

**Statistical Annual Report of
Public Library Services**

Data Collection Form

Fiscal Year 2018

Cities: July 1 – June 30

Counties: January 1 – December 31

IDENTIFICATION		
150	FSCS ID	
151	Library Code	
152	Name of Library	
153	Street Address	
154	City (of street address)	
155	ZIP Code (of street address)	
156	ZIP+4 (of street address)	
157	Mailing Address	
158	City (of mailing address)	
159	ZIP Code (of mailing address)	
160	ZIP+4 (of mailing address)	
161	County of the Entity	
162	Telephone (include area code)	
163	Library's main website address	

GENERAL INFORMATION		Current Period	Previous Period
208	Population of Legal Service Area		

Service Outlets

Current Period

Previous Period

209	Number of Central Libraries		
210	Number of Branch Libraries		
211	Number of Bookmobiles		

Paid Staff

Current Period

Previous Period

250	FTE of Librarians with ALA-accredited master's degree		
251	Total FTE of Librarians		
252	FTE of All Other Paid Staff		
253	Total FTE of Paid Staff		

Volunteers

Current Period

Previous Period

253.1	Number of individuals who worked for the library this fiscal year		
253.2	Number of hours volunteers worked for the library this fiscal year		

OPERATING REVENUE			
300	Local		
301	State		
302	Federal		
303	Other		
304	Total		

OPERATING EXPENDITURES			
304.1	Local		
304.2	State		
304.3	Federal		
304.4	Other		
304.5	Total		MUST MATCH #358

OPERATING EXPENDITURES - DETAIL

Staff Expenditures		Current Period	Previous Period
350	Salaries and Wages		
351	Employee Benefits		
352	Total Staff Expenditures		

Collection Expenditures		Current Period	Previous Period
353	Print Materials		
354	Electronic Materials – Digital Units		
355	Other Materials		
356	Total Collection Expenditures		

Other Operating Expenditures		Current Period	Previous Period
357	Other Operating Expenditures		

Total Operating Expenditures		Current Period	Previous Period
358	Total Operating Expenditures		MUST MATCH #304.5

CAPITAL REVENUE			
400	Local		
401	State		
402	Federal		
403	Other		
404	Total		

CAPITAL EXPENDITURES			
405	Total		

COLLECTIONS		Current Period	Previous Period
450	Print Materials		
451	Electronic Books (e-Books)		
452	Audio – Physical Units		
453	Audio – Downloadable Units		
454	Video – Physical Units		
455	Video – Downloadable Units		
455.1	Other Materials		
455.3	Total Library Collection-Physical Items(450+452+454+455.1)		
455.4	Total Library Collection-Downloadable Items(451+453+455)		

Electronic Collections

Current Period

Previous Period

456	Local/Other cooperative agreements		
457	State (state government or state library)		
458	Total Electronic Collections		

Current Serial Subscriptions

Current Period

Previous Period

460	Number of Current Print Serial Subscriptions		
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SERVICES

Current Period

Previous Period

500	Public Service Hours Per Year (all outlets)		
500.1	Weekly Scheduled Public Service Hours (all outlets)		
501	Library Visits		
502	Reference Transactions		
503	Number of registered users		

Circulation

Current Period

Previous Period

550	Total Circulation of Materials (total of 552 & 553)		
551	Circulation of Children's Materials (all formats)		
552	Electronic Material Circulation		
553	Physical Item Circulation		
554	Successful Retrieval of Electronic Information		
555	Electronic Content Use (total of 552 & 554)		
556	Total Collection Use (total of 552, 553 & 554)		

Interlibrary Loan

Current Period

Previous Period

575	Number of Items Provided To Other Libraries		
576	Number of Items Received From Other Libraries		

PROGRAMS

Current Period

Previous Period

600	Total Number of Library Programs		
601	Number of Children's Programs		
602	Number of Young Adult Programs		
603	Total Attendance at Library Programs		
604	Attendance at Children's Programs		
605	Attendance at Young Adult Programs		

INTERNET ACCESS

Current Period

Previous Period

650	Number of Internet computers for the general public		
651	Number of uses (sessions) of public Internet computers		
652	Number of times (sessions) patrons used the wireless network		
653	Website Visits		

