

Boyle County Public Library

2018 Kentucky Annual Report of Public Libraries

General Information (A1 - A16)

A1	County	Boyle
A2	Estimated Population	29,924
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	7.40
A15	Personal	8.62
A16	Motor Vehicle/Water Craft	3.50

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	\$1,240,000
B2	Other	\$0
B3	Local Government Revenue Total (B1 + B2):	\$1,240,000

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	\$128,339
B15	Total Operating Revenue (B3 + B7 + B13 + B14):	\$1,494,695

Operating Expenditures (C1 - C42)

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

Collection Expenditures

C1	Print Materials	\$72,351
C2	Electronic Materials Expenditures	\$9,178
C3	Audiovisual Materials	\$27,071
C4	Electronic Collections [databases]	\$21,229
C5	Other Library Materials	\$6,252
C6	Collection Expenditures Total (C1 through C5)	\$136,081

Salary Expenditures

C7	Library Director	\$64,266
C8	Other Library Personnel	\$660,267
C10	Salary Expenditures Total (C7 + C8)	\$724,533

Fringe Benefits

C11	Required Fringe Benefits	\$64,391
C12	Retirement (Employer's Share)	\$43,970
C13	Medical Insurance (Employer's Share)	\$86,853
C14	Other	\$6,015
C15	Fringe Benefits Total (C11 + C12 + C13 + C14):	\$201,229
C16	Total Staff Expenditures (C10 + C15)	\$925,762

Other Operations

C17	Building Repair	\$10,253
C18	Building Maintenance	\$19,861
C20	Office Supplies, Program Supplies, Postage	\$18,169
C21	Insurance	\$12,270
C22	Public Relations	\$12,166
C23	Utilities	\$50,264

C24	Professional Fees	\$28,728
C25	Audit Fee	\$5,300
C26	Fiscal Year that Audit Covers	FY 2016-2017
C27	What year was the library's last long range plan adopted?	2017
C28	Repair and Replacement of Furnishings	\$8,796
C29	Other	\$3,245
C30	Specify	miscellaneous
C31	Other	\$4,350
C32	Specify	telephone
C33	Total Other Operating Expenditures (C17 + C18 + C20 + C21 + C22 + C23 + C24 + C25 + C28 + C29 + C31)	\$173,402
C34	Bookmobile/Extended Services	\$3,740
C35	Continuing Education	\$7,986
C36	Operating Expenditures for Electronic Access	\$77,396
C37	Total Operating Expenditures (C6 + C16 + C33 + C34 + C35 + C36):	\$1,324,367

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	\$20,821
C39	Debt Service	\$350,654

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	\$461,963
C40b	State - Capital Revenue	\$0
C40c	Federal - Capital Revenue	\$0
C40d	Other - Capital Revenue	\$10,043

C40	Total Capital Revenue (C40a through C40d)	\$472,006
C41	Income from loans, bond issues, or other income not reported elsewhere	\$0
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	C4211
F2	Vehicle Year, Make, and Model	2013 Dodge Grand Caravan SXT
F3	Mileage on Odometer	56,526
F4	Owner of Vehicle	locally
F5	Number of Stops in an Average Week	16

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
G3	Vehicle Year, Make, and Model	2016 Ford Transit 350
G4	Owner of Vehicle	locally
G5	Bookmobile Visits (number of persons entering the bookmobile)	3,838
G6	Number of Registered Users	601
G7	Number of Uses [Sessions] of Public Internet Computers Per Year	0
G8	Reference Transactions	246

G9	Hours on the Road Per Week (but not serving patrons)	2.8
G9a	Sunday - Daily Hours Open to the Public	0
G9b	Monday - Daily Hours Open to the Public	2.2
G9c	Tuesday - Daily Hours Open to the Public	2.2
G9d	Wednesday - Daily Hours Open to the Public	2.2
G9e	Thursday - Daily Hours Open to the Public	2.2
G9f	Friday - Daily Hours Open to the Public	2.2
G9g	Saturday - Daily Hours Open to the Public	0
G9.3	Number of Weeks Bookmobile is Open	49
G9.3a	Total Number of Weeks Bookmobiles are Open (Sum of all G9.3)	49.00
G10	Total Hours for Bookmobiles in an Average Week (G9a + G9b + G9c + G9d + G9e + G9f + G9g)	11.00
G11	Number of Bookmobiles	1

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	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	382
H12	Library Visits	148,386
H13	Number of Registered Users	18,599
H14	Number of Uses [Sessions] of Public Internet Computers Per Year	21,277
H15	Reference Transactions	4,002
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	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
H19	Does your library have a Friends group?	
	Yes	Yes
	No	No

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)	382
I11	Branch Libraries (sum of E11 branch data)	0
I12	Total (I10 + I11)	382

Library Visits

I13	Main Library (from H12)	148,386
I14	Branch Libraries (sum of E12 branch data)	0
I15	Bookmobiles (sum of G5 branch data)	3,838
I16	Total (I13 + I14 + I15)	152,224

Number of Registered Users

I17	Main Library (from H13)	18,599
I18	Branch Libraries (sum of E13 branch data)	0

I19 Bookmobiles (sum of G6 branch data) 601

I20 Total (I17 + I18 + I19) 19,200

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

I21 Main Library (from H14) 21,277

I22 Branch Libraries (sum of E14 branch data) 0

I23 Bookmobiles (sum of G7 branch data) 0

I24 Total (I21 + I22 + I23) 21,277

Reference Transactions

I25 Main Library (from H15) 4,002

I26 Branch Libraries (sum of E15 branch data) 0

I27 Bookmobiles (sum of G8 branch data) 246

I28 Total (I25 + I26 + I27) 4,248

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) 539.00

I32 Total (I29 + I30 + I31) 3,633.00

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 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 2.30

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	2.60
J6	Number of Librarians with Less Than a Bachelor's Degree	7.73
J7	Total Librarians (J1 + J2 + J3 + J4 + J5 + J6):	19.63
J8	All Other Paid Staff	2.00
J9	Total Paid Employees (J7 + J8):	21.63

Library Collection (K1 -K18)

Book Collection

K1	Adult Fiction	44,793
K2	Adult Nonfiction	40,919
K3	Children's Fiction	27,561
K4	Children's Nonfiction	16,358
K5	Total (K1 + K2 + K3 + K4)	129,631

Digital or Audiovisual Materials

K6	Electronic Books (E-Books)	171,014
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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	9
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K7b	State (State Government or State Library) ** Include 60 KYVL databases **	60
K7	Total Electronic Collections [databases] (K7a+K7b)	69
K9	Audio - Physical Units	9,105
K10	Audio - Downloadable Units	28,194
K13	Video - Physical Units	8,097
K14	Video - Downloadable Units	1,874
K15	Other Material in Collection	754
K16	Current Print Serial Subscriptions	105
K17	Book/Serial Volumes (K5 + K16)	129,736
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	48,382
L2	All Branches	0
L3	Bookmobile/Outreach	9,504
L4	Total (L1 + L2 + L3)	57,886

Book Circulation Adult Nonfiction

L5	Main Library	17,765
L6	All Branches	0
L7	Bookmobile/Outreach	1,050
L8	Total (L5 + L6+ L7)	18,815

Book Circulation Children's Fiction

L9	Main Library	46,077
L10	All Branches	0
L11	Bookmobile/Outreach	4,881
L12	Total (L9 + L10+ L11)	50,958

Book Circulation Children's Nonfiction

L13	Main Library	10,066
L14	All Branches	0
L15	Bookmobile/Outreach	451
L16	Total (L13 + L14 + L15)	10,517

Book Circulation Total:

L17	Main Library (L1 + L5 + L9 + L13)	122,290
L18	All Branches (L2 + L6 + L10 + L14)	0
L19	Bookmobile/Outreach (L3 + L7 + L11 + L15)	15,886
L20	Total (L4 + L8 + L12 + L16)	138,176

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	6,996
L22	All Branches	0
L23	Bookmobile/Outreach	899
L24	Total (L21 + L22 + L23)	7,895

Audiovisual Circulation Other Audio

L25	Main Library	1,952
L26	All Branches	0
L27	Bookmobile/Outreach	0
L28	Total (L25 + L26 + L27)	1,952

Audiovisual Circulation Videos

L29	Main Library	32,273
L30	All Branches	0
L31	Bookmobile/Outreach	312
L32	Total (L29 + L30 + L31)	32,585

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)	41,221
L38	All Branches (L22 + L26 + L30 + L34)	0
L39	Bookmobile/Outreach (L23 + L27 + L31 + L35)	1,211
L40	Total (L24 + L28 + L32 + L36)	42,432

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	2,820
L42	All Branches	0
L43	Bookmobile/Outreach	3,729

L44	Total (L41 + L42 + L43)	6,549
Total Circulation		
L45	Main Library (L17 + L37 + L41)	166,331
L46	All Branches (L18 + L38 + L42)	0
L47	Bookmobile/Outreach (L19 + L39 + L43)	20,826

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	28,006
L49	Total Circulation (L20 + L40 + L44 + L48)	215,163
L50	Successful Retrieval of Electronic Information	27,181

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	62,281
L52	All Branches	0
L53	Bookmobile/Outreach	5,332
L54	Total (L51 + L52 + L53)	67,613

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	2,091
M1	Other Measures of Library Use	Wifi sessions
M2	Use Statistics	62,163

Interlibrary Cooperation (N1 - N6)

Loaned To		
N1	Print	366
N2	Nonprint	0
N3	Total (N1 + N2):	366
Borrowed From		
N4	Print	695
N5	Nonprint	0
N6	Total (N4 + N5):	695

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	145
O2	All Branches	0
O3	Bookmobile/Outreach	117
O4	Total (O1 + O2 + O3)	262

Infant/Toddler/Preschool - *number of attendees*

O5	Main Library	5,036
O6	All Branches	0
O7	Bookmobile/Outreach	1,411
O8	Total (O5 + O6 + O7)	6,447

Elementary School - *number of programs*

O17	Main Library	62
O18	All Branches	0
O19	Bookmobile/Outreach	22
O20	Total (O17 + O18 + O19)	84

Elementary School - *number of attendees*

O21	Main Library	1,960
O22	All Branches	0
O23	Bookmobile/Outreach	859
O24	Total (O21 + O22 + O23)	2,819

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

O25	Main Library	67
O26	All Branches	0
O27	Bookmobile/Outreach	0
O28	Total (O25 + O26 + O27)	67

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

O29	Main Library	402
O30	All Branches	0
O31	Bookmobile/Outreach	0
O32	Total (O29 + O30 + O31)	402

Adult Programs - *number of programs*

O33	Main Library	815
O34	All Branches	0
O35	Bookmobile/Outreach	30
O36	Total (O33 + O34 + O35)	845

Adult Programs - *number of attendees*

O37	Main Library	6,539
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O38	All Branches	0
O39	Bookmobile/Outreach	311
O40	Total (O37 + O38 + O39)	6,850

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

O41	Main Library	52
O42	All Branches	0
O43	Bookmobile/Outreach	47
O44	Total (O41 + O42 + O43)	99

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

O45	Main Library	2,110
O46	All Branches	0
O47	Bookmobile/Outreach	2,920
O48	Total (O45 + O46 + O47)	5,030

Total Number Of Programs:

O49	Main Library (O1 + O17 + O25 + O33 + O41)	1,141
O50	All Branches (O2 + O18 + O26 + O34 + O42)	0
O51	Bookmobile/Outreach (O3 + O19 + O27 + O35 + O43)	216
O52	Total (O4 + O20 + O28 + O36 + O44)	1,357

Total Program Attendance:

O53	Main Library (O5 + O21 + O29 + O37 + O45)	16,047
O54	All Branches (O6 + O22 + O30 + O38 + O46)	0
O55	Bookmobile/Outreach (O7 + O23 + O31 + O39 + O47)	5,501
O56	Total (O8 + O24 + O32 + O40 + O48)	21,548

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	58
Q2	Number of People Formally Trained by Staff to Use Electronic Resources	472

Q3	Does the library provide wireless internet access (Wi-Fi) for patrons?	Yes
Q4	Wireless Sessions - Annually	62,163
Q5	Website Visits	90,376

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	Fiscal Year 2018 was a year of implementing some organizational changes for the Boyle County Public Library. The processes begun the previous year, including the approval of a new long range plan and the internal work of completely revising the staff handbook, continued and expanded to include a reorganization of the staffing structure. The Library continued its outreach work in the community that resulted in new initiatives with local schools and with receiving a substantial grant through American Library Association. The Library staff also began talking about undertaking a space usage and needs evaluation of the building as a means to better serve the public and fulfill the goals of the long range plan. The staff restructuring implemented this year created several manager-level positions over the various department of the Library: youth services, outreach services, public services, technical services, IT services, PR/Marketing services, office management, and building management. This structure takes advantage of skills and talents across the staff and should increase the cross-training and inter-departmental work of the staff. During the year, the new staff structure allowed for more in-depth work on ongoing projects in the community. Of particular note is collaboration with the local K-12 schools to implement student library cards based on student IDs. This initiative expands access to library databases to the patrons who need them most. The Library also was chosen to participate in a national grant program called Memory Lab. The year-long project focuses on beta-testing processes meant to train the general public in the preservation and digitizing of local records, images, and documents. Boyle County Public Library is one of only seven partner libraries chosen by the American Library Association and the Washington DC public library for this honor. Looking to the future, the Library staff will undertake a space usage evaluation of our 9-year-old building, coupled with a needs assessment for services to help meet our long range plan goals. The results of this assessment will impact both staffing and budgeting needs for the coming two years as implementation of these changes begins. In order to complete this work, the Library continues to monitor its finances carefully. The financial standing of the library is strong, though rising health insurance costs are a concern. The Library looks forward to the positive impacts of the internal restructuring undertaken during this year.
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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):	06/30/2018
V2.7	Term	Second Term
V2.8	Number of Regularly Scheduled Board Meetings Attended	11
V2.9	Number of Library Related Professional Conferences and or Workshops Attended	1

Vice President or Vice Chair

V3.1	Name:	John T. 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):	06/31/2021
V3.7	Term	Second Term
V3.8	Number of Regularly Scheduled Board Meetings Attended	9
V3.9	Number of Library Related Professional Conferences and or Workshops Attended	1

Secretary

V4.1	Name:	Amy Dafler 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): 06/30/2019
- 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: Sam Pollom
- V5.2 P.O. Box or Street: 523 Tenikat St.
- V5.3 City: Danville
- V5.4 Zip: 40422
- V5.5 Phone: (859) 583-6333
- V5.6 Term Expires (MM/DD/YYYY): 06/30/2021
- 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: 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): 06/30/2018
- V6.7 Term Filling Unexpired Term
- V6.8 Number of Regularly Scheduled Board Meetings Attended 10
- 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? We have begun tracking volunteer hours--that is, the number of hours people in the community donate to the library in a volunteer capacity.

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.