

2009–2010 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, 2010

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, 2010 _____

31 Salary Range of Library Director Position _____

32 Year of Appointment of Library Director _____

33 Minimum MLS librarian salary as of July 1, 2010 _____

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 Reported by State Library _____

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 _____

Collection (# 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 Materials

74 Electronic Books (E-Books) _____

Licensed Databases

75 Local _____

76 NC LIVE _____ Reported by State Library

77 Other cooperative agreements _____

Non-Print Materials

78 Audio _____

79 Video _____

80 Other Non-Print Materials _____

Current Serials 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 Nonfiction Books _____

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

87 Juvenile Fiction Books _____

88 Juvenile Nonfiction 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 (# 104-128)

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 children's programs - in library _____

111 Number of children's programs - outside library _____

112 Number of young adult programs – in library _____

113 Number of young adult programs – outside library _____

114 TOTAL Programs (add lines 108 + 109 + 110 + 111+112+113) _____

115 Adult program attendance - in library _____

116 Adult program attendance - outside library _____

117 Children's program attendance - in library _____

118 Children's program attendance - outside library _____

119 TOTAL Juvenile program attendance (add lines 117 + 118) _____

120 Young Adult program attendance – in library _____

121 Young Adult program attendance – outside library _____

122 TOTAL Young Adult program attendance (add lines 120+121) _____

123 TOTAL Program Attendance (add lines 115 + 116 + 119+122) _____

124 Meeting Room Use (Non-library) _____

125 Meeting Room Attendance (Non-library) _____

NEW!

NEW!

Reference Transactions

126 Number of reference questions _____

Interlibrary loans

127 Number of items loaned _____

128 Number of items borrowed _____

Electronic Technology (#129-134)

Services

129 Library's Home Page Address _____

Number of Internet Terminals

130 Number used by staff only _____

131 Number used by general public _____

Users

132 Number of users of Internet Computers in a year _____

133 Remote OPAC Sessions _____

134 Virtual Visits _____

Branch Information (# 135-157)

135 Name of branch _____

136 Mailing address _____

137 City _____

138 Zip Code (5-digit) _____

139 Zip Code extension (4-digit) _____

140 Street address _____

141 City (of street address) _____

142 Zip code (5-digit standard) _____

143 Zip code extension (4-digits) _____

144 County _____

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

146 Fax number (including area code; enter numbers only) _____

147 Name of librarian or branch head _____

148 Email address _____

149 Building square feet _____

150 FTE staff _____

151 Hours open _____

152 FSCS ID _____ Reported by State Library

153 FSCS SEQ _____ Reported by State Library

154 LIB ID _____ Reported by State Library

155 Outlet type code _____

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

157 Metropolitan status code _____

FSCS Codes (# 158-166)

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.

158 FSCS ID _____

159 LIB ID _____

160 Interlibrary Relationship Code _____

161 Legal Basis Code _____

162 Administrative Structure Code _____

163 FSCS Public Library Definition _____

164 Geographic Code _____

165 Legal Service Area Boundary Change _____

166 Population of the Legal Service Area _____ Reported by State Library