

# Boone County Public Library District

## 2024 Kentucky Annual Report of Public Libraries

CURRENT YEAR

*PREVIOUS  
YEAR*

### General Information (A1 - A12)

A1	County	Boone	<i>Boone</i>
A2	Estimated Population	140,496	<i>139,093</i>
A3	Library Name	Boone County Public Library District	<i>Boone County Public Library District</i>
Street Address			
A4	Street Address	1786 Burlington Pike	<i>1786 Burlington Pike</i>
A5	City	Burlington	<i>Burlington</i>
A6	Zip Code	41005	<i>41005</i>
Mailing Address			
A8	Mailing Address	1786 Burlington Pike	<i>1786 Burlington Pike</i>
A9	City	Burlington	<i>Burlington</i>
A10	Zip Code	41005	<i>41005</i>
A12	Phone	(859) 342-2665	<i>(859) 342-2665</i>

### 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	\$9,804,869	\$9,815,754
B2	Other	\$105,093	\$104,005
B3	Local Government Revenue Total (B1 + B2):	\$9,909,962	\$9,919,759

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	\$0	\$98,966
B12	Other Federal Government Revenue	\$43,380	\$29,622
B13	Federal Government Revenue Total (B11 + B12)	\$43,380	\$128,588

Other Operating Income

B14	Other Operating Revenue	\$283,031	\$261,738
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B15	Total Operating Revenue (B3 + B7 + B13 + B14):	\$10,236,373	\$10,310,085
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**Operating Expenditures (C1 - C41)**  
**DO NOT REPORT CAPITAL EXPENDITURES IN THIS SECTION. They are reported as Item #C36.**

Collection Expenditures			
C1	Print Materials	\$542,167	\$431,523
C2	Electronic Content	\$434,137	\$211,715
C3	Audiovisual Materials	\$125,280	\$115,637
C5	Other Physical Materials	\$37,945	\$39,679
C6	Collection Expenditures Total (C1 through C5)	\$1,139,529	\$951,470
Salary Expenditures			
C7	Library Director	\$122,731	\$114,303
C7a	Years as Director at Current Library (ex: 1.5)	9.9	8.9
C8	Other Library Personnel	\$4,723,451	\$4,179,331
C10	Salary Expenditures Total (C7 + C8)	\$4,846,182	\$4,293,634
Fringe Benefits			
C11	Required Fringe Benefits	\$348,866	\$335,201
C12	Retirement (Employer's Share)	\$895,097	\$944,990
C13	Medical Insurance (Employer's Share)	\$576,999	\$525,480

C14	Other	\$86,020	\$35,356
<b>Federal:</b> Included in this number is the employer's portion of ER Group Life Insurance, EAP, HSA, Dental/Vision Insurance, Flex Spending Admin expense, Cobra Admin Expenditure			
C15	<b>Fringe Benefits Total</b> <b>(C11 + C12 + C13 + C14):</b>	\$1,906,982	\$1,841,027
C16	<b>Total Staff Expenditures</b> (C10 + C15)	\$6,753,164	\$6,134,661
Other Operations			
C17	Building Repair and Maintenance	\$505,349	\$455,743
C20	Office Supplies, Program Supplies, Postage	\$65,714	\$84,169
C21	Insurance	\$95,190	\$83,581
C22	Public Relations	\$83,989	\$89,335
C23	Utilities	\$232,434	\$238,640
C24	Professional Fees (include professional membership fees)	\$68,268	\$65,140
C25	Audit Fee	\$11,800	\$7,900
C26	Fiscal Year that Audit Covers	FY 2022-2023	FY 2021-2022
C28	Repair and Replacement of Furnishings	\$28,066	\$33,686
C29	Other	\$249,426	\$330,785
C30	Specify	Postage, operational supplies, programming supplies and other associated costs, operational supplies such as library cards and bags for sale, lease payments for copiers, printers and hotspot, 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)	\$1,340,236	\$1,388,979
C34	Bookmobile/Extended Services	\$10,803	\$15,337
C35	Continuing Education	\$88,259	\$63,903
C36	Operating Expenditures for Electronic Access	\$383,214	\$327,673
C37	Total Operating Expenditures (C6 + C16 + C33 + C34 + C35 + C36):	\$9,715,205	\$8,882,023

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	\$7,577,430	\$2,798,543
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**Federal:** Began construction of a new building in Walton

C39	Debt Service	\$0	\$0
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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
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C40b	State - Capital Revenue	\$0	\$0
C40c	Federal - Capital Revenue	\$0	\$0
C40d	Other - Capital Revenue	\$388,519	\$217,307
C40	Total Capital Revenue (C40a through C40d)	\$388,519	\$217,307
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	<i>Scheben Branch</i>
E2	Street Address	8899 US 42	<i>8899 US 42</i>
E3	City	Union	<i>Union</i>
E4	Zip Code	41091	<i>41091</i>
E6	Phone	(859) 342-2665	<i>(859) 342-2665</i>
E8	Square Footage	35,000	<i>35,000</i>
E11	Number of Meetings Held	3,479	<i>2,616</i>
E12	Library Visits	140,604	<i>136,484</i>

E13	Number of Registered Users	28,695	27,086
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	15,225	14,490
E15	Reference Transactions	75,263	71,402
E16a	Sunday Opening Time	1:00 PM	1:00 PM
E16b	Sunday Closing Time	5:00 PM	5:00 PM
E16c	Hours	4.00	4.00
E16d	Monday Opening Time	9:00 AM	9:00 AM
E16e	Monday Closing Time	8:00 PM	8:00 PM
E16f	Hours	11.00	11.00
E16g	Tuesday Opening Time	9:00 AM	9:00 AM
E16h	Tuesday Closing Time	8:00 PM	8:00 PM
E16i	Hours	11.00	11.00
E16j	Wednesday Opening Time	9:00 AM	9:00 AM
E16k	Wednesday Closing Time	8:00 PM	8:00 PM
E16l	Hours	11.00	11.00
E16m	Thursday Opening Time	9:00 AM	9:00 AM

E16n	Thursday Closing Time	8:00 PM	8:00 PM
E16o	Hours	11.00	11.00
E16p	Friday Opening Time	9:00 AM	9:00 AM
E16q	Friday Closing Time	6:00 PM	6:00 PM
E16r	Hours	9.00	9.00
E16s	Saturday Opening Time	9:00 AM	9:00 AM
E16t	Saturday Closing Time	5:00 PM	5:00 PM
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	1,061	905
E12	Library Visits	68,187	70,235
E13	Number of Registered Users	19,041	18,281



E14	Number of Uses [Sessions] of Public Internet Computers Per Year	10,441	11,836
E15	Reference Transactions	20,217	23,332
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 AM
E16e	Monday Closing Time	8:00 PM	8:00 PM
E16f	Hours	11.00	11.00
E16g	Tuesday Opening Time	9:00 AM	9:00 AM
E16h	Tuesday Closing Time	6:00 PM	6:00 PM
E16i	Hours	9.00	9.00
E16j	Wednesday Opening Time	9:00 AM	9:00 AM
E16k	Wednesday Closing Time	6:00 PM	6:00 PM
E16l	Hours	9.00	9.00
E16m	Thursday Opening Time	9:00 AM	9:00 AM

E16n	Thursday Closing Time	6:00 PM	6:00 PM
E16o	Hours	9.00	9.00
E16p	Friday Opening Time	9:00 AM	9:00 AM
E16q	Friday Closing Time	6:00 PM	6:00 PM
E16r	Hours	9.00	9.00
E16s	Saturday Opening Time	9:00 AM	9:00 AM
E16t	Saturday Closing Time	5:00 PM	5:00 PM
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	346	316
E12	Library Visits	35,591	45,140
E13	Number of Registered Users	7,497	7,132

E14	Number of Uses [Sessions] of Public Internet Computers Per Year	2,496	2,555
E15	Reference Transactions	33,105	34,977
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 AM
E16e	Monday Closing Time	8:00 PM	8:00 PM
E16f	Hours	11.00	11.00
E16g	Tuesday Opening Time	9:00 AM	9:00 AM
E16h	Tuesday Closing Time	6:00 PM	6:00 PM
E16i	Hours	9.00	9.00
E16j	Wednesday Opening Time	9:00 AM	9:00 AM
E16k	Wednesday Closing Time	6:00 PM	6:00 PM
E16l	Hours	9.00	9.00
E16m	Thursday Opening Time	9:00 AM	9:00 AM
E16n	Thursday Closing Time	6:00 PM	6:00 PM

E16o	Hours	9.00	9.00
E16p	Friday Opening Time	9:00 AM	9:00 AM
E16q	Friday Closing Time	6:00 PM	6:00 PM
E16r	Hours	9.00	9.00
E16s	Saturday Opening Time	9:00 AM	9:00 AM
E16t	Saturday Closing Time	5:00 PM	5:00 PM
E16u	Hours	8.00	8.00
E17.3	Number of Weeks Branch Library is Open	48	52
<b>Federal:</b> The Walton Branch closed on May 31, 2024, to prepare for moving into a new larger location in FY2025.			
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	570	0
E13	Number of Registered Users	471	422

E14	Number of Uses [Sessions] of Public Internet Computers Per Year	131	0
E15	Reference Transactions	0	0
E16a	Sunday Opening Time	0	0
E16b	Sunday Closing Time	0	0
E16c	Hours	0.00	0.00
E16d	Monday Opening Time	10:00 AM	0
E16e	Monday Closing Time	6:00 PM	0
E16f	Hours	8.00	0.00
E16g	Tuesday Opening Time	10:00 AM	0
E16h	Tuesday Closing Time	6:00 PM	0
E16i	Hours	8.00	0.00
E16j	Wednesday Opening Time	10:00 AM	0
E16k	Wednesday Closing Time	6:00 PM	0
E16l	Hours	8.00	0.00
E16m	Thursday Opening Time	10:00 AM	0
E16n	Thursday Closing Time	6:00 PM	0

E16o	Hours	8.00	0.00
E16p	Friday Opening Time	10:00 AM	0
E16q	Friday Closing Time	6:00 PM	0
E16r	Hours	8.00	0.00
E16s	Saturday Opening Time	10:00 AM	0
E16t	Saturday Closing Time	6:00 PM	0
E16u	Hours	8.00	0.00
E17.3	Number of Weeks Branch Library is Open	35	0
<b>Federal:</b> Chapin Memorial Library reopened to the public on October 26, 2023. This location was closed previous to that for work			
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	2,672	2,195
E12	Library Visits	80,370	57,516
E13	Number of Registered Users	5,546	4,655



E14	Number of Uses [Sessions] of Public Internet Computers Per Year	4,352	3,538
E15	Reference Transactions	50,160	36,600
E16a	Sunday Opening Time	1:00 PM	1:00 PM
E16b	Sunday Closing Time	5:00 PM	5:00 PM
E16c	Hours	4.00	4.00
E16d	Monday Opening Time	9:00 AM	9:00 AM
E16e	Monday Closing Time	8:00 PM	8:00 PM
E16f	Hours	11.00	11.00
E16g	Tuesday Opening Time	9:00 AM	9:00 AM
E16h	Tuesday Closing Time	8:00 PM	8:00 PM
E16i	Hours	11.00	11.00
E16j	Wednesday Opening Time	9:00 AM	9:00 AM
E16k	Wednesday Closing Time	8:00 PM	8:00 PM
E16l	Hours	11.00	11.00
E16m	Thursday Opening Time	9:00 AM	9:00 AM

E16n	Thursday Closing Time	8:00 PM	8:00 PM
E16o	Hours	11.00	11.00
E16p	Friday Opening Time	9:00 AM	9:00 AM
E16q	Friday Closing Time	6:00 PM	6:00 PM
E16r	Hours	9.00	9.00
E16s	Saturday Opening Time	9:00 AM	9:00 AM
E16t	Saturday Closing Time	5:00 PM	5:00 PM
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)	288.00	240.00
E17.3a	Total Number of Weeks Branch Libraries are Open (Sum of all E17.3)	239.00	208.00
E18	Number of Branches	5	5
E19	Total Annual Hours Open	13,940.00	12,480.00

### 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 NV200	<i>2014 Nissan NV200SV</i>
F2	Owner of Vehicle	locally	<i>locally</i>
F3	Number of Stops in an Average Week	15	<i>15</i>
F1	Vehicle Year, Make, and Model	2022 Dodge Promaster 3500	<i>2022 Dodge Promaster 3500</i>
F2	Owner of Vehicle	locally	<i>locally</i>
F3	Number of Stops in an Average Week	9	<i>3</i>
F1	Vehicle Year, Make, and Model	2017 Ford Transit 3500	<i>2017 Ford Transit 350</i>
F2	Owner of Vehicle	locally	<i>locally</i>
F3	Number of Stops in an Average Week	10	<i>7</i>
F1	Vehicle Year, Make, and Model	2017 Nissan NV200	<i>2017 Nissan NV200SV</i>
F2	Owner of Vehicle	locally	<i>locally</i>
F3	Number of Stops in an Average Week	17	<i>15</i>
F1	Vehicle Year, Make, and Model	2022 Ram Promaster 3500	<i>2022Dodge Promaster 3500</i>
F2	Owner of Vehicle	locally	<i>locally</i>
F3	Number of Stops in an Average Week	3	<i>50</i>

### **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)	15,925	9,791
G6	Number of Registered Users	1,107	781
G7	Number of Uses [Sessions] of Public Internet Computers Per Year	0	0
G8	Reference Transactions	8,790	3,929
<b>Federal:</b> The Bookmobile staff began to actively count reference questions rather than taking a sample count every quarter.			
G9	Hours on the Road Per Week (but not serving patrons)	5.6	3.7
G9a	Sunday - Daily Hours Open to the Public	0	0
G9b	Monday - Daily Hours Open to the Public	2	2.75
G9c	Tuesday - Daily Hours Open to the Public	3	4.25

G9d	Wednesday - Daily Hours Open to the Public	2.5	4
G9e	Thursday - Daily Hours Open to the Public	1.75	2
G9f	Friday - Daily Hours Open to the Public	1.75	1.8
G9g	Saturday - Daily Hours Open to the Public	0	0
G9.3	Number of Weeks Bookmobile is Open	46	50
G9.3a	Total Number of Weeks Bookmobiles are Open (Sum of all G9.3)	46.00	50.00
G10	Total Hours for Bookmobiles in an Average Week (G9a + G9b + G9c + G9d + G9e + G9f + G9g)	11.00	14.80
G11	Number of Bookmobiles	1	1

### Main Library (H1 - H21)

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	5,454	5,132
H12	Library Visits	121,576	116,079
H12a	Library Visits Reporting Method	CT - Annual Count	CT - Annual Count
H13	Number of Registered Users	66,500	62,731
H14	Number of Uses [Sessions] of Public Internet Computers Per Year	15,524	15,900
H14a	Reporting Method for Number of Uses of Public Internet Computers Per Year	CT - Annual Count	CT - Annual Count
H15	Reference Transactions	88,934	110,349
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 PM
H16b	Sunday Closing Time	5:00 PM	5:00 PM
H16c	Hours	4.00	4.00
H16d	Monday Opening Time	9:00 AM	9:00 AM



H16e	Monday Closing Time	9:00 PM	9:00 PM
H16f	Hours	12.00	12.00
H16g	Tuesday Opening Time	9:00 AM	9:00 AM
H16h	Tuesday Closing Time	9:00 PM	9:00 PM
H16i	Hours	12.00	12.00
H16j	Wednesday Opening Time	9:00 AM	9:00 AM
H16k	Wednesday Closing Time	9:00 PM	9:00 PM
H16l	Hours	12.00	12.00
H16m	Thursday Opening Time	9:00 AM	9:00 AM
H16n	Thursday Closing Time	9:00 PM	9:00 PM
H16o	Hours	12.00	12.00
H16p	Friday Opening Time	9:00 AM	9:00 AM
H16q	Friday Closing Time	6:00 PM	6:00 PM
H16r	Hours	9.00	9.00
H16s	Saturday Opening Time	9:00 AM	9:00 AM
H16t	Saturday Closing Time	5:00 PM	5:00 PM
H16u	Hours	8.00	8.00

H17	Total Hours Open to the Public (H16c + H16f + H1i + H16l + H16o + H16r + H16u)	69.00	69.00
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H18	Number of Weeks Main Library is Open	52	52
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H19	Does your library have a Friends group?	No	No
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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	No
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H21	Did your library offer automatic renewal for any physical materials during the reporting period?	Yes
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## Facility Info (I1 - I32)

### Square Footage

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

I10	Main Library (from H11)	5,454	5,132
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I11	Branch Libraries (sum of E11 branch data)	7,558	6,032
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I12	Total (I10 + I11)	13,012	11,164
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#### Library Visits

I13	Main Library (from H12)	121,576	116,079
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I14	Branch Libraries (sum of E12 branch data)	325,322	309,375
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I15	Bookmobiles (sum of G5 branch data)	15,925	9,791
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I16	Total (I13 + I14 + I15)	462,823	435,245
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**Federal:** I attribute this 6% increase in visits to an increase in usage of services like Passports, GED testing, Sensory rooms, notary services, and the addition of study rooms to all buildings. This also corresponds to an increase in physical book circulation

#### Number of Registered Users

I17	Main Library (from H13)	66,500	62,731
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I18	Branch Libraries (sum of E13 branch data)	61,250	57,576
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I19	Bookmobiles (sum of G6 branch data)	1,107	781
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I20	Total (I17 + I18 + I19)	128,857	121,088
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#### Number of Uses [Sessions] of Public Internet Computers Per Year

I21	Main Library (from H14)	15,524	15,900
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I22	Branch Libraries (sum of E14 branch data)	32,645	32,419
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I23	Bookmobiles (sum of G7 branch data)	0	0
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I24	Total (I21 + I22 + I23)	48,169	48,319
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Reference Transactions

I25	Main Library (from H15)	88,934	110,349
I26	Branch Libraries (sum of E15 branch data)	178,745	166,311
I27	Bookmobiles (sum of G8 branch data)	8,790	3,929
I28	Total (I25 + I26 + I27)	276,469	280,589

Public Service Hours per Year

I29	Main Library (sum of H17 * H18)	3,588.00	3,588.00
I30	Branch Libraries (E19)	13,940.00	12,480.00
I31	Bookmobiles (sum of G9.3a * G10)	506.00	740.00
I32	Total ( I29 + I30 + I31)	18,034.00	54,248.00

Library Staff (J1- J5)

Report figures as of the last day of the fiscal year. **Include all positions funded in the library's budget whether those**  
To ensure comparable data, 40 hours per week has been set as the measure of full-time employment (FTE). For example, 60 hours per week of part-time work by employees in a staff category divided by the 40-hour measure equals 1.50 FTEs.

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

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

J1	Number of Librarians with an ALA Accredited Master's Degree in Library Science	35.00	33.50
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J2	Librarians without an ALA Accredited Master's Degree in Library Science	0	1
J3	<b>Total Librarians (J1 + J2):</b>	35.00	34.50
J4	All Other Paid Staff	125.00	80.00
J5	<b>Total Paid Employees (J3 + J4):</b>	160.00	114.50

### **Library Collection (K1 -K27)**

#### Book Collection

K1	Adult Books (over age 18)	126,646	123,366
K2	Young Adult Books (ages 12 to 18)	14,028	14,103
K3	Children's Books (under age 12)	130,929	132,521
K4	<b>Total (K1 + K2 + K3)</b>	271,603	269,990

#### Audiovisual and Electronic Materials

K5	Audio - Physical Units	23,926	26,627
K6	Video - Physical Units	37,135	42,587
K7	Other Material in Collection	24,883	24,008
K8	Current Print Serial Subscriptions	444	463
K9	<b>Book/Serial Volumes (K4 + K8)</b>	272,047	270,453

Electronic Books

E-books are the digital equivalent of printed books that may be accessed online from an electronic device. E-books also include e-comics. Do not consider resources available for free in the public domain when answering the following questions. Administrative entity refers to the library.

K10 Did the administrative entity provide access to e-books purchased solely by the administrative entity? Yes

K11 Did the administrative entity provide access to e-books purchased via a consortium, cooperative, or other similar group at the local, regional, or state level? Yes

K12 Did the administrative entity provide access to e-books provided by the state library agency or another state agency at no or minimal cost to the administrative entity? Yes

Federal: Kentucky Digital Library

Electronic Serials

E-serials are periodic digital publications equivalent to printed newspapers, magazines, and similar media that are viewed as entire issues rather than as single articles returned from a research query. Do not consider resources available for free in the public domain when answering the following questions. Administrative entity refers to the library.

K13 Did the administrative entity provide access to e-serials purchased solely by the administrative entity? Yes

K14 Did the administrative entity provide access to e-serials purchased via a consortium, cooperative, or other similar group at the local, regional, or state level? Yes



K15 Did the administrative entity provide access to e-serials provided by the state library agency or another state agency at no or minimal cost to the administrative entity? Yes

Federal: Kentucky Digital library

Electronic Audio

E-audio are digital files of sound only (e.g., audiobooks, music) that may be accessed online from an electronic device. Do not consider resources available for free in the public domain when answering the following questions.

Administrative entity refers to the library.

K16 Did the administrative entity provide access to e-audio purchased solely by the administrative entity? Yes

K17 Did the administrative entity provide access to e-audio purchased via a consortium, cooperative, or other similar group at the local, regional, or state level? Yes

K18 Did the administrative entity provide access to e-audio provided by the state library agency or another state agency at no or minimal cost to the administrative entity? No

Electronic Video

E-videos are digital files of moving visual images with or without sound (e.g., movies, television shows) that may be accessed online from an electronic device. Do not consider resources available for free in the public domain when answering the following questions. Administrative entity refers to the library.

K19 Did the administrative entity provide access to e-videos purchased solely by the administrative entity? Yes

K20 Did the administrative entity provide access to e-videos purchased via a consortium, cooperative, or other similar group at the local, regional, or state level?

Yes

**Federal: Tumblebooks**

K21 Did the administrative entity provide access to e-videos provided by the state library agency or another state agency at no or minimal cost to the administrative entity?

No

**Research Databases**

Research databases are organized collections of electronic data or records (e.g., facts, abstracts, articles, bibliographic data, texts, photographs) that can be searched to retrieve information. Do not consider resources available for free when answering the following questions. Administrative entity refers to the library.

K22 Did the administrative entity provide access to research databases purchased solely by the administrative entity?

Yes

K23 Did the administrative entity provide access to research databases purchased via a consortium, cooperative, or other similar group at the local, regional, or state level?

Yes

K24 Did the administrative entity provide access to research databases provided by the state library or another entity at no or minimal cost to the administrative entity?

No

Online Learning Platforms

Online learning platforms primarily provide instruction, tools, and resources to enhance education, lifelong learning, and skill building. Platforms may offer homework assistance, language learning, test preparation, professional development, resume assistance, hobby instruction, etc. Do not consider resources available for free when answering the following questions. Administrative entity refers to the library.

K25 Did the administrative entity provide access to online learning platforms purchased solely by the administrative entity? Yes

K26 Did the administrative entity provide access to online learning platforms purchased via a consortium, cooperative, or other similar group at the local, regional, or state level? Yes

K27 Did the administrative entity provide access to online learning platforms provided by the state library or another entity at no or minimal cost to the administrative entity? Yes

Federal: KET Fast Forward

Circulation (L1 - L58)

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	88,050	89,914
L2	All Branches	151,070	151,065
L3	Bookmobile/Outreach	5,451	4,771
L4	Total (L1 + L2 + L3)	244,571	245,750

Book Circulation, Young Adult (ages 12 to 18)

L5	Main Library	15,677	15,891
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L6	All Branches	24,495	24,502
L7	Bookmobile/Outreach	106	129
L8	<b>Total (L5 + L6+ L7)</b>	40,278	40,522
Book Circulation, Children's (under age 12)			
L9	Main Library	165,562	166,893
L10	All Branches	273,412	278,452
L11	Bookmobile/Outreach	17,295	11,051
L12	<b>Total (L9 + L10+ L11)</b>	456,269	456,396
Book Circulation Total			
L13	<b>Main Library (L1 + L5 + L9)</b>	269,289	272,698
L14	<b>All Branches (L2 + L6 + L10)</b>	448,977	454,019
L15	<b>Bookmobile/Outreach (L3 + L7 + L11)</b>	22,852	15,951
L16	<b>Total (L4 + L8 + L12)</b>	741,118	742,668

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	10,275	10,416
L22	All Branches	18,009	16,593
L23	Bookmobile/Outreach	270	380
L24	<b>Total (L21 + L22 + L23)</b>	28,554	27,389

#### Audiovisual Circulation Other Audio

L25	Main Library	5,169	5,713
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L26	All Branches	6,598	9,874
L27	Bookmobile/Outreach	626	566
L28	Total (L25 + L26 + L27)	12,393	16,153
Audiovisual Circulation Videos			
L29	Main Library	29,107	33,099
L30	All Branches	47,354	52,620
L31	Bookmobile/Outreach	896	722
L32	Total (L29 + L30 + L31)	77,357	86,441
Audiovisual Circulation Other			
L33	Main Library	3,150	3,245
L34	All Branches	4,833	4,131
L35	Bookmobile/Outreach	24	25
L36	Total (L33 + L34 + L35)	8,007	7,401
Audiovisual Circulation Total			
L37	Main Library (L21 + L25 + L29 + L33)	47,701	52,473
L38	All Branches (L22 + L26 + L30 + L34)	76,794	83,218
L39	Bookmobile/Outreach (L23 + L27 + L31 + L35)	1,816	1,693
L40	Total (L24 + L28 + L32 + L36)	126,311	137,384

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	3,952	4,251
L42	All Branches	7,463	6,189
L43	Bookmobile/Outreach	7	37
L44	Total (L41 + L42 + L43)	11,422	10,477

Total Circulation

L45	Main Library (L13 + L37 + L41)	320,942	329,422
L46	All Branches (L14 + L38 + L42)	533,234	543,426
L47	Bookmobile/Outreach (L15 + L39 + L43)	24,675	17,681

Children's Physical Circulation - The total annual circulation of all children's materials in all physical formats to all users, including renewals. This includes books and audiovisual material already counted in previous fields. Include circulation of other physical items for children (e.g. kits, games, technology). If possible, do not include materials for teens/young adults.

L48	Main Library	201,606	204,769
L49	All Branches	329,297	334,583
L50	Bookmobile/Outreach	18,138	11,889
L51	Children's Physical Material (L48 + L49 + L50)	549,041	551,241

E-material Circulation

Electronic (digital) materials can be accessed online from an electronic device. Types of electronic materials include e-books, e-serials, e-audio, and e-video. Only count items that require user authentication and have a limited period of use. Count all checkouts, including renewals.

L52	E-book Circulation	101,925
L53	E-serial Circulation	23,961

L54	E-audio Circulation	274,963
L55	E-video Circulation	125,806
L56	<b>Electronic Circulation</b> Total (L52 + L53 + L54 + L55)	526,655
L57	<b>Physical Circulation</b> Total (L16 + L40 + L44)	878,851
L58	<b>Total Circulation (L56 + L57)</b>	1,405,506

### 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	eBooks Borrowed through KLU ILL	<i>Total Hours Meeting Rooms Used</i>
M2	Numerical Statistic of Measure in M1	24542	25940
M1	Name or Description of Other Measure of Use	eAudiobooks Borrowed through KLU ILL	<i>Outreach Visits (Not Including Bookmobile)</i>
M2	Numerical Statistic of Measure in M1	27956	1755
M1	Name or Description of Other Measure of Use	eBooks Loaned through KLU ILL	
M2	Numerical Statistic of Measure in M1	16171	
M1	Name or Description of Other Measure of Use	eAudiobooks Loaned through KLU ILL	



M2	Numerical Statistic of Measure in M1	38049
M1	Name or Description of Other Measure of Use	Research Database Searches
M2	Numerical Statistic of Measure in M1	91859
M1	Name or Description of Other Measure of Use	Research databases sessions
M2	Numerical Statistic of Measure in M1	24752
M1	Name or Description of Other Measure of Use	Research Databases retrievals
M2	Numerical Statistic of Measure in M1	199670
M1	Name or Description of Other Measure of Use	Online Learning sessions
M2	Numerical Statistic of Measure in M1	3933
M1	Name or Description of Other Measure of Use	Online learning accessed resources
M2	Numerical Statistic of Measure in M1	11360
M1	Name or Description of Other Measure of Use	Outreach Visits (Without Bookmobile)
M2	Numerical Statistic of Measure in M1	1869



**Interlibrary Cooperation (N1 - N6)**

Loaned To			
N1	Print	2,713	2,294
N2	Nonprint	1,047	843
N3	Total (N1 + N2):	3,760	3,137
Borrowed From			
N4	Print	915	886
N5	Nonprint	288	237
N6	Total (N4 + N5):	1,203	1,123

**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)	602	661
O2	Number of Programs Targeted at Elementary School Children (ages 6–12)	155	123
O3	Number of Programs Targeted at Young Adults (ages 12 to 18)	143	144
O4	Number of Programs Targeted at Adults (age 19 and older)	584	976
O5	Number of Programs Targeted at Multiple Age Levels	313	358

O6	Total Number of Synchronous (Live) Onsite Program Sessions (O1 + O2 + O3 + O4 + O5)	1,797	2,262
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**The Number of Synchronous (Live) Offsite Program Sessions**

O7	Number of Programs Targeted at Infants, Toddlers, and Preschoolers (under age 6)	1,248	885
O8	Number of Programs Targeted at Elementary School Children (ages 6–12)	63	52
O9	Number of Programs Targeted at Young Adults (ages 12 to 18)	6	19
O10	Number of Programs Targeted at Adults (age 19 and older)	48	52
O11	Number of Programs Targeted at Multiple Age Levels	107	110
O12	Total Number of Synchronous (Live) Offsite Program Sessions (O7 + O8 + O9 + O10 + O11)	1,472	1,118

**The Number of Synchronous (Live) Virtual Program Sessions**

O13	Number of Programs Targeted at Infants, Toddlers, and Preschoolers (under age 6)	0	0
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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	0
O16	Number of Programs Targeted at Adults (age 19 and older)	1	11
O17	Number of Programs Targeted at Multiple Age Levels	0	0
O18	Total Number of Synchronous (Live) Virtual Program Sessions (O13 + O14 + O15 + O16 + O17)	1	11

## **PROGRAM ATTENDANCE**

### **Attendance at Synchronous (Live) Onsite Programs**

O19	Attendance at Programs Targeted at Infants, Toddlers, and Preschoolers (under age 6)	12,836	12,563
O20	Attendance at Programs Targeted at Elementary School Children (ages 6–12)	3,796	3,453
O21	Attendance at Programs Targeted at Young Adults (ages 12 to 18)	1,723	1,473
O22	Attendance at Programs Targeted at Adults (age 19 and older)	14,932	15,680

O23	Attendance at Programs Targeted at Multiple Age Levels	18,342	15,374
O24	Total Attendance at Synchronous (Live) Onsite Programs (O19 + O20 + O21 + O22 + O23)	51,629	48,543

**Attendance at Synchronous (Live) Offsite Programs**

O25	Attendance at Programs Targeted at Infants, Toddlers, and Preschoolers (under age 6)	16,165	11,934
O26	Attendance at Programs Targeted at Elementary School Children (ages 6–12)	3,626	3,670
O27	Attendance at Programs Targeted at Young Adults (ages 12 to 18)	349	307
O28	Attendance at Programs Targeted at Adults (age 19 and older)	2,190	3,680
O29	Attendance at Programs Targeted at Multiple Age Levels	2,224	2,755
O30	Total Attendance at Synchronous (Live) Offsite Programs (O25 + O26 + O27 + O28 + O29)	24,554	22,346

**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	0
O34	Attendance at Programs Targeted at Adults (age 19 and older)	25	695
O35	Attendance at Programs Targeted at Multiple Age Levels	0	0
O36	Total Synchronous (Live) Virtual Program Attendance (O31 + O32 + O33 + O34 + O35)	25	695
O37	Total Number of Recorded Program Presentations	0	0
O38	Total Views of Recorded Program Presentations within 30 Days	0	0

#### 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	62	0
P2	Number of Participants	19,177	0

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

P3	Number of Programs	0	0
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**Federal:** Passive programs for

P4	Number of Participants	0	0
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Self-Directed Activities (Passive Programs), Other (all ages)

P5	Number of Programs	1	55
P6	Number of Participants	25	56,034
P7	Total Number of Self-Directed Activities (P1 + P3 + P5)	63	55
P8	Total Participants in Self-Directed Activities (P2 + P4 + P6)	19,202	56,034

Technology (Q1 - Q5)

Q1	Number of Internet Computers Used by General Public	94	123
Q2	Number of People Formally Trained by Staff to Use Electronic Resources	4,495	4,506
Q3	Does the library provide wireless internet access (Wi-Fi) for patrons?	Yes	Yes
Q4	Wireless Sessions - Annually	530,331	481,439
<b>Federal:</b> Used a new counting software in FY2024. We believe this is a more accurate counting of Wifi Usage			
Q4a	Reporting Method for Wireless Sessions	CT - Annual Count	CT - Annual Count
<b>Federal:</b> Cisco Meraki Dashboard			

**Intellectual Freedom Challenges (R1)**

R1	Number of Intellectual Freedom Challenges	3	1
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**Planning and Evaluation (S1)**

S1	Describe significant events, changes, or improvements to your library's facilities, programs, or collections during this past fiscal year. Include a statement describing any new property acquired by the library by any means - purchase, gifts, bequests, etc.	""At Boone County Public Library (BCPL), our missionâ€ Discover, Explore, Experience a lifetime of learning"â€ guides every facet of our work. To foster discovery, exploration, and experiential learning, our staff recommend exceptional books, provide technology assistance, and connect patrons with vital resources. Our free library programs for all ages create accessible learning opportunities through hands-on activities. Throughout Fiscal Year 2024, BCPL focused on reviewing policies and benefits to attract and retain top talent, addressing the staffing challenges experienced by many organizations. The Library allocated a 5% salary increase for eligible staff members, excluding those on a performance improvement plan or at the maximum pay for their classification. Additionally, a salary schedule review was implemented for FY2024. The Library Board approved participation in the IRS's limited-time Student Loan Assistance program, allowing BCPL to contribute up to \$5,240 towards employees' student loans. Furthermore, a new paid time off policy for part-time staff was introduced. In March 2024, the Boone County Public Library Foundation hosted its inaugural fundraiser, raising \$12,077 for the Boone County Dolly Parton's Imagination Library (BCDPIIL). This	
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Boone County Public Library Foundation (BCPLF) and the BCPL Foundation, BCPL, Boone County School District, and Walton Verona Independent School District, currently serving 49% of eligible children. Physical book circulation saw a significant 15% increase over the previous fiscal year, while audiovisual circulation experienced a 9% decline. However, e-materials (including eBooks, eAudiobooks, streaming media, and digital magazines) surged by 43%, contributing to an overall circulation growth of 15%. The Library offered a robust mix of in-person and virtual programming for all ages, with a strong focus on early literacy. BCPL's Youth Services staff have positioned the Library as a key player in early literacy, offering programs and resources that build essential pre-reading and language skills. We relaunched the 1,000 Books Before Kindergarten initiative and participated in the IMLS-funded Services for Children of All Abilities in Libraries (SCALE) study, in collaboration with the University of Kentucky, University of Missouri-Columbia, and Emporia State University. BCPL's contributions were highlighted in the published findings. During the 2023/2024 school year, BCPL hosted three high school interns from Ignite Academy, providing them with hands-on experience in the Local History Department, IT Department, and Collection and Cataloging Department. Due to the program's success, BCPL will host seven interns in the 2024/2025 school year. Additionally, BCPL continued work on two significant grants carried over from FY2023: a \$5,000 grant from the Network To Freedom for the creation of Dinsmore Exhibit Panels, and a \$15,541.50 grant from the Library of Congress to research materials related to enslavement in Boone County. BCPL also strengthened its partnership with the County Clerk and Circuit Clerk to serve as the offsite storage facility for historical documents, ensuring public access. The Archive and History Center focused on assessing, inventorying, stabilizing, and moving collections to the Library. BCPL also played a key role in planning events for Boone County's 225th anniversary and is part of the planning group for the United States' 250th anniversary. FY2024 was marked by the construction of the new Walton Branch, the first priority in BCPL's Facilities Master Plan. Omni Architects continued to advance the design, and construction by Graybach proceeded steadily, with the branch expected to open in late September 2024. In addition to the new Walton Branch, several other facilities improvements were undertaken. At the Main Library, we added a branded mural to the Boone Innovation Lab (BIL), continued the LED light replacement project, replaced a heat pump, upgraded meeting room chairs, enhanced the security camera system, and added a storage cabinet to the BIL. The Walton Branch saw a roof replacement due to storm damage, covered by insurance. The Hebron Branch received a new storage cabinet, a branded mural in the BIL, and updated AV equipment in the meeting room. The Scheben Branch saw new meeting room tables and an upgraded security camera system. District-wide, we replaced the Tales Mascot costume, acquired a large format scanner for the Archive and History Center, upgraded the badge access system, and replaced a server. BCPL continued transitioning the Chapin Memorial Library from a staffed location to an Express Location. This new model offers 47 hours of weekly access, including Wi-Fi, public computers, an honor collection, and lockers for hold pickups, without onsite staff. The

*Response has  
been entered.*



location opened on October 26, 2023. The Outreach Department supported this community by providing Bookmobile and Mobile BIL stops to sign up members for BCPL cards and offer programs. The pilot project is currently under review and analysis. ""

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?

Database usage. BCPL, and other Kentucky libraries, spends a lot of funds on databases. This should be a statistic that is gathered.

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.

I believe that any changes to the annual report should be announced at the beginning of a fiscal year. That gives libraries a chance to collect statistics from the beginning rather than having to do this retroactively.