

# Henry County Public Library

## 2009 Kentucky Annual Report of Public Libraries

### General Information (A1 - A16)

A1	County	Henry
A2	Estimated Population	15711
A3	Library Name	Henry County Public Library
(A3.1)	Interlibrary Relationship Code (hidden)	NO
Street Address		
A4	Street Address	172 Eminence Terrace
A5	City	Eminence
A6	Zip Code	40019
A7	Zip4	1146
Mailing Address		
A8	Mailing Address	172 Eminence Terrace
A9	City	Eminence
A10	Zip Code	40019
A11	Zip4	1146
A12	Phone	(502) 845-5682
A13	Web Address	www.henrylibrary.org
Tax Rates (expressed as per \$100; i.e., .20 or .015)		
A14	Real	.056
A15	Personal	.1192
A16	Motor Vehicle/Water Craft	.0374
(A17)	FSCS Public Library Definition (hidden)	Y
(A18)	Geographic Code (hidden)	CO1
(A19)	Legal Basis Code (hidden)	LD
(A20)	Administrative Structure Code (hidden)	MO
(A21)	Number of Central Libraries (hidden)	
(A22)	Legal Service Area Boundary Change (hidden)	N
(A23)	Reporting Period Starting Date (hidden)	7/1/2008
(A24)	Reporting Period Ending Date (hidden)	6/30/2009

### Operating Revenue (B1 - B24)

DO NOT REPORT CAPITAL REVENUE IN THIS SECTION. They are reported as Item #C37. 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.

Local Government Revenue

B1	Library Tax	\$489,338
B2	Other	\$0
B3	<b>Local Government Revenue Total (B1 + B2):</b>	\$489,338
State Government Revenue		
B4	State Aid Grant	\$18,425
B5	Headquarters Grant	\$0
B6	Construction Debt-Assistance Grant	\$0
B7	Institutions Grant	\$0
B8	Bookmobile Repair and Outreach Vehicle Grant	\$0
B9	Kentucky Talking Book Library Grant	\$0
B10	Other State Government Revenue	\$0
B11	<b>State Government Revenue Total (sum B4 through B10)</b>	\$18,425
Federal Government Revenue		
B12	Library Technology Automation Grant	\$0
B13	Library Technology Innovation Grant	\$0
B14	Kentucky Talking Book Library Grant	\$0
B15	Prime Time Family Reading Time	\$0
B16	Live Homework Help Grant	\$0
B18	Continuing Education Grant	\$0
B19	Library Programming Grant	\$2,799
B20	Other Federal Government Revenue	\$0
B21	<b>Federal Government Revenue Total (sum B12 through B20)</b>	\$2,799
B22	Other Operating Revenue	\$21,135
B23	<b>Total Operating Revenue (B3+B11+B21+B22):</b>	\$531,697

## **Operating Expenditures (C1 - C37)**

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

### Collection Expenditures

C1	Print Materials	\$43,891
C2	Electronic Materials Expenditures	\$8,570
C3	Audiovisual Materials	\$11,089
C4	Other Library Materials	\$4,841
C5	<b>Collection Expenditures Total (C1 through C4)</b>	\$68,391

### Salary Expenditures

C6	Library Director	\$47,400
C7	Other Certified Library Personnel	\$98,550
C8	Other Non-Certified Library Personnel	\$46,097
C9	<b>Salary Expenditures Total (C6 + C7 + C8)</b>	\$192,047

### Fringe Benefits

C10	Required Fringe Benefits	\$14,659
C11	Retirement (Employer's Share)	\$21,525
C12	Medical Insurance (Employer's Share)	\$24,052

C13	Other	
C14	<b>Fringe Benefits Total (C10 + C11 + C12 + C13):</b>	\$60,236
C15	<b>Total Staff Expenditures (C9 + C14)</b>	\$252,283
Other Operations		
C16	Building Repair	\$26,861
C17	Building Maintenance	\$16,815
C18	Telephone Voice Line(s) Only	\$3,424
C19	Office Supplies, Program Supplies, Postage	\$16,451
C20	Insurance	\$6,451
C21	Public Relations	\$3,234
C22	Utilities	\$14,812
C23	Professional Fees	\$2,499
C24	Audit Fee	\$0
C25	Fiscal Year that Audit Covers	FY 2006-2007
C26	Repair and Replacement of Furnishings	\$47,409
C27	Other	\$6,448
C28	Specify	Grant expenditures
C29	Other	\$1,434
C30	Specify	Miscellaneous expenses
C31	<b>Total Other Operating Expenditures (C16+C17+C18+C19+C20+C21+C22+C23+C24+C26+C27+C29)</b>	\$145,838
C32	Bookmobile/Extended Services	\$1,820
C33	Continuing Education	\$1,721
C34	Operating Expenditures for Electronic Access	\$15,670
C35	<b>Total Operating Expenditures (C5 + C15 + C31 + C32 + C33 + C34):</b>	\$485,723

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

C36	Capital Outlay Expenditures	\$0
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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

C37a	Local - Capital Revenue	\$0
C37b	State - Capital Revenue	\$0
C37c	Federal - Capital Revenue	\$0
C37d	Other - Capital Revenue	\$0
C37	<b>Total Capital Revenue (C37a through C37d)</b>	\$0

### Outreach Vehicles (F1 - F5)

An outreach vehicle is a vehicle owned by the library 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. **Do not include privately owned vehicles.**

F1	License Number
F2	Vehicle Year, Make, and Model
F3	Mileage on Odometer
F4	Owner of Vehicle
F5	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 on the Road Per Day in an Average Week

G1	License Number	6453-PX
G2	Serial Number	WD2PD544755743115
G3	Year	2005
G4	Owner of Vehicle	locally
G5	Bookmobile Visits (number of persons entering the bookmobile)	4,000
G6	Number of Registered Borrowers	273
G7	Users of Public Internet Computers per Year	0
G8	Reference Transactions	600
G9a	Sunday Opening Time	0

G9b	Sunday Closing Time	0
G9c	Hours	0.00
G9d	Monday Opening Time	11:00
G9e	Monday Closing Time	3:30
G9f	Hours	2.00
G9g	Tuesday Opening Time	10:00
G9h	Tuesday Closing Time	6:00
G9i	Hours	7.00
G9j	Wednesday Opening Time	10:00
G9k	Wednesday Closing Time	4:30
G9l	Hours	3.00
G9m	Thursday Opening Time	10:30
G9n	Thursday Closing Time	4:00
G9o	Hours	3.00
G9p	Friday Opening Time	10:30
G9q	Friday Closing Time	5:00
G9r	Hours	6.00
G9s	Saturday Opening Time	9:00
G9t	Saturday Closing Time	2:00
G9t	Hours	4.00
(G9.1)	Metro Status Code (hidden)	
(G9.2)	Outlet Type Code (hidden)	
G10	<b>Total Hours for Bookmobiles in an Average Week (G9c + G9f + G9i + G9l + G9o + G9r + G9t)</b>	25.00
G11	Number of Bookmobiles	1

## Main Library (H1 - H17)

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	Henry County Public Library
H2	Street Address	172 Eminence Terrace
H3	City	Eminence
H4	Zip Code	40019
H5	Zip4	1146
H6	Phone	(502) 845-5682
H7	Fax	(502) 845-4807
H8	Square Footage	8,000
H9	Meeting Room Square Footage	650
H10	Number of Groups Using Meeting Room	37
H11	Number of Meetings Held	244
H12	Library Visits	93,560
H13	Number of Registered Borrowers	3,865
H14	Users of Public Internet Computers per Year	23,505
H15	Reference Transactions	16,241
(H15.1)	Metro Status Code (hidden)	

(H15.2) Outlet Type Code (hidden)

Hours Open to the Public

H16a	Sunday Opening Time	0
H16b	Sunday Closing Time	0
H16c	Hours	0.00
H16d	Monday Opening Time	9:00
H16e	Monday Closing Time	5:00
H16f	Hours	8.00
H16g	Tuesday Opening Time	9:00
H16h	Tuesday Closing Time	5:00
H16i	Hours	8.00
H16j	Wednesday Opening Time	9:0
H16k	Wednesday Closing Time	5:00
H16l	Hours	8.00
H16m	Thursday Opening Time	9:00
H16n	Thursday Closing Time	8:00
H16o	Hours	11.00
H16p	Friday Opening Time	9:00
H16q	Friday Closing Time	5:00
H16r	Hours	8.00
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)	51.00

**Facility Info (I1 - I32)**

Square Footage

I1	Main Library (from H8)	8,000
I2	Branch Libraries (sum of E8 branch data)	0
I3	Total (I1 + I2)	8,000

Meeting Room Square Footage

I4	Main Library (from H9)	650
I5	Branch Libraries (sum of E9 branch data)	0
I6	Total (I4 + I5)	650

No. of Groups Using Meeting Room

I7	Main Library (from H10)	37
I8	Branch Libraries (sum of E10 branch data)	0
I9	Total ( I7 + I8)	37

Number of Meetings Held

I10	Main Library (from H11)	244
I11	Branch Libraries (sum of E11 branch data)	0
I12	Total (I10 + I11)	244

Library Visits

I13	Main Library (from H12)	93,560
I14	Branch Libraries (sum of E12 branch data)	0
I15	Bookmobiles (sum of G5 branch data)	4,000
I16	Total (I13 + I14 + I15)	97,560
Number of Registered Borrowers		
I17	Main Library (from H13)	3,865
I18	Branch Libraries (sum of E13 branch data)	0
I19	Bookmobiles (sum of G6 branch data)	273
I20	Total (I17 + I18 + I19)	4,138
Users of Public Internet Computers per Year		
I21	Main Library (from H14)	23,505
I22	Branch Libraries (sum of E14 branch data)	0
I23	Bookmobiles (sum of G7 branch data)	0
I24	Total (I21 + I22 + I23)	23,505
Reference Transactions		
I25	Main Library (from H15)	16,241
I26	Branch Libraries (sum of E15 branch data)	0
I27	Bookmobiles (sum of G8 branch data)	600
I28	Total (I25 + I26 + I27)	16,841
Public Service Hours per Year		
I29	Main Library (H17 * 52)	2,652.00
I30	Branch Libraries (sum of E17 branch data * 52)	0.00
I31	Bookmobiles (sum of G10 bookmobile data * 52)	1,300.00
I32	Total ( I29 + I30 + I31)	3,952.00

## Library Staff (J1- J10)

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.

Librarians are defined as persons with the title of librarian who do paid work that usually requires professional training and skill in the theoretical or scientific aspects of library work, or both, as distinct from its mechanical or clerical aspect.

J1	Number of Librarians with an ALA Accredited Master's Degree in Library Science	2
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	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	0
J6	Number of Librarians with Less Than a Bachelor's Degree	3
J7	<b>Total Librarians (J1 + J2 + J3 + J4 + J5 + J6):</b>	5.00
J8	All Other Paid Staff	2.5
J9	<b>Total Paid Employees (J7 + J8):</b>	7.50
Number of Staff (Not FTE)		
J10	Number of Staff Without Current Appropriate KY Certificate Of Librarianship	0

## Library Collection (K1 -K17)

### Book Collection

K1	Adult Fiction	12,562
K2	Adult Nonfiction	12,522
K3	Juvenile Fiction	8,260
K4	Juvenile Nonfiction	4,586
K5	<b>Total (K1 + K2 + K3 + K4)</b>	37,930

### Digital or Audiovisual Materials

K6	Electronic Books (E-Books)	3,901
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Report the number of **licensed** databases (including locally mounted or remote, full-text or not) for which temporary or permanent access rights have **been acquired through payment by the library, or by formal agreement with the State Library or a cooperative agreement within the state or region.** A database is a collection of electronically stored data or unit records (facts, bibliographic data, abstracts, texts) with a common user interface and software for the retrieval and manipulation of the data. Note: The data or records are usually collected with a particular intent and relate to a defined topic. A database may be issued on CD-ROM, diskette, or other direct access method, or as a computer file accessed via dial-up methods or via the Internet.

Subscriptions to individual electronic serial titles are reported under **Current Electronic Serial Subscriptions, K8.** Each database is counted individually even if access to several databases is supported through the same vendor interface.

### Licensed Databases

K7a	Local	6
K7b	State (State Government or State Library) <b>** Include 30 KYVL databases **</b>	30
K7c	Other Cooperative Agreements (or Consortia) within State or Region	0
K7	<b>Total Licensed Databases (K7a+K7b+K7c)</b>	36
K8	Current Electronic Serial Subscriptions	0
K9	Audio Books	800
K10	Audio Compact Discs	0
K11	Other Audio	0
K12	<b>Audio (K9 + K10 + K11)</b>	800
K13	Video	1,273
K14	Other Audiovisual Materials	0



K15	Total Audiovisual Materials(K12 + K13 + K14):	2,073
Serial Subscriptions		
K16	Current Print Serial Subscriptions	72
K17	Book/Serial Volumes ( K5 + K16)	38,002

## Circulation (L1 - L52)

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.

### Book Circulation Adult Fiction

L1	Main Library	21,216
L2	All Branches	0
L3	Bookmobile/Outreach	6,978
L4	Total (L1 + L2 + L3)	28,194

### Book Circulation Adult Nonfiction

L5	Main Library	10,551
L6	All Branches	0
L7	Bookmobile/Outreach	706
L8	Total (L5 + L6+ L7)	11,257

### Book Circulation Juvenile Fiction

L9	Main Library	15,881
L10	All Branches	0
L11	Bookmobile/Outreach	14,556
L12	Total (L9 + L10+ L11)	30,437

### Book Circulation Juvenile Nonfiction

L13	Main Library	3,286
L14	All Branches	0
L15	Bookmobile/Outreach	5,058
L16	Total (L13 + L14 + L15)	8,344

### Book Circulation Total:

L17	Main Library (L1 + L5 + L9 + L13)	50,934
L18	All Branches (L2 + L6 + L10 + L14)	0
L19	Bookmobile/Outreach (L3 + L7 + L11 + L15)	27,298
L20	Total (L4 + L8 + L12+ L16)	78,232

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	1,785
L22	All Branches	0
L23	Bookmobile/Outreach	131
L24	Total (L21 + L22 + L23)	1,916

### Audiovisual Circulation Other Audio

L25	Main Library	0
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L26	All Branches	0
L27	Bookmobile/Outreach	0
L28	<b>Total (L25 + L26 + L27)</b>	0
Audiovisual Circulation Videos		
L29	Main Library	20,817
L30	All Branches	0
L31	Bookmobile/Outreach	42
L32	<b>Total (L29 + L30 + L31)</b>	20,859
Audiovisual Circulation Other		
L33	Main Library	0
L34	All Branches	0
L35	Bookmobile/Outreach	0
L36	<b>Total (L33 + L34 + L35)</b>	0
Audiovisual Circulation Total		
L37	<b>Main Library (L21 + L25 + L29 + L33)</b>	22,602
L38	<b>All Branches (L22 + L26 + L30 + L34)</b>	0
L39	<b>Bookmobile/Outreach (L23 + L27 + L31 + L35)</b>	173
L40	<b>Total (L24 + L28 + L32 + L36)</b>	22,775

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	4,389
L42	All Branches	0
L43	Bookmobile/Outreach	90
L44	<b>Total (L41 + L42 + L43)</b>	4,479

#### Total Circulation

L45	<b>Main Library (L17 + L37 + L41)</b>	77,925
L46	<b>All Branches (L18 + L38 + L42)</b>	0
L47	<b>Bookmobile/Outreach (L19 + L39 + L43)</b>	27,561
L48	<b>Total (L20 + L40 + L44)</b>	105,486

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)

L49	Main Library	19,490
L50	All Branches	0
L51	Bookmobile/Outreach	19,614
L52	<b>Total (L49 + L50 + L51)</b>	39,104

#### In-house Library Use (M1 - M4)

This is a measure of all items used within the library but not checked out. Count all material that was looked at or used even if the patron was unsuccessful in finding the information desired. In-house use, like circulation, measures activity for the full fiscal year. Use may be determined by gathering statistics for a 'typical week' and then multiplying by the number of weeks open. Please provide the best count possible.

M1	Main Library	63,800
M2	All Branches	0

M3	Bookmobile	20,000
M4	<b>Total (M1 + M2 + M3)</b>	83,800

### **Interlibrary Cooperation (N1 - N6)**

#### Loaned To

N1	Print	173
N2	Nonprint	0
N3	<b>Total (N1 + N2):</b>	173

#### Borrowed From

N4	Print	682
N5	Nonprint	0
N6	<b>Total (N4 + N5):</b>	682

### **Programs (O1 - O56 )**

#### Infant/Toddler - *number of programs*

O1	Main Library	18
O2	All Branches	0
O3	Bookmobile/Outreach	0
O4	<b>Total (O1 + O2 + O3)</b>	18

#### Infant/Toddler - *number of attendees*

O5	Main Library	90
O6	All Branches	0
O7	Bookmobile/Outreach	0
O8	<b>Total (O5 + O6 + O7)</b>	90

#### Preschool - *number of programs*

O9	Main Library	68
O10	All Branches	0
O11	Bookmobile/Outreach	0
O12	<b>Total (O9 + O10 + O11)</b>	68

#### Preschool - *number of attendees*

O13	Main Library	872
O14	All Branches	0
O15	Bookmobile/Outreach	0
O16	<b>Total (O13 + O14 + O15)</b>	872

#### Elementary School - *number of programs*

O17	Main Library	23
O18	All Branches	0
O19	Bookmobile/Outreach	20
O20	<b>Total (O17 + O 18 + O19)</b>	43

#### Elementary School - *number of attendees*

O21	Main Library	626
O22	All Branches	0
O23	Bookmobile/Outreach	1,613
O24	<b>Total (O21 + O22 + O23)</b>	2,239

#### Young Adult (age 13 and older) - *number of programs*

O25	Main Library	22
O26	All Branches	0

O27	Bookmobile/Outreach	0
O28	<b>Total (O25 + O26 + O27)</b>	22
Young Adult (age 13 and older) - <i>number of attendees</i>		
O29	Main Library	345
O30	All Branches	0
O31	Bookmobile/Outreach	0
O32	<b>Total (O29 + O30 + O31)</b>	345
Other Children's Programs - <i>number of programs</i>		
O33	Main Library	12
O34	All Branches	0
O35	Bookmobile/Outreach	0
O36	<b>Total (O33 + O34 + O35)</b>	12
Other Children's Programs - <i>number of attendees</i>		
O37	Main Library	311
O38	All Branches	0
O39	Bookmobile/Outreach	0
O40	<b>Total (O37 + O38 + O39)</b>	311
Other Programs - <i>number of programs</i>		
O41	Main Library	33
O42	All Branches	0
O43	Bookmobile/Outreach	0
O44	<b>Total (O41 + O42 + O43)</b>	33
Other Programs - <i>number of attendees</i>		
O45	Main Library	165
O46	All Branches	0
O47	Bookmobile/Outreach	0
O48	<b>Total (O45 + O46 + O47)</b>	165
Total Number Of Programs:		
O49	<b>Main Library (O1 + O9 + O17 + O25 + O33 + O41)</b>	176
O50	<b>All Branches (O2 + O10 + O18 + O26 + O34 + O42)</b>	0
O51	<b>Bookmobile/Outreach (O3 + O11 + O19 + O27 + O35 + O43)</b>	20
O52	<b>Total (O4 + O12 + O20 + O28 + O36 + O44)</b>	196
Total Program Attendance:		
O53	<b>Main Library (O5 + O13 + O21 + O29 + O37 + O45)</b>	2,409
O54	<b>All Branches (O6 + O14 + O22 + O30 + O38 + O46)</b>	0
O55	<b>Bookmobile/Outreach (O7 + O15 + O23 + O31 + O39 + O47)</b>	1,613
O56	<b>Total (O8 + O16 + O24 + O32 + O40 + O48)</b>	4,022

### **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 - Q4)

Q1	Number of Internet Terminals Used by General Public	26
Q2	Number of Computer Terminals Library Has	39
Q3	Number of People Formally Trained by Staff to Use Electronic Resources	95
Q4	Does the library provide wireless internet access (Wi-Fi) for patrons?	Yes

### Planning and Evaluation (S1 - S4)

S1	Describe the current status of your total library program.	The Henry County Public Library has achieved many advancements in the past few years. We have listened very closely to our patrons' interests and have made our public a large part of the collection development process but still strive to make items available that people are less familiar with. We have cut down the wait time for meeting demands of materials and technology and have worked to secure our investments against theft and damage. We continue to set high standards for the customer service we provide but still see room to improve. Our Children and Young Adult programming is getting more popular every year and we are just becoming reacquainted with providing adult programming. We have a very strong foundation and we hope to continue building upon it in the near future. The library is weak in some areas, though. The staff and the public alike are starting to feel how undersized our building is and we hope to function in a larger space in the coming years so that we have room to add new offerings. It is also difficult to adapt the building to some newer technology, which causes roll out times for certain projects to take longer than expected. We have yet to find the best ILS for ourselves and our patrons. We are still trying to find the best way to advertise our services to the county in order to increase attendance and we are still learning what may be of interest to our patrons in terms of adult programs. Finally, we do have some essential services that are still Windows XP dependent that we will need to find alternatives for in the very near future.
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### S2 List service responses chosen during the planning process

a	Basic Literacy	No
b	Business and Career Information	Yes
c	Commons	No
d	Community Referral	No
e	Consumer Information	No
f	Cultural Awareness	Yes
g	Current Topics and Titles	Yes
h	Formal Learning Support	No

i	General Information	Yes
j	Government Information	Yes
k	Information Literacy	No
l	Lifelong Learning	Yes
m	Local History and Genealogy	No
n	Other Service Responses	
S3	Beginning Date	2008
S4	Ending Date	2012

### **Personnel Policies (T1 - T20)**

Click on the check box if your policy has been reviewed in the last five years

T1	Breaks	No
T2	Disabilities or ADA	No
T3	Evaluations	No
T4	Grievance Procedures	No
T5	Health/Other Insurance	No
T6	Hiring	No
T7	Holidays	Yes
T8	Inclement Weather	Yes
T9	Job Descriptions	No
T10	Lateness	No
T11	Family Medical Leave Act (FMLA)	No
T12	Overtime	No
T13	Retirement	Yes
T14	Salary Payment	No
T15	Sexual Harassment	No
T16	Sick Leave	Yes
T17	Termination	No
T18	Unpaid Leave	No
T19	Vacation Leave	Yes
T20	Workweek	No

### **Library Operation Policies (U1 - U16)**

Click on the check box if your policy has been reviewed in the last five years

U1	Building Operation	No
U2	Circulation	Yes
U3	Collection Management	Yes
U4	Computer Use	Yes
U5	Copyright	No
U6	Displays	Yes
U7	Genealogy	No
U8	Gifts and Appraisal	No
U9	Interlibrary Cooperation	No
U10	Internet Use	Yes
U11	Material Selection/Complaints	Yes
U12	Meeting Room	Yes
U13	Problem Patron	No

U14	Record Retention	Yes
U15	Library Board	Yes
U16	What level of Kentucky Library Standards have you received?	Essential (formerly "Basic")

### **Library Board Membership (V1 - V6)**

#### Designated Day and Time for Monthly Board Meeting:

V1.1	Day	Thursday
V1.2	Week	Second Week
V1.3	Time	5:00 PM - 5:30 PM

#### President or Chair

V2.1	Name:	Darlene West Taylor
V2.2	P.O. Box or Street:	1044 Cane Run Road
V2.3	City:	Turners Station
V2.4	Zip:	40075
V2.5	Phone:	(502) 947-5167
V2.6	Term Expires (MM/DD/YYYY):	06/30/2010
V2.7	Term	Second Term
V2.8	Number of Board Meetings Attended	12
V2.9	Number of Professional Conferences and or Workshops Attended:	0

#### Vice President or Vice Chair

V3.1	Name:	n/a
V3.2	P.O. Box or Street:	n/a
V3.3	City:	n/a
V3.4	Zip:	N/A
V3.5	Phone:	N/A
V3.6	Term Expires (MM/DD/YYYY):	N/A
V3.7	Term	First Term
V3.8	Number of Board Meetings Attended	N/A
V3.9	Number of Professional Conferences and or Workshops Attended:	N/A

#### Secretary

V4.1	Name:	Melodye Fletcher
V4.2	P.O. Box or Street:	49 Melodye Lane
V4.3	City:	Campbellsburg
V4.4	Zip:	40011
V4.5	Phone:	(502) 532-7589
V4.6	Term Expires (MM/DD/YYYY):	06/30/2010
V4.7	Term	First Term
V4.8	Number of Board Meetings Attended	10
V4.9	Number of Professional Conferences and or Workshops Attended:	0

#### Treasurer

V5.1	Name:	Nancye Chilton
V5.2	P.O. Box or Street:	6041 Castle Hwy
V5.3	City:	Pleasureville
V5.4	Zip:	40057

V5.5 Phone: (502) 878-2121  
V5.6 Term Expires (MM/DD/YYYY): 06/30/2011  
V5.7 Term Filling Unexpired Term  
V5.8 Number of Board Meetings Attended 9  
V5.9 Number of Professional Conferences  
and or Workshops Attended: 0

Member

V6.1 Name: Betty Wilson  
V6.2 P.O. Box or Street: 57 Lone Oak Dr  
V6.3 City: Eminence  
V6.4 Zip: 40019  
V6.5 Phone: (502) 845-4207  
V6.6 Term Expires (MM/DD/YYYY): 06/30/2012  
V6.7 Term First Term  
V6.8 Number of Board Meetings Attended 12  
V6.9 Number of Professional Conferences  
and or Workshops Attended: 1

V6.1 Name: Barbara Harrod  
V6.2 P.O. Box or Street: PO Box 342  
V6.3 City: New Castle  
V6.4 Zip: 40050  
V6.5 Phone: (502) 845-2519  
V6.6 Term Expires (MM/DD/YYYY): 06/30/2012  
V6.7 Term Second Term  
V6.8 Number of Board Meetings Attended 0  
V6.9 Number of Professional Conferences  
and or Workshops Attended: 0