

2026 ANNUAL REPORT



July
2026

Prepared by

**Stephanie
Griffin**

Manager



Gather. Learn. Grow.

ORGANIZATION OVERVIEW



Vision

The Kingsport Public Library is recognized as a primary resource for literacy and education; a gathering place for families, cultural and civic life; and a contributor to the community's economic growth.

Mission

To help residents reach their full potential and further lifelong learning and community in a welcoming setting.

Core Values

Welcoming

We create an inviting space for everyone to learn, explore, and create.

Engaging

We build connections with patrons through learning, discovery, and community.

Ease-of-Use

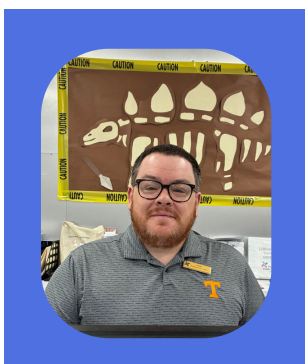
We make our spaces, services, and resources simple to use.

Accessibility

We provide equitable access to and navigation of our space and resources.



EMPLOYEE SPOTLIGHT



Jonas Clubb
*Head of
Adult Services*

I look forward to helping library patrons meet their informational and literacy needs, keeping a clean and welcoming facility, and ensuring that our adult outreach and programming is top-notch.



Hope McDonald
*Head of
Youth Services*

I will support lifelong learning by helping facilitate age appropriate programming in a welcoming environment.



Stephanie Griffin
Manager

I am committed to building an organization that embodies our library's mission and vision every day.



Kyleigh Blythe
*Administrative
Assistant*

I strive to make every interaction positive and welcoming while providing dependable support that helps residents feel connected.

A New Chapter for Our Library

This year, we welcomed a dynamic new leadership team and reimagined our organizational structure to better serve our community. With the addition of dedicated Heads of Youth and Adult Services, a new Library Manager also serving as the city Archivist, and a new Administrative Assistant, we're investing in the people who make exceptional customer service possible. We are building 'The Library of the Future' inside and out, renovating our building and creating a team designed to serve our community for years to come.

LIBRARY DEPARTMENT

The Kingsport Public Library is a Department within the city of Kingsport that operates two Divisions: The Kingsport Public Library & The Kingsport Archives.

Youth Services

The Youth Services Department in the library encompasses collections and resources for ages 0-17. With sections for babies to preschool, school ages children, and teens, we are working to provide a dedicated staff and area for our youngest patrons.



Adult Services

The Adult Services Department in the library encompasses collections and resources for adults including copy print services, public computers, study tables, and a privacy booth.



Divide and Conquer

Our renovation process identified the need for an expanded youth area, a priority consistently reinforced by our data: Children's materials account for 58% of our physical circulation while youth represent 62% of our programs and outreach attendance. In response, we repositioned our resources and restructured the library into two internal departments: Youth Services and Adult Services. This new structure better aligns our staff, collections, programs, and outreaches with the needs of our community and will carry forward into the renovated library.

ARCHIVES DIVISION

This year, we focused on strengthening the internal procedures of the Archives and conducting a thorough inventory of donor records and collections. We established a schedule of projects and timelines, and are proud of the progress we have made in a relatively short period of time.

Our ongoing projects include digitizing the remaining TEC newsletters as part of the Tennessee State Archives project, developing an improved, user-friendly website to better support research, and finalizing a new traveling exhibit highlighting Kingsport's historically influential women.



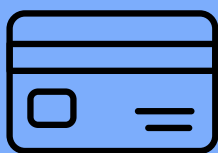
J. Fred Johnson Desk Restoration

The historic J. Fred Johnson desk found a new home in the Kingsport Archives this year. Thanks to the generous support of the Friends of the Archives, who sponsored its restoration, the desk has been given new life and a much-needed refresh as the Archives' research table. Restoration work was completed by Don Sanderson at Works of Wood, LLC.

LIBRARY STATISTICS OVERVIEW



69,838***
Visitors



1,437
**New Library
Card
Registrations**



827
**Programs &
Outreaches**



24,887
Attendees



157,220
**Physical
Circulation**



201,996
**Digital
Circulation**



4,049
**Public
Computer
Sessions***



17,599
**Reference
Questions***

FY 25 COMPARISON

Visitors: 160,830
Library Cards: 996
Programs/Outreaches: 438
Attendees: 15,501

Physical Circulation: 167,735
Digital Circulation: 200,082
Public Computer Sessions: 10,670
Reference Questions: 18,387

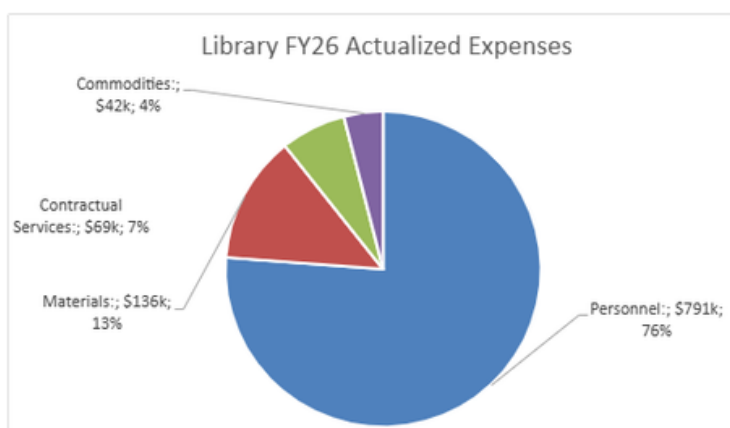
*Public Computers were reduced from 16 to 3 due to space constraints at the mall. But 6 laptops were also added for public use.

**An additional 13,690 instructional and directional questions were answered by staff.

***Issues with door counter at Broad St. location led to inflated visitor counts. Manual visitor counts are taken at the mall, which are much more accurate.

FINANCIAL HIGHLIGHTS

Total Revenues:	\$1,415k
Total Expenses:	\$1,038k
Change in Fund Balance:	<u>\$377k</u>
Beginning Fund Balance:	\$493k
Ending Fund Balance:	<u>\$871k</u>



Library Budget

Over the past several years, expenses have been intentionally managed to build fund balance to supplement renovation and reopening needs. This is in addition to the \$2.1m in grant funding to support the renovation.

At the same time, the Library is investing in collection development and taking a more data-driven approach to material allocations. Circulation, collection use, and patron demand are being used to guide how resources are distributed across collections and formats, ensuring a relevant, responsive, and well-balanced collection.

Note: FY26 year-end closeout is still in progress. However, no material changes are anticipated.



Library Grants

\$2,000,000 - Connected Community Facilities Grant from the Tennessee Department of Economic and Community Development.

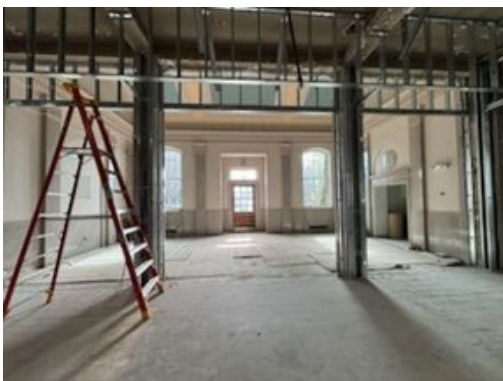
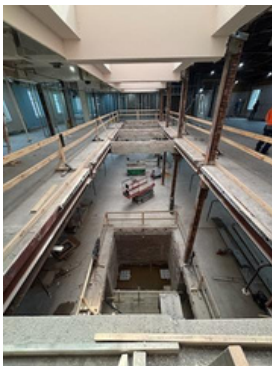
\$100,000 Library Construction Grant from the Tennessee State Library and Archives.

\$4,800 - TOP Grant from the Tennessee State Library and Archives.

RENOVATION UPDATE

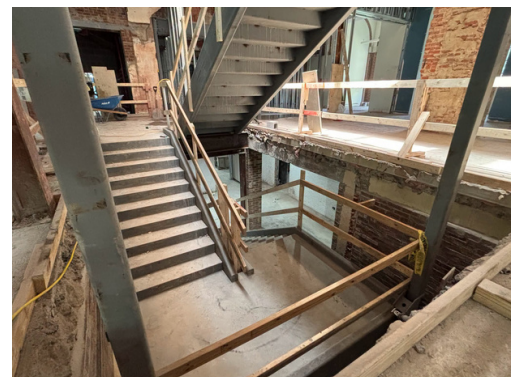
How It Started

This fiscal year began with the library freshly moved into its temporary location at the Ft. Henry Mall. As with any large change, there were obstacles to overcome, including a significantly decreased adult collection due to space constraints. But, staff worked hard to adapt to the new environment and get services and programming back out into the community. Renovations began in October.

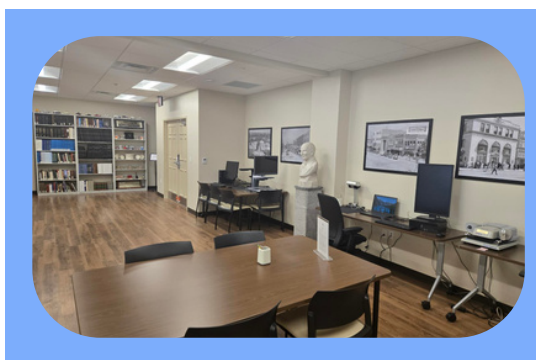


Where We Are

Demolition and environmental processes have been completed. The renovation has moved into the construction phase, which will produce an almost entirely flip-flopped interior footprint in the building, along with the addition of several features. We anticipate reopening to the public in mid-2027.



FUTURE OUTLOOK



Future Plan: Archives

The Archives will continue to operate by scheduled appointment throughout the next year. We will debut our newest exhibit this fall, highlighting influential women in Kingsport's history. We will prioritize our ongoing projects and make thoughtful improvements to our processes and collections, both physical and digital.



Future Plan: Library

Preparations for the move back to our renovated facility will begin in earnest as we evaluate current holdings and anticipate new needs for our facility. The library will focus on staff training and development, particularly in new Makerspace technology and equipment, and will unveil a new website and brand logo.



CONTACT US



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Website:
www.kingsportlibrary.org



Location:
Library: 2101 Ft. Henry Drive
Kingsport, TN 37660

THANK YOU

Thank you to the Library Commission, Friends of the Library, stakeholders, and patrons for your continued support and commitment to the Kingsport Public Library throughout this year of significant transition. Your encouragement, partnership, and dedication have been invaluable as we continue to serve our community and move forward together.

