Bullitt County Library District
2021 Kentucky Annual Report of Public Libraries

General Information (A1 - A16)

A1	County	Bullitt
A2	Estimated Population	81,676
A3	Library Name	Bullitt County Library District

Street Address

A4	Street Address	127 North Walnut St.
A5	City	Shepherdsville
A6	Zip Code	40165

Mailing Address

A8	Mailing Address	P.O. Box 99
A9	City	Shepherdsville
A10	Zip Code	40165
A12	Phone	(502) 543-7675

Operating Revenue (B1 - B15)

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

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

Local Government Revenue

B1	Library Tax	$7,327,138
B2	Other	$0
B3	Local Government Revenue Total (B1 + B2):	$7,327,138

State Government Revenue

B4	State Aid Grant	$0
B5	Construction Debt-Assistance Grant	$20,000
B6	Other State Government Revenue	$0
B7	State Government Revenue Total (sum B4 through B6)	$20,000

Federal Government Revenue

B11	LSTA CARES Act Grant	$3,000
B12	Other Federal Government Revenue	$0
B13	Federal Government Revenue Total (B11 + B12)	$3,000

Other Operating Income

B14	Other Operating Revenue	$135,232
B15	Total Operating Revenue (B3 + B7 + B13 + B14):	$7,485,370

Operating Expenditures (C1 - C42)

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

Collection Expenditures

C1	Print Materials	$291,404
C2	Electronic Materials Expenditures	$48,290
C3	Audiovisual Materials	$57,120
C4	Electronic Collections [databases]	$158,543
C5	Other Library Materials	$10,060
C6	Collection Expenditures Total (C1 through C5)	$565,417

Salary Expenditures

C7	Library Director	$119,423
C8	Other Library Personnel	$2,428,589
C10	Salary Expenditures Total (C7 + C8)	$2,548,012

Fringe Benefits

C11	Required Fringe Benefits	$232,793
C12	Retirement (Employer's Share)	$378,973
C13	Medical Insurance (Employer's Share)	$394,329
C14	Other	$9,717
C15	Fringe Benefits Total (C11 + C12 + C13 + C14):	$1,015,812
C16	Total Staff Expenditures (C10 + C15)	$3,563,824

Other Operations

C17	Building Repair and Maintenance	$157,879
C20	Office Supplies, Program Supplies, Postage	$119,862
C21	Insurance	$48,043
C22	Public Relations	$90,072
C23	Utilities	$128,372
C24	Professional Fees (include professional membership fees)	$126,421
C25	Audit Fee	$5,250

C26	Fiscal Year that Audit Covers	FY 2019-2020
C27	What year was the library's last long range plan adopted?	2018
C28	Repair and Replacement of Furnishings	$80,257
C29	Other	$25,536
C30	Specify	Primarily COVID supplies: PPE, plexiglass dividers, hand sanitizer, dispensers
C33	Total Other Operating Expenditures (C17 + C20 + C21 + C22 + C23 + C24 + C25 + C28 + C29)	$781,692
C34	Bookmobile/Extended Services	$2,202
C35	Continuing Education	$17,087
C36	Operating Expenditures for Electronic Access	$61,054
C37	Total Operating Expenditures (C6 + C16 + C33 + C34 + C35 + C36):	$4,991,276

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

C38	Capital Outlay Expenditures	$4,711,661
C39	Debt Service	$319,308

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

C40a	Local - Capital Revenue	$0
C40b	State - Capital Revenue	$0
C40c	Federal - Capital Revenue	$0
C40d	Other - Capital Revenue	$0
C40	Total Capital Revenue (C40a through C40d)	$0
C41	Income from loans, bond issues, or other income not reported elsewhere	$7,723,962

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	Yes

COVID Related Information (D1 - D16)

D1	Were any of the library's outlets physically closed to the public for any period of time due to the Coronavirus (COVID-19) pandemic?	Yes
D2	Did library staff continue to provide services to the public during any portion of the period when the building was physically closed to the public due to the Coronavirus (COVID-19) pandemic?	Yes
D5	Did the library allow users to complete registration for library cards online without having to come to the library during the Coronavirus (COVID-19) pandemic?	Yes
D6	Did the library provide reference service via the Internet or telephone when the building was physically closed to the public during the Coronavirus (COVID-19) pandemic?	Yes
D7	Did the library provide 'outside' service for circulation of physical materials at one or more outlets during the Coronavirus (COVID-19) pandemic?	Yes
D11	Did the library intentionally provide Wi-Fi Internet access to users outside the building at one or more outlets during the Coronavirus (COVID-19) pandemic?	Yes
D12	Did the library increase access to Wi-Fi Internet access to users outside the building at one or more outlets during the Coronavirus (COVID-19) pandemic?	Yes
D13	Did library staff work for other government agencies or nonprofit organizations instead of, or in addition to, their normal duties during the Coronavirus (COVID-19) pandemic?	No

Recorded programs are distinct and should not be reported in program totals (Section O)

D16	Describe the Library's Response to the COVID-19 Pandemic	Bullitt County Public Library purchased an array of cleaning/disinfecting supplies, touchless hand sanitizer dispensers, and plexiglass shielding to provide staff and patrons with opportunities to have safe, in-person experiences as much as possible. HVAC systems at each branch were set up to bring in as much fresh air as possible. Programming moved online and collection development shifted to expand digital offerings. Curbside services were added so that physical materials could be checked out by those not wishing or able to enter our buildings. We adopted a pandemic procedure to follow Red Zone recommendations from the state, so when Bullitt County went into the Red Zone last fall, we locked the doors to the public and transitioned to curbside services only. Sadly, Bullitt County stubbornly remained in the Red Zone for months, though we reopened immediately as soon as Bullitt County finally entered the Orange Zone. We modified our hours to allow for quarantining of materials and more frequent cleaning and eventually shifted back to regular hours as soon as the science on COVID-19 transmission methods became clearer.

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	Hillview Branch Library
E2	Street Address	155 Terry Blvd.
E3	City	Louisville
E4	Zip Code	40229
E6	Phone	(502) 957-5759
E8	Square Footage	10,000
E11	Number of Meetings Held	0
E12	Library Visits	28,891
E13	Number of Registered Users	4,982
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	2,821
E15	Reference Transactions	942
E16a	Sunday Opening Time	0
E16b	Sunday Closing Time	0
E16c	Hours	0.00
E16d	Monday Opening Time	9 am
E16e	Monday Closing Time	8 pm
E16f	Hours	11.00
E16g	Tuesday Opening Time	9 am

E16h	Tuesday Closing Time	8 pm
E16i	Hours	11.00
E16j	Wednesday Opening Time	9 am
E16k	Wednesday Closing Time	8 pm
E16l	Hours	11.00
E16m	Thursday Opening Time	9 am
E16n	Thursday Closing Time	8 pm
E16o	Hours	11.00
E16p	Friday Opening Time	9 am
E16q	Friday Closing Time	5 pm
E16r	Hours	8.00
E16s	Saturday Opening Time	9 am
E16t	Saturday Closing Time	5 pm
E16u	Hours	8.00
E17.1	Number of Weeks Branch was Closed Due to COVID-19	17
E17.2	Number of Weeks Branch Had Limited Occupancy Due to COVID-19	32
E17.3	Number of Weeks Branch Library is Open	3
E1	Branch Library Name	Lebanon Junction Branch Library
E2	Street Address	11382 S. Preston Hwy
E3	City	Lebanon Junction
E4	Zip Code	40150
E6	Phone	(502) 833-8648
E8	Square Footage	7,822
E11	Number of Meetings Held	0
E12	Library Visits	13,433
E13	Number of Registered Users	1,718
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	735
E15	Reference Transactions	388
E16a	Sunday Opening Time	0
E16b	Sunday Closing Time	0
E16c	Hours	0.00
E16d	Monday Opening Time	9 am
E16e	Monday Closing Time	8 pm
E16f	Hours	11.00
E16g	Tuesday Opening Time	9 am
E16h	Tuesday Closing Time	8 pm
E16i	Hours	11.00
E16j	Wednesday Opening Time	9 am
E16k	Wednesday Closing Time	8 pm
E16l	Hours	11.00

E16m	Thursday Opening Time	9 am
E16n	Thursday Closing Time	8 pm
E16o	Hours	11.00
E16p	Friday Opening Time	9 am
E16q	Friday Closing Time	5 pm
E16r	Hours	8.00
E16s	Saturday Opening Time	9 am
E16t	Saturday Closing Time	5 pm
E16u	Hours	8.00
E17.1	Number of Weeks Branch was Closed Due to COVID-19	17
E17.2	Number of Weeks Branch Had Limited Occupancy Due to COVID-19	32
E17.3	Number of Weeks Branch Library is Open	3
E1	Branch Library Name	Mount Washington Branch Library
E2	Street Address	214 N. Bardstown Rd
E3	City	Mt. Washington
E4	Zip Code	40047
E6	Phone	(502) 538-7560
E8	Square Footage	12,700
E11	Number of Meetings Held	0
E12	Library Visits	26,167
E13	Number of Registered Users	7,583
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	2,485
E15	Reference Transactions	1,968
E16a	Sunday Opening Time	0
E16b	Sunday Closing Time	0
E16c	Hours	0.00
E16d	Monday Opening Time	9 am
E16e	Monday Closing Time	8 pm
E16f	Hours	11.00
E16g	Tuesday Opening Time	9 am
E16h	Tuesday Closing Time	8 pm
E16i	Hours	11.00
E16j	Wednesday Opening Time	9 am
E16k	Wednesday Closing Time	8 pm
E16l	Hours	11.00
E16m	Thursday Opening Time	9 am
E16n	Thursday Closing Time	8 pm
E16o	Hours	11.00
E16p	Friday Opening Time	9 am
E16q	Friday Closing Time	5 pm

E16r	Hours	8.00
E16s	Saturday Opening Time	9 am
E16t	Saturday Closing Time	5 pm
E16u	Hours	8.00
E17.1	Number of Weeks Branch was Closed Due to COVID-19	17
E17.2	Number of Weeks Branch Had Limited Occupancy Due to COVID-19	32
E17.3	Number of Weeks Branch Library is Open	3
E1	Branch Library Name	Nichols Branch Library
E2	Street Address	10729 Hwy 44 W
E3	City	West Point
E4	Zip Code	40177
E6	Phone	(502) 324-7699
E8	Square Footage	7,600
E11	Number of Meetings Held	0
E12	Library Visits	9,050
E13	Number of Registered Users	340
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	156
E15	Reference Transactions	852
E16a	Sunday Opening Time	0
E16b	Sunday Closing Time	0
E16c	Hours	0.00
E16d	Monday Opening Time	11 am
E16e	Monday Closing Time	7 pm
E16f	Hours	8.00
E16g	Tuesday Opening Time	11 am
E16h	Tuesday Closing Time	7 pm
E16i	Hours	8.00
E16j	Wednesday Opening Time	11 am
E16k	Wednesday Closing Time	7 pm
E16l	Hours	8.00
E16m	Thursday Opening Time	11 am
E16n	Thursday Closing Time	7 pm
E16o	Hours	8.00
E16p	Friday Opening Time	9 am
E16q	Friday Closing Time	5 pm
E16r	Hours	8.00
E16s	Saturday Opening Time	9 am
E16t	Saturday Closing Time	5 pm
E16u	Hours	8.00

E17.1	Number of Weeks Branch was Closed Due to COVID-19	17
E17.2	Number of Weeks Branch Had Limited Occupancy Due to COVID-19	17
E17.3	Number of Weeks Branch Library is Open	18
E17	All Branches' Total Hours Open to the Public (E16c + E16f + E16i + E16l + E16o + E16r + E16u)	228.00
E17.3a	Total Number of Weeks Branch Libraries are Open (Sum of all E17.3)	27.00
E18	Number of Branches	4
E19	Total Annual Hours Open	1,404.00

Outreach Vehicles (F1 - F3)

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

F1	Vehicle Year, Make, and Model	NA
F2	Owner of Vehicle	
F3	Number of Stops in an Average Week	

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)	NA

G9a	Sunday - Daily Hours Open to the Public	NA
G9b	Monday - Daily Hours Open to the Public	NA
G9c	Tuesday - Daily Hours Open to the Public	NA
G9d	Wednesday - Daily Hours Open to the Public	NA
G9e	Thursday - Daily Hours Open to the Public	NA
G9f	Friday - Daily Hours Open to the Public	NA
G9g	Saturday - Daily Hours Open to the Public	NA
G9.1	Number of Weeks Bookmobile was Closed Due to COVID-19	
G9.2	Number of Weeks Bookmobile Had Limited Occupancy Due to COVID-19	
G9.3	Number of Weeks Bookmobile is Open	N/A
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	Ridgway Memorial Library
H2	Street Address	127 North Walnut Street
H3	City	Shepherdsville
H4	Zip Code	40165
H6	Phone	(502) 543-7675
H8	Square Footage	16,000
H11	Number of Meetings Held	0
H12	Library Visits	24,979
H12a	Library Visits Reporting Method	CT - Annual Count
H13	Number of Registered Users	11,675
H14	Number of Uses [Sessions] of Public Internet Computers Per Year	3,472
H14a	Reporting Method for Number of Uses of Public Internet Computers Per Year	CT - Annual Count

| H15 | Reference Transactions | 1,742 |
| H15a | Reference Transactions Reporting Method | CT - Annual Count |

Hours Open to the Public

H16a	Sunday Opening Time	1 pm
H16b	Sunday Closing Time	5 pm
H16c	Hours	4.00
H16d	Monday Opening Time	9 am
H16e	Monday Closing Time	8 pm
H16f	Hours	11.00
H16g	Tuesday Opening Time	9 am
H16h	Tuesday Closing Time	8 pm
H16i	Hours	11.00
H16j	Wednesday Opening Time	9 am
H16k	Wednesday Closing Time	8 pm
H16l	Hours	11.00
H16m	Thursday Opening Time	9 am
H16n	Thursday Closing Time	8 pm
H16o	Hours	11.00
H16p	Friday Opening Time	9 am
H16q	Friday Closing Time	5 pm
H16r	Hours	8.00
H16s	Saturday Opening Time	9 am
H16t	Saturday Closing Time	5 pm
H16u	Hours	8.00
H17	Total Hours Open to the Public (H16c + H16f + H1i + H16l + H16o + H16r + H16u)	64.00
H17.2	Number of Weeks Main Library was Closed Due to COVID-19	17
H17.3	Number of Weeks Main Library Had Limited Occupancy Due to COVID-19	32
H18	Number of Weeks Main Library is Open	3

H19 Does your library have a Friends group?

| Yes | No |
| No | Yes |

Facility Info (I1 – I32)

Square Footage

I1	Main Library (from H8)	16,000
I2	Branch Libraries (sum of E8 branch data)	38,122
I3	Total (I1 + I2)	54,122

Number of Meetings Held

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

Library Visits

I13	Main Library (from H12)	24,979
I14	Branch Libraries (sum of E12 branch data)	77,541
I15	Bookmobiles (sum of G5 branch data)	0
I16	Total (I13 + I14 + I15)	102,520

Number of Registered Users

I17	Main Library (from H13)	11,675
I18	Branch Libraries (sum of E13 branch data)	14,623
I19	Bookmobiles (sum of G6 branch data)	0
I20	Total (I17 + I18 + I19)	26,298

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

I21	Main Library (from H14)	3,472
I22	Branch Libraries (sum of E14 branch data)	6,197
I23	Bookmobiles (sum of G7 branch data)	0
I24	Total (I21 + I22 + I23)	9,669

Reference Transactions

I25	Main Library (from H15)	1,742
I26	Branch Libraries (sum of E15 branch data)	4,150
I27	Bookmobiles (sum of G8 branch data)	0
I28	Total (I25 + I26 + I27)	5,892

Public Service Hours per Year

I29	Main Library (sum of (H17.3 + H18) * H17)	2,240.00
I30	Branch Libraries (sum of (E17.2 + E17.3) * E17)	8,085.00
I31	Bookmobiles (sum of (G9.2 + G9.3) * G10)	0.00
I32	Total (I29 + I30 + I31)	10,325.00

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

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	5.00
J2	Number of Librarians with Non ALA Accredited Master's Degree in Library Science	.50
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	10.50
J6	Number of Librarians with Less Than a Bachelor's Degree	46.50
J7	Total Librarians (J1 + J2 + J3 + J4 + J5 + J6):	62.50
J8	All Other Paid Staff	7.00
J9	Total Paid Employees (J7 + J8):	69.50

Library Collection (K1 -K17)

Book Collection

K1	Adult Books (over age 18)	73,433
K2	Young Adult Books (ages 12 to 18)	10,459
K3	Children's Books (under age 12)	56,326
K4	Total (K1 + K2 + K3)	140,218

Digital or Audiovisual Materials

K6	Electronic Books (E-Books)	172,664

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	19
K7b	State (State Government or State Library) ** Include **66 KYVL databases** **	66
K7	Total Electronic Collections [databases] (K7a+K7b)	85
K9	Audio - Physical Units	8,476
K10	Audio - Downloadable Units	49,170
K13	Video - Physical Units	27,468
K14	Video - Downloadable Units	1,990
K15	Other Material in Collection	5,529
K16	Current Print Serial Subscriptions	105
K17	Book/Serial Volumes (K4 + K16)	140,323

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 (over age 18)

L1	Main Library	13,680
L2	All Branches	41,181

L3	Bookmobile/Outreach	931
L4	Total (L1 + L2 + L3)	55,792

Book Circulation, Young Adult (ages 12 to 18)

L5	Main Library	2,097
L6	All Branches	4,989
L7	Bookmobile/Outreach	98
L8	Total (L5 + L6+ L7)	7,184

Book Circulation, Children's (under age 12)

L9	Main Library	16,609
L10	All Branches	54,573
L11	Bookmobile/Outreach	211
L12	Total (L9 + L10+ L11)	71,393

Book Circulation Total

L13	Main Library (L1 + L5 + L9)	32,386
L14	All Branches (L2 + L6 + L10)	100,743
L15	Bookmobile/Outreach (L3 + L7 + L11)	1,240
L16	Total (L4 + L8 + L12)	134,369

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	1,230
L22	All Branches	2,882
L23	Bookmobile/Outreach	196
L24	Total (L21 + L22 + L23)	4,308

Audiovisual Circulation Other Audio

L25	Main Library	400
L26	All Branches	376
L27	Bookmobile/Outreach	0
L28	Total (L25 + L26 + L27)	776

Audiovisual Circulation Videos

L29	Main Library	7,593
L30	All Branches	22,865
L31	Bookmobile/Outreach	98
L32	Total (L29 + L30 + L31)	30,556

Audiovisual Circulation Other

L33	Main Library	60
L34	All Branches	282
L35	Bookmobile/Outreach	0
L36	Total (L33 + L34 + L35)	342

Audiovisual Circulation Total

L37	Main Library (L21 + L25 + L29 + L33)	9,283
L38	All Branches (L22 + L26 + L30 + L34)	26,405

| L39 | Bookmobile/Outreach (L23 + L27 + L31 + L35) | 294 |
| L40 | Total (L24 + L28 + L32 + L36) | 35,982 |

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	309
L42	All Branches	1,629
L43	Bookmobile/Outreach	10
L44	Total (L41 + L42 + L43)	1,948

Total Circulation

L45	Main Library (L13 + L37 + L41)	41,978
L46	All Branches (L14 + L38 + L42)	128,777
L47	Bookmobile/Outreach (L15 + L39 + L43)	1,544

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	56,107
L49	Total Circulation (L16 + L40 + L44 + L48)	228,406
L50	Successful Retrieval of Electronic Information	65,385

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	18,706
L52	All Branches	59,562
L53	Bookmobile/Outreach	309
L54	Total (L51 + L52 + L53)	78,577

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 | |
| M2 | Use Statistics | |

Interlibrary Cooperation (N1 - N6)

Loaned To

N1	Print	76
N2	Nonprint	1
N3	Total (N1 + N2):	77

Borrowed From

N4	Print	806
N5	Nonprint	239
N6	Total (N4 + N5):	1,045

Programs (O1 - O66)

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.

Infant/Toddler/Preschool - *number of programs*

O1	Main Library	0
O2	All Branches	2
O3	Bookmobile/Outreach	0
O4	Total (O1 + O2 + O3)	2

Infant/Toddler/Preschool - *number of attendees*

O5	Main Library	0
O6	All Branches	124
O7	Bookmobile/Outreach	0
O8	Total (O5 + O6 + O7)	124

Elementary School - *number of programs*

O17	Main Library	0
O18	All Branches	5
O19	Bookmobile/Outreach	0
O20	Total (O17 + O18 + O19)	5

Elementary School - *number of attendees*

O21	Main Library	0
O22	All Branches	298
O23	Bookmobile/Outreach	0
O24	Total (O21 + O22 + O23)	298

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

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

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

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

Adult Programs - *number of programs*

O33	Main Library	2
O34	All Branches	1

O35	Bookmobile/Outreach	0
O36	Total (O33 + O34 + O35)	3

Adult Programs - *number of attendees*

O37	Main Library	63
O38	All Branches	101
O39	Bookmobile/Outreach	0
O40	Total (O37 + O38 + O39)	164

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

O41	Main Library	2
O42	All Branches	5
O43	Bookmobile/Outreach	6
O44	Total (O41 + O42 + O43)	13

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

O45	Main Library	248
O46	All Branches	268
O47	Bookmobile/Outreach	450
O48	Total (O45 + O46 + O47)	966

Total Number Of Programs:

O49	Main Library (O1 + O17 + O25 + O33 + O41)	4
O50	All Branches (O2 + O18 + O26 + O34 + O42)	13
O51	Bookmobile/Outreach (O3 + O19 + O27 + O35 + O43)	6
O52	Total (O4 + O20 + O28 + O36 + O44)	23

Number of Live In–Person Program Sessions (Onsite and Offsite)

The number of live in–person program sessions (#O55) must be equal to the Total Number of Programs that was calculated above, in item #O52

O53	Number of Live In–Person Onsite Program Sessions	16
O54	Number of Live In–Person Offsite Program Sessions	7
O55	Total Live In–Person Program Sessions (O53 + O54)	23

Total Program Attendance:

O56	Main Library (O5 + O21 + O29 + O37 + O45)	311
O57	All Branches (O6 + O22 + O30 + O38 + O46)	791
O58	Bookmobile/Outreach (O7 + O23 + O31 + O39 + O47)	450
O59	Total (O8 + O24 + O32 + O40 + O48)	1,552

Live Program Attendance (Onsite and Offsite)

Live Program Attendance (O62) must be equal to the Total Program Attendance that was calculated above, in item #O59.

O60	Live In–Person Onsite Program Attendance	1,102
O61	Live In–Person Offsite Program Attendance	450
O62	Total Live In–Person Program Attendance (O60 + O61)	1,552

Virtual Programs

O63	Number of Live Virtual Program Sessions	17
O64	Virtual Program Attendance	596
O65	Total Views of Recorded Program Presentations within 7 Days	22,055
O66	Total Number of Recorded Program Presentations	718

Self-Directed Activities (Passive Programs) (P1 - P8)

A Self–directed Activity is a planned, independent activity available for a definite time period which introduces participating individuals to any of the broad range of library services or activities which directly provide information to participants. Activities differ from programs in that activities are unstructured and depend on the participation of the attendee to create the experience, rather than a structured presentation offered by librarian to a group at a set time.

Examples of these types of passive activities include DIY stations, craft/activity bags, make and take activity kits, and *Do Science at Home STEAM Kits.*

This does not include informal services such as homework help.

Count all activities, whether held on– or off–site, that are sponsored or co–sponsored by the library. Exclude activities sponsored by other groups that use library facilities.

Self-Directed Activities (Passive Programs), Children (under age 12)

P1	Number of Programs	37
P2	Number of Participants	7,425

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

P3	Number of Programs	9
P4	Number of Participants	881

Self-Directed Activities (Passive Programs), Other (all ages)

P5	Number of Programs	10
P6	Number of Participants	1,393
P7	Total Number of Self-Directed Activities (P1 + P3 + P5)	56
P8	Total Participants in Self-Directed Activities (P2 + P4 + P6)	9,699

Technology (Q1 - Q5)

Q1	Number of Internet Computers Used by General Public	
Q2	Number of People Formally Trained by Staff to Use Electronic Resources	54
Q3	Does the library provide wireless internet access (Wi-Fi) for patrons?	Yes
Q4	Wireless Sessions - Annually	44,781
Q4a	Reporting Method for Wireless Sessions	CT - Annual Count
Q5	Website Visits	108,000

Intellectual Freedom Challenges (R1)

R1	Number of Intellectual Freedom Challenges	0

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	Beyond preparing all branches for safer operation during the pandemic, we made a significant change in direction for our programming and moved things almost exclusively online during the worst incidence rates of the year. We also created bundles and kits for patrons with children so that they can grab activities and/or sets of books based around a theme and quickly go on with their days. Most importantly, we started construction on our new Central Library location, which will replace our existing location in Shepherdsville and provide possibilities for the staff and public alike that are not currently available at any BCPL location.

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
	This Report Has Been Completed by:	Joe Schweiss
	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.