

2007-2008 North Carolina Public Library Survey

Identification (#1-19)

- 1 Name of library system _____
- 2 County(ies) _____
- 3 Mailing address _____
- 4 City (of mailing address) _____
- 5 Zip code (5-digit standard) _____
- 6 Zip code extension (4-digits) _____
- 7 Street address _____
- 8 City (of street address) _____
- 9 Zip code (5-digit standard) _____
- 10 Zip code extension (4-digits) _____
- 11 Name of library director _____
- 12 Library director's phone number (including area code; omit spaces and punctuation) _____

13 Library administration's _____
fax number (including
area code; omit spaces
and punctuation)

14 Library director's e-mail _____
address

Person Completing Form

15 Name _____

16 Title _____

17 Phone number _____
(including area code;
omit spaces and
punctuation)

18 Fax number (including _____
area code; omit spaces
and punctuation)

19 E-mail address _____

Library Profile (#20-24)

Service Outlets

20 Number of central _____
libraries

21 Number of branch _____
libraries

22 Number of bookmobiles _____

23 Number of other mobile _____
units

Service Hours

24 Total hours open to _____

public per year (all locations)

Library Staff (#25-36)

Personnel as of June 30, 2008

- 25 FTE librarians with _____
MLS accredited by
ALA

- 26 FTE librarians with _____
MLS not accredited by
ALA

- 27 **TOTAL FTE MLS** _____
librarians (add lines 25
+ 26)

- 28 All other paid FTE staff _____
(Including plant
operations, security, and
maintenance staff)

- 29 **TOTAL FTE staff (add** _____
lines 27 + 28)

Professional Salaries

- 30 Director's salary as of _____
July 1, 2008

- 31 Salary Range of Library _____
Director Position

- 32 Year of Appointment of _____
Library Director

- 33 Minimum MLS _____
librarian salary as of
July 1, 2008

- 34 Minimum _____
paraprofessional hourly

rate - with high school diploma

35 Minimum
paraprofessional hourly
rate - with 2 years of
college _____

36 Minimum
paraprofessional hourly
rate - with 4 year degree _____

Operating Income (#37-47)

Local Government Funds

37 Municipal funds _____

38 County funds _____

39 **TOTAL Local Income**
(add lines 37 + 38) _____

State Funds

40 Aid to Public Libraries
grant _____

41 Other state funding _____

42 **TOTAL State Funds**
(add lines 40 + 41) _____

Federal Funds

43 LSTA grants _____

44 Other Federal funds _____

45 **TOTAL Federal Funds**
(add lines 43 + 44) _____

Other Funds

46 Other funds (e.g. fines and fees, foundation grants, etc.) _____

47 **TOTAL Operating Income** (add lines 39 + 42 + 45 + 46) _____

Operating Expenditures (#48-63)

Personnel

48 Salaries and wages _____

49 Employee benefits _____

50 **TOTAL Personnel Expenditures** (add lines 48 + 49) _____

Collection

51 Print Materials Expenditures _____

52 Electronic Materials Expenditures _____

53 Other Materials Expenditures _____

54 **Total Collection Expenditures** (add lines 51 + 52 + 53) _____

Other

55 Other operating expenditures _____

56 **TOTAL Operating Expenditures** (add lines _____

50 + 54 + 55)

Capital

57 Local capital income _____

58 State capital income _____

59 Federal capital income _____

60 Other capital income _____

61 **Total capital income**
(add lines 57 + 58 + 59
+ 60) _____

62 Total capital
expenditures _____

Unencumbered Operational Balance

63 Total unencumbered
operational balance _____

Library Collections (#64-83)

Print

64 Cataloged adult fiction
books _____

65 Cataloged adult non-
fiction books _____

66 **TOTAL Cataloged**
Adult Books (add lines
64 + 65) _____

67 Cataloged juvenile
fiction books _____

68 Cataloged juvenile non-
fiction books _____

69 TOTAL Cataloged Juvenile Books (add lines 67+ 68) _____

70 TOTAL Book Volumes (add lines 66 + 69) _____

71 Serial volumes _____

72 GRAND TOTAL Book & Serial Volumes (add lines 70 + 71) _____

73 Other Print Materials _____

Electronic Material

74 Electronic Books (E-Books) _____

Licensed Databases

75 Local _____

76 NC LIVE _____

77 Other cooperative agreements _____

Non-Print Materials

78 Audio _____

79 Video _____

80 Other Non-Print Materials _____

Current Serial Subscriptions

81 Current Print Serial _____

Subscriptions

82 Current Electronic Serial Subscriptions _____

Discards

83 Discarded Materials _____

Service Measures: Circulation (#84-103)

Circulation by Format

84 Adult Fiction Books _____

85 Adult Non-Fiction Books _____

86 **TOTAL Adult Books**
(add lines 84 + 85) _____

87 Juvenile Fiction Books _____

88 Juvenile Non-Fiction Books _____

89 **TOTAL Juvenile Books**
(add lines 87 + 88) _____

90 **TOTAL Book Circulation** (add lines 86 +89) _____

91 Periodicals _____

92 Other Print Materials _____

93 **TOTAL Print Circulation** (add lines 90 + 91 + 92) _____

94 Audio _____

95 Video _____

96 Other Non-Print
Materials _____

97 **TOTAL Non-Print
Circulation (add lines
94 + 95 + 96)** _____

98 **TOTAL Circulation
(add lines 93 + 97)** _____

Circulation by Location

99 Grand Total
Circulation: Central
Library _____

100 Grand Total
Circulation: Branches _____

101 Grand Total
Circulation:
Bookmobiles _____

102 Grand Total
Circulation: Other _____

103 **TOTAL Grand Total
Circulation (add lines
99 + 100 + 101 + 102)**
*Note: #103 must be
equal to #98.* _____

Other Service Measures (#104-123)

Registered Borrowers

104 Number of adults _____

105 Number of juveniles _____

106 **TOTAL Registered** _____

Users (add lines 104 + 105)

Attendance in Library

107 Number of persons entering library during the year _____

Programs

108 Number of adult programs - in library _____

109 Number of adult programs - outside library _____

110 Number of juvenile programs - in library _____

111 Number of juvenile programs - outside library _____

112 **TOTAL Programs (add lines 108 + 109 + 110 + 111)** _____

113 Adult program attendance - in library _____

114 Adult program attendance - outside library _____

115 Juvenile program attendance - in library _____

116 Juvenile program attendance - outside library _____

117 TOTAL Juvenile
program attendance
(add lines 115 + 116) _____

118 TOTAL Program
Attendance (add lines
113+ 114 + 117) _____

119 Meeting Room Use
(Non-library) _____

120 Meeting Room
Attendance (Non-
library) _____

Reference Transactions

121 Number of reference
questions _____

Interlibrary loans

122 Number of items loaned _____

123 Number of items
borrowed _____

Electronic Technology (#124-129)

Services

124 Library's Home Page
Address _____

Number of Internet Terminals

125 Number used by staff
only _____

126 Number used by general
public _____

Users

127 Number of users of Internet Computers in a year _____

128 Remote OPAC Sessions _____

129 Virtual Visits _____

Branch Information (#130-151)

To add a new library outlet or change the name of an existing outlet, you must contact Timothy Owens, State Data Coordinator, at (919-807-7424)

130 Name of branch _____

131 Mailing address _____

132 City _____

133 Zip code (5-digit standard) _____

134 Zip code extension (4-digits) _____

135 Street Address _____

136 City (of street address) _____

137 Zip code (5-digit standard) _____

138 Zip code extension (4-digits) _____

139 County _____

140 Phone number (including area code; enter numbers only) _____

141 Fax number (including area code; enter _____

numbers only)

142 Name of librarian or
branch head _____

143 Email address _____

144 Building square feet _____

145 FTE staff _____

146 Hours open _____

147 FSCS ID _____

148 LIB ID _____

149 Outlet type code _____

150 Number of bookmobiles
(when outlet type code
= BS) _____

151 Metropolitan status
code _____

FSCS Codes (#152-160)

These items are used to identify characteristics of the library for comparative analysis. These values will not usually require changes from year to year. If you do change an item, please include a note on the STATE tab for that item, explaining the reason for the change.

152 FSCS ID _____

153 LIB ID _____

154 Interlibrary
Relationship Code _____

155 Legal Basis Code _____

156 Administrative _____

Structure Code

157 FSCS Public Library
Definition _____

158 Geographic Code _____

159 Legal Service Area
Boundary Change _____

160 Population of the Legal
Service Area _____