Newport	85,773	79,468	72,790	62,424	60,869	63,594

Changes in Collection Size

By comparing data between previous assessments and now, we see that the trend has continued towards a smaller collection:

- Between the 2012 and 2014 Assessments, the collection decreased by 10%.
- Between 2014 and 2016, the collection decreased by 8%
- Between 2016 and 2018, the collection decreased by 5.5%.
- Between 2018 and 2020, the collection only slightly decreased by 2%.
- Between 2020 and 2022, the collection decreased by 4%.
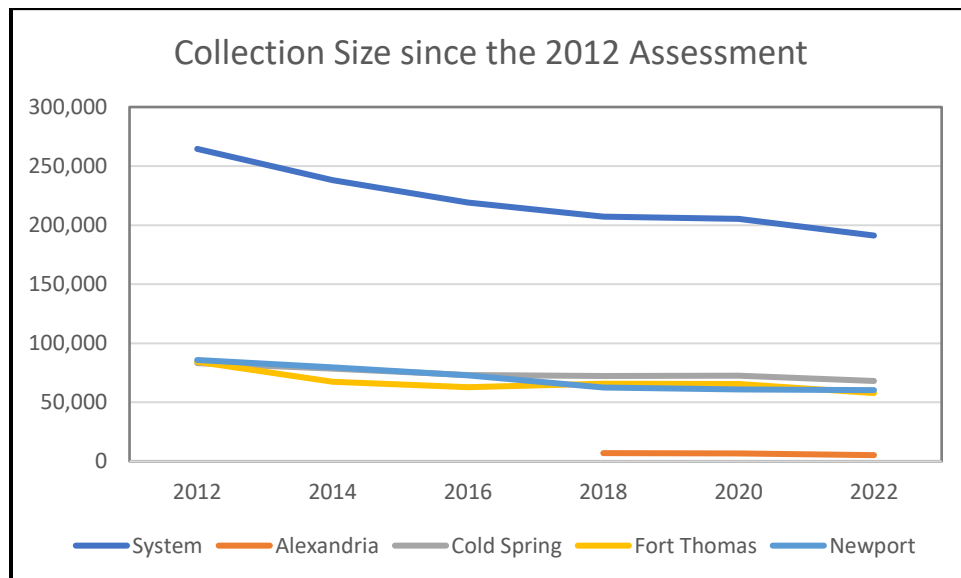
Overall, the total system collection size decreased by 26% from 2012 to 2022.

Collection Size Comparisons by Format

2022	System	Alexandria	Cold Spring	Fort Thomas	Newport
Adult fiction	41,607	1,360	14,273	12,072	13,902
Adult nonfiction	28,880	526	9,960	9,580	8,814
Juvenile fiction	57,816	1,687	19,397	16,720	20,012
Juvenile nonfiction	19,917	479	7,121	5,869	6,448
Video	29,195	1,032	11,329	9,280	7,554
Audio	8,110	209	3,638	1,860	3,403
Music	10,085	126	3,495	3,103	3,361
Software	851	50	362	339	100
TOTAL	**196,461**	**5,469**	**69,575**	**58,823**	**63,594**

Previous Assessment:

2020	System	Alexandria	Cold Spring	Fort Thomas	Newport
Adult fiction	40,412	1,528	13,797	12,713	12,374
Adult nonfiction	29,557	670	10,625	10,095	8,167
Juvenile fiction	59,669	1,783	20,248	18,092	19,546
Juvenile nonfiction	20,356	580	7,172	6,417	6,187
Video	30,973	1,452	11,862	10,408	7,251
Audio	10,270	479	3,434	2,912	3,445
Music	13,134	211	4,808	4,323	3,792
Software	1,001	62	427	405	107
TOTAL	**205,372**	**6,765**	**72,373**	**65,365**	**60,869**

Percent Change from 2020 Assessment:

	System	Alexandria	Cold Spring	Fort Thomas	Newport
Adult fiction	3%	-11%	3%	-5%	12%
Adult nonfiction	-2%	-21%	-6%	-5%	8%
Juvenile fiction	-3%	-5%	-4%	-8%	2%
Juvenile nonfiction	-2%	-17%	-1%	-9%	4%
Video	-6%	-29%	-4%	-11%	4%
Audio	-21%	-56%	6%	-36%	-1%
Music	-23%	-40%	-27%	-28%	-11%
Software	-15%	-19%	-15%	-16%	-7%
TOTAL	**-4%**	**-19%**	**-4%**	**-10%**	**4%**

Alexandria experienced a dramatic decrease in size after weeding 1,662 items (23% of their collection) between July and December 2021. Since its opening in January 2018, this was the first major purge of duplicates, grubby items, and lesser-used materials on crowded shelves.

A/V collections saw significant decreases in size across the system. Some of this can be attributed to the increased usage of streaming services over physical audio and video. Coinciding with increased streaming usage is a decreased production of physical A/V materials. This gives the library less options for purchase.

Collection Age

Previous assessments measured the age of the collection in five-year segments of time. This method, used in previous editions of the Kentucky Public Library Standards, is a useful way to gauge the overall age of the collection. As publication dates get older, the number of materials held should lessen.

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

System Collection Age: 2022[1]

	Before 2008	2008-2012	2013-2017	2018-2022	Total
Adult Nonfiction	2,953	2,527	7,677	14,089	27,246
Adult Fiction	4,775	4,227	6,997	15,240	31,239
Large Type	795	1,306	3,103	4,478	9,682
YA Fiction	1,090	1,605	3,693	4,585	10,973
YA Nonfiction	92	126	192	271	681
Juvenile Fiction	12,145	7,391	13,805	12,885	46,226
Juvenile Nonfiction	3,670	2,203	6,446	6,548	18,867
Adult Video	6,232	4,396	6,315	6,527	23,470
Juvenile Video	1,133	1,095	1,379	1,097	4,704
Audio	1,831	1,690	2,107	2,379	8,007
Music	3,525	1,345	2,166	2,242	9,278
Games	32	257	219	297	805
TOTAL	38,273	28,168	54,099	70,638	191,178
Percentage	**20%**	**15%**	**28%**	**37%**	

Overall, the ratio of new to old items changed very little since the previous assessment:

2020	Before 2008	2008-2012	2013-2017	2018-2022
System Age	19%	16%	27%	38%

65% of CCPL's collection was published within the past 10 years.

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[1] The Collection Size presented here includes only items that are currently available to patrons as defined in "Available Item Counts" in the *Data Sources* section of the Assessment.

Collection Age by Branch

Alexandria

In order to maintain Alexandria's purpose as a high-turnover collection, items are recommended for withdrawal after one year of no circulation.

2022	Prior to 2008	2008-2012	2013-2017	2018-2022	Total
Adult Fiction	107	70	93	656	926
Adult Nonfiction	24	16	191	273	504
Large Type	22	53	86	223	384
YA Fiction	11	33	92	136	272
YA Nonfiction	1	0	6	2	9
Juvenile Fiction	335	145	345	531	1356
Juvenile Nonfiction	24	23	170	244	461
Adult Video	137	136	130	203	606
Juvenile Video	58	52	134	57	301
Audio	49	37	69	50	205
Music	40	12	14	54	120
Games	0	0	28	22	50
TOTAL	808	577	1358	2451	5194
Percentage	**16%**	**11%**	**26%**	**47%**	

With nearly 50% of the collection published within the past five years, Alexandria has the most current collection of all the branches.

73% of the collection was published within the previous 10 years. This is a 12% improvement from the 2020 Assessment when 65% of the collection was published within the last ten years.

Cold Spring

	Prior to 2008	2008-2012	2013-2017	2018-2022	Total
Adult Nonfiction	1,904	1,855	2,553	4,920	11,232
Adult Fiction	1,163	1,164	2,808	4,438	9,573
Large Type	27	414	1,086	1,348	2,875
YA Fiction	259	550	1,187	1,507	3,503
YA Nonfiction	25	41	51	50	167
Juvenile Fiction	5,003	2,327	4,620	4,123	16,073
Juvenile Nonfiction	1,744	839	2,151	2,175	6,909
Adult Video	2,797	1,841	2,442	2,390	9,470
Juvenile Video	544	423	437	409	1,813
Audio	705	563	622	736	2,626
Music	1,398	496	777	748	3,419
Games	13	125	93	104	335
TOTAL	15,582	10,638	18,827	22,948	67,995
Percentage	**23%**	**16%**	**28%**	**34%**	

With 23% of the collection published prior to 2008, Cold Spring is the most aged of the system.

Fort Thomas

	Prior to 2008	2008-2012	2013-2017	2018-2022	Total
Adult Nonfiction	1,323	1,177	1,948	4,626	9,074
Adult Fiction	953	754	2,465	4,758	8,930
Large Type	351	405	754	1,395	2,905
YA Fiction	115	225	853	1,444	2,637
YA Nonfiction	9	20	57	154	240
Juvenile Fiction	3,224	2,487	4,489	4,108	14,308
Juvenile Nonfiction	940	643	1,846	2,065	5,494
Adult Video	1,689	1,264	2,128	2,316	7,397
Juvenile Video	298	363	539	377	1,577
Audio	335	281	485	718	1,819
Music	1,195	401	731	717	3,044
Games	13	101	93	124	331
TOTAL	10,445	8,121	16,388	22,802	57,756
Percentage	**18%**	**14%**	**28%**	**39%**	

Newport

	Prior to 2008	2008-2012	2013-2017	2018-2022	Total
Adult Nonfiction	1,441	1,125	2,403	5,038	10,007
Adult Fiction	813	593	2,221	4,632	8,259
Large Type	395	434	1,169	1,500	3,498
YA Fiction	705	797	1,561	1,498	4,561
YA Nonfiction	57	65	78	65	265
Juvenile Fiction	3,583	2,432	4,351	4,123	14,489
Juvenile Nonfiction	962	698	2,279	2,064	6,003
Adult Video	1,609	1,155	1,615	1,618	5,997
Juvenile Video	233	257	269	254	1,013
Audio	742	809	931	875	3,357
Music	892	436	644	723	2,695
Games	6	31	5	47	89
TOTAL	11,438	8,832	17,526	22,437	60,232
Percentage	**19%**	**15%**	**29%**	**37%**	

The Fort Thomas and Newport collections most closely align with the overall system age. At least 66% of their collections were published within the previous 10-year period.

Crew and Item Ages

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

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

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

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

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

Shelf life: 1-2 Years
Ideal median date = 2021

004-006 – Computers: "Works on computers are seldom useful after three years. Works on hardware and software have an even shorter life span (1-2 years), but may be kept on hand longer if there is strong community demand."

2022	Number of Items	Median Publication Date	Average Publication Date
Alexandria	1	2017	2017
Cold Spring	72	2019	2018
Fort Thomas	62	2020	2019
Newport	61	2020	2019

Alexandria only has one book on coding from 2017. This should be withdrawn and new titles should be added to their collection.

Shelf Life: 3 Years
Ideal median date = 2021

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

2022	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	6	2020	2019
Cold Spring Adult	217	2018	2017
Fort Thomas Adult	268	2018	2016
Newport Adult	131	2019	2019
Alexandria Juvenile	5	2017	2018
Cold Spring Juvenile	54	2016	2015
Fort Thomas Juvenile	28	2018	2017
Newport Juvenile	37	2016	2015

All of the 330s have a lower median date than advised by CREW. The juvenile collections in particular should be reviewed, weeded, and updated.

Relative Use indicates that the Adult Nonfiction 300s are overstocked at all four branches. Staff shouldn't hesitate to weed more aggressively in this area.

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

340s (Overall) 2022	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	0	n/a	n/a
Cold Spring Adult	57	2020	2019
Fort Thomas Adult	101	2019	2017
Newport Adult	58	2020	2020

346 (Legal Advice) 2022	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	0	n/a	n/a
Cold Spring Adult	13	2020	2020
Fort Thomas Adult	32	2018	2018
Newport Adult	20	2020	2019

The 340s should be reviewed and updated at all locations, with specific attention paid to books offering legal advice. Alexandria should add a few books to this section.

Shelf Life: 5 Years
Ideal median date = 2020

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

2022	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	10	2020	2020
Cold Spring Adult	136	2019	2018
Fort Thomas Adult	156	2019	2018
Newport Adult	124	2020	2019
Alexandria Juvenile	0	n/a	n/a
Cold Spring Juvenile	16	2017	2016
Fort Thomas Juvenile	9	2019	2015
Newport Juvenile	12	2017	2015

Juvenile holdings should be reviewed and updated.

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

2022	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	3	2020	2020
Cold Spring Adult	170	2019	2018
Fort Thomas Adult	196	2019	2018
Newport Adult	132	2020	2019
Alexandria Juvenile	9	2020	2020
Cold Spring Juvenile	71	2018	2017
Fort Thomas Juvenile	55	2019	2017
Newport Juvenile	44	2020	2016

Relative Use shows that all of the juvenile 300s are overstocked. Weeding older titles would help improve the overall age of this section.

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

2022	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	0	n/a	n/a
Cold Spring Adult	22	2020	2019
Fort Thomas Adult	20	2020	2020
Newport Adult	19	2020	2020

Newport has two copies of *Becoming a U.S. Citizen: a guide to the law, exam & interview*, one dated 2016 and another from 2021. The 2016 guide is superseded by the 2021 edition and should be withdrawn.

Through the *LearningExpress* database, CCPL provides access to test practice, as well as a PDF file of the *Pass the U.S. Citizenship Exam, Fifth Edition*, reviewed and updated by the *LearningExpress* team in 2022.

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

2022	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	1	2016	2016
Cold Spring Adult	49	2018	2016
Fort Thomas Adult	48	2019	2018
Newport Adult	25	2019	2019
Alexandria Juvenile	0	n/a	n/a
Cold Spring Juvenile	48	2016	2015
Fort Thomas Juvenile	24	2016	2015
Newport Juvenile	14	2016	2013

The 350s are outdated system-wide for all age groups. Juvenile holdings in particular should be weeded and newer materials should be added. Alexandria should add titles to this section.

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

2022	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	4	2020	2020
Cold Spring Adult	147	2019	2017
Fort Thomas Adult	144	2019	2017
Newport Adult	93	2019	2018
Alexandria Juvenile	4	2016	2016
Cold Spring Juvenile	31	2016	2015
Fort Thomas Juvenile	20	2015	2014
Newport Juvenile	21	2014	2014

With an ideal publication date of 2020, the juvenile collections are far too outdated.

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

2022	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	23	2018	2018
Cold Spring Adult	407	2019	2016
Fort Thomas Adult	470	2019	2017
Newport Adult	290	2020	2019
Alexandria Juvenile	4	2021	2019
Cold Spring Juvenile	60	2018	2018
Fort Thomas Juvenile	53	2018	2017
Newport Juvenile	57	2017	2015

Newport's adult median publication date is ideal. Alexandria juvenile should add more titles to this section.

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

2022	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	0	n/a	n/a
Cold Spring Adult	16	2015	2014
Fort Thomas Adult	11	2017	2017
Newport Adult	4	2021	2021
Alexandria Juvenile	1	2018	2018
Cold Spring Juvenile	6	2014	2013
Fort Thomas Juvenile	3	2018	2009
Newport Juvenile	6	2006	2008

The 395s should be reviewed across the system. Newport has an ideal median date, but only has 4 items. A concerted effort should be made to add updated titles and remove older materials from the collection.

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

500s (Overall) 2022	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	14	2019	2019
Cold Spring Adult	350	2017	2016
Fort Thomas Adult	332	2017	2016
Newport Adult	177	2019	2019
Alexandria Juvenile	146	2018	2017
Cold Spring Juvenile	1,846	2013	2011
Fort Thomas Juvenile	1,355	2014	2012
Newport Juvenile	1,535	2016	2014

With the exception of Newport, the adult collections are overstocked. Relative Use indicates that juvenile 500s are well-used and should have more materials added. Heavy use of this section should not preclude weeding outdated materials.

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

A quick analysis of the adult collection reveals 24 titles with a 2018 median and 2018 average publication date. There are no adult 560s at Alexandria, which should be rectified.

2022	Number of Items	Median Publication Date	Average Publication Date
Alexandria Juvenile	14	2020	2019
Cold Spring Juvenile	128	2013	2011
Fort Thomas Juvenile	90	2013	2013
Newport Juvenile	71	2016	2014

Alexandria's collection is up to date. All other juvenile collections are below the ideal median date of 2018. Cold Spring and Fort Thomas are both dated 5 years below the ideal median age.

Relative Use Analysis of Easy Categories shows that dinosaurs are by far the most popular topic among users. That makes it all the more important to ensure that juvenile nonfiction paleontology books are up to date. As with other collections, heavy usage should not preclude withdrawing outdated materials.

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

2022	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	1	2019	2019
Cold Spring Adult	54	2019	2018
Fort Thomas Adult	52	2018	2017
Newport Adult	35	2019	2019
Alexandria Juvenile	10	2019	2017
Cold Spring Juvenile	99	2017	2015
Fort Thomas Juvenile	102	2015	2014
Newport Juvenile	120	2017	2015

All collections are out of date, particularly juvenile materials. Alexandria adult should have more titles in this section.

610s – Medicine and Health: "Weed ruthlessly when it comes to current medical practices. Patrons rely on up-to-date information and outdated information can be dangerous."

2022	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	30	2019	2019
Cold Spring Adult	492	2018	2018
Fort Thomas Adult	518	2018	2018
Newport Adult	511	2018	2019
Alexandria Juvenile	18	2019	2018
Cold Spring Juvenile	126	2017	2017
Fort Thomas Juvenile	130	2017	2017
Newport Juvenile	132	2017	2017
Alexandria Young Adult	0	n/a	n/a
Cold Spring Young Adult	3	2015	2015
Fort Thomas Young Adult	20	2018	2017
Newport Young Adult	17	2016	2015

As CREW points out, "outdated information can be dangerous" in the 610s. All collections need weeding, especially the Juvenile and YA collections. Alexandria should add a few titles to their YA collection.

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

630s (Overall) 2022	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	17	2018	2019
Cold Spring Adult	270	2015	2014
Fort Thomas Adult	178	2018	2017
Newport Adult	145	2019	2018
Alexandria Juvenile	25	2017	2018
Cold Spring Juvenile	156	2017	2016
Fort Thomas Juvenile	144	2016	2015
Newport Juvenile	155	2016	2015

Cold Spring's Adult collection stands out as having many more items in this section than the other branches, as well as having the oldest collection. All collections should be reviewed and updated.

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

640s (Overall) 2022	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	76	2019	2019
Cold Spring Adult	998	2017	2016
Fort Thomas Adult	830	2018	2018
Newport Adult	747	2018	2019
Alexandria Juvenile	23	2019	2019
Cold Spring Juvenile	101	2016	2016
Fort Thomas Juvenile	87	2016	2016
Newport Juvenile	82	2016	2016

This section should be reviewed for outdated materials across all collections.

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

2022	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	2	2020	2020
Cold Spring Adult	79	2016	2014
Fort Thomas Adult	41	2019	2018
Newport Adult	46	2019	2018

Alexandria needs more titles in this section. Cold Spring is very outdated and has a much larger collection than Fort Thomas and Newport.

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

2022	Number of Items	Median Publication Date	Average Publication Date
Cold Spring Adult	7	2019	2019
Fort Thomas Adult	9	2019	2019
Newport Adult	8	2019	2019

The library has the most recent 2023 handbooks and price guides for coins. Anything older than the 2022 publications should be weeded.

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

2022	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	0	n/a	n/a
Cold Spring Adult	23	2017	2017
Fort Thomas Adult	18	2018	2017
Newport Adult	18	2018	2018

This section should be reviewed and updated with newer publications where possible.

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

2022	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	22	2017	2018
Cold Spring Adult	205	2019	2018
Fort Thomas Adult	249	2019	2017
Newport Adult	168	2019	2019
Alexandria Juvenile	11	2018	2018
Cold Spring Juvenile	81	2015	2013
Fort Thomas Juvenile	45	2018	2017
Newport Juvenile	78	2016	2014

Many travel and guidebook publications were canceled in 2020-21 due to COVID, when travel was prohibited throughout much of the world. The adult collection dates are lower due to the presence of older publications which haven't been updated yet. Overall, this section should be reviewed and juvenile collections need to be weeded of outdated titles.

Shelf Life: 10 Years
Ideal median date = 2018

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

2022	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	5	2017	2016
Cold Spring Adult	61	2016	2016
Fort Thomas Adult	64	2017	2016
Newport Adult	62	2017	2017

This section should be reviewed and updated with newer materials.

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

2022	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	0	n/a	n/a
Cold Spring Adult	47	2013	2011
Fort Thomas Adult	32	2015	2014
Newport Adult	12	2017	2016
Alexandria Juvenile	6	2017	2017
Cold Spring Juvenile	63	2012	2010
Fort Thomas Juvenile	36	2013	2010
Newport Juvenile	35	2014	2014

This section should be reviewed across the system. All collections are outdated according to CREW. Juvenile especially needs to be weeded and updated.

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

2022	Number of Items	Median Publication Date	Average Publication Date
Alexandria Adult	1	2017	2017
Cold Spring Adult	24	2018	2017
Fort Thomas Adult	34	2016	2013
Newport Adult	15	2017	2016
Alexandria Juvenile	1	2020	2020
Cold Spring Juvenile	40	2016	2012
Fort Thomas Juvenile	28	2017	2014
Newport Juvenile	25	2017	2015

This section needs review at all branches. Anything with outdated trends should be removed from the collection. Only the most recent building codes should be kept.

Young Adult Fiction

CREW recommends that circulation should be the deciding factor for most fiction collections. However, they make an exception for Young Adult Fiction and Graphic Novels.

"Anything older than five years should be kept only if it is circulating well; classics should be replaced with newer hardback or paperback editions."

2022	Total Items	Pre-2018	%	2018-2022	%	Median	Avg
Alexandria	214	110	51%	104	49%	2017	2016
Cold Spring	2274	1031	45%	1243	55%	2018	2017
Fort Thomas	1601	710	44%	891	56%	2018	2017
Newport	2727	1748	64%	979	36%	2016	2015

Newport stands out as having the largest percentage of materials published more than ten years ago.

Graphic novels

Consider weeding any title that hasn't circulated in the past year. The exception would be classics or milestone titles such as *Maus: A Survivor's Tale* that might not circulate as heavily but will be discovered by serious graphic novel readers. Popularity is a major factor in selecting graphic novels and shelf-sitters make it harder for readers to find the graphic novels they are seeking.

2022	Total Items	Pre-2016	%	2016-2020	%	Median	Avg
Alexandria	58	26	45%	32	55%	2018	2018
Cold Spring	1229	965	79%	264	21%	2014	2014
Fort Thomas	1036	483	47%	553	53%	2019	2017
Newport	1834	1315	72%	519	28%	2014	2013

Use Analysis

Circulation statistics tell us how well the collection is being used by patrons.

Circulation Per Item

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

A higher result indicates that each item is used more often and can indicate a need for more materials in that section. A lower result indicates less use; however, a larger inventory of materials can be intentional in order to ensure that there is enough material on-hand and available when patrons want it.

The following statistics show circulation broken down to the most granular level available. The data covers the full fiscal year of July 1, 2021-June 30, 2022.

Stat Code	AL			CS			FT			NW		
	Items	Circ	Circ per Item	Items	Circ	Circ per Item	Items	Circ	Circ per Item	Items	Circ	Circ per Item
Adult 000-099	6	35	5.83	187	386	2.06	136	493	3.63	139	263	1.89
Adult 100-199	44	215	4.89	511	1256	2.46	490	1560	3.18	518	1163	2.25
Adult 200-299	27	205	7.59	610	1242	2.04	393	986	2.51	506	831	1.64
Adult 300-399	60	357	5.95	1,500	2217	1.48	1,684	2948	1.75	1,117	2100	1.88
Adult 400-499	5	17	3.40	61	124	2.03	64	184	2.88	62	94	1.52
Adult 500-599	14	75	5.36	350	643	1.84	332	513	1.55	177	356	2.01
Adult 600-699	128	860	6.72	2,205	5362	2.43	1,783	5273	2.96	1,627	3416	2.10
Adult 700-799	25	332	13.28	1,050	2225	2.12	976	2028	2.08	866	1914	2.21
Adult 800-899	12	85	7.08	357	528	1.48	419	712	1.70	338	467	1.38
Adult 900-999	86	396	4.60	1,115	2129	1.91	1,113	2656	2.39	970	1704	1.76
Adult Audio CD	157	615	3.92	2140	3146	1.47	1400	2214	1.58	2354	1993	0.85
Adult Biography	58	241	4.16	1012	1535	1.52	1067	1901	1.78	1207	1215	1.01
Adult DVD	431	4033	9.36	6378	31714	4.97	4873	30277	6.21	4110	21566	5.25

Category												
Adult DVD Restricted	175	1538	8.79	3092	15117	4.89	2524	16560	6.56	1887	12678	6.72
Adult Fiction	670	3242	4.84	7519	21585	2.87	5915	18814	3.18	6570	13190	2.01
Adult Music CD	110	447	4.06	2,963	3430	1.16	2,565	4743	1.85	2,189	2779	1.27
Adult Music Restricted	10	75	7.50	237	298	1.26	284	496	1.75	250	276	1.10
Adult Mystery	234	1055	4.51	3100	9469	3.05	2885	7872	2.73	2789	4614	1.65
Adult Science Fiction	19	71	3.74	456	882	1.93	226	721	3.19	538	753	1.40
Adult Western	2	10	5.00	101	147	1.46	33	93	2.82	55	67	1.22
Juvenile 000-099	20	140	7.00	130	453	3.48	93	421	4.53	187	165	0.88
Juvenile 100-199	5	22	4.40	116	272	2.34	81	212	2.62	152	130	0.86
Juvenile 200-299	11	166	15.09	197	346	1.76	158	298	1.89	115	124	1.08
Juvenile 300-399	38	232	6.11	717	877	1.22	487	1079	2.22	527	429	0.81
Juvenile 400-499	4	16	4.00	127	319	2.51	105	256	2.44	78	123	1.58
Juvenile 500-599	136	906	6.66	1,846	4404	2.39	1,524	4168	2.73	1,604	2208	1.38
Juvenile 600-699	77	503	6.53	734	2285	3.11	633	2013	3.18	678	1046	1.54
Juvenile 700-799	73	434	5.95	805	1876	2.33	892	2146	2.41	751	1215	1.62
Juvenile 800-899	17	99	5.82	188	346	1.84	175	244	1.39	132	250	1.89
Juvenile 900-999	44	284	6.45	1099	1716	1.56	735	1290	1.76	931	830	0.89
Juvenile Audio CD	43	128	2.98	349	489	1.40	319	694	2.18	365	409	1.12
Juvenile Biography	26	227	8.73	950	1311	1.38	610	1055	1.73	849	415	0.49
Juvenile Board Books	141	1108	7.86	909	4534	4.99	814	5113	6.28	994	3556	3.58
Juvenile Book with CD	0	13		132	224	1.70	44	177	4.02	42	52	1.24
Juvenile DVD	301	2844	9.45	1813	15724	8.67	1577	10821	6.86	1013	5898	5.82
Juvenile Easy Readers	548	7134	13.02	7603	36519	4.80	7139	40669	5.70	7109	22815	3.21

Juvenile Fiction	667	3913	5.87	7429	16920	2.28	6311	19912	3.16	6344	8285	1.31
Juvenile Music CD	0	4		219	420	1.92	195	234	1.20	256	190	0.74
Kentucky Fiction	1	12	12.00	56	80	1.43	15	23	1.53	55	43	0.78
Kentucky Nonfiction	17	165	9.71	247	494	2.00	236	447	1.89	399	379	0.95
Large Print Fiction	384	1480	3.85	2703	8279	3.06	2598	8557	3.29	3293	6843	2.08
Large Print Nonfiction	20	90	4.50	172	337	1.96	307	626	2.04	213	347	1.63
Reference	1	0	0.00	322	7	0.02	155	0	0.00	166	1	0.01
Reference Kentucky	1	0	0.00	46	0	0.00	82	0	0.00	168	6	0.04
YA 000-099	0	5		2	4	2.00	3	6	2.00	7	6	0.86
YA 100-199	1	6	6.00	5	10	2.00	10	5	0.50	15	19	1.27
YA 200-299	0	0		3	1	0.33	1	0	0.00	2	1	0.50
YA 300-399	4	27	6.75	23	28	1.22	79	67	0.85	58	45	0.78
YA 400-499	0	4		2	2	1.00	0	3		0	0	
YA 500-599	0	13		4	8	2.00	6	10	1.67	7	7	1.00
YA 600-699	0	5		12	54	4.50	36	36	1.00	33	16	0.48
YA 700-799	0	11		37	158	4.27	53	151	2.85	70	67	0.96
YA 800-899	0	12		8	12	1.50	10	25	2.50	27	21	0.78
YA 900-999	3	4	1.33	37	66	1.78	26	52	2.00	27	19	0.70
YA Audio CD	5	12	2.40	137	84	0.61	100	59	0.59	638	142	0.22
YA Biography	1	4	4.00	34	26	0.76	17	48	2.82	19	12	0.63
YA Fiction	214	912	4.26	2274	3830	1.68	1601	3547	2.22	2727	2492	0.91
YA Graphic Novel	58	402	6.93	1229	3168	2.58	1036	2695	2.60	1834	3861	2.11
Game	50	258	5.16	335	2141	6.39	331	1459	4.41	89	652	7.33
TOTAL	**5,184**	**35,499**	**6.85**	**67,995**	**211,259**	**3.11**	**57,756**	**209,662**	**3.63**	**60,243**	**134,558**	**2.23**

Overall Circulation

Comparison from Branch to Branch 2022:

Alexandria			Cold Spring			Fort Thomas			Newport		
Total Items	Total Circulation	Avg Circ Per Item	Total Items	Total Circulation	Avg Circ Per Item	Total Items	Total Circulation	Avg Circ Per Item	Total Items	Total Circulation	Avg Circ Per Item
5,184	35,499	6.85	67,995	211,259	3.11	57,756	209,662	3.63	60,243	134,558	2.23

Alexandria stands out as having the highest average circulation per item, while Newport has the lowest.

Comparison to 2020:

Alexandria			Cold Spring			Fort Thomas			Newport		
Total Items	Total Circulation	Avg Circ Per Item	Total Items	Total Circulation	Avg Circ Per Item	Total Items	Total Circulation	Avg Circ Per Item	Total Items	Total Circulation	Avg Circ Per Item
7,008	39,441	5.41	73,225	233,872	2.20	64,631	250,423	2.58	60,900	151,764	1.74

The average circulation per item increased system-wide from 2020-2022, indicating that individual items are getting more use.

Relative Use

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

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

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

To determine relative use, I pulled collection sizes and circulation counts from the Use Analysis. These numbers reflect the 2021/22 fiscal year.

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

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

Young Adult Fiction	Collection Size	% of Total Collection	Circulation	% of Total Circulation	Relative Use
AL	214	3%	912	8%	2.69
CS	2,274	33%	3,830	36%	1.06
FT	1,601	23%	3,547	33%	1.40
NW	2,727	40%	2,492	23%	0.58

Newport has the largest collection, with the lowest use. It comprises 40% of system-wide YA Fiction, but only accounts for 23% of circulation. Newport needs weeding, while Alexandria, Cold Spring, and Fort Thomas could use more items to meet demand.

Young Adult Graphic Novels

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

Young Adult Graphic Novels	Collection Size	% of Total Collection	Circulation	% of Total Circulation	Relative Use
AL	58	1%	402	4%	2.85
CS	1,229	30%	3,168	31%	1.06
FT	1,036	25%	2,695	27%	1.07
NW	1,834	44%	3,861	38%	0.86

Alexandria, Fort Thomas, and Cold Spring would both benefit from having new materials added. Newport's Collection is overstocked.

Adult Nonfiction

Here we look at each branch's Adult Nonfiction collection, broken down into Dewey ranges and compared with that branch's overall Adult Nonfiction size and circulation.

This is included here primarily as a selection tool for the next two years. Areas with Relative Use less than 1 should be reviewed, weeded, and/or updated where possible. Sections with Relative Use higher than 1 should add more materials in order to provide more options in popular areas.

Alexandria

Adult Nonfiction	Collection Size	% of Total Adult Nonfiction	Circulation	% of Adult Nonfiction Circulation	Relative Use
Adult 000-099	6	1%	35	1%	0.92
Adult 100-199	44	11%	215	8%	0.77
Adult 200-299	27	7%	205	8%	1.20
Adult 300-399	60	15%	357	14%	0.94
Adult 400-499	5	1%	17	1%	0.54
Adult 500-599	14	3%	75	3%	0.85
Adult 600-699	128	31%	860	33%	1.06
Adult 700-799	25	6%	332	13%	2.10
Adult 800-899	12	3%	85	3%	1.12
Adult 900-999	86	21%	396	15%	0.73

The 200s, 700s, and 800s stand out as needing more materials. The 100s and 900s should be weeded. The 400s have low relative use, but there are only 5 items in this section. Usage could improve if a better selection was provided.

Cold Spring

Adult Nonfiction	Collection Size	% of Total Adult Nonfiction	Circulation	% of Adult Nonfiction Circulation	Relative Use
Adult 000-099	187	2%	386	2%	1.02
Adult 100-199	511	6%	1,256	8%	1.21
Adult 200-299	610	8%	1,242	8%	1.00
Adult 300-399	1,500	19%	2,217	14%	0.73
Adult 400-499	61	1%	124	1%	1.00
Adult 500-599	350	4%	643	4%	0.91
Adult 600-699	2,205	28%	5,362	33%	1.20
Adult 700-799	1,050	13%	2,225	14%	1.05
Adult 800-899	357	4%	528	3%	0.73
Adult 900-999	1,115	14%	2,129	13%	0.94

Cold Spring 100s and 600s need a larger selection to meet demand. The 300s and 800s are especially overstocked.

Fort Thomas

Adult Nonfiction	Collection Size	% of Total Adult Nonfiction	Circulation	% of Adult Nonfiction Circulation	Relative Use
Adult 000-099	136	2%	493	3%	1.54
Adult 100-199	490	7%	1,560	9%	1.36
Adult 200-299	393	5%	986	6%	1.07
Adult 300-399	1,684	23%	2,948	17%	0.75
Adult 400-499	64	1%	184	1%	1.22
Adult 500-599	332	4%	513	3%	0.66
Adult 600-699	1,783	24%	5,273	30%	1.26
Adult 700-799	976	13%	2,028	12%	0.88
Adult 800-899	419	6%	712	4%	0.72
Adult 900-999	1,113	15%	2,656	15%	1.02

Fort Thomas 300s, 500s, 700s, and 800s are overstocked compared with usage. 000s, 100s, and 600s most need additional items.

Newport

Adult Nonfiction	Collection Size	% of Total Adult Nonfiction	Nonfiction Circulation	% of Adult Nonfiction Circulation	Relative Use
Adult 000-099	139	2%	263	2%	0.97
Adult 100-199	518	8%	1,163	9%	1.15
Adult 200-299	506	8%	831	7%	0.84
Adult 300-399	1,117	18%	2,100	17%	0.97
Adult 400-499	62	1%	94	1%	0.78
Adult 500-599	177	3%	356	3%	1.03
Adult 600-699	1,627	26%	3,416	28%	1.08
Adult 700-799	866	14%	1,914	16%	1.13
Adult 800-899	338	5%	467	4%	0.71
Adult 900-999	970	15%	1,704	14%	0.90

Newport's 100s and 700s stand out as needing more items. The 200s and 800s are overstocked and should be reviewed.

Juvenile Nonfiction

Here we look at each branch's Juvenile Nonfiction collection, broken down into Dewey ranges and compared with that branch's overall Juvenile Nonfiction size and circulation.

Alexandria

Juvenile Nonfiction	Collection Size	% of Total Juv Nonfiction	Circulation	% of Juv Nonfiction Circulation	Relative Use
Juvenile 000-099	20	5%	140	5%	1.06
Juvenile 100-199	5	1%	22	1%	0.67
Juvenile 200-299	11	3%	166	6%	2.29
Juvenile 300-399	38	9%	232	8%	0.93
Juvenile 400-499	4	1%	16	1%	0.61
Juvenile 500-599	136	32%	906	32%	1.01
Juvenile 600-699	77	18%	503	18%	0.99
Juvenile 700-799	73	17%	434	15%	0.90
Juvenile 800-899	17	4%	99	4%	0.88
Juvenile 900-999	44	10%	284	10%	0.98

Alexandria 200s stand out as needing more materials. The four items in the 400s and five items in the 100s should be reviewed. It's possible that a larger and better selection of materials would get more use.

Cold Spring

Juvenile Nonfiction	Collection Size	% of Total Juv Nonfiction	Circulation	% of Juv Nonfiction Circulation	Relative Use
Juvenile 000-099	130	2%	453	4%	1.61
Juvenile 100-199	116	2%	272	2%	1.08
Juvenile 200-299	197	3%	346	3%	0.81
Juvenile 300-399	717	12%	877	7%	0.57
Juvenile 400-499	127	2%	319	2%	1.16
Juvenile 500-599	1,846	31%	4,404	34%	1.10
Juvenile 600-699	734	12%	2,285	18%	1.44
Juvenile 700-799	805	14%	1,876	15%	1.08
Juvenile 800-899	188	3%	346	3%	0.85
Juvenile 900-999	1,099	18%	1,716	13%	0.72

Overall, Cold Spring 000s and 600s especially need more materials. The 300s make up 12% of the branch's total juvenile nonfiction collection, but only 7% of circulation.

Fort Thomas

Juvenile Nonfiction	Collection Size	% of Total Juv Nonfiction	2020 Juv Nonfiction Circulation	% of Juv Nonfiction Circulation	Relative Use
Juvenile 000-099	93	2%	421	3%	1.82
Juvenile 100-199	81	2%	212	2%	1.05
Juvenile 200-299	158	3%	298	2%	0.76
Juvenile 300-399	487	10%	1,079	9%	0.89
Juvenile 400-499	105	2%	256	2%	0.98
Juvenile 500-599	1,524	31%	4,168	34%	1.10
Juvenile 600-699	633	13%	2,013	17%	1.28
Juvenile 700-799	892	18%	2,146	18%	0.97
Juvenile 800-899	175	4%	244	2%	0.56
Juvenile 900-999	735	15%	1,290	11%	0.71

Fort Thomas 000s and 600s are most in need of more items. The 200s, 800s, and 900s would benefit from weeding.

Newport

Juvenile Nonfiction	Collection Size	% of Total Juv Nonfiction	Juv Nonfiction Circulation	% of Juv Nonfiction Circulation	Relative Use
Juvenile 000-099	187	4%	165	3%	0.70
Juvenile 100-199	152	3%	130	2%	0.68
Juvenile 200-299	115	2%	124	2%	0.85
Juvenile 300-399	527	10%	429	7%	0.64
Juvenile 400-499	78	2%	123	2%	1.25
Juvenile 500-599	1,604	31%	2,208	34%	1.09
Juvenile 600-699	678	13%	1,046	16%	1.22
Juvenile 700-799	751	15%	1,215	19%	1.28
Juvenile 800-899	132	3%	250	4%	1.50
Juvenile 900-999	931	18%	830	13%	0.70

Newport 400s, 500s, 600s, 700s, and 800s should have more items to meet demand. 000s, 100, 300s, and 900s can be weeded.

Adult Fiction

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

Alexandria	2020 Collection Size	% of Total Collection	2020 Circulation	% of Total Fiction Circulation	Relative Use
Adult Fiction	670	72%	3,242	74%	1.02
Adult Mystery	234	25%	1,055	24%	0.95
Adult Sci Fi	19	2%	71	2%	0.79
Adult Western	2	0%	10	0%	1.06

Cold Spring	2020 Collection Size	% of Total Collection	2020 Circulation	% of Total Fiction Circulation	Relative Use
Adult Fiction	7,519	67%	21,585	67%	1.00
Adult Mystery	3,100	28%	9,469	30%	1.06
Adult Sci Fi	456	4%	882	3%	0.67
Adult Western	101	1%	147	0%	0.51

Fort Thomas	2020 Collection Size	% of Total Collection	2020 Circulation	% of Total Fiction Circulation	Relative Use
Adult Fiction	5,915	65%	18,814	68%	1.05
Adult Mystery	2,885	32%	7,872	29%	0.90
Adult Sci Fi	226	2%	721	3%	1.05
Adult Western	33	0%	93	0%	0.93

Newport	2020 Collection Size	% of Total Collection	2020 Circulation	% of Total Fiction Circulation	Relative Use
Adult Fiction	6,570	66%	13,190	71%	1.07
Adult Mystery	2,789	28%	4,614	25%	0.88
Adult Sci Fi	538	5%	753	4%	0.75
Adult Western	55	1%	67	0%	0.65

The overall fiction category is really too broad for its relative use number to be useful. However, we can see that Science Fiction is overstocked everywhere except Fort Thomas. Newport and Fort Thomas are overstocked with mysteries.

Easy Readers by Category

The organization of Easy Readers by categories is useful for tracking which subjects are the most popular with users of this collection. This is especially useful to our juvenile selector.

Overall, Dinosaurs, Things that Go, and the Ocean stand out for being in most need of more books to meet demand.

Alexandria	Collection Size	% of Total Collection	Circulation	% of Total Circulation	Relative Use
All About Me	43	8%	214	7%	0.86
Animals	40	7%	222	7%	0.96
Authors	92	17%	561	18%	1.05
Birds	8	1%	37	1%	0.80
Bugs	7	1%	26	1%	0.64
Celebrations	0	0%	0	0%	0.00
Characters	50	9%	414	13%	1.43
Concepts	23	4%	106	3%	0.79
Dinosaurs	9	2%	80	3%	1.53
Farm	10	2%	50	2%	0.86
Holidays	28	5%	155	5%	0.95
Nature	24	4%	107	3%	0.77
Ocean	5	1%	41	1%	1.41
People	41	8%	181	6%	0.76
Pets	23	4%	163	5%	1.22
Phonics	0	0%	0	0%	0.00
Places	10	2%	45	1%	0.78
Play	28	5%	142	5%	0.87
School	9	2%	39	1%	0.75
Spooky	10	2%	79	3%	1.36
Stories	64	12%	356	11%	0.96
Things That Go	15	3%	109	3%	1.25

Cold Spring	Collection Size	% of Total Collection	Circulation	% of Total Circulation	Relative Use
All About Me	584	8%	1,884	8%	0.93
Animals	538	7%	2,317	9%	1.24
Authors	534	7%	484	2%	0.26
Birds	159	2%	550	2%	0.99
Bugs	94	1%	506	2%	1.54
Celebrations	88	1%	206	1%	0.67
Characters	704	10%	4,682	19%	1.91
Concepts	278	4%	737	3%	0.76
Dinosaurs	118	2%	1,159	5%	2.82
Farm	140	2%	401	2%	0.82
Holidays	722	10%	1,474	6%	0.59
Nature	406	6%	1,339	5%	0.95
Ocean	99	1%	461	2%	1.34
People	502	7%	1,394	6%	0.80
Pets	279	4%	1,329	5%	1.37
Phonics	0	0%	0	0%	0.00
Places	184	3%	564	2%	0.88
Play	367	5%	1,359	5%	1.06
School	204	3%	559	2%	0.79
Spooky	131	2%	485	2%	1.06
Stories	821	11%	2,147	9%	0.75
Things That Go	246	3%	1,046	4%	1.22

Fort Thomas	Collection Size	% of Total Collection	Circulation	% of Total Circulation	Relative Use
All About Me	547	8%	2,007	7%	0.93
Animals	433	6%	1,852	7%	1.08
Authors	508	7%	2,170	8%	1.08
Birds	151	2%	438	2%	0.73
Bugs	54	1%	141	1%	0.66
Celebrations	97	1%	351	1%	0.91
Characters	595	8%	3,769	13%	1.60
Concepts	286	4%	1,093	4%	0.97
Dinosaurs	124	2%	1,007	4%	2.05
Farm	103	1%	336	1%	0.82
Holidays	968	14%	2,293	8%	0.60
Nature	383	5%	1,299	5%	0.86
Ocean	93	1%	454	2%	1.23
People	552	8%	1,882	7%	0.86
Pets	285	4%	1,075	4%	0.95
Phonics	0	0%	0	0%	---
Places	159	2%	491	2%	0.78
Play	343	5%	1,126	4%	0.83
School	206	3%	798	3%	0.98
Spooky	138	2%	634	2%	1.16
Stories	843	12%	3,401	12%	1.02
Things That Go	213	3%	1,389	5%	1.65

Newport	Collection Size	% of Total Collection	Circulation	% of Total Circulation	Relative Use
All About Me	540	8%	1,147	6%	0.81
Animals	427	6%	1,217	6%	1.08
Authors	543	8%	1,382	7%	0.97
Birds	129	2%	306	2%	0.90
Bugs	71	1%	225	1%	1.20
Celebrations	92	1%	171	1%	0.71
Characters	690	10%	3,046	16%	1.68
Concepts	286	4%	660	4%	0.88
Dinosaurs	127	2%	668	4%	2.00
Farm	98	1%	358	2%	1.39
Holidays	917	13%	1,522	8%	0.63
Nature	403	6%	1,050	6%	0.99
Ocean	84	1%	364	2%	1.65
People	576	8%	1,053	6%	0.69
Pets	242	3%	629	3%	0.99
Phonics	1	0%	5	0%	1.90
Places	187	3%	314	2%	0.64
Play	341	5%	645	3%	0.72
School	202	3%	458	2%	0.86
Spooky	162	2%	701	4%	1.64
Stories	821	12%	1,776	9%	0.82
Things That Go	198	3%	1,082	6%	2.08

Audio-Visual Collections

With use of physical A/V materials declining due to streaming services, we should take a closer look at how these collections are being used.

Adult DVDs	Collection Size	% of Total Collection	Circulation	% of Total Circulation	Relative Use
AL	606	3%	5,571	4%	1.62
CS	9,470	40%	46,831	35%	0.87
FT	7,397	32%	46,837	35%	1.11
NW	5,997	26%	34,244	26%	1.00

Newport's collection perfectly meets the demand for adult DVDs. Alexandria and Fort Thomas would benefit from more items. Cold Spring's collection is overstocked.

Games	Collection Size	% of Total Adult Software	Circulation	% of Adult Software Circulation	Relative Use
Alexandria	50	6%	258	6%	0.92
Cold Spring	335	42%	2,141	47%	1.14
Fort Thomas	331	41%	1,459	32%	0.79
Newport	89	11%	652	14%	1.31

Fort Thomas does not need to maintain its current number of videogames.

Music	Collection Size	% of Total Music	Music Circulation	% of Music Circulation	Relative Use
Alexandria	120	1%	522	4%	2.99
Cold Spring	3,200	37%	3,728	30%	0.80
Fort Thomas	2,849	33%	5,239	42%	1.26
Newport	2,439	28%	3,055	24%	0.86

Alexandria's music collection circulates well. A closer review would be beneficial in order to build a collection that can meet patron interests while fitting into the small space available.

Cold Spring and Newport are overstocked.

Relative Use by Collection Format

Print	Collection Size	% of Total Collection	Circulation	% of Total Circulation	Relative Use
All YA	12,535	8%	22,280	6%	0.71
All Adult	69,129	44%	137,484	35%	0.79
All Juv	66,159	42%	210,015	53%	1.26
Large Print	9,690	6%	26,559	7%	1.09

Across the system, Juvenile and Large Print collections would benefit from a larger collection.

Cost Analysis

The average cost per circ indicates how well materials are being used, as well as the return we are getting from our annual investment into the collection. This is a useful reference for budget allocation.

Ideally, library materials will circulate multiple times over the course of their lifetime, resulting in a lower cost per circ. If this is happening, the total number of circulations should far exceed the total number of items in the collection.

Fiscal Year 2020/21

Circulation by Branch

	Alexandria	Cold Spring	Fort Thomas	Newport	Digital Branch
Total Circulation	40,064	206,096	227,352	117,097	203,127
Percent of Total Circ	5%	26%	29%	15%	26%
Collection Size	6,765	72,373	65,365	60,869	202,949
Percent of System Size	2%	18%	16%	15%	50%

Cost Per Circ

	Alexandria	Cold Spring	Fort Thomas	Newport	Digital Branch
FY Materials Budget	$18,600	$149,650	$149,650	$148,200	$100,000
Cost per Circ	$0.46	$0.73	$0.66	$1.27	$0.49

Fiscal Year 2021/22

Circulation by Branch

	Alexandria	Cold Spring	Fort Thomas	Newport	Digital Branch
Total Circulation	36,374	215,131	213,396	138,031	222,275
Percent of Total Circ	4%	26%	26%	17%	27%
Collection Size	5,194	67,995	57,756	60,232	215,607
Percent of System Size	1%	17%	14%	15%	53%

Cost per Circ

	Alexandria	Cold Spring	Fort Thomas	Newport	Digital Branch
FY Materials Budget	$21,100	$137,300	$137,300	$137,300	$125,000
Cost per Circ	$0.58	$0.64	$0.64	$0.99	$0.56

Conclusion
Looking at the previous two fiscal years, we can see that Alexandria, Cold Spring, and Fort Thomas have circulation numbers that significantly exceed their collection size.

Newport's collection size and circulation numbers are far closer to each other than the other branches, indicating that the collection does not get as much use. Newport's higher cost per circulation further demonstrates that we are not getting as much value from that collection as we do from the other branches.

Benchmarks
Using data from the Institute of Museum and Library Services 2020 Public Libraries Survey, we can look at the average cost per circulation at libraries with similar service area population size, total operating revenue, and total collection expenditures.

	Collection Spending Per Capita	Cost per Circ	Collection Cost per Registered User
San Leandro Public Library	$6.48	$1.76	$12.70
Bellingham Public Library	$6.81	$0.49	$26.67
Campbell County Public Library	$6.76	$0.67	$25.00
Boca Raton Public Library	$7.25	$0.86	$17.93
Willard Public Library	$9.53	$0.95	$27.20

Average	$7.37	$0.95	$21.90
Median	$7.03	$0.91	$23.45

When compared with four benchmark libraries, CCPL has the second lowest cost per circulation. We also are well below the average and median costs per circ.

Comparison to Standards

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

KDLA Standards

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

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

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

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

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

Per Capita Spending
For the 2020/21 and 2021/22 fiscal year, CCPL had an overall collection budget of $650,000. According to the most recent estimates from the U.S Census Bureau (released July 1, 2021), the total population of Campbell County is 93,050. That equals an overall per capita spending of $7.09, which exceeds the $6.75 required for exemplary status.

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

Electronic Resources
One of the standards also specifies access to electronic resources such as eBooks. CCPL meets this requirement as a founding member of Kentucky Libraries Unbound, providing more than 215,000 digital items to Campbell County residents.

Special Patron Groups
The standards specify that the library system provide collections suitable for special groups of patrons, such as those that speak foreign languages. CCPL provides Spanish language titles for juveniles and adults in both fiction and nonfiction. We continue to support our homeschool community by purchasing instructional books and accessible nonfiction. All of this brings CCPL into alignment with this requirement.

Equal Access
In order to meet the ENHANCED standard, the library must provide materials in a variety of formats to insure equal access. Examples include large print books, unabridged audio books, closed-captioned/described/signed videos. CCPL provides all of these formats. The Community Needs section of the assessment compares the size of specific collections with relevant community demographics.

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

Fiscal year 2020/21 ended with 201,186 total items in the collection. During that period, the library added 19,734 items (10%) and withdrew 23,890 (12%).

Fiscal year 2021/22 ended with 196,461 total items in the collection. 23,863 items (12%) were added and 28,588 (15%) items were withdrawn.

Gap Analysis

The Gap Analysis is a means of checking if the library collection is up to date with award winning and notable books. As with the 2020 Assessment, we checked eight lists against the library's physical and digital collections: five literary awards and three recommended title lists for both adults and juveniles. The past five years were examined. As a popular materials library, we should own the majority of titles recommended in the most recent five-year period.

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

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

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

Award Winners
The availability of award-winners indicates the strength of our classic, "core collection" titles. Numbers below represent CCPL's holdings of titles from the past ten years.

National Book Award for Fiction	80% physical; 100% digital
National Book Award for Nonfiction	90% physical; 80% digital
Pulitzer Award for Fiction	80% physical; 90% digital
Newbery Medal Winners	100% physical; 100% digital
Caldecott Medal Winners	100% physical; 70% digital

While it may not be possible to own every title in both digital and physical format, we should own at least one copy of each major award winner.

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

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

According to ALSC policy, the current year's Newbery, Caldecott, Belpré, Sibert, Geisel, and Batchelder Award and Honor books automatically are added to the Notable Children's Books List.

Younger Readers

	Holdings	Physical	Digital
2018-2022	216/245	211/245	80/245

Overall, CCPL owns 88% of the titles recommended within the past five years in either digital or physical format. Our digital holdings are lacking at only 33% of recommendations from the past 5 years.

Middle Readers

	Holdings	Physical	Digital
2018-2022	121/128	120/128	65/128

Overall, CCPL owns 95% of the titles recommended within the past five years in either digital or physical format. We own just 50% in digital form.

Older Readers

	Holdings	Physical	Digital
2018-2022	114/134	103/114	68/114

Overall, CCPL owns 85% of the titles recommended within the past five years in either digital or physical format. We own just 50% of these in digital format.

All Ages

	Holdings	Physical	Digital
2018-2022	24/27	23/27	6/27

Overall, CCPL owns 89% of the titles recommended within the past five years in either digital or physical format. We only own 22% in digital format.

Notable Books for Adults

The Notable Books Council releases a list of 25 "very good, very readable, and at times very important fiction, nonfiction, and poetry books for the adult reader." Because the Council only selects 2-3 poetry titles each year, they were not examined for the assessment.

Fiction

	Holdings	Physical	Digital
2018-2022	50/58	48/58	46/58

Overall, CCPL owns 86% of the titles recommended within the past five years in either digital or physical format.

NonFiction

	Holdings	Physical	Digital
2018-2022	50/57	48/58	31/58

Overall, CCPL owns about 87% of the titles recommended within the past five years in either digital or physical format.

The Reading List

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

2018-2022	Total Held	Physical	Digital
Adrenaline	5/5	3	5
Fantasy	5/5	5	4
Historical Fic	3/5	3	3
Horror	5/5	5	4
Mystery	5/5	5	4
Relationship Fic	4/5	3	4
Romance	4/5	4	4
Science Fic	4/5	4	4
TOTAL	**35/40**	**32/40**	**32/40**

CCPL owns 88% of the genre titles selected within the past five years in either physical or digital format. We own 80% in physical form and 80% in digital.

Conclusion
Overall, CCPL owns 89% of recommended and notable titles from the past five years. One thing to consider is that older titles from 2018-2019 may have been withdrawn due to low usage.

CCPL only owns 48% of recommended and notable titles in digital format. Around 96% of the KLU budget is spent on filling holds and requests, which leaves little money for general selection. Unless these titles are specifically requested, they may fall under the radar.

Community Needs

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

Overall Population

The U.S. Census Bureau provides the actual census counts from 2020, as well as city and county population estimates released July 1, 2021. The previous assessment considered the 2019 Population Estimates. Campbell County comprises ten cities, however we will focus on the four population centers where CCPL branches are located.

Change from the previous assessment:

	Campbell County	Alexandria	Cold Spring	Fort Thomas	Newport
2019 Estimates	93,584	8,474	6,571	16,263	14,932
2021 Estimates	93,050	10,369	6,243	17,264	14,113
Percent change	-1%	+22%	-5%	+6%	-5%

Overall, Campbell County saw very little change since the previous assessment. Individually, the city of Alexandria experienced significant population growth between 2020-22.

Population: By Age

Age groups are useful for analyzing collections because certain segments of the collection are used primarily by specific age groups. For example, board books are used primarily by toddlers. Older adults generally are the heaviest users of large type.

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

Campbell County	Children under 5 years	Children under 18 years	Adults over 65 years
2019 Estimates	5.8%	21%	16%
2021 Estimates	5.5%	21%	17%
Percent change	-5%	0%	+6%

Population Ages Compared to Relevant Collections

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

	Campbell County	Alexandria	Cold Spring	Fort Thomas	Newport
Population	5.5%	7.5%	4.2%	5.5%	6.1%
Collection	13.0%	13.3%	12.5%	13.8%	13.5%

Relative Use indicates that Cold Spring is perfectly meeting demand in both Easy Readers and Board Books. Alexandria and Fort Thomas could use a larger selection of materials to meet demand. Newport has more materials than are being used.

Juvenile Easy Readers	Collection Size	% of Total Collection	Circulation	% of Circulation	Relative Use
Alexandria	548	2%	7,134	7%	2.72
Cold Spring	7,603	34%	36,519	34%	1.00
Fort Thomas	7,139	32%	40,669	38%	1.19
Newport	7,109	32%	22,815	21%	0.67

Juvenile Board Books	Collection Size	% of Total Collection	2020 Circulation	% of Circulation	Relative Use
Alexandria	141	5%	1,108	8%	1.57
Cold Spring	909	32%	4,534	32%	1.00
Fort Thomas	814	28%	5,113	36%	1.25
Newport	994	35%	3,556	25%	0.71

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

	Campbell County	Alexandria	Cold Spring	Fort Thomas	Newport
Population	21%	26%	18%	27%	16%
Collection	30%	31%	29%	29%	32%

Relative Use shows that Cold Spring is slightly overstocked in juvenile fiction. Otherwise, with the exception of Newport, all Juvenile and YA Fiction collections should add more items:

Juvenile Fiction	Collection Size	% of Total Juv Fiction	Circulation	% of Total Circulation	Relative Use
Alexandria	667	3%	3913	8%	2.48
Cold Spring	7,429	36%	16920	35%	0.96
Fort Thomas	6,311	30%	19912	41%	1.34
Newport	6,344	31%	8285	17%	0.55

Young Adult Fiction	Collection Size	% of Total Collection	Circulation	% of Total Circulation	Relative Use
Alexandria	214	3%	912	8%	2.69
Cold Spring	2,274	33%	3,830	36%	1.06
Fort Thomas	1,601	23%	3,547	33%	1.40
Newport	2,727	40%	2,492	23%	0.58

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

	Campbell County	Alexandria	Cold Spring	Fort Thomas	Newport
Population	17%	14%	25%	16%	16%
Large Print	5%	8%	4%	5%	6%
Adult Audio	3%	3%	3%	2%	4%
Total	8%	11%	7%	7%	10%

CCPL also provides access to digital audiobooks and eBooks with adjustable font size, which help meet the accessibility needs of Adults over 65.

With the exception of Newport, Relative Use shows that the physical collections of Large Print and Adult Audio need more materials to support usage:

Adult Audio	Collection Size	% of Total	Total Circulation	% of Circulation	Relative Use
Alexandria	157	3%	615	8%	2.97
Cold Spring	2,140	35%	3146	39%	1.12
Fort Thomas	1,400	23%	2214	28%	1.20
Newport	2,354	39%	1993	25%	0.64

Large Print	Collection Size	% of Total	Total Circulation	% of Circulation	Relative Use
Alexandria	404	4%	1570	6%	1.42
Cold Spring	2,875	30%	8616	32%	1.09
Fort Thomas	2,905	30%	9183	35%	1.15
Newport	3,506	36%	7190	27%	0.75

Population: Languages Spoken

According to the U.S. Census Bureau data, Campbell County residents age 5 or older who live in a home where the primary language is not English make up only 3.8% of the county's population. 1.6% of this population speaks Spanish and the other 2.2% comprises other languages.

Kentucky Libraries Unbound Collection

Campbell County patrons have access to a large collection of digital books, audiobooks, magazines and streaming video titles through Kentucky Libraries Unbound, the statewide digital materials consortium.

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

As of Fall 2022, there are 109 Kentucky libraries that belong to the Consortium. This means that Campbell County patrons compete with patrons at 108 other libraries for checkouts and holds, which can potentially cause long wait times for popular titles.

In order to mitigate this, CCPL has an Advantage collection. Items in this collection are available only to Campbell County patrons. Purchasing extra copies of popular items can drop the wait time significantly, as CCPL patrons only have to share the items with other CCPL patrons. This ability to tailor a collection for our specific patron base allows us to fill an average of 52% of our monthly checkouts through the Advantage collection. Careful utilization of the Advantage collection has allowed hold wait times to drop, while also allowing for the building of a collection uniquely suited to the needs of Campbell County patrons.

Collection Size and Availability

Consortium Collection
FY-year-end consortium collection numbers are provided by the Consortium Coordinator. Consortium numbers presented below will differ from Annual Report numbers, which include Advantage Plus Shared titles. These are items that other libraries opt to share when not in use by their own patrons and thus are considered available to our patrons. Previous Assessments did not include Advantage Plus Shared titles. This assessment will not include Advantage Plus Shared titles in order to compare consistently with previous assessments.

In the two years since the previous assessment, the number of titles in the consortium collection has grown by 6%. The number of copies increased by 3%.

2022	Titles	Copies
eBooks	73,558	144,842
Audiobooks	20,314	33,938
Video	1,870	1,990
TOTAL	95,742	180,770

2020	Titles	Copies
eBooks	70,842	142,421
Audiobooks	17,775	30,574
Video	1,814	1,933
TOTAL	90,431	174,928

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

2022	Titles	Copies
eBooks	18,112	24,528
Audiobooks	8,975	9,754
Video	555	555
TOTAL	27,642	34,837

2020	Titles	Copies
eBooks	15,959	21,333
Audiobooks	5,848	6,311
Video	557	557
TOTAL	22,364	28,201

In the past two years, the total number of titles in the Advantage Collection has increased by 24%. Total copies increased by 26%.

Unique CCPL titles
Because the Consortium and Advantage collections overlap, especially with popular titles, we also can look at titles that are exclusive to CCPL.

2022	Titles
eBooks	7,390
Audiobooks	2,013
Video	340
TOTAL	9,743

35% of the titles in the Advantage collection are unique to CCPL.

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

2022	Titles	Copies
eBooks	80,948	169,370
Audiobooks	22,327	43,692
Video	2,210	2,545
TOTAL	105,485	215,607

2020	Titles	Copies
eBooks	76,862	163,574
Audiobooks	23,623	36,885
Video	2,155	2,490
TOTAL	102,640	202,949

Total copies available increased by 6% between 2020 and 2022.

Streaming Video
Our video holdings are very small when compared with the rest of the digital collection. With Netflix, Amazon, Hulu and others willing to sign hefty contracts for the right to stream popular titles, often paying extra for exclusivity, it is difficult to find any A-list movie titles available for purchase for a library lending platform.

Deselection
In March 2022, Overdrive introduced Overdrive Hub, which allows account-level weeding. Before then, there wasn't an easy way for consortium libraries to weed their collections. While CCPL cannot control how other consortium libraries manage their collections, removing expired, dated, and unused titles from the Advantage collection would be beneficial.

Circulation

Total Circulation by Collection

Fiscal Year	Total	Advantage	Adult	Juvenile	Young Adult
2020/21	203,127	109,432	70,961	7,323	6,735
2021/22	222,275	116,307	83,184	8,331	7,254
Percent Change	**+9%**	**+6%**	**+17%**	**+14%**	**+8%**

Total Circulation by Format

Fiscal Year	eBooks	Audiobooks
2020/21	124,397	74,341
2021/22	125,415	87,714
Percent Change	**+1%**	**+18%**

CCPL had the highest circulation, unique users, and new users of all KLU Consortium libraries in FY 2021/22.

Top 5 Consortium Libraries

Library or Institution	KLU Checkouts FY 21/22	Unique Users FY 21/22	New Users FY 21/22
Campbell County	222,454	7,794	2,219
Boone County	189,206	6,305	1,980
Daviess County	101,982	3,132	972
Jessamine County	99,360	2,901	901
Madison County	96,986	2,532	834

Conclusion

Strengths

Alexandria's collection circulates well and should have more books to support its usage. Though we are limited by space for materials, it is a positive sign that the satellite branch circulates so well.

The Kentucky Libraries Unbound collection and circulation numbers continue to grow steadily. In FY 2021/22, it had the lowest cost per circ in the system and comprised 27% of all CCPL circulation (the highest of all the branches). CCPL had the highest number of checkouts, unique users, and new users of all KLU Consortium libraries in FY 2021/22.

Weaknesses

Cold Spring has the most dated collection in the system.

Newport's collection still gets the least use among library branches.

Most nonfiction collections, but especially juvenile, need closer review to determine why the median dates are lower than what is recommended by CREW.

Relative Use and the Community Needs analysis indicate that we should have larger audio and large print collections to serve our 65 and older residents.

Recommendations

The library should consider options to address the discrepancy in collection usage across the branches. Newport has a good collection that is in line with the overall age of the system, but it still doesn't get used as much as the other branches.

CCPL's digital branch, Kentucky Libraries Unbound, has the best (i.e. lowest) cost per circ of all the branches, even with the often-exorbitant prices of digital books. We will need to continue funding that collection in order to maintain our holds ratio and do more targeted collection development.

Deselection of materials was disrupted during COVID-19. Because of this, I stopped tracking how many items were weeded from the designated section each month. The assessment indicates that there are many outdated items on our shelves. Returning to a monthly review of what is (and isn't) withdrawn each month could help mitigate the low age of the collection. Providing relative use information each month, along with weeding lists and CREW guidelines, may help encourage branches to feel comfortable withdrawing items from their collection.

Overdrive now allows libraries to weed their Advantage collections. Developing a regular review process for the digital collection should be explored. While there is no limit to the space we have for digital materials, having too many irrelevant search results can be overwhelming to users. Cleaning up the digital collection would provide a more useful and satisfying user experience.

The Collection Services Coordinator and Librarian should reference the notable book lists used in the Gap Analysis to build the digital collection when opportunities such as Overdrive Marketplace sales arise.

The Collection Services Coordinator and Librarian should use the Relative Use Analysis results to inform collection development decisions.

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