Boone County Public Library District
2023 Kentucky Annual Report of Public Libraries

	CURRENT YEAR	*PREVIOUS YEAR*

General Information (A1 - A12)

		CURRENT YEAR	PREVIOUS YEAR
A1	County	Boone	*Boone*
A2	Estimated Population	139,093	*133,581*
A3	Library Name	Boone County Public Library District	*Boone County Public Library District*

Street Address

A4	Street Address	1786 Burlington Pike	*1786 Burlington Pike*
A5	City	Burlington	*Burlington*
A6	Zip Code	41005	*41005*

Mailing Address

A8	Mailing Address	1786 Burlington Pike	*1786 Burlington Pike*
A9	City	Burlington	*Burlington*
A10	Zip Code	41005	*41005*
A12	Phone	(859) 342-2665	*(859) 342-2665*

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	$9,815,754	*$9,022,915*
B2	Other	$104,005	*$103,846*

B3	Local Government Revenue Total (B1 + B2):	$9,919,759	$9,126,761

State Government Revenue

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

Federal Government Revenue

B11	ARPA Grant	$98,966	$0
B12	Other Federal Government Revenue	$29,622	$201,000
B13	Federal Government Revenue Total (B11 + B12)	$128,588	$201,000

Other Operating Income

B14	Other Operating Revenue	$261,738	$129,816
B15	Total Operating Revenue (B3 + B7 + B13 + B14):	$10,310,085	$9,457,577

Operating Expenditures (C1 - C41)

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

Collection Expenditures

C1	Print Materials	$431,523	$435,197
C2	Electronic Materials Expenditures	$211,715	$152,763
C3	Audiovisual Materials	$115,637	$117,843
C4	Electronic Collections [databases]	$152,916	$195,802
C5	Other Library Materials	$39,679	$31,809
C6	Collection Expenditures Total (C1 through C5)	$951,470	$933,414

Salary Expenditures

C7	Library Director	$114,303	$110,274
C7a	Years as Director at Current Library (ex: 1.5)	8.9	7.9
C8	Other Library Personnel	$4,179,331	$3,752,897
C10	Salary Expenditures Total (C7 + C8)	$4,293,634	$3,863,171

Fringe Benefits

Code	Item	Value		Prior Value
C11	Required Fringe Benefits	$335,201		*$151,000*
C12	Retirement (Employer's Share)	$944,990		*$837,719*
C13	Medical Insurance (Employer's Share)	$525,480		*$500,346*
C14	Other	$35,356		*$5,400*
C15	Fringe Benefits Total (C11 + C12 + C13 + C14):	$1,841,027		*$1,494,465*
C16	Total Staff Expenditures (C10 + C15)	$6,134,661		*$5,357,636*

Other Operations

Code	Item	Value	Prior Value
C17	Building Repair and Maintenance	$455,743	*$419,349*
C20	Office Supplies, Program Supplies, Postage	$84,169	*$115,121*
C21	Insurance	$83,581	*$70,785*
C22	Public Relations	$89,335	*$84,793*
C23	Utilities	$238,640	*$229,088*
C24	Professional Fees (include professional membership fees)	$65,140	*$68,149*
C25	Audit Fee	$7,900	*$7,900*
C26	Fiscal Year that Audit Covers	FY 2021-2022	*FY 2020-2021*
C27	What year was the library's last long range plan adopted?	2023	*2017*
C28	Repair and Replacement of Furnishings	$33,686	*$7,694*
C29	Other	$330,785	*$195,611*
C30	Specify	Postage, Traveling Exhibits, operational supplies, programming supplies and other associated costs, operational supplies such as library cards and bags for sale, lease payments for copiers, printers, and hotspots, signage and display fixtures, and general miscellaneous expenditures.	*Response has been entered.*
C33	Total Other Operating Expenditures (C17 + C20 + C21 + C22 + C23 + C24 + C25 + C28 + C29)	$1,388,979	*$1,198,490*
C34	Bookmobile/Extended Services	$15,337	*$8,930*
C35	Continuing Education	$63,903	*$25,266*

| C36 | Operating Expenditures for Electronic Access | $327,673 | | $380,569 |

| C37 | Total Operating Expenditures (C6 + C16 + C33 + C34 + C35 + C36): | $8,882,023 | | $7,904,305 |

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 | $2,798,543 | | $547,445 |

| C39 | Debt Service | $0 | | $0 |

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 | | $0 |

| C40b | State - Capital Revenue | $0 | | $0 |

| C40c | Federal - Capital Revenue | $0 | | $0 |

| C40d | Other - Capital Revenue | $217,307 | | $37,088 |

| C40 | Total Capital Revenue (C40a through C40d) | $217,307 | | $37,088 |

| C41 | Income from loans, bond issues, or other income not reported elsewhere | $0 | | $0 |

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	Scheben Branch		*Scheben Branch*
E2	Street Address	8899 US 42		*8899 US 42*
E3	City	Union		*Union*
E4	Zip Code	41091		*41091*
E6	Phone	(859) 342-2665		*(859) 342-2665*
E8	Square Footage	35,000		*35,000*
E11	Number of Meetings Held	2,616		*1,416*
E12	Library Visits	136,484		*105,582*
E13	Number of Registered Users	27,086		*25,554*
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	14,490		*6,620*
E15	Reference Transactions	71,402		*61,265*
E16a	Sunday Opening Time	1:00 PM		*1:00*
E16b	Sunday Closing Time	5:00 PM		*5:00*
E16c	Hours	4.00		*4.00*
E16d	Monday Opening Time	9:00 AM		*9:00*
E16e	Monday Closing Time	8:00 PM		*8:00*
E16f	Hours	11.00		*11.00*
E16g	Tuesday Opening Time	9:00 AM		*9:00*
E16h	Tuesday Closing Time	8:00 PM		*8:00*
E16i	Hours	11.00		*11.00*
E16j	Wednesday Opening Time	9:00 AM		*9:00*
E16k	Wednesday Closing Time	8:00 PM		*8:00*
E16l	Hours	11.00		*11.00*
E16m	Thursday Opening Time	9:00 AM		*9:00*
E16n	Thursday Closing Time	8:00 PM		*8:00*

E16o	Hours	11.00		*11.00*
E16p	Friday Opening Time	9:00 AM		*9:00*
E16q	Friday Closing Time	6:00 PM		*6:00*
E16r	Hours	9.00		*9.00*
E16s	Saturday Opening Time	9:00 AM		*9:00*
E16t	Saturday Closing Time	5:00 PM		*5:00*
E16u	Hours	8.00		*8.00*
E17.3	Number of Weeks Branch Library is Open	52		*52*
E1	Branch Library Name	Florence Branch		*Florence Branch*
E2	Street Address	7425 US 42		*7425 US 42*
E3	City	Florence		*Florence*
E4	Zip Code	41042		*41042*
E6	Phone	(859) 342-2665		*(859) 342-2665*
E8	Square Footage	12,765		*12,765*
E11	Number of Meetings Held	905		*843*
E12	Library Visits	70,235		*62,666*
E13	Number of Registered Users	18,281		*17,558*
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	11,836		*12,934*
E15	Reference Transactions	23,332		*25,737*
E16a	Sunday Opening Time	0		*0*
E16b	Sunday Closing Time	0		*0*
E16c	Hours	0.00		*0.00*
E16d	Monday Opening Time	9:00 AM		*9:00*
E16e	Monday Closing Time	8:00 PM		*8:00*
E16f	Hours	11.00		*11.00*
E16g	Tuesday Opening Time	9:00 AM		*9:00*
E16h	Tuesday Closing Time	6:00 PM		*6:00*
E16i	Hours	9.00		*9.00*
E16j	Wednesday Opening Time	9:00 AM		*9:00*
E16k	Wednesday Closing Time	6:00 PM		*6:00*
E16l	Hours	9.00		*9.00*

E16m	Thursday Opening Time	9:00 AM	*9:00*
E16n	Thursday Closing Time	6:00 PM	*6:00*
E16o	Hours	9.00	*9.00*
E16p	Friday Opening Time	9:00 AM	*9:00*
E16q	Friday Closing Time	6:00 PM	*6:00*
E16r	Hours	9.00	*9.00*
E16s	Saturday Opening Time	9:00 AM	*9:00*
E16t	Saturday Closing Time	5:00 PM	*5:00*
E16u	Hours	8.00	*8.00*
E17.3	Number of Weeks Branch Library is Open	52	*52*
E1	Branch Library Name	Walton Branch	*Walton Branch*
E2	Street Address	21 S. Main Street	*21 S. Main Street*
E3	City	Walton	*Walton*
E4	Zip Code	41094	*41094*
E6	Phone	(859) 342-2665	*(859) 342-2665*
E8	Square Footage	6,100	*6,100*
E11	Number of Meetings Held	316	*283*
E12	Library Visits	45,140	*41,901*
E13	Number of Registered Users	7,132	*6,715*
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	2,555	*3,344*
E15	Reference Transactions	34,977	*38,325*
E16a	Sunday Opening Time	0	*0*
E16b	Sunday Closing Time	0	*0*
E16c	Hours	0.00	*0.00*
E16d	Monday Opening Time	9:00 AM	*9:00*
E16e	Monday Closing Time	8:00 PM	*8:00*
E16f	Hours	11.00	*11.00*
E16g	Tuesday Opening Time	9:00 AM	*9:00*
E16h	Tuesday Closing Time	6:00 PM	*6:00*
E16i	Hours	9.00	*9.00*

E16j	Wednesday Opening Time	9:00 AM	*9:00*
E16k	Wednesday Closing Time	6:00 PM	*6:00*
E16l	Hours	9.00	*9.00*
E16m	Thursday Opening Time	9:00 AM	*9:00*
E16n	Thursday Closing Time	6:00 PM	*6:00*
E16o	Hours	9.00	*9.00*
E16p	Friday Opening Time	9:00 AM	*9:00*
E16q	Friday Closing Time	6:00 PM	*6:00*
E16r	Hours	9.00	*9.00*
E16s	Saturday Opening Time	9:00 AM	*9:00*
E16t	Saturday Closing Time	5:00 PM	*5:00*
E16u	Hours	8.00	*8.00*
E17.3	Number of Weeks Branch Library is Open	52	*52*
E1	Branch Library Name	Chapin Memorial Library	*Chapin Memorial Library*
E2	Street Address	6517 Market Street	*6517 Market Street*
E3	City	Petersburg	*Petersburg*
E4	Zip Code	41080	*41080*
E6	Phone	(859) 342-2655	*(859) 342-2655*
E8	Square Footage	1,200	*1,200*
E11	Number of Meetings Held	0	*0*
E12	Library Visits	0	*1,881*
E13	Number of Registered Users	422	*38*
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	0	*664*
E15	Reference Transactions	0	*525*
E16a	Sunday Opening Time	0	*0*
E16b	Sunday Closing Time	0	*0*
E16c	Hours	0.00	*0.00*
E16d	Monday Opening Time	0	*0*

Code	Field	Value 1	Value 2
E16e	Monday Closing Time	0	0
E16f	Hours	0.00	0.00
E16g	Tuesday Opening Time	0	11:00
E16h	Tuesday Closing Time	0	6:00
E16i	Hours	0.00	7.00
E16j	Wednesday Opening Time	0	12:00
E16k	Wednesday Closing Time	0	5:00
E16l	Hours	0.00	5.00
E16m	Thursday Opening Time	0	11:00
E16n	Thursday Closing Time	0	6:00
E16o	Hours	0.00	7.00
E16p	Friday Opening Time	0	0
E16q	Friday Closing Time	0	0
E16r	Hours	0.00	0.00
E16s	Saturday Opening Time	0	0
E16t	Saturday Closing Time	0	0
E16u	Hours	0.00	0.00
E17.3	Number of Weeks Branch Library is Open	0	39
E1	Branch Library Name	Hebron Branch	Hebron Branch
E2	Street Address	1863 North Bend Road	1863 North Bend Road
E3	City	Hebron	Hebron
E4	Zip Code	KY	KY
E6	Phone	(859) 342-2665	(859) 342-2665
E8	Square Footage	26,000	26,000
E11	Number of Meetings Held	2,195	2,251
E12	Library Visits	57,516	54,551
E13	Number of Registered Users	4,655	3,673
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	3,538	3,567
E15	Reference Transactions	36,600	44,154

E16a	Sunday Opening Time	1:00 PM		1:00
E16b	Sunday Closing Time	5:00 PM		5:00
E16c	Hours	4.00		4.00
E16d	Monday Opening Time	9:00 AM		9:00
E16e	Monday Closing Time	8:00 PM		8:00
E16f	Hours	11.00		11.00
E16g	Tuesday Opening Time	9:00 AM		9:00
E16h	Tuesday Closing Time	8:00 PM		8:00
E16i	Hours	11.00		11.00
E16j	Wednesday Opening Time	9:00 AM		9:00
E16k	Wednesday Closing Time	8:00 PM		8:00
E16l	Hours	11.00		11.00
E16m	Thursday Opening Time	9:00 AM		9:00
E16n	Thursday Closing Time	8:00 PM		8:00
E16o	Hours	11.00		11.00
E16p	Friday Opening Time	9:00 AM		9:00
E16q	Friday Closing Time	6:00 PM		6:00
E16r	Hours	9.00		9.00
E16s	Saturday Opening Time	9:00 AM		9:00
E16t	Saturday Closing Time	5:00 PM		5:00
E16u	Hours	8.00		8.00
E17.3	Number of Weeks Branch Library is Open	52		52
E17	All Branches' Total Hours Open to the Public (E16c + E16f + E16i + E16l + E16o + E16r + E16u)	240.00		259.00
E17.3a	Total Number of Weeks Branch Libraries are Open (Sum of all E17.3)	208.00		247.00
E18	Number of Branches	5		5
E19	Total Annual Hours Open	12,480.00		13,221.00

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	2014 Nissan NV200SV	*2014 Nissan NV200SV*
F2	Owner of Vehicle	locally	*locally*
F3	Number of Stops in an Average Week	15	*50*
F1	Vehicle Year, Make, and Model	2022 Dodge Promaster 3500	*2007 Chevrolet Express 2500*
F2	Owner of Vehicle	locally	*locally*
F3	Number of Stops in an Average Week	3	*1*
F1	Vehicle Year, Make, and Model	2017 Ford Transit 350	*2017 Ford Transit 350*
F2	Owner of Vehicle	locally	*locally*
F3	Number of Stops in an Average Week	7	*7*
F1	Vehicle Year, Make, and Model	2017 Nissan NV200SV	*2017 Nissan NV200SV*
F2	Owner of Vehicle	locally	*locally*
F3	Number of Stops in an Average Week	15	*15*
F1	Vehicle Year, Make, and Model	2022Dodge Promaster 3500	*2022 Dodge Promaster 3500*
F2	Owner of Vehicle	locally	*locally*
F3	Number of Stops in an Average Week	50	*0*

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	D4265	*D4265*
G3	Vehicle Year, Make, and Model	2018 LDV Van	*2018 LDV Van*
G4	Owner of Vehicle	locally	*locally*
G5	Bookmobile Visits (number of persons entering the bookmobile)	9,791	*4,957*

ID	Description		
G6	Number of Registered Users	781	777
G7	Number of Uses [Sessions] of Public Internet Computers Per Year	0	0
G8	Reference Transactions	3,929	8,126
G9	Hours on the Road Per Week (but not serving patrons)	3.7	6.25
G9a	Sunday - Daily Hours Open to the Public	0	0
G9b	Monday - Daily Hours Open to the Public	2.75	1.75
G9c	Tuesday - Daily Hours Open to the Public	4.25	2.75
G9d	Wednesday - Daily Hours Open to the Public	4	2
G9e	Thursday - Daily Hours Open to the Public	2	1.5
G9f	Friday - Daily Hours Open to the Public	1.8	1.25
G9g	Saturday - Daily Hours Open to the Public	0	0
G9.3	Number of Weeks Bookmobile is Open	50	39
G9.3a	Total Number of Weeks Bookmobiles are Open (Sum of all G9.3)	50.00	39.00
G10	Total Hours for Bookmobiles in an Average Week (G9a + G9b + G9c + G9d + G9e + G9f + G9g)	14.80	9.25
G11	Number of Bookmobiles	1	1

Main Library (H1 - H20)

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	Main Library	Main Library

H2	Street Address	1786 Burlington Pike	*1786 Burlington Pike*
H3	City	Burlington	*Burlington*
H4	Zip Code	41005	*41005*
H6	Phone	(859) 342-2665	*(859) 342-2665*
H8	Square Footage	75,000	*75,000*
H11	Number of Meetings Held	5,132	*4,005*
H12	Library Visits	116,079	*110,359*
H12a	Library Visits Reporting Method	CT - Annual Count	*CT - Annual Count*
H13	Number of Registered Users	62,731	*57,177*
H14	Number of Uses [Sessions] of Public Internet Computers Per Year	15,900	*17,306*
H14a	Reporting Method for Number of Uses of Public Internet Computers Per Year	CT - Annual Count	*CT - Annual Count*
H15	Reference Transactions	110,349	*105,354*
H15a	Reference Transactions Reporting Method	CT - Annual Count	*CT - Annual Count*
Hours Open to the Public			
H16a	Sunday Opening Time	1:00 PM	*1:00*
H16b	Sunday Closing Time	5:00 PM	*5:00*
H16c	Hours	4.00	*4.00*
H16d	Monday Opening Time	9:00 AM	*9:00*
H16e	Monday Closing Time	9:00 PM	*9:00*
H16f	Hours	12.00	*12.00*
H16g	Tuesday Opening Time	9:00 AM	*9:00*
H16h	Tuesday Closing Time	9:00 PM	*9:00*
H16i	Hours	12.00	*12.00*
H16j	Wednesday Opening Time	9:00 AM	*9:00*
H16k	Wednesday Closing Time	9:00 PM	*9:00*
H16l	Hours	12.00	*12.00*
H16m	Thursday Opening Time	9:00 AM	*9:00*

H16n	Thursday Closing Time	9:00 PM		9:00
H16o	Hours	12.00		12.00
H16p	Friday Opening Time	9:00 AM		9:00
H16q	Friday Closing Time	6:00 PM		6:00
H16r	Hours	9.00		9.00
H16s	Saturday Opening Time	9:00 AM		9:00
H16t	Saturday Closing Time	5:00 PM		5:00
H16u	Hours	8.00		8.00
H17	Total Hours Open to the Public (H16c + H16f + H1i + H16l + H16o + H16r + H16u)	69.00		69.00
H18	Number of Weeks Main Library is Open	52		52
H19	Does your library have a Friends group?	No		
H20	As of the end of the reporting period, does the library charge overdue fines to any users when they fail to return physical print materials by the date due?	No		

Facility Info (I1 - I32)

Square Footage

I1	Main Library (from H8)	75,000		75,000
I2	Branch Libraries (sum of E8 branch data)	81,065		81,065
I3	Total (I1 + I2)	156,065		156,065

Number of Meetings Held

I10	Main Library (from H11)	5,132		4,005
I11	Branch Libraries (sum of E11 branch data)	6,032		4,793
I12	Total (I10 + I11)	11,164		8,798

Library Visits

I13	Main Library (from H12)	116,079		110,359

I14	Branch Libraries (sum of E12 branch data)	309,375	266,581
I15	Bookmobiles (sum of G5 branch data)	9,791	4,957
I16	Total (I13 + I14 + I15)	435,245	381,897

Number of Registered Users

I17	Main Library (from H13)	62,731	57,177
I18	Branch Libraries (sum of E13 branch data)	57,576	53,538
I19	Bookmobiles (sum of G6 branch data)	781	777
I20	Total (I17 + I18 + I19)	121,088	111,492

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

I21	Main Library (from H14)	15,900	17,306
I22	Branch Libraries (sum of E14 branch data)	32,419	27,129
I23	Bookmobiles (sum of G7 branch data)	0	0
I24	Total (I21 + I22 + I23)	48,319	44,435

Reference Transactions

I25	Main Library (from H15)	110,349	105,354
I26	Branch Libraries (sum of E15 branch data)	166,311	170,006
I27	Bookmobiles (sum of G8 branch data)	3,929	8,126
I28	Total (I25 + I26 + I27)	280,589	283,486

Public Service Hours per Year

I29	Main Library (sum of H17 * H18)	3,588.00	3,588.00
I30	Branch Libraries (sum of E17 * E17.3)	49,920.00	13,221.00
I31	Bookmobiles (sum of G9.3a * G10)	740.00	360.75
I32	Total (I29 + I30 + I31)	54,248.00	17,169.75

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

<mark>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.</mark>

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	33.50		*34.00*
J2	Librarians without an ALA Accredited Master's Degree in Library Science	1		*1*
J3	Total Librarians (J1 + J2):	34.50		*35.00*
J4	All Other Paid Staff	80.00		*74.00*
J5	Total Paid Employees (J3 + J4):	114.50		*109.00*

Library Collection (K1 -K17)

Book Collection

K1	Adult Books (over age 18)	123,366		*123,746*
K2	Young Adult Books (ages 12 to 18)	14,103		*13,841*
K3	Children's Books (under age 12)	132,521		*130,801*
K4	Total (K1 + K2 + K3)	269,990		*268,388*

Digital or Audiovisual Materials

K6	Electronic Books (E-Books)	206,702		*183,046*

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	34	29
K7b	State (State Government or State Library) ** Include 66 KYVL databases **	66	66
K7	Total Electronic Collections [databases] (K7a+K7b)	100	95
K9	Audio - Physical Units	26,627	27,467
K10	Audio - Downloadable Units	69,663	56,785
K13	Video - Physical Units	42,587	42,431
K14	Video - Downloadable Units	480	2,037
K15	Other Material in Collection	24,008	23,427
K16	Current Print Serial Subscriptions	463	517
K17	Book/Serial Volumes (K4 + K16)	270,453	268,905

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	89,914		85,511
L2	All Branches	151,065		140,118
L3	Bookmobile/Outreach	4,771		3,696
L4	Total (L1 + L2 + L3)	245,750		229,325

Book Circulation, Young Adult (ages 12 to 18)

L5	Main Library	15,891		16,117
L6	All Branches	24,502		26,387
L7	Bookmobile/Outreach	129		85
L8	Total (L5 + L6+ L7)	40,522		42,589

Book Circulation, Children's (under age 12)

L9	Main Library	166,893		167,052
L10	All Branches	278,452		257,256
L11	Bookmobile/Outreach	11,051		12,057
L12	Total (L9 + L10+ L11)	456,396		436,365

Book Circulation Total

L13	Main Library (L1 + L5 + L9)	272,698		268,680
L14	All Branches (L2 + L6 + L10)	454,019		423,761
L15	Bookmobile/Outreach (L3 + L7 + L11)	15,951		15,838
L16	Total (L4 + L8 + L12)	742,668		708,279

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	10,416		10,902
L22	All Branches	16,593		14,918
L23	Bookmobile/Outreach	380		419
L24	Total (L21 + L22 + L23)	27,389		26,239

Audiovisual Circulation Other Audio

L25	Main Library	5,713		6,490
L26	All Branches	9,874		11,422
L27	Bookmobile/Outreach	566		968
L28	Total (L25 + L26 + L27)	16,153		18,880

Audiovisual Circulation Videos

L29	Main Library	33,099		38,287
L30	All Branches	52,620		63,153
L31	Bookmobile/Outreach	722		911
L32	Total (L29 + L30 + L31)	86,441		102,351

Audiovisual Circulation Other

| L33 | Main Library | 3,245 | | 2,716 |
| L34 | All Branches | 4,131 | | 3,475 |

L35	Bookmobile/Outreach	25		27
L36	Total (L33 + L34 + L35)	7,401		6,218
Audiovisual Circulation Total				
L37	Main Library (L21 + L25 + L29 + L33)	52,473		58,395
L38	All Branches (L22 + L26 + L30 + L34)	83,218		92,968
L39	Bookmobile/Outreach (L23 + L27 + L31 + L35)	1,693		2,325
L40	Total (L24 + L28 + L32 + L36)	137,384		153,688

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	4,251		4,134
L42	All Branches	6,189		5,769
L43	Bookmobile/Outreach	37		26
L44	Total (L41 + L42 + L43)	10,477		9,929
Total Circulation				
L45	Main Library (L13 + L37 + L41)	329,422		331,209
L46	All Branches (L14 + L38 + L42)	543,426		522,498
L47	Bookmobile/Outreach (L15 + L39 + L43)	17,681		18,189

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	298,657		279,440
L49	Total Circulation (L16 + L40 + L44 + L48)	1,189,186		1,151,336
L50	Successful Retrieval of Electronic Information	510,985		247,176

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	204,769		205,959
L52	All Branches	334,583		314,578
L53	Bookmobile/Outreach	11,889		13,061
L54	Total (L51 + L52 + L53)	551,241		533,598

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	Name or Description of Other Measure of Use	Total Hours Meeting Rooms Used	*Database Usage (results viewed)*
M2	Numerical Statistic of Measure in M1	25940	*160,314*
M1	Name or Description of Other Measure of Use	Outreach Visits (Not Including Bookmobile)	*Documents Notarized*
M2	Numerical Statistic of Measure in M1	1755	*935*

Interlibrary Cooperation (N1 - N6)

Loaned To

N1	Print	2,294	*760*
N2	Nonprint	843	*626*
N3	Total (N1 + N2):	3,137	*1,386*

Borrowed From

N4	Print	886	*895*
N5	Nonprint	237	*244*
N6	Total (N4 + N5):	1,123	*1,139*

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)	661	*632*
O2	Number of Programs Targeted at Elementary School Children (ages 6–12)	123	*143*
O3	Number of Programs Targeted at Young Adults (ages 12 to 18)	144	*172*
O4	Number of Programs Targeted at Adults (age 19 and older)	976	*827*

O5	Number of Programs Targeted at Multiple Age Levels	358	313
O6	Total Number of Synchronous (Live) Onsite Program Sessions (O1 + O2 + O3 + O4 + O5)	2,262	2,087

The Number of Synchronous (Live) Offsite Program Sessions

O7	Number of Programs Targeted at Infants, Toddlers, and Preschoolers (under age 6)	885	434
O8	Number of Programs Targeted at Elementary School Children (ages 6–12)	52	43
O9	Number of Programs Targeted at Young Adults (ages 12 to 18)	19	25
O10	Number of Programs Targeted at Adults (age 19 and older)	52	39
O11	Number of Programs Targeted at Multiple Age Levels	110	105
O12	Total Number of Synchronous (Live) Offsite Program Sessions (O7 + O8 + O9 + O10 + O11)	1,118	646

The Number of Synchronous (Live) Virtual Program Sessions

O13	Number of Programs Targeted at Infants, Toddlers, and Preschoolers (under age 6)	0	0
O14	Number of Programs Targeted at Elementary School Children (ages 6–12)	0	0
O15	Number of Programs Targeted at Young Adults (ages 12 to 18)	0	55
O16	Number of Programs Targeted at Adults (age 19 and older)	11	53

O17	Number of Programs Targeted at Multiple Age Levels	0	*1*
O18	Total Number of Synchronous (Live) Virtual Program Sessions (O13 + O14 + O15 + O16 + O17)	11	*109*

PROGRAM ATTENDANCE
Attendance at Synchronous (Live) Onsite Programs

O19	Attendance at Programs Targeted at Infants, Toddlers, and Preschoolers (under age 6)	12,563	*9,395*
O20	Attendance at Programs Targeted at Elementary School Children (ages 6–12)	3,453	*3,304*
O21	Attendance at Programs Targeted at Young Adults (ages 12 to 18)	1,473	*1,173*
O22	Attendance at Programs Targeted at Adults (age 19 and older)	15,680	*12,606*
O23	Attendance at Programs Targeted at Multiple Age Levels	15,374	*13,368*
O24	Total Attendance at Synchronous (Live) Onsite Programs (O19 + O20 + O21 + O22 + O23)	48,543	*39,846*

Attendance at Synchronous (Live) Offsite Programs

O25	Attendance at Programs Targeted at Infants, Toddlers, and Preschoolers (under age 6)	11,934	*6,385*
O26	Attendance at Programs Targeted at Elementary School Children (ages 6–12)	3,670	*3,543*

O27	Attendance at Programs Targeted at Young Adults (ages 12 to 18)	307		*639*
O28	Attendance at Programs Targeted at Adults (age 19 and older)	3,680		*1,586*
O29	Attendance at Programs Targeted at Multiple Age Levels	2,755		*4,017*
O30	Total Attendance at Synchronous (Live) Offsite Programs (O25 + O26 + O27 + O28 + O29)	22,346		*16,170*

Synchronous (Live) Virtual Program Attendance

O31	Attendance at Programs Targeted at Infants, Toddlers, and Preschoolers (under age 6)	0		*0*
O32	Attendance at Programs Targeted at Elementary School Children (ages 6–12)	0		*0*
O33	Attendance at Programs Targeted at Young Adults (ages 12 to 18)	0		*243*
O34	Attendance at Programs Targeted at Adults (age 19 and older)	695		*2,540*
O35	Attendance at Programs Targeted at Multiple Age Levels	0		*4*
O36	Total Synchronous (Live) Virtual Program Attendance (O31 + O32 + O33 + O34 + O35)	695		*2,787*
O37	Total Number of Recorded Program Presentations	0		*2*
O38	Total Views of Recorded Program Presentations within 30 Days	0		*345*

Self-Directed Activities (Passive Programs) (P1 -

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	*965*
P2	Number of Participants	0	*10,483*

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

P3	Number of Programs	0	*4*
P4	Number of Participants	0	*1,522*

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

P5	Number of Programs	55	*94*
P6	Number of Participants	56,034	*352*
P7	Total Number of Self-Directed Activities (P1 + P3 + P5)	55	*1,063*
P8	Total Participants in Self-Directed Activities (P2 + P4 + P6)	56,034	*12,357*

Technology (Q1 - Q5)

Q1	Number of Internet Computers Used by General Public	123	*120*
Q2	Number of People Formally Trained by Staff to Use Electronic Resources	4,506	*4,562*

Q3	Does the library provide wireless internet access (Wi-Fi) for patrons?	Yes	*Yes*
Q4	Wireless Sessions - Annually	481,439	*345,832*
Q4a	Reporting Method for Wireless Sessions	CT - Annual Count	*CT - Annual Count*
Q5	Website Visits	1,934,992	*1,287,239*

Intellectual Freedom Challenges (R1)

R1	Number of Intellectual Freedom Challenges	1	*1*

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	"""Our mission is Discover, Explore, Experience a lifetime of learning at Boone County Public Library. This drives every aspect of our work. To encourage discovery, exploration, and experiential learning, staff recommend great books, answer computer questions, and connect people to the resources they need. Free Library programs for all ages create accessible opportunities for learning through hands-on activities. Fiscal year 2023 was about reviewing policies and salaries to attract and retain staff. Like other organizations BCPL experienced staffing shortages. The Library budgeted a 5% raise for eligible staff (not under a performance improvement plan and not at the maximum amount for their classification level). We conducted a salary schedule review that will go into effect FY2024. The Library Board voted to increase the Library's tuition assistance program from $1,500 to $5,240. The vacation policy for full-time staff was updated and additional holidays were added to the list of closed days and floating holidays for all staff. BCPL stopped charging overdue fines in November 2022. The Library Board adopted a new strategic plan in January 2023. The newly formed Boone County Public Library Foundation spent FY2023 setting up new policies and procedures. The Foundation became the fiscal agent for the Boone County Dolly Parton's Imagination Library (BCDPIL). This is a partnership between the BCPL Foundation, BCPL, Boone County School District, and Walton Verona Independent School District. The BCDPIL went live in November 2022 with the goal of registering 30% of eligible children (2,783) by the end of the first year of operation. By June 30, 2023, 3,656 children (39.4% of eligible children) were registered for the program. We migrated the Library's app from the OCLC platform to Communico. A staff team began working on a redesign of the Library's website. This will be completed in FY2024. InterLibrary Loan migrated to Tipasa looking for a better workflow to increase loans. This worked as ILL loans increased by 56% over last fiscal year. By the end of the fiscal year, circulation of physical items had increased by 2% over last fiscal year. This was despite an 18% decrease on DVD circulation. DVD circulation has been decreasing for several years due to the prevalence of streaming services. This is a format I expect to stop

carrying within the next 5 years. Ematerial (eBooks, eAudiobooks, streaming music and video, and digital magazines) check outs increased by 6%. Overall circulation increased by 3%. Database usage increased by 52% The Library offered in-person and virtual programming for all ages. In addition to normal programming, BCPL hosted 1 traveling exhibit, "Spark! Places of Innovation." BCPL's Youth Services staff has positioned the library to help meet the needs of Early Literacy. The Library's Early Literacy Learning services and programs support the foundation of pre-reading and language enrichment skills so crucial to the young child's cognitive and social development. Our professional librarians and early childhood educators work with parents, educators and caregivers throughout the state to provide the collections, resources and support they need to assist these young minds in being ready to read, and most importantly, in beginning their lifelong habit of reading for pleasure and knowledge. BCPL continued to grow our 1,000 Books Before Kindergarten initiative. During this fiscal year, BCPL partnered with the Library Foundation, Boone County Schools, and Walton Verona Schools to offer the Boone County Dolly Parton Imagination Library. BCPL is participating in - The IMLS funded Services for Children of All Abilities in Libraries: An Exploration (SCALE) study with University of Kentucky is a collaboration between the University of Kentucky, University of Missouri-Columbia, and Emporia State University and is designed to investigate how public library programs and serve young children with disabilities and developmental delays. This will be completed in FY2024. During the 2022/2023 school year, BCPL hosted 4 high school interns from the Ignite Academy. They worked at the Library when school was in session. Two interns worked in the Local History Department at the Main Library, and two worked in the IT Department at the Main Library. This was very positive and the Library has agreed to host interns in the 2023/2024 school year. BCPL received several grants during this fiscal year: (1) Certified Local Government Grant for $7,500 to update the Dinsmore Homestead National Public Register to include enslaved information; (2) $1,000 for a Let's Talk About it: Women's Suffrage from ALA; (3) $5,000 from the Network To Freedom to create Dinsmore Exhibit Panels; and (4) $15,541.50 from Library of Congress to mine their collection for materials related to enslavement in Boone County (This will cover 2 fiscal years). BCPL signed a MOU with the County Clerk and the Circuit Clerk to be the offsite storage with public access to historical documents stored at their locations. We have also signed an MOU with the State Law Library to bring historical cases and legal information related to Boone County back to the county. Part of the agreements with the three organizations allows BCPL to digitize materials housed at the Library. Much of the Archive and History Center's work this fiscal year was assessing, inventorying, and stabilizing the collections for moving to the Library. BCPL is involved in helping to plan the 225th anniversary of the County and the 250th anniversary of the United States. We are part of two county-wide committees to plan activities, programs, a book, and PR and marketing. The Library, moved forward on several projects recommended in the Facilities Master Plan. At the Main Library, additional study rooms were added, a sensory room was constructed, a makerspace was created, and a larger space was created for the

Response has been entered.

Archive & History Center and the storage capacity of the Archive was increased. Omni Architects continued the design work on the new Walton Branch and Graybach won the bid as General Contractor for the project. Construction on the new facility began in January 2023. This project will cover several fiscal years. At the Scheben Branch a dedicated Passport acceptance room was added, additional study rooms were added, and the outdoor site was improved for better usage by customers and programmers. A Mobile Makerspace was added to our fleet and began serving community members. In addition to projects recommended in the Facilities Master Plan, at the Main Library we added several office spaces for staff, replaced the computer and screen of the exterior monument sign, replaced a heat pump and variable frequency drives and motors in the HVAC system, and moved the art gallery to a better space. At the Walton Branch we replaced the boiler. The public computer desk at the Florence Branch was replaced with a smaller unit to make room for additional comfortable seating. At the Scheben Branch, we upgraded the meeting room technology equipment. Additional card access readers were added at the Main Library and the Scheben Branch. Work continued on changing the operational model of the Chapin Memorial Library from a staffed location to an express location. Holds lockers, a two-way camera system with a call button, library card access readers at the door, and an honor collection were installed. The Outreach Department has begun stops in that community to sign community members up with a BCPL card. """

Board Policies (T1 - T10)

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

T1	Board Reimbursement of Expense Policy	Yes	Yes
T2	Conflict of Interest Policy	Yes	Yes
T3	Ethics Policy	Yes	Yes
T4	Fiscal Responsibility Policy	Yes	Yes
T5	Investment Policy	Yes	Yes
T6	Open Records Policy	Yes	Yes
T7	Procurement Code Policy	Yes	Yes
T8	Sponsorship Policy	Yes	Yes
T9	Trustee Orientation Policy	Yes	Yes
T10	Whistleblower Policy	Yes	Yes
	This Report Has Been Completed by:	Carrie A. Herrmann	*Carrie A. Herrmann*

Does your library collect a statistic that you think other Kentucky libraries should collect?

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.