

Hopkins County-Madisonville Public Library 2018 Kentucky Annual Report of Public Libraries

CURRENT YEAR

PREVIOUS YEAR

General Information (A1 - A16)

A1	County	Hopkins	<i>Hopkins</i>
A2	Estimated Population	45,547	<i>45,904</i>
A3	Library Name	Hopkins County-Madisonville Public Library	<i>Hopkins County-Madisonville Public Library</i>
Street Address			
A4	Street Address	425 East Center Street	<i>425 East Center Street</i>
A5	City	Madisonville	<i>Madisonville</i>
A6	Zip Code	42431	<i>42431</i>
Mailing Address			
A8	Mailing Address	425 East Center Street	<i>425 East Center Street</i>
A9	City	Madisonville	<i>Madisonville</i>
A10	Zip Code	42431	<i>42431</i>
A12	Phone	(270) 825-2680	<i>(270) 825-2680</i>
Tax Rates (expressed as per \$100; i.e., 20.0 or 3.75)			
A14	Real	0	<i>N/A</i>
A15	Personal	0	<i>N/A</i>
A16	Motor Vehicle/Water Craft	0	<i>N/A</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 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	\$0	<i>\$0</i>
B2	Other	\$473,000	<i>\$463,000</i>
B3	Local Government Revenue Total (B1 + B2):	\$473,000	<i>\$463,000</i>

State Government Revenue

B4	State Aid Grant	\$24,972	\$24,972
B5	Construction Debt-Assistance Grant	\$0	\$0
B6	Other State Government Revenue	\$0	\$0
B7	State Government Revenue Total (sum B4 through B6)	\$24,972	\$24,972
Federal Government Revenue			
B9	Prime Time Family Reading Time	\$0	\$0
B12	Other Federal Government Revenue	\$23,883	\$18,209
B13	Federal Government Revenue Total (sum B9 + B12)	\$23,883	\$18,209
B14	Other Operating Revenue	\$70,709	\$79,664
B15	Total Operating Revenue (B3 + B7 + B13 + B14):	\$592,564	\$585,845

Operating Expenditures (C1 - C42)

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

Collection Expenditures

C1	Print Materials	\$28,450	\$25,346
C2	Electronic Materials Expenditures	\$4,420	\$10,156
C3	Audiovisual Materials	\$12,623	\$10,540
C4	Electronic Collections [databases]	\$9,147	\$14,387
C5	Other Library Materials	\$70	\$987
C6	Collection Expenditures Total (C1 through C5)	\$54,710	\$61,416

Salary Expenditures

C7	Library Director	\$44,117	\$42,494
C8	Other Library Personnel	\$184,354	\$173,036
C10	Salary Expenditures Total (C7 + C8)	\$228,471	\$215,530

Fringe Benefits

C11	Required Fringe Benefits	\$17,308	\$20,310
C12	Retirement (Employer's Share)	\$3,090	\$0
C13	Medical Insurance (Employer's Share)	\$19,782	\$19,358
C14	Other	\$0	\$0
C15	Fringe Benefits Total (C11 + C12 + C13 + C14):	\$40,180	\$39,668
C16	Total Staff Expenditures (C10 + C15)	\$268,651	\$255,198

Other Operations

C17	Building Repair	\$13,562	\$14,034
C18	Building Maintenance	\$8,489	\$1,602
C20	Office Supplies, Program Supplies, Postage	\$40,436	\$41,745
C21	Insurance	\$7,630	\$16,882
C22	Public Relations	\$5,377	\$2,394
C23	Utilities	\$60,080	\$50,599

C24	Professional Fees	\$7,500	\$11,825
C25	Audit Fee	\$5,000	\$5,000
C26	Fiscal Year that Audit Covers	FY 2016-2017	FY 2015-2016
C27	What year was the library's last long range plan adopted?	N/A	N/A
C28	Repair and Replacement of Furnishings	\$0	\$0
C29	Other	\$26,500	\$26,560
C30	Specify	rent/lease expense	rents and leases
C31	Other	\$1,686	\$833
C32	Specify	cash over/short, bd expense	cash over/short, board expenses
C33	Total Other Operating Expenditures (C17 + C18 + C20 + C21 + C22 + C23 + C24 + C25 + C28 + C29 + C31)	\$176,260	\$171,474
C34	Bookmobile/Extended Services	\$980	\$485
C35	Continuing Education	\$3,149	\$2,002
C36	Operating Expenditures for Electronic Access	\$4,420	\$2,105
C37	Total Operating Expenditures (C6 + C16 + C33 + C34 + C35 + C36):	\$508,170	\$492,680

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	\$16,432	\$73,421
C39	Debt Service	\$40,838	\$41,022

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

C42 - Did you spend state aid funds on any of the following? (check all that apply)

Collection Expenditures	No
Bookmobile/Extended Services	No
Continuing Education	No
None of the Above	No

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	Dawson Springs Branch Library	<i>Dawson Springs Branch Library</i>
E2	Street Address	103 West Ramsey Street	<i>103 West Ramsey Street</i>
E3	City	Dawson Springs	<i>Dawson Springs</i>
E4	Zip Code	42408	<i>42408</i>
E6	Phone	(270) 797-8990	<i>(270) 797-8990</i>
E8	Square Footage	3,328	<i>3,328</i>
E11	Number of Meetings Held	237	<i>271</i>
E12	Library Visits	18,274	<i>18,131</i>
E13	Number of Registered Users	2,758	<i>2,599</i>
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	2,883	<i>2,734</i>
E15	Reference Transactions	1,300	<i>2,020</i>
E16a	Sunday Opening Time	0	<i>Closed</i>
E16b	Sunday Closing Time	0	<i>Closed</i>
E16c	Hours	0.00	<i>0.00</i>
E16d	Monday Opening Time	0	<i>Closed</i>
E16e	Monday Closing Time	0	<i>Closed</i>
E16f	Hours	0.00	<i>0.00</i>
E16g	Tuesday Opening Time	10:00 AM	<i>10:00AM</i>
E16h	Tuesday Closing Time	5:30 PM	<i>5:30PM</i>
E16i	Hours	7.50	<i>7.50</i>
E16j	Wednesday Opening Time	10:00 AM	<i>10:00AM</i>
E16k	Wednesday Closing Time	5:30 PM	<i>5:30PM</i>
E16l	Hours	7.50	<i>7.50</i>
E16m	Thursday Opening Time	10:00 AM	<i>10:00AM</i>
E16n	Thursday Closing Time	5:30 PM	<i>5:30PM</i>
E16o	Hours	7.50	<i>7.50</i>
E16p	Friday Opening Time	10:00 AM	<i>10:00AM</i>
E16q	Friday Closing Time	5:30 PM	<i>5:30PM</i>

E16r	Hours	7.50	7.50
E16s	Saturday Opening Time	12:00 PM	12:00PM
E16t	Saturday Closing Time	3:00 PM	3:00PM
E16u	Hours	3.00	3.00
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)	33.00	33
E17.3a	Total Number of Weeks Branch Libraries are Open (Sum of all E17.3)	52.00	52
E18	Number of Branches	1	1
E19	Total Annual Hours Open	1,716.00	1,716.00

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	443464	443464
F2	Vehicle Year, Make, and Model	2003, KIA, Sedona EX/L	2003, KIA, SEDONA
F3	Mileage on Odometer	120,171	115,976
F4	Owner of Vehicle	locally	locally
F5	Number of Stops in an Average Week	12	6

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	W1279	W1279
G3	Vehicle Year, Make, and Model	1999 Chevrolet	1999, CHEVROLET
G4	Owner of Vehicle	state	state
G5	Bookmobile Visits (number of persons entering the bookmobile)	0	
G6	Number of Registered Users	245	
G7	Number of Uses [Sessions] of Public Internet Computers Per Year	0	0
G8	Reference Transactions	0	0

G9	Hours on the Road Per Week (but not serving patrons)	0	0
G9a	Sunday - Daily Hours Open to the Public	0	0
G9b	Monday - Daily Hours Open to the Public	0	0
G9c	Tuesday - Daily Hours Open to the Public	0	0
G9d	Wednesday - Daily Hours Open to the Public	0	0
G9e	Thursday - Daily Hours Open to the Public	0	0
G9f	Friday - Daily Hours Open to the Public	0	0
G9g	Saturday - Daily Hours Open to the Public	0	0
G9.3	Number of Weeks Bookmobile is Open	0	0
G9.3a	Total Number of Weeks Bookmobiles are Open (Sum of all G9.3)	0.00	0
G10	Total Hours for Bookmobiles in an Average Week (G9a + G9b + G9c + G9d + G9e + G9f + G9g)	0.00	0
G11	Number of Bookmobiles	1	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	Hopkins County-Madisonville Public Library	<i>Hopkins County-Madisonville Public Library</i>
H2	Street Address	425 East Center Street	<i>425 East Center Street</i>
H3	City	Madisonville	<i>Madisonville</i>
H4	Zip Code	42431	<i>42431</i>
H6	Phone	(270) 825-2680	<i>(270) 825-2680</i>
H8	Square Footage	14,678	<i>14,678</i>
H11	Number of Meetings Held	233	<i>132</i>
H12	Library Visits	36,802	<i>39,069</i>
H13	Number of Registered Users	21,829	<i>20,469</i>
H14	Number of Uses [Sessions] of Public Internet Computers Per Year	13,389	<i>13,240</i>
H15	Reference Transactions	5,005	<i>4,992</i>
Hours Open to the Public			
H16a	Sunday Opening Time	0	<i>Closed</i>
H16b	Sunday Closing Time	0	<i>Closed</i>
H16c	Hours	0.00	<i>0</i>
H16d	Monday Opening Time	10:00 AM	<i>10:00AM</i>
H16e	Monday Closing Time	7:00 PM	<i>7:00PM</i>

H16f	Hours	9.00	9
H16g	Tuesday Opening Time	10:00 AM	10:00AM
H16h	Tuesday Closing Time	7:00 PM	7:00PM
H16i	Hours	9.00	9
H16j	Wednesday Opening Time	10:00 AM	10:00AM
H16k	Wednesday Closing Time	7:00 PM	7:00PM
H16l	Hours	9.00	9
H16m	Thursday Opening Time	10:00 AM	10:00AM
H16n	Thursday Closing Time	7:00 PM	7:00PM
H16o	Hours	9.00	9
H16p	Friday Opening Time	10:00 AM	10:00AM
H16q	Friday Closing Time	7:00 PM	7:00PM
H16r	Hours	9.00	9
H16s	Saturday Opening Time	10:00 AM	10:00AM
H16t	Saturday Closing Time	5:00 PM	5:00PM
H16u	Hours	7.00	7
H17	Total Hours Open to the Public (H16c + H16f + H1i + H16l + H16o + H16r + H16u)	52.00	52
H18	Number of Weeks Main Library is Open	52	52
H19	Does your library have a Friends group?		
	Yes	Yes	
	No	No	

Facility Info (I1 - I32)

Square Footage

I1	Main Library (from H8)	14,678	14,678
I2	Branch Libraries (sum of E8 branch data)	3,328	3,328
I3	Total (I1 + I2)	18,006	18,006

Number of Meetings Held

I10	Main Library (from H11)	233	132
I11	Branch Libraries (sum of E11 branch data)	237	271
I12	Total (I10 + I11)	470	403

Library Visits

I13	Main Library (from H12)	36,802	39,069
I14	Branch Libraries (sum of E12 branch data)	18,274	18,131
I15	Bookmobiles (sum of G5 branch data)	0	0
I16	Total (I13 + I14 + I15)	55,076	57,200

Number of Registered Users

I17	Main Library (from H13)	21,829	20,469
I18	Branch Libraries (sum of E13 branch data)	2,758	2,599
I19	Bookmobiles (sum of G6 branch data)	245	294

I20	Total (I17 + I18 + I19)	24,832	23,362
Number of Uses [Sessions] of Public Internet Computers Per Year			
I21	Main Library (from H14)	13,389	13,240
I22	Branch Libraries (sum of E14 branch data)	2,883	2,734
I23	Bookmobiles (sum of G7 branch data)	0	0
I24	Total (I21 + I22 + I23)	16,272	15,974
Reference Transactions			
I25	Main Library (from H15)	5,005	4,992
I26	Branch Libraries (sum of E15 branch data)	1,300	2,020
I27	Bookmobiles (sum of G8 branch data)	0	0
I28	Total (I25 + I26 + I27)	6,305	7,012
Public Service Hours per Year			
I29	Main Library (H17 * H18)	2,704.00	2,704.00
I30	Branch Libraries (sum of E17 branch data * E17.3a)	1,716.00	1,716.00
I31	Bookmobiles (sum of G10 bookmobile data * G9.3a)	0.00	0
I32	Total (I29 + I30 + I31)	4,420.00	4,420.00

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	1.87	2.00
J2	Number of Librarians with Non ALA Accredited Master's Degree in Library Science	.0	0.00
J3	Number of Librarians with a Master's Degree NOT in Library Science	.0	0.00
J4	Number of Librarians with a Bachelor's Degree in Library Science	.93	1.00
J5	Number of Librarians with a Bachelor's Degree NOT in Library Science	.0	0.00
J6	Number of Librarians with Less Than a Bachelor's Degree	1.87	2.00

J7	Total Librarians (J1 + J2 + J3 + J4 + J5 + J6):	4.67	5.00
J8	All Other Paid Staff	4.04	5.00
J9	Total Paid Employees (J7 + J8):	8.71	10.00

Library Collection (K1 -K18)

Book Collection

K1	Adult Fiction	21,781	19,845
K2	Adult Nonfiction	14,222	14,649
K3	Children's Fiction	15,294	16,940
K4	Children's Nonfiction	7,663	7,946
K5	Total (K1 + K2 + K3 + K4)	58,960	59,380

Digital or Audiovisual Materials

K6	Electronic Books (E-Books)	131,601	123,296
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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	5	4
K7b	State (State Government or State Library) ** Include 60 KYVL databases **	60	50
K7	Total Electronic Collections [databases] (K7a+K7b)	65	54
K9	Audio - Physical Units	2,159	2,321
K10	Audio - Downloadable Units	25,937	24,287
K13	Video - Physical Units	4,664	4,349
K14	Video - Downloadable Units	1,862	1,853

K15	Other Material in Collection	77	7
K16	Current Print Serial Subscriptions	35	62
K17	Book/Serial Volumes (K5 + K16)	58,995	59,442
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	18,452	21,129
L2	All Branches	6,042	6,408
L3	Bookmobile/Outreach	999	1,034
L4	Total (L1 + L2 + L3)	25,493	28,571

Book Circulation Adult Nonfiction

L5	Main Library	4,485	4,830
L6	All Branches	592	992
L7	Bookmobile/Outreach	115	124
L8	Total (L5 + L6+ L7)	5,192	5,946

Book Circulation Children's Fiction

L9	Main Library	12,615	14,106
L10	All Branches	2,573	2,681
L11	Bookmobile/Outreach	1,780	1,900
L12	Total (L9 + L10+ L11)	16,968	18,687

Book Circulation Children's Nonfiction

L13	Main Library	1,575	1,843
L14	All Branches	466	319
L15	Bookmobile/Outreach	0	0
L16	Total (L13 + L14 + L15)	2,041	2,162

Book Circulation Total:

L17	Main Library (L1 + L5 + L9 + L13)	37,127	41,908
L18	All Branches (L2 + L6 + L10 + L14)	9,673	10,400
L19	Bookmobile/Outreach (L3 + L7 + L11 + L15)	2,894	3,058
L20	Total (L4 + L8 + L12+ L16)	49,694	55,366

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	1,613	1,722
L22	All Branches	320	337

L23	Bookmobile/Outreach	144	48
L24	Total (L21 + L22 + L23)	2,077	2,107
Audiovisual Circulation Other Audio			
L25	Main Library	282	359
L26	All Branches	6	41
L27	Bookmobile/Outreach	0	48
L28	Total (L25 + L26 + L27)	288	448
Audiovisual Circulation Videos			
L29	Main Library	15,297	14,877
L30	All Branches	9,474	9,366
L31	Bookmobile/Outreach	144	144
L32	Total (L29 + L30 + L31)	24,915	24,387
Audiovisual Circulation Other			
L33	Main Library	0	0
L34	All Branches	0	0
L35	Bookmobile/Outreach	0	0
L36	Total (L33 + L34 + L35)	0	0

Audiovisual Circulation Total

L37	Main Library (L21 + L25 + L29 + L33)	17,192	16,958
L38	All Branches (L22 + L26 + L30 + L34)	9,800	9,744
L39	Bookmobile/Outreach (L23 + L27 + L31 + L35)	288	240
L40	Total (L24 + L28 + L32 + L36)	27,280	26,942

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	162	75
L42	All Branches	289	86
L43	Bookmobile/Outreach	0	0
L44	Total (L41 + L42 + L43)	451	161

Total Circulation

L45	Main Library (L17 + L37 + L41)	54,481	58,941
L46	All Branches (L18 + L38 + L42)	19,762	20,230
L47	Bookmobile/Outreach (L19 + L39 + L43)	3,182	3,298

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	20,741	18,161
L49	Total Circulation (L20 + L40 + L44 + L48)	98,166	100,630
L50	Successful Retrieval of Electronic Information	5,928	3,698

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	16,645	18,450
L52	All Branches	4,065	4,169
L53	Bookmobile/Outreach	1,876	1,980
L54	Total (L51 + L52 + L53)	22,586	24,599

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	34
M2	Use Statistics	

Interlibrary Cooperation (N1 - N6)

Loaned To

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

Borrowed From

N4	Print	67	15
N5	Nonprint	0	0
N6	Total (N4 + N5):	67	15

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	109	117
O2	All Branches	42	41
O3	Bookmobile/Outreach	108	60
O4	Total (O1 + O2 + O3)	259	218

Infant/Toddler/Preschool - *number of attendees*

O5	Main Library	2,115	2,622
O6	All Branches	263	139
O7	Bookmobile/Outreach	2,268	1,228
		4,646	3,989

O8	Total (O5 + O6 + O7)		
<i>Elementary School - number of programs</i>			
O17	Main Library	20	12
O18	All Branches	26	23
O19	Bookmobile/Outreach	0	0
O20	Total (O17 + O 18 + O19)	46	35
<i>Elementary School - number of attendees</i>			
O21	Main Library	436	234
O22	All Branches	287	344
O23	Bookmobile/Outreach	0	0
O24	Total (O21 + O22 + O23)	723	578
<i>Young Adult (age 12 and older) - number of programs</i>			
O25	Main Library	7	8
O26	All Branches	28	18
O27	Bookmobile/Outreach	0	0
O28	Total (O25 + O26 + O27)	35	26
<i>Young Adult (age 12 and older) - number of attendees</i>			
O29	Main Library	86	105
O30	All Branches	418	209
O31	Bookmobile/Outreach	0	0
O32	Total (O29 + O30 + O31)	504	314
<i>Adult Programs - number of programs</i>			
O33	Main Library	27	38
O34	All Branches	0	1
O35	Bookmobile/Outreach	0	0
O36	Total (O33 + O34 + O35)	27	39
<i>Adult Programs - number of attendees</i>			
O37	Main Library	446	507
O38	All Branches	0	2
O39	Bookmobile/Outreach	0	0
O40	Total (O37 + O38 + O39)	446	509
<i>Programs Directed at Multiple Age Levels - number of programs</i>			
O41	Main Library	46	40
O42	All Branches	13	4
O43	Bookmobile/Outreach	6	0
O44	Total (O41 + O42 + O43)	65	44
<i>Programs Directed at Multiple Age Levels - number of attendees</i>			
O45	Main Library	2,719	2,391
O46	All Branches	302	96
O47	Bookmobile/Outreach	480	0
O48	Total (O45 + O46 + O47)	3,501	2,487
<i>Total Number Of Programs:</i>			
O49	Main Library (O1 + O17 + O25 + O33 + O41)	209	215
O50	All Branches (O2 + O18 + O26 + O34 + O42)	109	87
O51	Bookmobile/Outreach (O3 + O19 + O27 + O35 + O43)	114	60

O52	Total (O4 + O20 + O28 + O36 + O44)	432	362
Total Program Attendance:			
O53	Main Library (O5 + O21 + O29 + O37 + O45)	5,802	5,859
O54	All Branches (O6 + O22 + O30 + O38 + O46)	1,270	790
O55	Bookmobile/Outreach (O7 + O23 + O31 + O39 + O47)	2,748	1,228
O56	Total (O8 + O24 + O32 + O40 + O48)	9,820	7,877

Intellectual Freedom (P1 - P6)

P1	Title of Challenged Work	No challenges
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	27	27
Q2	Number of People Formally Trained by Staff to Use Electronic Resources	50	1,924
Q3	Does the library provide wireless internet access (Wi-Fi) for patrons?	Yes	Yes
Q4	Wireless Sessions - Annually	23,706	24,307
Q5	Website Visits	4,777	

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	The Hopkins County-Madisonville Public Library launched a new website, created by Yellowberri during the last year. We can now expand services in a whole new way with broader reach now having a new Internet presence. Our Dawson Springs Branch also underwent a computer replacement project at the end of the fiscal year. For the first time in four years, every computer in the public lab is fully functioning and up-to-date.	<i>Response has been entered.</i>
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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	Yes
T2	Conflict of Interest Policy	Yes	Yes
		Yes	Yes

T3	Ethics Policy		
T4	Fiscal Responsibility Policy	Yes	Yes
T5	Investment Policy	Yes	Yes
T6	Open Records Policy	Yes	Yes
T7	Procurement Code Policy	Yes	Yes
T8	Sponsorship Policy	Yes	Yes
T9	Trustee Orientation Policy	Yes	Yes
T10	Whistleblower Policy	Yes	Yes

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	<i>Thursday</i>
V1.2	Week	Third Week	<i>Third Week</i>
V1.3	Time	4:30 PM - 5:00 PM	<i>4:30 PM - 5:00 PM</i>

President or Chair

V2.1	Name:	Patricia Wiles	<i>Carolyn Ferrell</i>
V2.2	P.O. Box or Street:	1825 Forrest Acres Drive	<i>47 South Main Street</i>
V2.3	City:	Madisonville	<i>Madisonville</i>
V2.4	Zip:	42431	<i>42431</i>
V2.5	Phone:	(270) 821-3435	<i>(270) 821-0073</i>
V2.6	Term Expires (MM/DD/YYYY):	09/30/2021	<i>06/30/2017</i>
V2.7	Term	First Term	<i>First Term</i>
V2.8	Number of Regularly Scheduled Board Meetings Attended	12	<i>10</i>
V2.9	Number of Library Related Professional Conferences and or Workshops Attended	0	<i>0</i>

Vice President or Vice Chair

V3.1	Name:	Tara Edwards	<i>Patricia Wiles</i>
V3.2	P.O. Box or Street:	128 Spyglass Court	<i>825 Forrest Arcres Drive</i>
V3.3	City:	Madisonville	<i>Madisonville</i>
V3.4	Zip:	42431	<i>42431</i>
V3.5	Phone:	(270) 404-0076	<i>(270) 821-3435</i>
V3.6	Term Expires (MM/DD/YYYY):	09/30/2021	<i>06/30/2017</i>
V3.7	Term	First Term	<i>First Term</i>
V3.8	Number of Regularly Scheduled Board Meetings Attended	10	<i>12</i>
V3.9	Number of Library Related Professional Conferences and or Workshops Attended	0	<i>0</i>

Secretary

V4.1	Name:	No secretary appointed	<i>Eric Nance Woehler</i>
V4.2	P.O. Box or Street:	N/A	<i>1934 Bayview Drive</i>
V4.3	City:	N/A	<i>Madisonville</i>
V4.4	Zip:	N/A	<i>42431</i>
V4.5	Phone:	N/A	<i>(919) 656-1539</i>

V4.6	Term Expires (MM/DD/YYYY):	N/A	06/30/2017
V4.7	Term	Vacant	First Term
V4.8	Number of Regularly Scheduled Board Meetings Attended	N/A	10
V4.9	Number of Library Related Professional Conferences and or Workshops Attended	N/A	0

Treasurer

V5.1	Name:	Allen Davis	Patricia Wiles
V5.2	P.O. Box or Street:	1096 N Main Street	825 Forrest Acres Drive
V5.3	City:	Madisonville	Madisonville
V5.4	Zip:	42431	42431
V5.5	Phone:	(270) 821-3131	(270) 821-3435
V5.6	Term Expires (MM/DD/YYYY):	09/05/2019	06/30/2017
V5.7	Term	First Term	First Term
V5.8	Number of Regularly Scheduled Board Meetings Attended	10	12
V5.9	Number of Library Related Professional Conferences and or Workshops Attended	0	0

Member

V6.1	Name:	Donna Travis	Gigi Kesterson Smith
V6.2	P.O. Box or Street:	705 John Thomas Road	502 Hall Street
V6.3	City:	Manitou	Madisonville
V6.4	Zip:	42436	42431
V6.5	Phone:	(270) 322-9778	(270) 821-7311
V6.6	Term Expires (MM/DD/YYYY):	09/30/2019	06/30/2019
V6.7	Term	First Term	First Term
V6.8	Number of Regularly Scheduled Board Meetings Attended	11	12
V6.9	Number of Library Related Professional Conferences and or Workshops Attended	0	0

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.

Hopkins County-Madisonville Public Library 2018 Kentucky Annual Report of Public Libraries

Federal Notes

General Information (A1 - A16)

No Notes

Operating Revenue (B1 - B15)

No Notes

Operating Expenditures (C1 - C42)

C5 Other Library Materials **Federal Note:** We started a cake pan borrowing program and purchased filament for our 3D printer.

C21 Insurance **Federal Note:** We rebid our insurance in May of 2017. The new rate is considerably lower than the former, but did not include Errors and Omissions since the last policy was paid in full and still had a few months left until the policy expired.

Branch Libraries (E1- E19)

No Notes

Outreach Vehicles (F1 - F5)

No Notes

Bookmobiles (G1 - G11)

No Notes

Main Library (H1 - H19)

No Notes

Facility Info (I1 - I32)

No Notes

Library Staff (J1- J09)

No Notes

Library Collection (K1 -K18)

No Notes

Circulation (L1 - L54)

No Notes

Other Measures of Library Use (M1 - M2)

No Notes

Interlibrary Cooperation (N1 - N6)

N3 Total (N1 + N2): **Federal Note:** We do not loan out materials via Inter Library Loan.

Programs (O1 - O56)

No Notes

Intellectual Freedom (P1 - P6)

No Notes

Technology (Q1 - Q5)

No Notes

Planning and Evaluation (S1)

No Notes

Board Policies (T1 - T10)

No Notes

Library Board Membership (V1 - V6)

V4.1 Name: **Federal Note:** Eric Nance Woehler resigned from the Board of Trustees in July of 2017. No replacement appointed.