FY 21-22 California Public Libraries Survey

Section 1 Directory and Administrative Information

irectory	Information (If position is not filled, enter "VACANT" in 1.6 and	leave 1. 7 & 1.8 blank)
1.5	Courtesy Title	
1.6	Director First Name	
1.7	Director Middle Name	
1.8	Director Last Name	
1.9	Director Title	
1.10 - 3	1.17 CSL only. Contact CSL with changes	
1.10	Street Address	
1.11	City	
1.12	Zip	
1.13	Zip +4	
1.14	Mailing Address	
1.15	Mailing City	
1.16	Mailing Zip	
1.17	Mailing Zip +4	
1.18	Public Phone Number - Administration	
1.19	Reference Phone Number	
1.20	TDD for Deaf	
1.21	Library Director's Email address	
1.21a	Include email in directory distributed to CA library directors?	
1.21a	Make email available to professional library orgs?	
1.21c	Make email available to professional library orgs:	
1.21d	Deputy Director Name	
1.21u 1.21e		
	Deputy Director Email	
1.22	Library's Public Email address or "Contact us" URL	
1.23	Library's Web Address	
1.24	Name of person completing this survey	
1.25	Phone # of person completing this survey	
1.26	Email address of person completing this survey	
4.07	Is this library jurisdiction designated by local government as a	
1.27	supporting department in emergency operations?	
ection	1a. COVID-19 Data (all yes/no questions)	
nswer q	uestions for the reporting year, not the entire pandemic	
1.40	Closed outlets due to COVID	
1.41	Public services during COVID	
1.42	Electronic library cards during COVID	
1.43	Reference service during COVID	
1.44	Outside service during COVID	
1.45	External wifi access added during COVID	
1.46	External wifi access increased during COVID	
1.47	Staff reassigned during COVID	

Section	n 2 Population and Outlets	
2.1	Population of The Legal Service Area (CSL only)	
2.2	Registered Users as of June 30	
2.3	Children Borrowers	
2.4	# of Central Libraries	
2.5	# of Branch Libraries	
2.6	# of Bookmobiles	
2.7	Total # of Outlets (auto calculated)	
2.8	# of other library outreach vehicles or structures	
2.9	Number of kiosks (see definitions-new this year)	
	Total Square Footage (auto calculated in LibPAS from entries	
2.10	in outlets section)	
Section	n 3 Library Income	
Opera	iting Income	
3.1	Local Government (all sources)	
3.2	State Funds (see definitions for examples)	
3.3	Federal Funds (see definitions for examples)	
3.4	All Other Operating Income	
3.5	Total Operating Income (auto calculated)	
Capita	al Income	
3.7	Local Government (taxes and allocations)	
3.8	State Funds	
3.9	Federal Funds	
3.10	Other Income	
3.11	Total Capital Outlay Income (auto calculated)	
Section	n 4 Library Expenditures	
Staff I	Expenditures	
4.1	Salary & Wages Expenditures	
4.2	Employee Benefits Expenditures	
4.3	Total Staff Expenditures (auto calculated)	
Collec	tion Expenditures	
4.4	Print Materials Expenditures (except Serials)	
4.5	Print Serial Subscription Expenditures	
4.6	Total Print Materials Expenditures (auto calculated)	
4.7	Electronic Materials Expenditures	
4.8	Other Materials Expenditures	
4.9	Total Collection Expenditures (auto calculated)	
Other	Expenditures	
4.10	All Other Operating Expenditures	
4.11	Total Operating Expenditures (auto calculated)	
Capita	al Expenditures	
4.12	Total Capital Expenditures	

Section 5 Library Staff Refer to instructions for guidance calculating FTE Total number of full time employees (count heads, use library definition of "full time") 5.1 Total number of part time employees (count heads, use library definition of "part time") 5.2 Total count of persons employed, include all full and part 5.3 time employees (autocalculated) FTE of ALA Librarians who have accredited ALA Masters 5.4 FTE Total Librarians (ALA accredited & others) 5.5 5.6 FTE All other paid staff 5.7 Staff FTE (auto calculated) Total number of volunteers (count heads) 5.8 5.9 Total hours volunteered in the reporting year **Section 6 Library Collections Print Materials and Physical Items** Books Children Held as of June 30 6.1 6.2 Books Young Adult Held as of June 30 6.3 **Total Print Materials Held** Languages in print material collection (check all that apply) 6.4 # of Physical Audio Materials 6.5 6.6 # of Physical Video Materials Do you loan internet enabled devices? Laptops, 6.7a Chromebooks, etc.) How many devices available for check-out and use outside 6.7b the library? 6.8a Do you lend hot spots? y/n How many hot spots available for check-out and use outside the library? 6.8b 6.9 Other Physical Items 6.10 Total Physical Items (auto-calculated) 6.11 (Optional) Current Print Serial Subscriptions **Electronic Items** 6.12 # of Electronic Books 6.13 # of Downloadable Audio Materials 6.14 # of Downloadable Video Materials 6.15 **Electronic Collections Locally Funded** 6.16 Electronic Collections State Funded (autofilled by CSL)

Section 7 Library Services

	Hours Open, All Outlets (auto calculated in LibPAS with	
7.1	entries in branch and bookmobile section)	
7.2	Library Visits	
	Reporting method for visits: annual count or estimate based	
7.3	on weekly count?	
7.4	Reference Transactions	
7.5	Reference transactions reporting method	
Circula	tion	
Late fi		
Late III	ies	
7.6	Do you charge any patrons late fines for physical materials?	
7.7	Charge per day for Adults	
7.8	For Young Adults	
7.9	For Children	
Circula	tion of Physical Materials	
7.10	Total Physical Item Circulation	
7.11	Circulation of Children's Materials	
7.12	Circulation of Non English Materials	
7.13	ILL loans to others	
7.14	ILL loans received	
	Circulation of internet-enabled devices (laptops,	
7.15	Chrombooks, etc)	
7.16	Circulation of hotspots	
	Circulation of "Other Physical Items" (musical instruments,	
7.17	tools; not physical books, audio, videos.)	
Electro	onic Content Use	
7.40	Circulation of Electronic Materials (items reported in 6.12,	
7.18	6.13, 6.14)	
7 10-	Successful Retrieval of State-funded Electronic information	
7.19a	(autofilled)	
7.19b	Successful Retrival of locally-funded electronic information	
	Successful Retrieval of Electronic Information (auto	
7.19c	calculated)	
Circula	tion Totals	
	Total Annual Circulation (auto calculated: physical and	
7.20	electronic checkouts)	
	Total Electronic Content Use (auto calculated: electronic	
7.21	checkouts and database use)	
	Total Content Use (auto calculated: physical circ., elect. Circ.,	
7.22	database use)	
Live Pro	ogramming	
Early le	earning: Ages 0-5	
7 222	# of Live In-nerson Children's Programs for Ages 0-5	

7.23b	# of Live, Virtual Children's Programs for Ages 0-5
	Attendance at Live, In-person Children's Programs for Ages 0-
7.24a	5
7.24b	Attendance at Live, Virtual Children's Programs for Ages 0-5
Childre	en's programs: Ages 6-11
7.25a	# of Live, In-person programs for Children ages 6-11
	# of Live, Virtual programs for Children ages 6-11
	Attendance at Live, In-person programs for Children ages 6-
7.26a	11
7.26b	Attendance at Live, Virtual programs for Children ages 6-11
Young	Adult Programs
7.27a	# of Live, In-person Young Adult Programs for Ages 12-18
7 27h	# of Live, Virtual Young Adult Programs for Ages 12-18
7.270	Attendance at Live, In-person Young Adult Programs for Ages
7.28a	12-18
7.200	Attendance at Live, Virtual Young Adult Programs for Ages 12-
7.28b	18
Adult F	Programs
7.29a	# of Live, In-person Adult Programs for Ages 19+
7.29b	# of Live, Virtual Adult Programs for Ages 19+
7.30a	Attendance at Live, In-person Adult Programs for Ages 19+
7 30h	Attendance at Live, Virtual Adult Programs for Ages 19+
7.500	Acceleration of the control of the c
Genera	al Interest Programs
7.31a	# of Live, In-person Programs for all ages
7.31b	# of Live, Virtual Programs for all ages
7.32a	Attendance at Live, In-person Programs for all ages
7.32b	Attendance at Live, Virtual Programs for all ages
Off-site	e programming count
	Of the above programs, how many were offsite? (Include
7.33	live, offsite programs, NOT virtual programs)
7.34	Attendance at all offsite programs
_	
	led Programming
7.35	# recordings of program content
7.36	# views of recorded program content

Electro	ctronic Services	
7.37	7 CIPA Compliant	
7.38	8 Annual Uses of Public Internet Computers	
7.39	9 Reporting Method for Uses of Computers	
7.40	0 Virtual Visits to the library website	
7.41	1 Wireless Sessions Per Year	
7.42	2 Reporting Method for Wifi Sessions	
	# of Internet Terminals (auto calculated from entries in	
7.43	3 Outlets sections)	
7.44	4 ILS System (choose from dropdown or enter other)	
Self-di	f-directed Activities	
7.45	5 # of self-directed activities	
7.46	6 # of participants	
7.47	7 Describe activities (narrative)	
Section	ction 8 Referenda	
Leave b	ve blank if no referendum occurred during the report year. Do not report refe	renda from prior years.
8.1	1 Referendum Election Date	
8.2	.2 Referendum Local Agency	
8.3		
8.4		
8.5		
8.6	_	
8.7	•	

8.8

Referendum Notes

Section 9 Bookmobiles

If no mobile libraries then leave blank.

9.1-9.11 CSL only. Contact CSL with changes

	,	
9.1	FSCS Key	
9.2	Library ID	
9.3	Library Code	
9.4	Short Name	
9.5	Bookmobile Name	
9.6	Address	
9.7	City	
9.8	Zip	
9.9	Zip +4	
9.10	County	
9.11	Phone	
9.12	Туре	
9.13	Make	
9.14	Model Number	
9.15	Year	
9.16	Chassis Manufacturer	
9.17	Length	
9.18	Book Capacity in Volumes	
9.19	Total Mileage	
9.20	Number of stops	
9.21	Service Hours	
9.22	Weeks per Year	
9.22a	Number of weeks bookmobile closed due to COVID	
	Number of weeks bookmobile had limited occupancy	
9.22b	during COVID	
9.23	Librarians on vehicle - FTE	
9.24	Drivers and Clerks on vehicle - FTE	
9.25	Support Staff off vehicle - FTE	
9.26	Circulation Total	
9.27	Operating and maintenance cost Per Year	
9.28	Number of Internet Terminals - General Public	

Notes

Section 10 Library Outlets 10.1-10.14 are CSL only. Contact CSL with changes 10.1 **FSCSKev** 10.2 State assigned identification number 10.3 Library Code 10.4 **Short Name** 10.5 Legal Name 10.6 **Physical Street Address** 10.7 City 10.8 Zip Code 10.9 Zip+4 Code 10.10 Mailing Street Address 10.11 Mailing City 10.12 Mailing Zip Code 10.13 Mailing Zip +4 10.14 County **Contact information** 10.15 Phone 10.16 Outlet Type Code 10.17 Facility Owned By 10.18 Established Scheduled Hours for Public Service? 10.19 Staffing 10.20 Separate Quarters? **Hours and Counts** 1 10.21 Days Open per Week 2 10.22 Hours open weekly 3 10.23 Hours open annually 4 10.24 Weeks outlet was open during reporting year 5 10.24a Number of weeks outlet was closed due to COVID Number of weeks outlet had limited occupancy during 6 10.24b COVID 7 10.25 Staff FTE 8 10.26 Population Served 9 10.27 Reader Seats # 10.28 Volumes Held # 10.29 Circulation # 10.30 Total outlet operating expenditure **Facility Information**

- 10.31 Year Built
- 10.32 Year opened
- 10.33 Year remodeled
- 10.34 Adequacy of Facility
- 10.35 Estimated cost of deferred maintenance

10.36	Rate the accuracy of this estimate (ballpark vs calculated)	
10.37	Facility Upgrade Needs	
10.38	Estimated cost of this improvement	
10.39	Rate the accuracy of this estimate (ballpark vs calculated)	
10.40	Gross square ft.	
10.41	LEED Certification	
Electro	onic Information	
10.42		
		
10.43		
10.44		
10.45		
10.46	How old is the cabling at this branch? (in years)	
10.47	More than half of cabling older than five years?	
10.48	Is more than half of network hardware older than 3 years?	
10.49	Name of internet provider (e.g. AT&T)	
10.50	Is Wifi available to patrons?	
10.51	Wifi network name	
10.52	User name	
10.53	Password	
10.54	Available 24/7?	
10.55	Hours available if not 24/7	
10.56	Maximum users at one time	

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10.55	Hours available if not 24/7	
10.56	Maximum users at one time	