

2008–2009 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, 2009

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, 2009

31 Salary Range of Library Director Position

32 Year of Appointment of Library Director

33 Minimum MLS librarian salary as of July 1, 2009

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 (# 104-123)

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)

130 Name of branch _____

131 Mailing address _____

132 City _____

133 Zip Code (5-digit) _____

134 Zip Code extension (4-digit) _____

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 Reported by State Library

148 LIB ID Reported by State Library

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 Reported by State Library