Earlham Public Library
FY23 Iowa Public Library General Information Survey

	CURRENT YEAR	**PREVIOUS YEAR**

Section A - General Information

(Reporting period July 1, 2022 to June 30, 2023 - unless otherwise specified)

Due October 31, 2023

Review the contact information below. Users cannot directly change data for questions A01 to A10. If any information has changed, answer Yes to number A11 and enter a note for the corresponding question. The State Library will verify and update the data. For Section A, report the most current information available.

		CURRENT YEAR	PREVIOUS YEAR
A01	Library Name	EARLHAM PUBLIC LIBRARY	*EARLHAM PUBLIC LIBRARY*
A02	Library District	CE=Central	*CE=Central*
A03	Street Address	120 S CHESTNUT	*120 S CHESTNUT*
A04	City	EARLHAM	*EARLHAM*
A05	Zip	50072	*50072*

Mailing Address

A06	Mailing Address	PO BOX 310	*PO BOX 310*
A07	City	EARLHAM	*EARLHAM*
A08	Zip	50072	*50072*

Other Contact Information

A09	County	MADISON	*MADISON*
A10	Phone	(515) 758-2121	*(515) 758-2121*
A11	Has any information in questions A1 to A10 changed in the past year?	No	*No*

YES, answer YES on the pulldown menu and enter a correction in a note.

NO - answer NO on the pulldown menu and continue with question A14.

A12	City population (2020 decennial population)	1,410	*1,410*
A13	Library Size Code	C	*C*
A14	Library Director/Administrator Name	Justina Meek	*Justina Meek*

Section B - Paid Staff and Salary Information

Include all paid staff on the library's payroll. Include unfilled positions if a search is currently underway. Do not report workers paid by other agencies such as Green Thumb employees or work study students. Do not report workers hired through a cleaning or landscape business. Report all positions as of June 30, 2023.

B01	Total number of paid librarians	1	*1*
B02	Total number of all paid librarian hours worked per week	40.00	*40.00*
B03	Paid librarians FTE	1.00	*1.00*
B04	Total number of all other paid staff	4	*4*
B05	Total number of all other paid staff hours worked per week	43.00	*43.00*
B06	All other paid staff FTE	1.08	*1.08*
B07	Total number of paid staff	5	*5*
B08	Total paid staff FTE	2.08	*2.08*

Levels of Education

B09	How many of the paid librarians from line B01 have an ALA accredited masters of library science degree?	1	*1*
B10	Total number of hours worked per week by librarians from line B09 with an ALA accredited masters of library science degree	40.00	*40.00*
B11	Total FTE librarians with ALA accredited masters of library science degree	1.00	*1.00*
B12	Starting date of current director in director's position (mm/dd/yyyy)	02/21/2018	*02/21/2018*

Salary Information

Report the hourly salary for the positions listed below if employed by your library. Do not report one staff member more than once even if they perform multiple jobs. Refer to the instructions for more detailed information on each position. Do not report assistant director or department heads unless that role is part of their official job description. Do not report workers paid by other agencies such as Green Thumb employees or work study students. Do not report workers hired through a cleaning or landscape business. Only report janitorial/building maintenance staff if they are an employee of the library. Report hourly salary amounts as of June 30, 2023.

B13	Hourly salary of the director	$25.23	*$24.04*
B14	Hourly salary of assistant director	$0.00	*$0.00*
B15	Hourly average salary of department heads	$0.00	*$0.00*
B16	Hourly salary of the children's librarians	$0.00	*$0.00*
B17	Hourly average salary of library clerks	$9.53	*$9.53*
B18	Hourly average salary of shelvers or pages	$0.00	*$0.00*
B19	Hourly average salary of janitorial or building maintenance employees	$12.50	*$12.50*

Section C - Capital Income and Expenditures

Capital income is intended to pay for large one-time library purchases. This section should not reflect any income or expenditure used for the regular operations of the library. If your library had any major one-time capital expenditures during FY23 report them in this section. Otherwise, skip to section D.

For Capital Income and Expenditures

Show all sources of capital funds for FY23 (July 1, 2022 - June 30, 2023).

If your library does not receive capital income from a source, enter a 0 (zero).

If your library receives capital income from a source, but the amount is unknown, enter N/A.

Report all capital income and expenditures in whole dollars only. Round to the nearest dollar.

For Capital Income

Report all income for major capital expenditures, by source of income. Include funds received for:

- Site acquisition
- New buildings, additions to buildings, or renovation of library buildings
- Furnishings, equipment, and initial collections for new buildings, additions, or renovations
- Major building updates or repairs including roof, painting, carpeting, furnace, central air, etc.
- New computer hardware and software used to support library operations, link to networks, or run information products
- Replacement and repair of existing furnishings and equipment
- New vehicles
- Other major one-time projects

DO NOT REPORT INCOME FOR:

- Regular purchase of library materials - Report in section D
- Payments for regular operating costs such as utilities, insurance, etc. – Report in section D
- Investments for capital appreciation
- Income passed through to another agency
- Funds unspent in the previous fiscal year (e.g., carryover).

	Did your library have any major one-time capital projects in FY23	No	Yes

YES - check the box and click the SAVE button to display questions C01 - C06.
NO - Skip to section D.

Capital Income

C01	Capital funds from local government (city, county)	$0	*$3,250*
C02	Capital funds from state sources	$0	
C03	Capital funds from federal sources	$0	
C04	Capital funds from private sources	$0	
C05	Total capital income	$0	*$3,250*

Capital Expenditures

C06	Total capital expenditures	$0	*$3,250*

Section D - Operating Income and Expenditures

OPERATING INCOME

Operating income covers the current and recurrent costs necessary to support the provision of library services. Report income used for operating expenditures by source. Include federal, state, local, and non-governmental income.

REPORT ALL SOURCES OF FUNDS FOR FY23 (JULY 1, 2022 - JUNE 30, 2023).

- If your library does not receive operating income from a source enter a 0 (zero)
- If your library receives operating income from a source, but the amount is unknown, enter N/A
- Report all income in whole dollars only. Round to the nearest dollar

DO NOT REPORT

- Income for capital expenditures as reported in Section C
- Contributions to endowments
- Income passed through to another agency
- Funds unspent in the previous fiscal year – carryover
- The value of any contributed or in-kind services
- The value of any non-monetary gifts and donations
- E-Rate discounts as income

Total Governmental Operating Income

D01 City income received from the city's general fund (exclude income from special levies)	$59,117	*$64,061*
D02 City income received from special levies	$14,601	*$13,951*
D03 County income received from all counties	$26,782	*$26,782*
D04 Income received from contracting cities in Iowa. Do not report income from your own city on this line.	$0	*$0*
D05 Other governmental income received	$0	*$0*
D06 Total local government operating income received	$100,500	*$104,794*
D07 State income received from the State Library of Iowa (Enrich Iowa - Direct State Aid, Open Access, ILL Reimbursement) Prefilled and locked by the State Library.	$3,677	*$4,419*
D08 Other income received from the State of Iowa	$148	*$83*

D09	Total state government operating income received	$3,825	*$4,502*
D10	Total federal government income received	$0	*$0*

Non-Governmental Operating Income

D11	Total non-governmental grants received	$0	*$0*
D12	Endowments and gifts received (only report if money was spent in FY23)	$75	*$1,567*
D13	Fines and/or fees received	$8,941	*$5,633*
D14	Other income received	$742	*$1,207*
D15	Total non-governmental operating income received	$9,758	*$8,407*

Total Operating Income

D16	Total operating income received	$114,083	*$117,703*

OPERATING EXPENDITURES

Operating expenditures are the current and recurrent costs necessary to support the provision of library services. Significant costs, especially benefits and salaries, that are paid by other taxing agencies (government agencies with the authority to levy taxes) "on behalf of" the library may be included if the information is available. Only such funds that are supported by expenditure documents (such as invoices, contracts, payroll records, etc.) at the point of disbursement should be included.

REPORT ALL EXPENDITURES INCLUDING GRANTS AND COOPERATIVE ARRANGEMENTS.

- If your library does not expend operating funds for an item, enter a 0 (zero)
- If your library expends operating funds for an item, but the amount is unknown, enter N/A
- To ensure accurate reporting, consult your business officer or city clerk regarding this section
- Report only money expended during FY23 (July 1, 2022 - June 30, 2023), regardless of when the money may have been received
- Report all expenditures as whole dollars only. Round fractions to the nearest whole dollar

DO NOT REPORT

- The value of free items
- Estimated Costs
- Capital expenditures as reported in Section C
- E-Rate discounts as expenditures

D17	Total salaries and wages expenditures (before deductions)	$63,273	*$64,948*

D18	Total employee benefits expenditures (health insurance, Social Security tax, retirement, etc.) This amount cannot be $0. If you are unsure of benefits amount, or this is a volunteer-run library, report N/A.	$18,600	*$18,587*
D19	Total staff expenditures	$81,873	*$83,535*
D20	Print physical collection expenditures	$14,543	*$15,428*
D21	Audio physical collection expenditures -- All physical formats, including tape, CDs, etc. Do not report downloadable expenditures on this line.	$0	*$28*
D22	Video physical collection expenditures -- All physical formats, including tape, Blu-Ray, DVD, etc. Do not report downloadable expenditures on this line.	$842	*$638*
D23	Other physical collection expenditures for any materials not listed above (puzzles, art prints, puppets, cake pans, etc.)	$14	*$0*
D24	Total physical non-print collection expenditures	$856	*$666*
D25	Total physical collection expenditures	$15,399	*$16,094*
D26	Bridges e-book collection expenditures. Report Bridges e-book expenditures only. Prefilled and locked by the State Library.	$298	*275*
D27	All other e-book collection expenditures. Report Advantage e-book expenditures on this line.	$0	*$0*
D28	Total e-book collection expenditures	$298	*$275*
D29	Bridges downloadable audio collection expenditures. Report Bridges expenditures only. Prefilled and locked by the State Library.	$298	*275*
D30	All other downloadable audio collection expenditures. Report Advantage downloadable audio expenditures on this line.	$0	*$0*

D31	Total downloadable audio collection expenditures	$298	*$275*
D32	Total downloadable video collection expenditures. Report Advantage downloadable expenditures on this line.	$0	*$0*
D33	Total Electronic Information collection expenditures. This includes databases, Freegal, Hoopla, etc. Do not report expenditures for products subsidized or managed by the State Library such as Bridges.	$0	*$0*
D34	Total downloadable and Electronic Information collection expenditures	$596	*$561*
D35	Total collection expenditures	$15,995	*$16,655*
D36	All other operating expenditures (phone, lights, heating, cooling, Internet access, insurance, etc.)	$16,215	*$17,513*
D37	Total of all operating expenditures	$114,083	*$117,703*

Section E - Library Collection

NUMBER HELD AT START OF YEAR - The number of items owned by the library at the start of the fiscal year (July 1, 2022). To assist with determining this number, we have prefilled lines E01, E09, E17, and E23 based on end of year numbers from last year as reported on lines E04, E12, E20, and E28. Note that these values are not locked, so you can change them if needed.

NUMBER ADDED DURING FISCAL YEAR - The number of items added to the collection during the fiscal year (July 1, 2022 - June 30, 2023) whether through purchase or donation.

NUMBER WITHDRAWN DURING FISCAL YEAR - The number of items withdrawn from the collection during the fiscal year (July 1, 2022 - June 30, 2023) whether through weeding, loss, or other cause.

NUMBER HELD AT END OF YEAR - The number of items owned by the library at the end of the fiscal year (June 30, 2023).

E01	Printed books (# of items), held at start of year	13,786	*13,203*
E02	Printed books (# of items), added during year	805	*951*
E03	Printed books (# of items), withdrawn during year	67	*368*

E04	Printed books (# of items), held at end of year	14,524	*13,786*
E05	Bridges e-books, held at end of year. Prefilled and locked by the State Library.	101,997	*97,973*
E06	All other e-books held at end of year. Include Advantage titles here. Do not report downloads from Bridges, Freegal, Freading, Hoopla, etc. here.	0	*0*
E07	Total e-books held at end of year	101,997	*97,973*
E08	Total books (print and e-books), held at end of year.	116,521	*111,759*
E09	Audio materials (# of physical items), held at start of year	334	*322*
E10	Audio materials (# of physical items), added during year	0	*12*
E11	Audio materials (# of physical items), withdrawn during year	0	*0*
E12	Audio materials (# of physical items), held at end of year	334	*334*
E13	Bridges downloadable audio materials, held at end of year. Prefilled and locked by State Library.	45,606	*39,766*
E14	All other downloadable audio materials, held at end of year. Include Advantage titles here. Do not report downloads from Bridges, Freegal, Hoopla, etc. here.	0	*0*
E15	Total downloadable audio materials, held at end of year	45,606	*39,766*
E16	Total audio materials (physical and downloadable), held at end of year.	45,940	*40,100*
E17	Video materials (# of physical items), held at start of year	769	*733*
E18	Video materials (# of physical items), added during year	54	*47*
E19	Video materials (# of physical items), withdrawn during year	1	*11*

E20 Video materials (# of physical items), held at end of year	822	*769*
E21 Total downloadable video materials, held at end of year. Include Advantage titles here. Do not report downloads from Bridges, Freegal, Hoopla, etc. here.	0	*0*
E22 Total video materials (physical and downloadable), held at end of year	822	*1,452*
E23 Other library materials (# of physical items), held at start of year	132	*120*
E24 Other library materials (# of physical items), added during year	17	*12*
E25 Other library materials (# of physical items), withdrawn during year	0	*0*
E26 Other library materials (# of physical items), held at end of year	149	*132*
E27 Total physical items, held at start of year	15,021	*14,378*
E28 Total physical items, added during year	876	*1,022*
E29 Total physical items, withdrawn during year	68	*379*
E30 Total physical items, held at end of year	15,829	*15,021*
E31 Total downloadable items, held at end of year	147,603	*138,422*
E32 Total physical and downloadable items, held at end of year	163,432	*153,443*

Licensed Databases

Refer to the State Library of Iowa's website to determine how databases and other electronic resources are counted. https://www.statelibraryofiowa.gov/index.php/libraries/search/survey/cntelecres

E33 Number of licensed databases funded locally or by other non-state funded cooperative agreements (or consortia) within the state or region. Include subscription downloadable services such as Freegal, Freading, Hoopla, etc. here.	1	*1*

E34	Number of licensed databases funded by the state government or The State Library of Iowa. Count Brainfuse as 2. Maximum amount for this line is 2. Prefilled and locked by the State Library.	2	*2*
E35	Total licensed databases	3	*3*

Section F - Circulation and Use Counts

Circulation

Report circulation for FY23 (July 1, 2022 to June 30, 2023). Circulation should only be counted for items checked out of the library's collection for use outside of the library, including renewals. DO NOT count automatic renewals as circulation. DO NOT count in-house use or computer use as circulation.

Circulation Transactions of Physical Items

F01	Adult books	3,213	*2,674*
F02	Young adult books	234	*456*
F03	Children's books	4,880	*5,075*
F04	Video recordings (physical formats)	551	*632*
F05	Audio recordings (physical formats)	30	*58*
F06	Serials (physical formats)	27	*104*
F07	All other physical items (CD-ROM based products, puzzles, art prints, pamphlets, cake pans, puppets, WiFi Hotspots, tools, video games, etc.)	75	*19*
F08	Total PHYSICAL circulation by material type	9,010	*9,018*

Lines F09 and F10 should be reported as individual counts. They do not need to add up to a total. These counts are part of the physical total as reported on line F08. Do not count electronic use for lines F09 or F10.

F09	Circulation of physical items to the rural population of your own county:	1,573	*1,656*
F10	Total physical circulation of all materials cataloged as "children's"	4,958	*5,611*

Use of Downloadable Material

F11 Bridges e-books, including use of Advantage titles. Prefilled and locked by the State Library.	987	*580*
F12 All other e-books - do not count downloads from services such as Freegal, Freading, Hoopla, etc. on this line. Report that use on line F23.	0	*0*
F13 Total use of e-books	987	*580*
F14 Total downloadable video recordings - do not count downloads from services such as Freegal, Freading, Hoopla, etc. on this line. Report that use on line F23.	0	*0*
F15 Bridges downloadable audio recordings, including use of Advantage titles. Prefilled and locked by the State Library.	1,721	*1,665*
F16 All other downloadable audio recordings - do not count downloads from services such as Freegal, Freading, Hoopla, etc. on this line. Report that use on line F23.	0	*0*
F17 Total use of downloadable audio recordings	1,721	*1,665*
F18 Bridges electronic serials - including use of Advantage titles. Prefilled and locked by the State Library.	38	*23*
F19 All other electronic serials – Include RB Digital or similar	0	*0*
F20 Total use of electronic serials	38	*23*
F21 Total use of downloadable materials	2,746	*2,268*

Successful Retrieval of Electronic Information (Database Use)

F22 Successful retrieval of Electronic Information from Brainfuse. This used to be called Licensed database use. Prefilled and locked by the State Library.	6	*13*

F23   Successful retrieval of all other   0   *0*
Electronic Information funded locally or
by other non-state funded cooperative
agreements. Do not count users,
sessions, website hits, or online catalog
use. This used to be called Licensed
database use. Include downloads from
services such as Freegal, Freading,
Hoopla, etc. on this line.

F24   Total successful retrieval of   6   *13*
Electronic Information.

Circulation and Use Totals

F25   Total Circulation of physical   11,756   *11,286*
and downloadable materials (This is the
same as Total circulation by material
type on previous year's surveys).

F26   Total Electronic materials use   2,752   *2,281*
(Total downloadable use plus Total
successful retrieval of Electronic
Information)

F27   Total Collection use (Total   11,762   *11,299*
circulation of physical and
downloadable items plus successful
retrieval of Electronic Information. This
is not the total of F25 + F26).

ILL and Other Use Counts

Interlibrary Loan

The State Library will automatically fill in data from the SILO ILL service. If your library only uses
SILO for ILL, you can skip F28 to F33. Examples of other ILL services are OCLC or print forms.

F28   ILL Received from other   371   *239*
libraries using the SILO ILL service.
Prefilled and locked by the State
Library.

F29   ILL Received from other   0   *0*
libraries using all other ILL services. Do
not report SILO ILL on this line.

F30   Total Interlibrary Loan received   371   *239*
from other libraries

F31   ILL Provided to other libraries   226   *118*
using the SILO ILL service. Prefilled
and locked by the State Library.

F32　ILL Provided to other libraries using all other ILL services. Do not report SILO ILL on this line.　0　　*0*

F33　Total Interlibrary Loan provided to other libraries　226　　*118*

Other Use Counts

F34　Current total number of registered users as of June 30, 2023　1,181　　*1,171*

F35　Door count annually　11,005　　*10,120*

F36　Is annual door count based on an annual count (i.e. with a door counter) or an annual estimate based on a typical week or weeks? Choose one of the options listed below. If unsure, leave blank and skip to F37.　CT - Annual Count　　*CT - Annual Count*

F37　Total number of reference transactions annually　4,727　　*2,825*

F38　Is number of annual reference transactions based on annual count (i.e. year-long tally marks) or an annual estimate based on a typical week or weeks? Choose one of the options below. If unsure, leave blank and skip to F39.　CT - Annual Count　　*CT - Annual Count*

F39　Number of Internet computers for public use　14　　*14*

F40　Number of uses of public Internet computers ANNUALLY　1,827　　*902*

(You may count a typical week and multiply by 52)

F41　Is the number of uses of public Internet computers based on an annual count (i.e., year-long tally marks) or an annual estimate based on a typical week or weeks? Choose one of the options listed below. If unsure, leave blank and skip to F42.　CT - Annual Count　　*CT - Annual Count*

F42　Number of wireless sessions annually - for libraries subscribing to the statewide WhoFi service. Prefilled and locked by the State Library.　1,857　　*1,428*

F43 Number of wireless sessions annually - for libraries without the statewide WhoFi service.	0	
F44 Total number of wireless sessions annually	1,857	*1,428*
F45 Is the number of wireless sessions based on an annual count (i.e. year-long tally marks) or an annual estimate based on a typical week or weeks? Choose one of the options listed below. Libraries that use WhoFi only should report as an annual count. If unsure, leave blank and skip to F46.	CT - Annual Count	*CT - Annual Count*
F46 Website visits for libraries with a PLOW website annually. Prefilled and locked by the State Library.	3,008	*2,222*
F47 Website visits for all other libraries annually. Libraries unable to collect a count of their website visits should report **N/A.** Libraries without websites should report **-3.**	N/A	*N/A*
F48 Total website visits annually	3,008	*2,222*
F49 Does the library check out WIFI hotspots for use outside the library? (YES/NO)	No	*No*
F50 As of June 30, 2023, does the library charge overdue fines to any users when they fail to return physical print materials by the date due? (YES/NO)	No	*No*

Section G - Programs and Content Recordings

Intro and Children 0-5

LIBRARY PROGRAMS

Live Program Sessions

A live program session is any planned event which introduces the group attending to library services or which provides information to participants.

Program sessions may cover use of the library, library services, or library tours. Program sessions may also provide cultural, recreational, or educational information. Examples of these types of program sessions include, but are not limited to, film showings, lectures, story hours, literacy programs, citizenship classes, and book discussions.

INCLUDE

- All program sessions that are sponsored or co-sponsored by the library. For a program session to be sponsored or co-sponsored by the library, the library must contribute financial resources or staff time toward the program session. For a program session that is part of a larger community event (such as a farmer's market or festival), it is not necessary for the library to also sponsor or organize the larger event.
- Both on-site and off-site program sessions. For example, include a storytime at a farmer's market or a presentation to a school group about library resources conducted at a school.
- Live-streamed virtual (synchronous) program sessions that are sponsored or co-sponsored by the library.
- Program sessions with attendance of zero or one if they were intended for a group.

EXCLUDE

- Program sessions sponsored by other groups that use library facilities. For example, do not include a homeschooling group hosting a speaker in a meeting room without facilitation from library staff.
- Offsite outreach efforts that do not otherwise meet the definition of a program session. For example, do not include having a library card signup booth at a farmer's market.
- Activities delivered on a one-to-one basis, rather than to a group, such as one-to-one literacy tutoring, services to homebound, homework assistance, mentoring activities, etc.
- Passive or self-directed activities that do not occur at a scheduled time. For example, do not report "make and take" bags or coloring pages as a program. Report these self-directed activities on questions G115 to G123
- Recorded presentations of program content. Report these on questions G109 to G114.
- Programming that is shared on the library's website or social media that is not sponsored or co-sponsored by the library. For example, do not include sharing a video from an author's website of him or her reading a book.

Tips for reporting programs and attendance.

- When reporting the number of programs count the total number of events. A story time held once a week for a year is counted as 52, not as one.
- When reporting attendees count total number of attendees regardless of the age. A children's program attended by 10 children and 10 adults is counted as 20, not as 10.
- Live, virtual programs are conducted via a Web conferencing or webinar platform during which a library staff member (or other party sponsored by the library) is presenting to or interacting with an audience in real-time. These are considered programs for survey purposes and should be added into programming counts as indicated below.
- Recordings of program content include video or audio recordings created by a library staff person (or other party sponsored by the library) and posted to a video or audio hosting platform for the

audience to view tor list to on-demand. Do not include promotional or marketing content. Recordings of program content are counted separately from live programs as indicated below.

- If a program is hybrid (i.e., in-person and virtual) then report it as in-person. Do not double count.
- WhoFi/Non-WhoFi – we prefill and lock data from WhoFi for libraries that use that service. If you did not use the WhoFi service fill out the non-WhoFi questions. The total number of WhoFi and non-WhoFi programs will equal the total number of programs offered in each category.

Children Ages 0-5

G01   Total number of live, in-person, onsite library programs for children ages 0-5 from WhoFi. Prefilled and locked by the State Library   100   *130*

G02   Total number of live, in-person, onsite library programs for children ages 0-5 non-WhoFi   0   *0*

G03   Total number of live, in-person, onsite library programs for children ages 0-5   100   *130*

G04   Total number of people attending live, in-person, onsite library programs for children ages 0-5 from WhoFi. Prefilled and locked by the State Library   640   *146*

G05   Total number of people attending live, in-person, onsite library programs for children ages 0-5 non-WhoFi   0   *0*

G06   Total number of people attending live, in-person, onsite library programs for children ages 0-5   640   *146*

G07   Total number of live, in-person, offsite library programs for children ages 0-5 from WhoFi. Prefilled and locked by the State Library.   0   *0*

G08   Total number of live, in-person, offsite library programs for children ages 0-5 non-WhoFI   0   *0*

G09   Total number of live, in-person, offsite library programs for children ages 0-5   0   *0*

G10 Total number of people attending live, in-person, offsite library programs for children ages 0-5 from WhoFi. Prefilled and locked by the State Library.	0	*0*
G11 Total number of people attending live, in-person, offsite library programs for children ages 0-5 non-WhoFi	0	*0*
G12 Total number of people attending live, in-person, offsite library programs for children ages 0-5	0	*0*
G13 Total number of live, virtual library programs for children ages 0-5 from WhoFi. Prefilled and locked by the State Library.	0	*0*
G14 Total number of live, virtual library programs for children ages 0-5 non-WhoFi	0	*0*
G15 Total number of live, virtual library programs for children ages 0-5	0	*0*
G16 Total number of people attending live, virtual library programs for children ages 0-5 from WhoFi. Prefilled and locked by the State Library.	0	*0*
G17 Total number of people attending live, virtual library programs for children ages 0-5 non-WhoFi	0	*0*
G18 Total number of people attending live, virtual library program for children ages 0-5	0	*0*
G19 Total number of library programs for children ages 0-5	100	*130*
G20 Total number of people attending library programs for children ages 0-5	640	*146*

Children 6-11

G21 Total number of live, in-person, onsite library programs for children ages 6-11 from WhoFi. Prefilled and locked by the State Library.	28	*7*
G22 Total number of live, in-person, onsite library programs for children ages 6-11 non-WhoFi	0	*22*
G23 Total number of live, in person, onsite library programs for children ages 6-11	28	*29*
G24 Total number of people attending live, in-person, onsite library programs for children ages 6-11 from WhoFi. Prefilled and locked by the State Library.	236	*12*
G25 Total number of people attending live, in-person, onsite library programs for children ages 6-11 non-WhoFi	0	*146*
G26 Total number of people attending live, in-person, onsite library programs for children ages 6-11	236	*158*
G27 Total number of live, in-person, offsite library programs for children ages 6-11 from WhoFi. Prefilled and locked by the State Library.	0	*0*
G28 Total number of live, in-person, offsite library programs for children ages 6-11 non-WhoFi	0	*0*
G29 Total number of live, in-person, offsite library programs for children ages 6-11	0	*0*
G30 Total number of people attending live, in-person, offsite library programs for children ages 6-11 from WhoFi. Prefilled and locked by the State Library.	0	*0*

G31 Total number of people attending live, in-person, offsite library programs for children ages 6-11 non-WhoFi

0

0

G32 Total number of people attending live, in-person, offsite library programs for children ages 6-11

0

0

G33 Total number of live, virtual library programs for children ages 6-11 from WhoFi. Prefilled and locked by the State Library.

0

0

G34 Total number of live, virtual library programs for children ages 6-11 non-WhoFi

0

0

G35 Total number of live, virtual library programs for children ages 6-11

0

0

G36 Total number of people attending live, virtual library programs for children ages 6-11 from WhoFi. Prefilled and locked by the State Library.

0

0

G37 Total number of people attending live, virtual library programs for children ages 6-11 non-WhoFi

0

0

G38 Total number of people attending live, virtual library programs for children ages 6-11

0

0

G39 Total number of library programs for children ages 6-11

28

29

G40 Total number of people attending library program for children ages 6-11

236

158

Young Adults

Young Adults Ages 12-18

G41   Total number of live, in-person, onsite library programs for young adults from WhoFi. Prefilled and locked by the State Library.   5   *4*

G42   Total number of live, in-person, onsite library programs for young adults non-WhoFi   0   *0*

G43   Total number of live, in person, onsite library program for young adults   5   *4*

G44   Total number of people attending live, in-person, onside library programs for young adults from WhoFi. Prefilled and locked by the State Library.   6   *8*

G45   Total number of people attending live, in-person, onsite library programs for young adults non-WhoFi   0   *0*

G46   Total number of people attending live, in-person, onsite library programs for young adults   6   *8*

G47   Total number of live, in-person, offsite library programs for young adults prefilled from WhoFi. Prefilled and locked by the State Library.   0   *0*

G48   Total number of live, in-person, offsite library programs for young adults non-Who-fi   0   *0*

G49   Total number of live, in-person, offsite library programs for young adults   0   *0*

G50   Total number of people attending live, in-person, offsite library programs for young adults from WhoFi. Prefilled and locked by the State Library.   0   *0*

G51   Total number of people attending live, in-person, offsite library programs for young adults non-WhoFi   0   *0*

G52   Total number of people attending live, in-person, offsite library programs for young adults   0   *0*

G53 Total number of live, virtual library programs for young adults from WhoFi. Prefilled and locked by the State Library.	0	*0*
G54 Total number of live, virtual library programs for young adults non-WhoFi	0	*0*
G55 Total number of live, virtual library programs for young adults	0	*0*
G56 Total number of people attending live, virtual library programs for young adults from WhoFi. Prefilled and locked by the State Library.	0	*0*
G57 Total number of people attending live, virtual library programs for young adults non-WhoFi	0	*0*
G58 Total number of people attending live, virtual library program for young adults	0	*0*
G59 Total number of library programs for young adults	5	*4*
G60 Total number of people attending library program for young adults	6	*8*

Adult

Adults Aged 19 or Older

G61 Total number of live, in-person, onsite library programs for adults prefilled from WhoFi. Prefilled and locked by the State Library.	60	*64*
G62 Total number of live, in-person, onsite library programs for adults non-WhoFi	0	*0*
G63 Total number of live, in person, onsite library program for adults	60	*64*

G64 Total number of people attending live, in-person, onside library programs for adults prefilled from WhoFi. Prefilled and locked by the State Library.	479	*557*
G65 Total number of people attending live, in-person, onsite library programs for adults non-WhoFi	0	*0*
G66 Total number of people attending live, in-person, onsite library programs for adults	479	*557*
G67 Total number of live, in-person, offsite library programs for adults prefilled from WhoFi. Prefilled and locked by the State Library.	0	*0*
G68 Total number of live, in-person, offsite library programs for adults non-WhoFI	0	*0*
G69 Total number of live, in-person, offsite library programs for adults	0	*0*
G70 Total number of people attending live, in-person, offsite library programs for adults prefilled from WhoFi. Prefilled and locked by the State Library.	0	*0*
G71 Total number of people attending live, in-person, offsite library programs for adults non-WhoFi	0	*0*
G72 Total number of people attending live, in-person, offsite library programs for adults	0	*0*
G73 Total number of live, virtual library programs for adults prefilled from WhoFi. Prefilled and locked by the State Library.	0	*0*
G74 Total number of live, virtual library programs for adults non-WhoFi	0	*0*
G75 Total number of live, virtual library programs for adults	0	*0*

G76 Total number of people attending live, virtual library programs for adults prefilled from WhoFi. Prefilled and locked by the State Library.	0	*0*
G77 Total number of people attending live, virtual library programs for adults non-WhoFi	0	*0*
G78 Total number of people attending live, virtual library program for adults	0	*0*
G79 Total number of library programs for adults	60	*64*
G80 Total number of people attending library program for adults	479	*557*

General Interest

General Interest - For All Ages

G81 Total number of live, in-person, onsite, general interest library programs from WhoFi. Prefilled and locked by the State Library.	9	*3*
G82 Total number of live, in-person, onsite general interest library programs non-WhoFi	0	*0*
G83 Total number of live, in person, onsite general interest library programs	9	*3*
G84 Total number of people attending live, in-person, onsite general interest library programs prefilled from WhoFi. Prefilled and locked by the State Library.	21	*103*
G85 Total number of people attending live, in-person, onsite general interest library programs non-WhoFi	0	*0*
G86 Total number of people attending live, in-person, onsite general interest library programs	21	*103*

G87 Total number of live, in-person, offsite general interest library programs prefilled from WhoFi. Prefilled and locked by the State Library.	2	*0*
G88 Total number of live, in-person, offsite general interest library programs non-WhoFI	0	*0*
G89 Total number of live, in-person, offsite general interest library programs	2	*0*
G90 Total number of people attending live, in-person, offsite general interest library programs prefilled from WhoFi. Prefilled and locked by the State Library.	75	*0*
G91 Total number of people attending live, in-person, offsite general interest library programs non-WhoFi	0	*0*
G92 Total number of people attending live, in-person, offsite general interest library programs	75	*0*
G93 Total number of live, virtual, general interest library programs prefilled from WhoFi. Prefilled and locked by the State Library.	0	*0*
G94 Total number of live, virtual, general interest library programs non-WhoFi	0	*0*
G95 Total number of live, virtual, general interest, library programs	0	*0*
G96 Total number of people attending live, virtual, general interest programs prefilled from WhoFi. Prefilled and locked by the State Library.	0	*0*
G97 Total number of people attending live, virtual, general interest programs non-WhoFi	0	*0*
G98 Total number of people attending live, general interest, virtual library programs	0	*0*
G99 Total number of live general interest library programs	11	*3*

G100	Total number of people attending live general interest library programs	96	103
G101	Total number of live, in-person, onsite library programs	202	230
G102	Total number of live, in-person, offsite library programs	2	0
G103	Total number of live, virtual library programs	0	0
G104	Total number of people attending live, in-person, onsite library programs	1,382	972
G105	Total number of people attending live, in-person, offsite library programs	75	0
G106	Total number of people attending live, virtual library programs	0	0
G107	Total number of live library programs	204	230
G108	Total number of people attending live library programs	1,457	972

Content Recordings and Patron Directed Activities

Program Content Recordings

A program content recording is any recording of program content that cannot be viewed live as it unfolds (i.e., on-demand streaming). Only include program presentations posted during the reporting period. Regardless of the number of platforms on which a presentation is posted, count each unique presentation only once. Include program sessions hosted on Facebook Premiere that are not facilitated by a staff member.

The count of views of asynchronous program presentations for a period of THIRTY (30) days after the presentation was posted, even if that period extends beyond the survey reporting period (or fiscal year). For program presentations made available via Facebook, count unique 1-minute views of each video. For those made available via other platforms, count unique views of each video. For recorded program presentations that are recordings of live, virtual program sessions, exclude live attendance; live attendance should have already been counted on lines G18, G29, G55, G78, or G95.

G109	Total number of program content recordings from WhoFi. Prefilled and locked by the State Library	0	0
G110	Total number of program content recordings non-WhoFi	0	0

G111	Total number of program content recordings	0	*0*
G112	Total number of views of program content recordings from WhoFi. Prefilled and locked by the State Library	0	*0*
G113	Total number of views of program content recordings non-WhoFi	0	*0*
G114	Total number of views of program content recordings	0	*0*

Patron-Directed Activities

Below is a list of activities that are patron directed and sometimes known as passive, self-directed, or indirect programming. All answers are prefilled with 0. If you do not provide a listed service you can leave it as a 0. If you provide a service but are unsure of how many times it was used, answer with an estimate, or N/A. Otherwise provide the number of times each service is used ANNUALLY. Do not count the number of items created, only count the number of times a service is used. Do not include anything provided as a part of a library sponsored, in-person, program. These counts should be accounted for in the programming counts listed above. For example, do not count coloring sheets used as part of a live, in-person, program as an indirect activity.

G115	Total number of make and take kits provided	25	*3*
G116	Total number of coloring sheets provided	78	*53*
G117	Total number of scavenger hunt participants	0	*0*
G118	Total number of trivia contest participants	0	*0*
G119	Total use of library's maker space service	16	*3*
G120	Total use of STEAM/STEM services	0	*0*
G121	Total number of story-walk participants	0	*0*
G122	Total number of reading log participants	141	*144*

G123 List any other patron-directed activities, list one activity per box. To add more than one activity, click the "Add Activity" button.

     Name of activity only, do not include a use count.

Section H - Library Buildings - Hours and Square Footage

Make sure to consider closures for all reasons when calculating number of hours and weeks open. For example, if your library is normally open for 52 weeks, but was closed for 20 weeks and open for 32 weeks in FY23, report 32 on line H02.

H01 Total number of hours open to the public during FY23 (July 1, 2022 to June 30, 2023) at the main library only. Report actual number of hours open rather than scheduled hours open.	2,357	*2,357*
H02 Total number of weeks open to the public during FY23 (July 1, 2022 to June 30, 2023) at the main library only (round to the nearest whole number of weeks). Report actual weeks open rather than scheduled weeks open.	52	*52*
H03 Square footage of main library. Prefilled and locked by the State Library.	2,968	*2,968*

Section H Totals

H08 Total number of hours open annually at the main library and all branches. (Click the SAVE button to calculate the total.)	2,357	*2,357*
H09 Total number of weeks open annually at the main library and all branches (Click the SAVE button to calculate the total.)	52	*52*
H10 Total square footage of main and all branch libraries (Click the "SAVE" button to calculate the total.)	2,968	*2,968*

Signature Page

IMPORTANT – PLEASE READ: All libraries submitting an annual survey must also submit a Signature Page to certify accuracy. This document is also included in the Print Application Form. Follow the link below to electronically sign the form. Please do not fax or mail copies of this form to us.

Signature Page