

Grant County Public Library District 2018 Kentucky Annual Report of Public Libraries

General Information (A1 - A16)

A1	County	Grant
A2	Estimated Population	24,984
A3	Library Name	Grant County Public Library District
Street Address		
A4	Street Address	201 Barnes Road
A5	City	Williamstown
A6	Zip Code	41097
Mailing Address		
A8	Mailing Address	201 Barnes Road
A9	City	Williamstown
A10	Zip Code	41097
A12	Phone	(859) 824-2080
Tax Rates (expressed as per \$100; i.e., 20.0 or 3.75)		
A14	Real	9.8
A15	Personal	15.31
A16	Motor Vehicle/Water Craft	3.0

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	\$1,406,296
B2	Other	\$6,200
B3	Local Government Revenue	
	Total (B1 + B2):	\$1,412,496

State Government Revenue

B4	State Aid Grant	\$16,230
B5	Construction Debt-Assistance Grant	\$70,000
B6	Other State Government Revenue	\$0

B7	State Government Revenue Total (sum B4 through B6)	\$86,230
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	\$38,531
B15	Total Operating Revenue (B3 + B7 + B13 + B14):	\$1,537,257

Operating Expenditures (C1 - C42)

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

Collection Expenditures

C1	Print Materials	\$72,422
C2	Electronic Materials Expenditures	\$17,489
C3	Audiovisual Materials	\$15,366
C4	Electronic Collections [databases]	\$19,508
C5	Other Library Materials	\$0
C6	Collection Expenditures Total (C1 through C5)	\$124,785

Salary Expenditures

C7	Library Director	\$73,354
C8	Other Library Personnel	\$426,311
C10	Salary Expenditures Total (C7 + C8)	\$499,665

Fringe Benefits

C11	Required Fringe Benefits	\$38,207
C12	Retirement (Employer's Share)	\$82,341
C13	Medical Insurance (Employer's Share)	\$69,051
C14	Other	\$0
C15	Fringe Benefits Total (C11 + C12 + C13 + C14):	\$189,599
C16	Total Staff Expenditures (C10 + C15)	\$689,264

Other Operations

C17	Building Repair	\$400
C18	Building Maintenance	\$39,146
C20	Office Supplies, Program Supplies, Postage	\$26,057
C21	Insurance	\$13,707
C22	Public Relations	\$15,691
C23	Utilities	\$23,539

C24	Professional Fees	\$12,338
C25	Audit Fee	\$5,000
C26	Fiscal Year that Audit Covers	FY 2016-2017
C27	What year was the library's last long range plan adopted?	2014
C28	Repair and Replacement of Furnishings	\$0
C29	Other	\$1,095
C30	Specify	Unique - collections
C31	Other	\$1,519
C32	Specify	telephone
C33	Total Other Operating Expenditures (C17 + C18 + C20 + C21 + C22 + C23 + C24 + C25 + C28 + C29 + C31)	\$138,492
C34	Bookmobile/Extended Services	\$0
C35	Continuing Education	\$17,634
C36	Operating Expenditures for Electronic Access	\$27,899
C37	Total Operating Expenditures (C6 + C16 + C33 + C34 + C35 + C36):	\$998,074

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	\$64,360
C39	Debt Service	\$69,648

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	\$0
C40b	State - Capital Revenue	\$70,000
C40c	Federal - Capital Revenue	\$0
C40d	Other - Capital Revenue	\$0

C40	Total Capital Revenue (C40a through C40d)	\$70,000
C41	Income from loans, bond issues, or other income not reported elsewhere	\$3,417,069
C42	- Did you spend state aid funds on any of the following? (check all that apply)	
	Collection Expenditures	Yes
	Bookmobile/Extended Services	Yes
	Continuing Education	Yes
	None of the Above	No

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	2043EV
F2	Vehicle Year, Make, and Model	2015 Ford Transit Connect
F3	Mileage on Odometer	21,653
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
G3	Vehicle Year, Make, and Model
G4	Owner of Vehicle
G5	Bookmobile Visits (number of persons entering the bookmobile)
G6	Number of Registered Users
G7	Number of Uses [Sessions] of Public Internet Computers Per Year
G8	Reference Transactions

G9	Hours on the Road Per Week (but not serving patrons)	0
G9a	Sunday - Daily Hours Open to the Public	0
G9b	Monday - Daily Hours Open to the Public	0
G9c	Tuesday - Daily Hours Open to the Public	0
G9d	Wednesday - Daily Hours Open to the Public	0
G9e	Thursday - Daily Hours Open to the Public	0
G9f	Friday - Daily Hours Open to the Public	0
G9g	Saturday - Daily Hours Open to the Public	0
G9.3	Number of Weeks Bookmobile is Open	0
G9.3a	Total Number of Weeks Bookmobiles are Open (Sum of all G9.3)	0.00
G10	Total Hours for Bookmobiles in an Average Week (G9a + G9b + G9c + G9d + G9e + G9f + G9g)	0.00
G11	Number of Bookmobiles	0

Main Library (H1 - H19)

This is one type of single outlet library or the library which is the operational center of a multiple outlet library. Usually all processing is centralized here and the principal collections are housed here.

H1	Library Name	Grant County Public Library
H2	Street Address	201 Barnes Road
H3	City	Williamstown
H4	Zip Code	41097
H6	Phone	(859) 824-2080
H8	Square Footage	12,500
H11	Number of Meetings Held	173
H12	Library Visits	148,250
H13	Number of Registered Users	20,191
H14	Number of Uses [Sessions] of Public Internet Computers Per Year	13,126
H15	Reference Transactions	1,200
Hours Open to the Public		
H16a	Sunday Opening Time	1:00
H16b	Sunday Closing Time	5:00
H16c	Hours	4.00
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	8:00
H16i	Hours	11.00
H16j	Wednesday Opening Time	9:00
H16k	Wednesday Closing Time	8:00
H16l	Hours	11.00
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	6:00
H16r	Hours	9.00
H16s	Saturday Opening Time	9:00
H16t	Saturday Closing Time	6:00
H16u	Hours	9.00
H17	Total Hours Open to the Public (H16c + H16f + H1i + H16l + H16o + H16r + H16u)	66.00
H18	Number of Weeks Main Library is Open	52
H19	Does your library have a Friends group?	
	Yes	No
	No	Yes

Facility Info (I1 - I32)

Square Footage

I1	Main Library (from H8)	12,500
I2	Branch Libraries (sum of E8 branch data)	0
I3	Total (I1 + I2)	12,500

Number of Meetings Held

I10	Main Library (from H11)	173
I11	Branch Libraries (sum of E11 branch data)	0
I12	Total (I10 + I11)	173

Library Visits

I13	Main Library (from H12)	148,250
I14	Branch Libraries (sum of E12 branch data)	0
I15	Bookmobiles (sum of G5 branch data)	0
I16	Total (I13 + I14 + I15)	148,250

Number of Registered Users

I17	Main Library (from H13)	20,191
I18	Branch Libraries (sum of E13 branch data)	0
I19	Bookmobiles (sum of G6 branch data)	0

I20	Total (I17 + I18 + I19)	20,191
Number of Uses [Sessions] of Public Internet Computers Per Year		
I21	Main Library (from H14)	13,126
I22	Branch Libraries (sum of E14 branch data)	0
I23	Bookmobiles (sum of G7 branch data)	0
I24	Total (I21 + I22 + I23)	13,126
Reference Transactions		
I25	Main Library (from H15)	1,200
I26	Branch Libraries (sum of E15 branch data)	0
I27	Bookmobiles (sum of G8 branch data)	0
I28	Total (I25 + I26 + I27)	1,200
Public Service Hours per Year		
I29	Main Library (H17 * H18)	3,432.00
I30	Branch Libraries (sum of E17 branch data * E17.3a)	0.00
I31	Bookmobiles (sum of G10 bookmobile data * G9.3a)	0.00
I32	Total (I29 + I30 + I31)	3,432.00

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	2.82
J2	Number of Librarians with Non ALA Accredited Master's Degree in Library Science	.94
J3	Number of Librarians with a Master's Degree NOT in Library Science	.0
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	5.64

J6	Number of Librarians with Less Than a Bachelor's Degree	.0
J7	Total Librarians (J1 + J2 + J3 + J4 + J5 + J6):	9.40
J8	All Other Paid Staff	11.64
J9	Total Paid Employees (J7 + J8):	21.04

Library Collection (K1 -K18)

Book Collection

K1	Adult Fiction	14,397
K2	Adult Nonfiction	14,306
K3	Children's Fiction	13,423
K4	Children's Nonfiction	5,464
K5	Total (K1 + K2 + K3 + K4)	47,590

Digital or Audiovisual Materials

K6	Electronic Books (E-Books)	140,946
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Electronic Collections [databases] (K7a - K7b):

Report the number of electronic collections [databases].

An electronic collection [database] is a collection of electronically stored data or unit records (facts, bibliographic data, abstracts, texts, photographs, music, video, etc.) with a common user interface and software for the retrieval and use of the data. An electronic collection [database] may be organized, curated and electronically shared by the library, or rights may be provided by a third party vendor. An electronic collection [database] may be funded by the library, or provided through cooperative agreement with other libraries, or through the State Library. Do not include electronic collections [databases] that are provided by third parties and freely linked to on the web.

Electronic Collections [databases] do not have a circulation period, and may be retained by the patron. Remote access to the collection may or may not require authentication. Unit records may or may not be included in the library's catalog; the library may or may not select individual titles.

Include electronic collections [databases] that are available online or are locally hosted in the library.

Note: The data or records are usually collected with a particular intent and relate to a defined topic.

Report the number of electronic collections [databases] acquired through curation, payment or formal agreement, by source of access:

- Item #K7a Local/Other cooperative agreements
- Item #K7b (State government or state library)
- Item #K7 Total Electronic Collections [databases].

This is the sum of Local/Other cooperative agreements, and State Electronic Collections [databases] (Item #K7a and #K7b).

K7a	Local/Other Cooperative Agreements	2
K7b	State (State Government or State Library) ** Include 60 KYVL databases **	60
K7	Total Electronic Collections [databases] (K7a+K7b)	62
K9	Audio - Physical Units	3,988

K10	Audio - Downloadable Units	28,194
K13	Video - Physical Units	2,932
K14	Video - Downloadable Units	1,874
K15	Other Material in Collection	805
K16	Current Print Serial Subscriptions	100
K17	Book/Serial Volumes (K5 + K16)	47,690
K18	Will your library be able to collect statistics for YA collection and circulation in next year's annual report?	
	Yes	Yes
	No	No

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	25,715
L2	All Branches	0
L3	Bookmobile/Outreach	5,247
L4	Total (L1 + L2 + L3)	30,962

Book Circulation Adult Nonfiction

L5	Main Library	11,057
L6	All Branches	0
L7	Bookmobile/Outreach	315
L8	Total (L5 + L6+ L7)	11,372

Book Circulation Children's Fiction

L9	Main Library	17,030
L10	All Branches	0
L11	Bookmobile/Outreach	538
L12	Total (L9 + L10+ L11)	17,568

Book Circulation Children's Nonfiction

L13	Main Library	2,811
L14	All Branches	0
L15	Bookmobile/Outreach	289
L16	Total (L13 + L14 + L15)	3,100

Book Circulation Total:

L17	Main Library (L1 + L5 + L9 + L13)	56,613
L18	All Branches (L2 + L6 + L10 + L14)	0
L19	Bookmobile/Outreach (L3 + L7 + L11 + L15)	6,389
L20	Total (L4 + L8 + L12+ L16)	63,002

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	1,941
L22	All Branches	0
L23	Bookmobile/Outreach	1
L24	Total (L21 + L22 + L23)	1,942

Audiovisual Circulation Other Audio

L25	Main Library	2,894
L26	All Branches	0
L27	Bookmobile/Outreach	153
L28	Total (L25 + L26 + L27)	3,047

Audiovisual Circulation Videos

L29	Main Library	23,477
L30	All Branches	0
L31	Bookmobile/Outreach	101
L32	Total (L29 + L30 + L31)	23,578

Audiovisual Circulation Other

L33	Main Library	867
L34	All Branches	0
L35	Bookmobile/Outreach	0
L36	Total (L33 + L34 + L35)	867

Audiovisual Circulation Total

L37	Main Library (L21 + L25 + L29 + L33)	29,179
L38	All Branches (L22 + L26 + L30 + L34)	0
L39	Bookmobile/Outreach (L23 + L27 + L31 + L35)	255
L40	Total (L24 + L28 + L32 + L36)	29,434

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	1,604
L42	All Branches	0
L43	Bookmobile/Outreach	837
L44	Total (L41 + L42 + L43)	2,441

Total Circulation

L45	Main Library (L17 + L37 + L41)	87,396
L46	All Branches (L18 + L38 + L42)	0
L47	Bookmobile/Outreach (L19 + L39 + L43)	7,481

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	7,821
L49	Total Circulation (L20 + L40 + L44 + L48)	102,698
L50	Successful Retrieval of Electronic Information	12,750

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	21,429
L52	All Branches	0
L53	Bookmobile/Outreach	714
L54	Total (L51 + L52 + L53)	22,143

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	1064
M2	Use Statistics	

Interlibrary Cooperation (N1 - N6)

Loaned To

N1	Print	233
N2	Nonprint	0
N3	Total (N1 + N2):	233

Borrowed From

N4	Print	257
N5	Nonprint	0
N6	Total (N4 + N5):	257

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. Do not include passive programming.

Infant/Toddler/Preschool - *number of programs*

O1	Main Library	80
O2	All Branches	0
O3	Bookmobile/Outreach	11
O4	Total (O1 + O2 + O3)	91

Infant/Toddler/Preschool - *number of attendees*

O5	Main Library	675
O6	All Branches	0
O7	Bookmobile/Outreach	358
O8	Total (O5 + O6 + O7)	1,033

Elementary School - *number of programs*

O17	Main Library	41
O18	All Branches	0
O19	Bookmobile/Outreach	37
O20	Total (O17 + O 18 + O19)	78

Elementary School - *number of attendees*

O21	Main Library	957
O22	All Branches	0
O23	Bookmobile/Outreach	2,641
O24	Total (O21 + O22 + O23)	3,598

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

O25	Main Library	42
O26	All Branches	0
O27	Bookmobile/Outreach	18
O28	Total (O25 + O26 + O27)	60

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

O29	Main Library	964
O30	All Branches	0
O31	Bookmobile/Outreach	204
O32	Total (O29 + O30 + O31)	1,168

Adult Programs - *number of programs*

O33	Main Library	82
O34	All Branches	0
O35	Bookmobile/Outreach	14
O36	Total (O33 + O34 + O35)	96

Adult Programs - *number of attendees*

O37	Main Library	2,897
O38	All Branches	0
O39	Bookmobile/Outreach	529
O40	Total (O37 + O38 + O39)	3,426

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

O41	Main Library	56
O42	All Branches	0
O43	Bookmobile/Outreach	9
O44	Total (O41 + O42 + O43)	65

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

O45	Main Library	1,747
O46	All Branches	0
O47	Bookmobile/Outreach	694

O48 Total (O45 + O46 + O47) 2,441

Total Number Of Programs:

O49 Main Library (O1 + O17 + O25 + O33 + O41) 301

O50 All Branches (O2 + O18 + O26 + O34 + O42) 0

O51 Bookmobile/Outreach (O3 + O19 + O27 + O35 + O43) 89

O52 Total (O4 + O20 + O28 + O36 + O44) 390

Total Program Attendance:

O53 Main Library (O5 + O21 + O29 + O37 + O45) 7,240

O54 All Branches (O6 + O22 + O30 + O38 + O46) 0

O55 Bookmobile/Outreach (O7 + O23 + O31 + O39 + O47) 4,426

O56 Total (O8 + O24 + O32 + O40 + O48) 11,666

Intellectual Freedom (P1 - P6)

P1 Title of Challenged Work 0

P2 Type of Work

P3 Grounds for Challenge

P4 Initiator of Challenge

P5 Status of Material

P6 Comments We did not have any challenged work.

Technology (Q1 - Q5)

Q1 Number of Internet Computers Used by General Public 28

Q2 Number of People Formally Trained by Staff to Use Electronic Resources 25

Q3 Does the library provide wireless internet access (Wi-Fi) for patrons? Yes

Q4 Wireless Sessions - Annually 9,773

Q5 Website Visits 317,000

Planning and Evaluation (S1)

Over the last fiscal year the theme has been all about building our new

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

addition and construction and planning what will be in that building. This will also require changes in the way we work, staffing changes and policy and procedural adaptations or changes. The library did receive the state construction grant, but things were put on hold for a while. In the end we did not receive as much in the grant money as we had hoped but decided to go forward. I worked with Chip Sutherland from Hilliard Lyons and with Christian Juckett from Ruben Hays for securing the bond to finish the project. In the end we borrowed \$3,455,000.00 bringing the project to \$3.8 million. The library will be contributing \$900,000.00 of that to the building program. The addition will primarily consist of a Children's Department along with an Activity Room for story times and other programs and an office for Youth Services Staff. Additionally, there will be a large meeting room that can be divided into two spaces with a kitchen and storage for tables. There will be new bathrooms between the meeting room and children's area, as well as an area for nursing and a family restroom. Other new space will be added to the back for storage and new staff area. The front porch will be enclosed and provide gallery and display space leading into the meeting room. We had a banner year for Summer Reading program and had 812 register, the most we have ever had. The Fueling the Mind programs for free lunch and program we partner with the school foods service saw a decrease in activity at around 6500 people served. The library purchased and had installed a LED sign in front of the building and have had many positive comments. There have been an increased number of incidences with the geothermal system. A leak was found in a flange where the pipe comes out of the ground/well field and connects to the pipe going into the building. As a result the pumps run low on water which causes them to run hot. It has been a frustrating year for heating and cooling the building.

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
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	Monday
V1.2	Week	Second Week
V1.3	Time	7:00 PM - 7:30 PM

President or Chair

V2.1	Name:	marylee Willoby
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V2.2 P.O. Box or Street: 107 Ridgelea
V2.3 City: Williamstown
V2.4 Zip: 41097
V2.5 Phone: (859) 823-1881
V2.6 Term Expires
(MM/DD/YYYY): 6/30/2018
V2.7 Term Second Term
V2.8 Number of Regularly
Scheduled Board Meetings 12
Attended
V2.9 Number of Library Related
Professional Conferences 0
and or Workshops Attended

Vice President or Vice Chair

V3.1 Name: Rosanne Howe
V3.2 P.O. Box or Street: 913 Hume Ridge Rd
V3.3 City: Williamstown
V3.4 Zip: 41097
V3.5 Phone: (859) 380-8855
V3.6 Term Expires
(MM/DD/YYYY): 6/30/2020
V3.7 Term First Term
V3.8 Number of Regularly
Scheduled Board Meetings 10
Attended
V3.9 Number of Library Related
Professional Conferences 0
and or Workshops Attended

Secretary

V4.1 Name: Cara Copes
V4.2 P.O. Box or Street: 350 alexander Rd
V4.3 City: Crittenden
V4.4 Zip: 41030
V4.5 Phone: (859) 428-3787
V4.6 Term Expires
(MM/DD/YYYY): 6/30/2019
V4.7 Term First Term
V4.8 Number of Regularly
Scheduled Board Meetings 11
Attended
V4.9 Number of Library Related
Professional Conferences 0
and or Workshops Attended

Treasurer

V5.1 Name: Paul Messner
V5.2 P.O. Box or Street: 980 Dry Ridge Mt Zion Rd
V5.3 City: Dry Ridge
V5.4 Zip: 41035
V5.5 Phone: (859) 903-9368
V5.6 Term Expires
(MM/DD/YYYY): 6/30/2018

- V5.7 Term First 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: Matthew Smith
- V6.2 P.O. Box or Street: 100 Cynthiana Street PO Box 266
- V6.3 City: Williamstown
- V6.4 Zip: 41097
- V6.5 Phone: (859) 823-2300
- V6.6 Term Expires (MM/DD/YYYY): 9/12/2020
- V6.7 Term First Term
- V6.8 Number of Regularly Scheduled Board Meetings Attended 9
- V6.9 Number of Library Related Professional Conferences and or Workshops Attended 5

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.