

# 2019

## CLERMONT COUNTY PUBLIC LIBRARY ANNUAL REPORT

INFORM  
ENGAGE  
INSPIRE





## FROM THE DIRECTOR

We at the Clermont County Public Library thank our patrons and staff for making 2019 another informative, engaging and inspiring year. Our patrons attended our Summer Reading festivals in huge numbers and a record number of people participated in the program. More than 250 people attended both our annual Librari\*Con, and Ready to Read Festival. We reintroduced the Educator Card to support the curriculum needs of teachers. We had many young students sign up for the 3 For Me card. We instituted an Auto-Renewal service for patrons. The Library is very proud to have helped individuals of all ages experience the joy of reading and we worked hard to provide comfortable, safe, and engaging spaces for our community.

### AMELIA BRANCH

- Helped organize first-ever Science Fair for the Clermont County Public Library
- Began mobile checkouts to local elementary school
- Presented first librarian-led historic talk at Oddfellow Cemetery
- Acquired promotional monitors and colorful landscaping through donations from local community groups
- Reconfigured interior to improve the AV and children's sections

### BATAVIA BRANCH

- More than 13,610 patrons attended 340 in-house and outreach events; attendance increased by nearly 85 percent over the previous year
- The genealogy collection attracted queries and travelers from: Kentucky, Arkansas, Illinois, Minnesota, North Carolina, Washington, Tennessee, Florida, and Indiana
- Reconfigured interior to accommodate comfortable seating and study areas

### BETHEL BRANCH

- Summer partnership with Empower Youth: provided entertainment for 500 people July 31
- School partnership: more than 100 kindergartners toured the branch and attended storytime in October; staff attended Kindergarten Registration Night and signed up students for 3 for Me cards
- Down Home Christmas celebration: 195 attendees made ornaments, the Bethel High School choir sang

### FELICITY BRANCH

- Youth Services hosted 250 in-house programs with 2,867 in attendance and 21 outreach events reached 1,772
- During Felicity Elementary School's Field Day, 288 students were introduced to the Summer Reading program
- Staff provided weekly programming for the World of Wisdom students; participated in Felicity Elementary School's monthly Family Reading Night



124,877

Attendance at CCPL programs

### GOSHEN BRANCH

- Library celebrated its 30th anniversary with 287 guests and a visit by the Jungle Island Zoo
- Youth programmers provided 326 programs with 17,621 in attendance
- The Library received a Certificate of Appreciation from the Goshen Business Advisory Committee for service to the community
- Staff conducted 81 programs for seniors and the developmentally disabled at several locations, reaching 1,714 individuals

### MIAMI TOWNSHIP BRANCH

- Storytimes were attended by 6,956; youth services staff visited many schools, preschools, and daycares
- Adult Services staff visited senior centers, rehabilitation facilities, and other places, to provide programming and lend books
- Held 395 Book-a-Librarian sessions
- Library circulated 385,627 items and filled 34,504 holds
- Book sale volunteers sorted 34,829 donated items



529,841

Visits to the library



### NEW RICHMOND BRANCH

- Held 152 in-house programs with 2,562 people attending everything from weekly storytimes on Saturday, wreath making, STEAM programs and Open Houses that included cookie decorating, butter making, petting zoos, and crafts.
- The programming staff also made 202 outreach visits and shared the importance of libraries to 5,802 members of our community through reading to preschool and grade school students, booktalking to fourth and seventh-graders, and research assistance for High School students, and craft programs with seniors.

### OWENSVILLE BRANCH

- Youth outreach included 161 visits to schools, daycares, and preschools
- Hosted 88 programs with 1,509 children and adults attending
- The shared programming staff at Owensville and Batavia increased outreach numbers more than 5 percent.
- The Owensville Library was renovated with new carpet, lighting, paint, and furniture; the newly created study room has been very popular.
- Monthly adult outreach continued at the Owensville Commons



### UNION TOWNSHIP BRANCH

- 110,884 visited the branch in 2019
- Second annual Job Fair hosted 78 guests and 27 businesses
- 857 people attended the regional Summer Reading Kick Off Carnival
- 171 attended the Fall Open House; 145 stayed for the Whiskey Bent Valley Boys concert
- 252 attended Librari\*Con 2019

### WILLIAMSBURG BRANCH

- Conducted 307 programs with 5,193 attendees
- 233 visits to daycares, schools, senior facilities, and community events reached 5,205 people
- YMCA 21st Century Afterschool Program at Williamsburg Elementary students visited weekly
- Library honored with the Williamsburg Garden Club's Civic Beautification Award for a business
- Facility enhancements: new Lucky Day collection display unit, security, workspaces reorganized for better storage and efficiency



1,257,693

Check outs of library books, movies & more



228,600

Downloads of eBooks, magazines music & movie



296,805

Usage of public computer & Wi-Fi

## LIBRARY DEPARTMENT REPORTS

### COLLECTION DEVELOPMENT

- Expanded Lucky Day to all 10 locations
- Added Pocket Wifi to the Lucky Day collection
- The Steam Kit Committee was formed to lay the groundwork for adding STEAM Kits to the collection.
- Selected and added 50,474 physical items for 10 locations

### FACILITIES

- Resurfaced Batavia, Felicity, and Owensville parking lots
- HVAC was replaced at Bethel
- LED lighting installed at Felicity
- New Richmond garage became a Library storage area for shelving
- Maintenance shop created at Owensville
- New Richmond retaining wall face was repaired and waterproofed
- Installed new monitors at Amelia

### HUMAN RESOURCES

- Staff attended many continuing education opportunities
- Three employees celebrated 30-year and three employees celebrated 25-year anniversaries
- Staff participated in wellness activities and safety trainings; 47 employees completed their wellness scorecards, all staff completed drug-free workplace safety training
- Recognition given to 6 staff members who exemplified the leadership principle of "Share an Inspired Vision"

### INFORMATION SERVICES

- Reinstated Educator Card to support local teachers
- New printer/scanner/copier and fax machines installed with credit card payment capability
- Auto-renew service offered
- Outreach laptop kits helped branch staff

provide offsite circulation functions

- New staff and/or public workstations
- Handled 842 Library Account Helpline calls and 410 Information Services requests

### MARKETING

- New promotions included *Million Checkout* campaign and *Mental Health First Aid Training*
- Successful Facebook campaigns included *The Library is a great place...* and *What are you reading?*
- Scheduled Focus Group participants and circulated Community Surveys as part of the Strategic Planning process
- Posted videos of staff members stating why they like the Library, completed during Staff Development Day

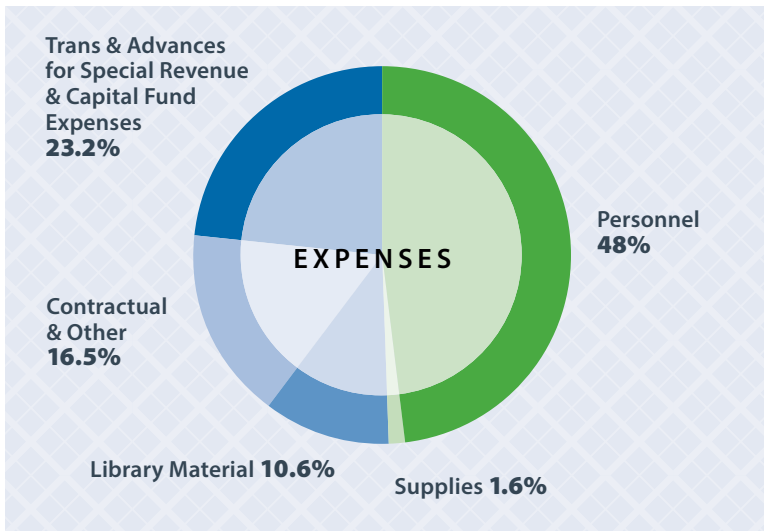
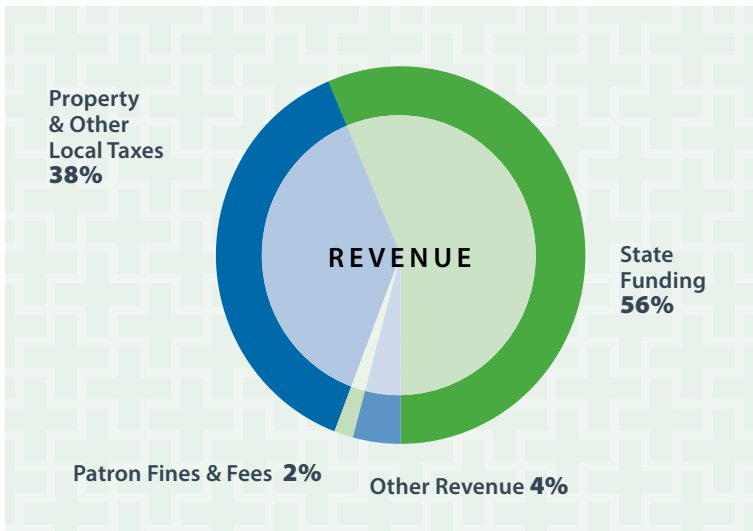
### PROGRAMMING

- Worked with the Early Childhood Coordinating Council of Clermont County to present the Ready to Read Festival; other major programs: Writer's Festival, Science Fair, Job Fair, Summer Reading festivals, and Librari\*Con
- First Science Fair had 41 projects, 46 participants, 197 attendees
- Summer Reading had 9,322 registrants and 3,197 finishers; registration increased 5.4 % and finishers 1.2 %

### TECHNICAL SERVICES

- Lucky Day Collection added to all branches, which included Pocket Wi-Fi devices
- New Technical Assistant contributed greatly to the inter-library loan workflow
- Employee performed her practicum experience by helping complete the nonfiction beginning reader reclassification project
- Popular non-fiction board book reclassification project completed
- SearchOhio expanded its membership

# 2019 FISCAL REPORT



| TYPE OF REVENUE                   | AMOUNT OF REVENUE     |
|-----------------------------------|-----------------------|
| State Funding                     | \$5,614,103.46        |
| Property & Other Local Taxes      | \$3,775,790.96        |
| Patron Fines & Fees               | \$155,947.48          |
| Other Revenue                     | \$427,228.22          |
| <b>Total General Fund Revenue</b> | <b>\$9,973,070.12</b> |

| TYPE OF EXPENSE  | AMOUNT OF EXPENSE      |
|--|------------------------|
| Personnel  | \$5,631,601.23         |
| Supplies   | \$185,947.35           |
| Library Material   | \$1,244,797.45         |
| Contractual & Other  | \$1,926,651.34         |
| Trans & Advances for Special Revenue & Capital Fund Expenses   | \$2,719,000.00         |
| <b>Total General Funds Expenses &amp; Open Purchase Orders</b> | <b>\$11,707,997.37</b> |

## 2019 LIBRARY BOARD OF TRUSTEES

The Board of Trustees, appointed by the County Commissioners and the Judges of the Court of Common Pleas, governs the Library. Written correspondence to the Board can be mailed to 5920 Buckwheat Road, Milford, Ohio 45150.

**Anthony Cardinal, President**

**Judith Kocica, Vice President**

**Tricia Lyons, Secretary**

**Adam Bird**

**Joseph Braun**

**Jennifer Doss**

**Mary Jo Waite**

**Christine Wick, Director**

**Leslie Jacobs, Assistant Director**

**Maura Gray, Fiscal Officer**

## OUR MISSION

**THE MISSION OF CLERMONT COUNTY PUBLIC LIBRARY IS TO FOSTER LIFELONG LEARNING BY PROVIDING RESOURCES THAT INFORM, PROGRAMS THAT ENGAGE AND IDEAS THAT INSPIRE.**



### ADMINISTRATIVE OFFICE

5920 Buckwheat Road, Milford, Ohio 45103 • 732-2736



**CLERMONT COUNTY PUBLIC LIBRARY**

INFORM  
ENGAGE  
INSPIRE