

Boyle County Public Library

2017 Kentucky Annual Report of Public Libraries

General Information (A1 - A16)

A1	County	Boyle
A2	Estimated Population	30,018
A3	Library Name	Boyle County Public Library
Street Address		
A4	Street Address	307 West Broadway
A5	City	Danville
A6	Zip Code	40422
Mailing Address		
A8	Mailing Address	307 West Broadway
A9	City	Danville
A10	Zip Code	40422
A12	Phone	(859) 238-7323
Tax Rates (expressed as per \$100; i.e., 20.0 or 3.75)		
A14	Real	7.5
A15	Personal	8.99
A16	Motor Vehicle/Water Craft	3.5

Operating Revenue (B1 - B15)

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

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

Local Government Revenue

B1	Library Tax	\$1,100,000
B2	Other	\$0
B3	Local Government Revenue Total (B1 + B2):	\$1,100,000

State Government Revenue

B4	State Aid Grant	\$18,356
B5	Construction Debt-Assistance Grant	\$105,000

B6	Other State Government Revenue	\$3,000
B7	State Government Revenue Total (sum B4 through B6)	\$126,356
Federal Government Revenue		
B9	Prime Time Family Reading Time	\$0
B12	Other Federal Government Revenue	\$0
B13	Federal Government Revenue Total (sum B9 + B12)	\$0
B14	Other Operating Revenue	\$149,808
B15	Total Operating Revenue (B3 + B7 + B13 + B14):	\$1,376,164

Operating Expenditures (C1 - C41)

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

Collection Expenditures

C1	Print Materials	\$63,852
C2	Electronic Materials Expenditures	\$14,026
C3	Audiovisual Materials	\$30,743
C4	Electronic Collections	\$23,262
C5	Other Library Materials	\$6,344
C6	Collection Expenditures Total (C1 through C5)	\$138,227

Salary Expenditures

C7	Library Director	\$63,630
C8	Other Library Personnel	\$655,289
C10	Salary Expenditures Total (C7 + C8)	\$718,919

Fringe Benefits

C11	Required Fringe Benefits	\$64,879
C12	Retirement (Employer's Share)	\$43,565
C13	Medical Insurance (Employer's Share)	\$68,044
C14	Other	\$6,440
C15	Fringe Benefits Total (C11 + C12 + C13 + C14):	\$182,928
C16	Total Staff Expenditures (C10 + C15)	\$901,847

Other Operations

C17	Building Repair	\$14,515
C18	Building Maintenance	\$17,963
C20	Office Supplies, Program Supplies, Postage	\$22,347

C21	Insurance	\$11,238
C22	Public Relations	\$8,292
C23	Utilities	\$46,918
C24	Professional Fees	\$18,838
C25	Audit Fee	\$4,960
C26	Fiscal Year that Audit Covers	FY 2015-2016
C27	What year was the library's last long range plan adopted?	2017
C28	Repair and Replacement of Furnishings	\$8,384
C29	Other	\$3,197
C30	Specify	miscellaneous
C31	Other	\$3,308
C32	Specify	telephone
C33	Total Other Operating Expenditures (C17 + C18 + C20 + C21 + C22 + C23 + C24 + C25 + C28 + C29 + C31)	\$159,960
C34	Bookmobile/Extended Services	\$23,641
C35	Continuing Education	\$9,060
C36	Operating Expenditures for Electronic Access	\$81,092
C37	Total Operating Expenditures (C6 + C16 + C33 + C34 + C35 + C36):	\$1,313,827

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

C38	Capital Outlay Expenditures	\$16,211
C39	Debt Service	\$308,527

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

C40a	Local - Capital Revenue	\$607,144
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C40b	State - Capital Revenue	\$0
C40c	Federal - Capital Revenue	\$0
C40d	Other - Capital Revenue	\$11,893
C40	Total Capital Revenue (C40a through C40d)	\$619,037
C41	Income from loans, bond issues, or other income not reported elsewhere	\$0

Outreach Vehicles (F1 - F5)

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

F1	License Number	C4211
F2	Vehicle Year, Make, and Model	2013 Dodge Grand Caravan SXT
F3	Mileage on Odometer	52,264
F4	Owner of Vehicle	locally
F5	Number of Stops in an Average Week	12

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	C6814
G2	Serial Number	1FTRS4XV9GKA73232
G3	Vehicle Year, Make, and Model	2016 Ford Transit 350
G4	Owner of Vehicle	locally
G5	Bookmobile Visits (number of persons entering the bookmobile)	3,568
G6	Number of Registered Users	493
G7	Number of Uses [Sessions] of Public Internet Computers Per Year	0
G8	Reference Transactions	427

G9	Hours on the Road Per Week (but not serving patrons)	4.5
G9a	Sunday - Daily Hours Open to the Public	0
G9b	Monday - Daily Hours Open to the Public	2.3
G9c	Tuesday - Daily Hours Open to the Public	1.45
G9d	Wednesday - Daily Hours Open to the Public	3.3
G9e	Thursday - Daily Hours Open to the Public	3.8
G9f	Friday - Daily Hours Open to the Public	2
G9g	Saturday - Daily Hours Open to the Public	0
G9.3	Number of Weeks Bookmobile is Open	50
G9.3a	Total Number of Weeks Bookmobiles are Open (Sum of all G9.3)	50.00
G10	Total Hours for Bookmobiles in an Average Week (G9a + G9b + G9c + G9d + G9e + G9f + G9g)	12.85
G11	Number of Bookmobiles	1

Main Library (H1 - H18)

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	Boyle County Public Library
H2	Street Address	307 West Broadway
H3	City	Danville
H4	Zip Code	40422
H6	Phone	(859) 238-7323
H8	Square Footage	43,910
H11	Number of Meetings Held	325
H12	Library Visits	152,258
H13	Number of Registered Users	21,323
H14	Number of Uses [Sessions] of Public Internet Computers Per Year	24,711
H15	Reference Transactions	3,738
	Hours Open to the Public	
H16a	Sunday Opening Time	1:00
H16b	Sunday Closing Time	5:00
		4.00

H16c	Hours	
H16d	Monday Opening Time	9:00
H16e	Monday Closing Time	8:00
H16f	Hours	11.00
H16g	Tuesday Opening Time	9:00
H16h	Tuesday Closing Time	5;30
H16i	Hours	8.50
H16j	Wednesday Opening Time	9:00
H16k	Wednesday Closing Time	5:30
H16l	Hours	8.50
H16m	Thursday Opening Time	9:00
H16n	Thursday Closing Time	8:00
H16o	Hours	11.00
H16p	Friday Opening Time	9:00
H16q	Friday Closing Time	5:30
H16r	Hours	8.50
H16s	Saturday Opening Time	9:00
H16t	Saturday Closing Time	5:00
H16u	Hours	8.00
H17	Total Hours Open to the Public (H16c + H16f + H1i + H16l + H16o + H16r + H16u)	59.50
H18	Number of Weeks Main Library is Open	52

Facility Info (I1 - I32)

Square Footage

I1	Main Library (from H8)	43,910
I2	Branch Libraries (sum of E8 branch data)	0
I3	Total (I1 + I2)	43,910

Number of Meetings Held

I10	Main Library (from H11)	325
I11	Branch Libraries (sum of E11 branch data)	0
I12	Total (I10 + I11)	325

Library Visits

I13	Main Library (from H12)	152,258
I14	Branch Libraries (sum of E12 branch data)	0
I15	Bookmobiles (sum of G5 branch data)	3,568
I16	Total (I13 + I14 + I15)	155,826

Number of Registered Users

I17	Main Library (from H13)	21,323
I18	Branch Libraries (sum of E13 branch data)	0

I19 Bookmobiles (sum of G6
branch data) 493

I20 Total (I17 + I18 + I19) 21,816

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

I21 Main Library (from H14) 24,711

I22 Branch Libraries (sum of
E14 branch data) 0

I23 Bookmobiles (sum of G7
branch data) 0

I24 Total (I21 + I22 + I23) 24,711

Reference Transactions

I25 Main Library (from H15) 3,738

I26 Branch Libraries (sum of
E15 branch data) 0

I27 Bookmobiles (sum of G8
branch data) 427

I28 Total (I25 + I26 + I27) 4,165

Public Service Hours per Year

I29 Main Library (H17 *
H18) 3,094.00

I30 Branch Libraries (sum of
E17 branch data *
E17.3a) 0.00

I31 Bookmobiles (sum of
G10 bookmobile data *
G9.3a) 642.50

I32 Total (I29 + I30 + I31) 3,736.50

Library Staff (J1- J09)

Report figures as of the last day of the fiscal year. **Include all positions funded in the library's budget whether those positions are filled or not.** To ensure comparable data, 40 hours per week has been set as the measure of full-time employment (FTE). For example, 60 hours per week of part-time work by employees in a staff category divided by the 40-hour measure equals 1.50 FTEs.

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

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

J1 Number of Librarians
with an ALA Accredited
Master's Degree in
Library Science 7.00

J2 Number of Librarians
with Non ALA
Accredited Master's
Degree in Library
Science .0

J3 Number of Librarians
with a Master's Degree
NOT in Library Science 2.70

J4	Number of Librarians with a Bachelor's Degree in Library Science	.0
J5	Number of Librarians with a Bachelor's Degree NOT in Library Science	4.90
J6	Number of Librarians with Less Than a Bachelor's Degree	6.88
J7	Total Librarians (J1 + J2 + J3 + J4 + J5 + J6):	21.48
J8	All Other Paid Staff	2.00
J9	Total Paid Employees (J7 + J8):	23.48

Library Collection (K1 -K17)

Book Collection

K1	Adult Fiction	46,606
K2	Adult Nonfiction	41,882
K3	Children's Fiction	27,027
K4	Children's Nonfiction	16,979
K5	Total (K1 + K2 + K3 + K4)	132,494

Digital or Audiovisual Materials

K6	Electronic Books (E-Books)	124,464
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Electronic Collections (K7a - K7b):

Report the number of electronic collections.

An electronic collection 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 may be organized, curated and electronically shared by the library, or rights may be provided by a third party vendor. An electronic collection may be funded by the library, or provided through cooperative agreement with other libraries, or through the State Library. Do not include electronic collections that are provided by third parties and freely linked to on the web.

Electronic Collections 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 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 acquired through curation, payment or formal agreement, by source of access:

Item #K7a Local/Other cooperative agreements

Item #K7c (state government or state library)

Item #K7 Total Electronic Collections.

This is the sum of Local/Other cooperative agreements, and State electronic collections(Item #K7a and #K7b).

K7a	Local/Other Cooperative Agreements	9
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K7b	State (State Government or State Library) ** Include 50 KYVL databases **	50
K7	Total Electronic Collections (K7a+K7b)	59
K9	Audio - Physical Units	8,791
K10	Audio - Downloadable Units	25,456
K13	Video - Physical Units	7,391
K14	Video - Downloadable Units	1,853
K15	Other Material in Collection	753
K16	Current Print Serial Subscriptions	105
K17	Book/Serial Volumes (K5 + K16)	132,599

Circulation (L1 - L54)

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

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

Book Circulation Adult Fiction

L1	Main Library	47,205
L2	All Branches	0
L3	Bookmobile/Outreach	11,330
L4	Total (L1 + L2 + L3)	58,535

Book Circulation Adult Nonfiction

L5	Main Library	19,810
L6	All Branches	0
L7	Bookmobile/Outreach	1,676
L8	Total (L5 + L6+ L7)	21,486

Book Circulation Children's Fiction

L9	Main Library	48,217
L10	All Branches	0
L11	Bookmobile/Outreach	3,582
L12	Total (L9 + L10+ L11)	51,799

Book Circulation Children's Nonfiction

L13	Main Library	9,304
L14	All Branches	0
L15	Bookmobile/Outreach	331
L16	Total (L13 + L14 + L15)	9,635

Book Circulation Total:

L17	Main Library (L1 + L5 + L9 + L13)	124,536
L18	All Branches (L2 + L6 + L10 + L14)	0

L19	Bookmobile/Outreach (L3 + L7 + L11 + L15)	16,919
L20	Total (L4 + L8 + L12+ L16)	141,455

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	6,588
L22	All Branches	0
L23	Bookmobile/Outreach	1,215
L24	Total (L21 + L22 + L23)	7,803

Audiovisual Circulation Other Audio

L25	Main Library	2,492
L26	All Branches	0
L27	Bookmobile/Outreach	0
L28	Total (L25 + L26 + L27)	2,492

Audiovisual Circulation Videos

L29	Main Library	32,123
L30	All Branches	0
L31	Bookmobile/Outreach	135
L32	Total (L29 + L30 + L31)	32,258

Audiovisual Circulation Other

L33	Main Library	0
L34	All Branches	0
L35	Bookmobile/Outreach	0
L36	Total (L33 + L34 + L35)	0

Audiovisual Circulation Total

L37	Main Library (L21 + L25 + L29 + L33)	41,203
L38	All Branches (L22 + L26 + L30 + L34)	0
L39	Bookmobile/Outreach (L23 + L27 + L31 + L35)	1,350
L40	Total (L24 + L28 + L32 + L36)	42,553

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	3,351
L42	All Branches	0
L43	Bookmobile/Outreach	3,861
L44	Total (L41 + L42 + L43)	7,212

Total Circulation

L45	Main Library (L17 + L37 + L41)	169,090
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L46	All Branches (L18 + L38 + L42)	0
L47	Bookmobile/Outreach (L19 + L39 + L43)	22,130

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	26,264
L49	Total Circulation (L20 + L40 + L44 + L48)	217,484
L50	Successful Retrieval of Electronic Information	38,936

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	64,256
L52	All Branches	0
L53	Bookmobile/Outreach	3,913
L54	Total (L51 + L52 + L53)	68,169

Other Measures of Library Use (M1 - M2)

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

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

M1	Other Measures of Library Use	In-House
M2	Use Statistics	2999
M1	Other Measures of Library Use	Seed Library
M2	Use Statistics	306

Interlibrary Cooperation (N1 - N6)

Loaned To

N1	Print	197
N2	Nonprint	0
N3	Total (N1 + N2):	197

Borrowed From

N4	Print	612
N5	Nonprint	0
N6	Total (N4 + N5):	612

Programs (O1 - O56)

A program is any planned event which introduces the group attending to any of the broad range of library

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

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

Infant/Toddler/Preschool - *number of programs*

O1	Main Library	154
O2	All Branches	0
O3	Bookmobile/Outreach	68
O4	Total (O1 + O2 + O3)	222

Infant/Toddler/Preschool - *number of attendees*

O5	Main Library	5,451
O6	All Branches	0
O7	Bookmobile/Outreach	901
O8	Total (O5 + O6 + O7)	6,352

Elementary School - *number of programs*

O17	Main Library	57
O18	All Branches	0
O19	Bookmobile/Outreach	27
O20	Total (O17 + O18 + O19)	84

Elementary School - *number of attendees*

O21	Main Library	1,378
O22	All Branches	0
O23	Bookmobile/Outreach	1,074
O24	Total (O21 + O22 + O23)	2,452

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

O25	Main Library	51
O26	All Branches	0
O27	Bookmobile/Outreach	1
O28	Total (O25 + O26 + O27)	52

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

O29	Main Library	562
O30	All Branches	0
O31	Bookmobile/Outreach	6
O32	Total (O29 + O30 + O31)	568

Adult Programs - *number of programs*

O33	Main Library	345
O34	All Branches	0
O35	Bookmobile/Outreach	52
O36	Total (O33 + O34 + O35)	397

Adult Programs - *number of attendees*

O37	Main Library	5,413
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O38	All Branches	0
O39	Bookmobile/Outreach	765
O40	Total (O37 + O38 + O39)	6,178

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

O41	Main Library	20
O42	All Branches	0
O43	Bookmobile/Outreach	13
O44	Total (O41 + O42 + O43)	33

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

O45	Main Library	759
O46	All Branches	0
O47	Bookmobile/Outreach	1,583
O48	Total (O45 + O46 + O47)	2,342

Total Number Of Programs:

O49	Main Library (O1 + O17 + O25 + O33 + O41)	627
O50	All Branches (O2 + O18 + O26 + O34 + O42)	0
O51	Bookmobile/Outreach (O3 + O19 + O27 + O35 + O43)	161
O52	Total (O4 + O20 + O28 + O36 + O44)	788

Total Program Attendance:

O53	Main Library (O5 + O21 + O29 + O37 + O45)	13,563
O54	All Branches (O6 + O22 + O30 + O38 + O46)	0
O55	Bookmobile/Outreach (O7 + O23 + O31 + O39 + O47)	4,329
O56	Total (O8 + O24 + O32 + O40 + O48)	17,892

Intellectual Freedom (P1 - P6)

P1	Title of Challenged Work
P2	Type of Work
P3	Grounds for Challenge
P4	Initiator of Challenge
P5	Status of Material
P6	Comments

Technology (Q1 - Q5)

Q1	Number of Internet Computers Used by General Public	59
Q2	Number of People Formally Trained by Staff to Use Electronic Resources	382

Q3	Does the library provide wireless internet access (Wi-Fi) for patrons?	Yes
Q4	Wireless Sessions - Annually	71,473
Q5	Number of Web User Sessions	30,829

Planning and Evaluation (S1)

S1	Describe significant events, changes, or improvements to your library's facilities, programs, or collections during this past fiscal year. Include a statement describing any new property acquired by the library by any means - purchase, gifts, bequests, et	<p>Fiscal Year 2017 was a year of growth and intense activity. First, the completion of the new Bookmobile project was the highlight of Fall 2016. Second, the staff and Board of Trustees completed a new Long Range Plan to span 2017-2022. Third, the staff restructuring continued from FY2016 with drafting a completely new staff handbook. The staff started the year in the midst of outfitting the new Bookmobile, purchased in May 2016. The interior customization and exterior design was completed by September 2016 and the Grand Opening celebration was celebrated in October. The culmination of well over a year of planning and research, the vehicle was purchased through local funds set aside over a two-year period and the winning of a local grant to complete the project. Demand for outreach services continued to increase through the year. Outreach staffing expanded to a full-time professional library, a part-time librarian devoted to Homebound deliveries, and a part-time librarian devoted to bookmobile service to senior facilities. FY2017 also saw a bit of staff transition. Full time staff in two major positions left the library: adult programming coordinator and youth services librarian. By the end of the fiscal year, an MLS librarian had filled the Adult programming position and a search was underway for an MLS youth services librarian. Both staff and library trustees spent eight months of FY2017 working on a new long range plan, which was adopted in June 2017 and spans a five year period, 2017-2022. The Plan addresses seven major areas: Technology; Programming & Outreach; Marketing; Collaboration & Partnerships; Access & Facilities; Collections; and Governance & Human Resources. A committee of staff, trustees, and community members met with over 35 local agencies and organization, gathering feedback and suggestions for future library services. Further planning for and implementation of services to support the long range plan will continue regularly. As with libraries across the country, the Boyle County Public Library is seeing a decrease in traditional circulation measures, but an increase in demand for electronic services and outreach needs. Eight staff members spent the second half of FY2017 drafting an updated and expanded staff handbook. Completion of final handbook sections will be done in the first quarter of FY2018. This process is another step in the gradual restructuring of staff into departments and is a means to spread out work load and take better advantage of skills and talents in all the library staff. The Library closed the year on sound financial footing, thanks in part to a strengthening local economy. Local tax receipts for the year were higher than anticipated, allowing the Board to earmark a slightly greater sum of money for library operations during the months when tax income is very low (July through November.) In the coming year, the staff and board will undertake activities to support the new long range plan, as needs are identified and prioritized in work sessions during the first half of FY2018. Large amounts of information gathered in the long range planning process will be reviewed as plans are made. The library building itself, now nearly eight years past its grand re-opening, will likely require some interior refurbishing.</p>
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Board Policies (T1 - T10)

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

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

Library Board Membership (V1 - V6)

Note: List membership as constituted on the last day of the fiscal year.

Designated Day and Time for Monthly Board Meeting:

V1.1	Day	Thursday
V1.2	Week	Second Week
V1.3	Time	10:30 AM - 11:00 AM

President or Chair

V2.1	Name:	Tom Huckleberry
V2.2	P.O. Box or Street:	924 Regency Rd.
V2.3	City:	Danville
V2.4	Zip:	40422
V2.5	Phone:	(859) 319-2786
V2.6	Term Expires (MM/DD/YYYY):	6/30/18
V2.7	Term	Second Term
V2.8	Number of Regularly Scheduled Board Meetings Attended	10
V2.9	Number of Library Related Professional Conferences and or Workshops Attended	1

Vice President or Vice Chair

V3.1	Name:	John Davis
V3.2	P.O. Box or Street:	613 E Main St.
V3.3	City:	Danville
V3.4	Zip:	40422
V3.5	Phone:	(859) 319-1571
V3.6	Term Expires (MM/DD/YYYY):	6/30/17
V3.7	Term	First Term

V3.8 Number of Regularly Scheduled Board Meetings Attended 12

V3.9 Number of Library Related Professional Conferences and or Workshops Attended 1

Secretary

V4.1 Name: Amy Meaux

V4.2 P.O. Box or Street: 431 O'Hara Dr.

V4.3 City: Danville

V4.4 Zip: 40422

V4.5 Phone: (214) 364-4665

V4.6 Term Expires (MM/DD/YYYY): 6/30/19

V4.7 Term First Term

V4.8 Number of Regularly Scheduled Board Meetings Attended 9

V4.9 Number of Library Related Professional Conferences and or Workshops Attended 1

Treasurer

V5.1 Name: Valery McMann

V5.2 P.O. Box or Street: 1120 Stirling Dr.

V5.3 City: Danville

V5.4 Zip: 40422

V5.5 Phone: (859) 238-0817

V5.6 Term Expires (MM/DD/YYYY): 6/30/17

V5.7 Term Second Term

V5.8 Number of Regularly Scheduled Board Meetings Attended 11

V5.9 Number of Library Related Professional Conferences and or Workshops Attended 1

Member

V6.1 Name: Michael Hughes

V6.2 P.O. Box or Street: 195 Candlewood Dr.

V6.3 City: Danville

V6.4 Zip: 40422

V6.5 Phone: (859) 326-6065

V6.6 Term Expires (MM/DD/YYYY): 6/30/18

V6.7 Term Filling Unexpired Term

V6.8 Number of Regularly Scheduled Board Meetings Attended 9

V6.9 Number of Library
Related Professional
Conferences and or
Workshops Attended 1

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.