2021 Missouri Public Library Survey

Current Administrative Information

Please provide the library's current contact information in this section. Data in gray fields must be changed by the survey administrator. Please contact Cory Mihalik at cory.mihalik@sos.mo.gov to make changes to these areas.

Questions reported to IMLS are in bolded blue font.

1.01 Legal Name of Library District __________________________
1.02 Other Name(s) __________________________
1.03 Legal Basis Code __________________________
1.04 Head of Library __________________________
1.05 Title __________________________
1.06 Head of Library's Email __________________________

Physical Location of Administrative Office:

1.07 Street Address __________________________
1.08 City __________________________
1.09 Zip __________________________

Mailing Address of Administrative Office:

1.10 Postal Address __________________________
1.11 City __________________________
1.12 Zip __________________________
1.13 County (of Physical Address above) __________________________
1.14 Phone of Administrative Office __________________________
1.15 Fax of Administrative Office __________________________
1.16 Library’s Email __________________________
1.17 Library’s Web Address __________________________
1.18 Does the library provide a mobile-device accessible version of its website? __________________________
1.19 2010 Census Population of Legal Service Area __________________________
1.20 State Legislative District(s) __________________________
1.21 State Senate District(s) __________________________
1.22 Congressional District(s) __________________________
1.23 OCLC Code __________________________
1.24 Meets FSCS Definition of a Library? __________________________
1.25 Is this library district a member of a federation or cooperative (i.e., joined by agreement with another library district to perform services cooperatively, such as resource sharing)? Do not include OCLC; do consider MoLib2Go and Missouri Evergreen. __________________________
Legal Service Area

From this point forward in the survey, please report on the library as it was during the most recently completed fiscal year.

1.26 Reporting Period Start Date (based on library’s fiscal year) (MM/DD/YYYY) __________________________
1.27 Reporting Period End Date (based on library’s fiscal year) (MM/DD/YYYY) __________________________
1.28 Were there any changes to your library district’s legal service area during this report period? __________________________
1.29 Counties in Library's Legal Service Area __________________________
1.30 Geographic Type __________________________
1.31 Locale __________________________
1.32 Matches __________________________

Number of Public Service Outlets

1.33 Main (0 or 1) __________________________
1.34 Branches __________________________
1.35 Bookmobiles __________________________
1.36 Is your Administrative Office housed in a separate building from all direct service outlet(s)? __________________________

Other Services:

1.37 Does the library have an allied Library Foundation? __________________________
1.38 Does the library have a 'Friends of the Library' group? __________________________
1.39 Does the library offer book delivery outreach services (home delivery of books by car or van)? __________________________
1.40 Does the library offer a books by mail service? __________________________

Public Service Outlet(s)

Please complete one form for each public service outlet - this includes the central or main library and all branches and bookmobiles. The information provided here should be reflective of the reporting year (i.e., number of outlets, hours open to the public, etc.). Data in gray fields must be changed by the survey administrator. Please contact Cory Mihalik at cory.mihalik@sos.mo.gov to make changes to these areas.
2.00  Library System Name __________________________
2.01a  Legal Name of Outlet __________________________
2.01b  FSCS __________________________
2.02  Other Name __________________________
2.03  Street Address __________________________
2.04  City __________________________
2.05  Zip Code __________________________
2.06  County of the Outlet __________________________
2.07  Phone __________________________
2.08a  Metropolitan Status Code __________________________
2.08b  Locale __________________________
2.09  Outlet Type __________________________
2.10  Square Footage of the Outlet __________________________
2.11  Number of Bookmobiles __________________________
2.12  Mailing Address (only if different from above)

2.13  City __________________________
2.14  Zip __________________________
2.15  Fax __________________________
2.16  Outlet Manager __________________________
2.17  Total Hours/Day - Monday __________________________
2.18  Total Hours/Day - Tuesday __________________________
2.19  Total Hours/Day - Wednesday __________________________
2.20  Total Hours/Day - Thursday __________________________
2.21  Total Hours/Day - Friday __________________________
2.22  Total Hours/Day - Saturday __________________________
2.23  Total Hours/Day - Sunday __________________________
2.24  Total Outlet Hours/Week (2.17 + 2.18 + 2.19 + 2.20 + 2.21 + 2.22 + 2.23)

2.25a  Weeks Open during the year __________________________
2.25b  Number of Weeks Outlet Closed Due to COVID-19 __________________________
2.25c  Number of Weeks Outlet Had Limited Occupancy Due to COVID-19 __________________________
2.26  Did this outlet have regular hours during the reporting year that were different than those provided above (e.g., summer hours)? __________________________
2.27a  If yes, please list the differing day(s) and hours here (e.g., M-F 9-5; or M, W, F close at 6; closed Mondays; etc.) __________________________
2.27b  For how many weeks did the outlet operate with these differing hours (e.g., summer hours June through August would be 12 weeks, etc.)? __________________________
2.28  Total Outlet Hours per Year __________________________
2.29  Does this outlet offer public meeting space? __________________________
2.29b What is the seating capacity of the largest single meeting space (if applicable)? __________________________
2.30 Total number of times meeting rooms used by outside groups for non-library programs __________________________

Personnel
Report figures for each category as of the last day of the library's reporting year. "Sum of hours worked per week by all" should indicate the sum of the number of hours that are worked in each category in a normal week when all positions are filled at the administrative office and all public service outlets.

Questions reported to IMLS are in bolded blue font.

All Librarians (those with the title or function of librarian; see definition at 3.01a)

3.01a Number of employees __________________________
3.01b Sum of hours worked per week by all __________________________
3.01c FTE (3.01b/40) __________________________

Of the Librarians in 3.01, number with ALA-MLS

3.02a Number of employees __________________________
3.02b Sum of hours worked per week by all __________________________
3.02c FTE (3.02b/40) __________________________

All other staff with ALA-MLS

3.03a Number of employees __________________________
3.03b Sum of hours worked per week by all __________________________
3.03c FTE (3.03b/40) __________________________
3.03d FTE of Staff with ALA-MLS (3.02c + 3.03c) __________________________

All other paid staff (do not include staff paid with grant funds)

3.04a Number of employees __________________________
3.04b Sum of hours worked per week by all __________________________
3.04c FTE (3.04b/40) __________________________
3.04d FTE of all other staff (3.03c+ 3.04c) __________________________

Total paid employees

3.05a Number of employees (3.01a + 3.03a + 3.04a) __________________________
3.05b Hours worked/week by all (3.01b + 3.03b + 3.04b) __________________________
3.05c  FTE \((3.01c + 3.04d)\) __________________________

Volunteers

3.06a  Number of volunteers during the library fiscal year __________________________

3.06b  Total Volunteer Hours per Year __________________________

Questions about Library Director or Executive Officer

3.07   Hours worked per week __________________________

3.08a  Annual salary (in dollars) __________________________

3.08b  Annual Benefits (in dollars) __________________________

3.08c  Tenure of Library Director __________________________

Highest Education Level Completed

3.09   Highest Education Level Completed __________________________

Operating Revenue

Please enter 0 if no income was received in a particular category - N/A should not be used in this section. Please use the amounts submitted for the most recent State Aid filing, or from your libraries most recently completed fiscal year.

Use 4.01 through 4.18 to report income for a single district library.

Regional library districts, please use 4.01 through 4.18 for the income from the district in which the administrative office is located; then use the 'add group' feature to report income for the additional districts in questions 4.19 through 4.30.

The total operating revenues of the library service area will show in 4.31 through 4.47.

** Remember, income received from bond issue/debt service, memorials, special funds, etc. specifically designated to be used for capital projects should NOT be included in this section. Those funds should be listed under Capital Revenue. **

Tax Information

Provide figures used to set the tax levy for the local revenue collected during the reporting year.

4.01   Name of Library District __________________________

4.02   Assessed valuation of library district (in dollars) __________________________
4.03   Tax rate last approved by voters (in cents)

4.04a   Tax rate ceiling set by auditor for reporting year (in cents)

4.04b   Tax rate set by library board for reporting year (in cents)

Local Government Income

4.05   Income from the library's tax levy (in dollars)

4.06   Other local tax income (e.g., sales tax, intangible tax, surtax, etc.)

4.07   Any additional funds from the local government (i.e., other funds designated for expenditure by the public library for library services)

4.08   Total Local Income (4.05 + 4.06 + 4.07)

State Government Income

4.09   Per Capita State Aid

4.10   Equalization Funds

4.11   Athlete & Entertainer Tax Funds

4.12   Other state funds from local or state agencies

4.13   Total State Income (4.09 + 4.10 + 4.11 + 4.12)

Federal Government Income

4.14   LSTA grants

4.15   Other federal funds from local, state or federal agencies

4.16   Total Federal Income (4.14 + 4.15)

Other Income

4.17a   Other Income

4.17b   Are fines charged for overdue items?

4.18   Total Library District Operating Revenue (4.08 + 4.13 + 4.16 + 4.17a)
Regional Libraries Only: Use 4.19 through 4.30 for Additional Districts

<table>
<thead>
<tr>
<th>Section</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.19</td>
<td>Name of Library District __________________________</td>
</tr>
<tr>
<td>4.20</td>
<td>Assessed valuation of library district (in dollars)</td>
</tr>
<tr>
<td>4.21</td>
<td>Tax rate last approved by voters (in cents)</td>
</tr>
<tr>
<td>4.22a</td>
<td>Tax rate ceiling set by auditor for reporting year (in cents)</td>
</tr>
<tr>
<td>4.22b</td>
<td>Tax rate set by library board for reporting year (in cents)</td>
</tr>
<tr>
<td>4.23</td>
<td>Income from the library's tax levy (in dollars)</td>
</tr>
<tr>
<td>4.24</td>
<td>Other local tax income (e.g., sales tax, intangible tax, etc.)</td>
</tr>
<tr>
<td>4.25</td>
<td>Total Local Income (4.23 + 4.24) __________________________</td>
</tr>
<tr>
<td>4.26</td>
<td>Per Capita State Aid __________________________</td>
</tr>
<tr>
<td>4.27</td>
<td>Equalization Funds __________________________</td>
</tr>
<tr>
<td>4.28</td>
<td>Total State Income (4.26 + 4.27) __________________________</td>
</tr>
<tr>
<td>4.29</td>
<td>Other Income not reported above __________________________</td>
</tr>
<tr>
<td>4.30</td>
<td>Total Library District Operating Revenue (4.25 + 4.28 + 4.29)</td>
</tr>
</tbody>
</table>

Total

Questions reported to IMLS are in bolded blue font.

<table>
<thead>
<tr>
<th>Section</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.31</td>
<td>Assessed valuation of library district (4.02 + 4.20)</td>
</tr>
<tr>
<td>4.32</td>
<td>Tax rate last approved by voters (4.03) __________________________</td>
</tr>
<tr>
<td>4.33a</td>
<td>Tax rate ceiling set by auditor for reporting year (4.04a)</td>
</tr>
<tr>
<td>4.33b</td>
<td>Tax rate set by library board for reporting year (4.04b)</td>
</tr>
<tr>
<td>4.34</td>
<td>Income from the library's tax levy (4.05 + 4.23)</td>
</tr>
<tr>
<td>4.35</td>
<td>Other local tax income (4.06 + 4.24) __________________________</td>
</tr>
<tr>
<td>4.36</td>
<td>Total Local Income (4.08 + 4.25) __________________________</td>
</tr>
<tr>
<td>4.37</td>
<td>Per Capita State Aid (4.09 + 4.26) __________________________</td>
</tr>
<tr>
<td>4.38</td>
<td>Equalization Funds (4.10 + 4.27) __________________________</td>
</tr>
<tr>
<td>4.39</td>
<td>Athlete &amp; Entertainer Tax Funds (4.11) __________________________</td>
</tr>
<tr>
<td>4.41</td>
<td>Other state funds from local or state agencies (4.12)</td>
</tr>
<tr>
<td>4.42</td>
<td>Total State Income (4.13 + 4.28) __________________________</td>
</tr>
<tr>
<td>4.43</td>
<td>LSTA grants (4.14) __________________________</td>
</tr>
</tbody>
</table>
4.44   Other federal funds from local, state or federal agencies (4.15)

4.45   Total Federal Income (4.16) 

4.46   Non-Government Income (4.17 + 4.29) 

4.47   Total Library District Operating Revenue (4.36 + 4.42 + 4.45 + 4.46)

Operating Expenditures

Enter 0 if there are no expenditures for a particular category - N/A should not be used in this section.

**Remember, do NOT include funds expended for capital projects in this section (expenditures for renovations, new buildings, automation systems, etc.). Those dollars should be shown under Capital Expenditures.**

Questions reported to IMLS are in bolded blue font.

Staff Expenditures

5.01   Salaries & Wages 

5.02a   Employer FICA Contributions (multiply figure in 5.01 by 0.0765 OR enter the amount in OASDI and HI contributions paid) 

5.02b   Other Staff Benefits 

5.03   Total Benefits (5.02a + 5.02b) 

5.04   Total Staff Expenditures (5.01 + 5.03)

Collection Expenditures

5.05   Print materials 

5.06   Print serial subscriptions 

5.07   Total print materials (5.05 + 5.06)

5.08   Electronic materials (e.g., eBooks, downloadable audio and video, and library purchased databases; see definition for other examples)

5.09   Audio - physical materials (i.e., CDs, cassettes, etc.)

5.10   Video - physical materials (i.e., DVDs, VHS, etc.)

5.11   All other physical materials in library collection

5.12   AV and Other Physical Materials (5.09 + 5.10 + 5.11)

5.13   Total Collection Expenditures (5.07 + 5.08 + 5.12)
5.14 Other Operating Expenditures
(e.g., automation system subscription, MOREnet membership fees or Internet connection fees; see definition for other examples)

5.15 Total Operating Expenditures (5.04 + 5.13 + 5.14)

Of the dollars listed in 5.15, how many were:

5.16a Athlete & Entertainer Tax Funds used during reporting year

5.16b Equalization Funds used during reporting year

Capital Revenue and Expenditures

Please provide a state edit check explaining where the capital revenue came from and which capital project it was spent on for any entry in this section.

Capital Revenue must be designated as capital revenue for a specified capital project at the point it is collected. General revenue cannot be counted as capital revenue, even if it is used for a capital expenditure. Capital revenue figures should not be included in any other section in this survey.

Include all capital funds received or expended for (a) site acquisition; (b) new buildings; (c) additions to or renovation of library buildings; (d) furnishings, equipment, and initial collections for new buildings, building additions, or building renovations; (e) library automation systems; (f) new vehicles; and (g) other one-time major projects.

Exclude revenue or expenditures for (1) replacement and repair of existing furnishings and equipment; (2) regular purchases of library materials; (3) investments for capital appreciation; (4) contributions to endowments; (5) revenue passed through to another agency; or (6) funds unspent in the previous fiscal year (i.e., carryover).

Questions reported to IMLS are in bolded blue font.

6.01 Local Government Capital Revenue

6.02 State Government Capital Revenue

6.03 Federal Government Capital Revenue

6.04 Other Capital Revenue

6.05 Total Capital Revenue (6.01 + 6.02 + 6.03 + 6.04)

Funding for capital expenses can come from any source. Expenditures must qualify as a capital project (listed above). Capital expenditure figures should not be included in any other section in this survey.
6.06 Capital Expenditures

Library Collection - Physical Materials

Under this category report only items that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available without monetary exchange. Do not include items that are permanently retained by the patron; count only items that have a set circulation period where it is available for their use. Count electronic materials at the administrative entity level; do not duplicate numbers at each branch.

Questions reported to IMLS are in bolded blue font.

Print Materials

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.01</td>
<td>Government documents</td>
<td></td>
</tr>
<tr>
<td>7.02</td>
<td>Adult nonfiction</td>
<td></td>
</tr>
<tr>
<td>7.03</td>
<td>Young Adult nonfiction</td>
<td></td>
</tr>
<tr>
<td>7.04</td>
<td>Children's nonfiction</td>
<td></td>
</tr>
<tr>
<td>7.05</td>
<td>Adult fiction</td>
<td></td>
</tr>
<tr>
<td>7.06</td>
<td>Young Adult fiction</td>
<td></td>
</tr>
<tr>
<td>7.07</td>
<td>Children's fiction</td>
<td></td>
</tr>
</tbody>
</table>

7.08 If the young adult materials are not counted as an independent category, which of the above categories includes the young adult materials?

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.09a</td>
<td>Bound serial volumes</td>
<td></td>
</tr>
<tr>
<td>7.09b</td>
<td>Number of Print Serial Subscriptions</td>
<td></td>
</tr>
</tbody>
</table>

7.10 Total Print materials (7.01 + 7.02 + 7.03 + 7.04 + 7.05 + 7.06 + 7.07) __

Non-Print Materials

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.11</td>
<td>Microforms</td>
<td></td>
</tr>
<tr>
<td>7.12</td>
<td>Audio - Physical Units</td>
<td></td>
</tr>
<tr>
<td>7.13</td>
<td>Video - Physical Units</td>
<td></td>
</tr>
<tr>
<td>7.14</td>
<td>Other Circulating Physical Items</td>
<td></td>
</tr>
</tbody>
</table>

7.15 Total Physical Items in Collection (7.10 + 7.12 + 7.13 + 7.14) ______

Library Collection - Electronic Materials

For purposes of this survey, units are defined as "units of acquisition or purchase." The "unit" is determined by considering whether the item/title is restricted to a finite number of users, or has an unlimited number of simultaneous users.

Finite Use: Count of units is based on the number of usages acquired (equivalent to purchasing multiple copies of a single title). For example, if a library acquires a title with
rights to a single user at a time, then that item is counted as 1 "unit;" if the library acquires rights to a single title for 10 simultaneous users, then that item is counted as 10 "units."

Unlimited Simultaneous Use: Count of units is based on the number of titles acquired. For example, if a library acquires a collection of 100 books with unlimited, simultaneous users, then this would be counted as 100 "units."

Questions reported to IMLS are in bolded blue font.

7.16a   Library Held Electronic Books __________________________
7.16b   Consortia Held Electronic Books __________________________
7.16c   Non-Library Held eBooks __________________________
7.16d   Total Electronic Books (7.16a + 7.16b + 7.16c)

7.17a   Audio - Downloadable Units __________________________
7.17b   Consortia Held Audio-Downloadable Units __________________________
7.17c   Non-Library Held Audio-Downloadable Units __________________________
7.17d   Total Audio - Downloadable Units (7.17a + 7.17b + 7.17c)

7.18a   Video - Downloadable Units __________________________
7.18b   Consortia Held Downloadable Video __________________________
7.18c   Non-Library Held Video-Downloadable Units __________________________
7.18d   Total Video - Downloadable (7.18a + 7.18b + 7.18c)

Databases: Number for which the library had access rights during this period:

7.19   MOREnet member? __________________________
7.20   MOREnet members enter "21" in box at right __________________________
7.21   Number of databases purchased through joint pricing or consortia agreements __________________________
7.22   Number of databases purchased through direct order by the library __________________________
7.23   Total electronic databases (7.20 + 7.21 + 7.22)
7.24   Please list titles of databases in 7.21 and 7.22 __________________________
7.25   Does the library provide remote access to any of its databases? __________________________
Electronic Serial Subscriptions:

7.26a   Number of Library-purchased Electronic Subscriptions
__________________________

7.26b   Number of Consortia Held Electronic Subscriptions   ________________

7.27   Please list titles of electronic subscriptions in 7.26a
__________________________

Services

Use "0" if the service is not provided at your library (i.e., if your library does not provide Internet access you can enter "0" for uses of public internet computers).

Questions reported to IMLS are in bolded blue font.

8.01a   Annual number of library visits __________________________
8.01b   Regarding the number of library visits you entered, is this an:
__________________________

8.02a   Annual number of uses of public Internet computers owned by the library

8.02b   Regarding the annual number of uses of public internet computers you entered, is this an:
__________________________

8.03a   Annual number of Wireless Sessions __________________________
8.03b   Regarding the number of number of wireless sessions entered, is this an annual count or an annual estimate based on a typical week or weeks of hardware logging or network scanning?

8.04a   Annual number of reference transactions

8.04b   Regarding the number of reference transactions you entered, is this an:
__________________________

8.05   Virtual Visits __________________________
8.06   Number of registered users __________________________
8.07a   Are you aware of the Wolfner Talking Book and Braille Library

8.07b   Does your library staff feel comfortable helping eligible patrons register for Wolfner services?  __________________________

Circulation

8.08a   Circulation of adult physical materials __________________________
8.08b   Circulation of young adult physical materials
__________________________
8.08c Circulation of children's physical materials

8.08d Other Physical Circulation

8.09 Physical Item Circulation (8.08a + 8.08b + 8.08c + 8.08d)

8.10a Circulation of adult electronic materials

8.10b Circulation of young adult electronic materials

8.10c Circulation of children's electronic materials

8.11 Database Usage

8.12 Use of Electronic Material (8.10a + 8.10b + 8.10c)

8.13 Electronic Content Use (8.11 + 8.12)

8.14 Total Circulation of Materials (8.09 + 8.12)

8.15 Total Collection Use (8.09 + 8.11 + 8.12)

Services-Programs

Programs: Remember to count each gathering of your program - not just the program as a whole.

8.16a Total number of synchronous adult programs (intended audience aged 19 and over)

8.16b Annual attendance at synchronous adult programs

8.17a Total number of synchronous early literacy programs (intended audience aged 0-5)

8.17b Annual attendance at synchronous early literacy programs

8.18a Total number of synchronous children's programs (intended audience aged 6 to 11)

8.18b Annual attendance at synchronous children's programs

8.19a Total number of synchronous Young Adult programs (intended audience aged 12-18)

8.19b Annual attendance at synchronous young adult programs

8.20a Total number of synchronous general interest programs

8.20b Annual attendance at synchronous general interest programs

8.21 Total number of synchronous programs (8.16a + 8.17a + 8.18a + 8.19a + 8.20a)
8.22 Total synchronous program attendance \((8.16b + 8.17b + 8.18b + 8.19b + 8.20b)\) __________________________

Of the programs counted in 8.21:

8.23 How many were specifically for seniors? __________________________
8.24 How many were ESOL, ESL, or ELL courses? __________________________
8.25 How many were literacy-focused programs (e.g., story hours, summer reading programs, etc.)? __________________________
8.26a How many were in-person onsite programs? ______________
8.26b Annual attendance at in-person onsite programs? __________
8.27a How many were in-person offsite programs? ______________
8.27b Annual attendance at in-person offsite programs? __________
8.28a How many were synchronous virtual programs __________________________
8.28b Total attendance at synchronous live virtual programs __________________________

Other Programs:

8.29a Total number of asynchronous (recorded) virtual program presentations __________________________
8.29b Total views of asynchronous (recorded) virtual program presentations __________________________
8.29c Number of take-home activity kits provided by the library ______

Program Partners:

8.30a Did you partner with your local school district or other local organizations in developing or providing any literacy-focused programs or services during this reporting period? __________________________
8.30b List literacy-focused partner organizations here: __________________________
8.31 Did your library partner with or provide business and/or economic development programs or services during this reporting period? __________________________
8.32 Did your library partner with or provide workforce development programs or services during this reporting period? __________________________
8.33 List workforce/economic development partners here: __________________________

Services – ILL

How many of the following do you loan to library patrons?
8.34a  Laptops/Notebooks/Chromebooks __________________________
8.34b  Tablets/eReaders __________________________
8.34c  Mobile Hotspots __________________________

Interlibrary Loan (ILL) Services

8.35   Loaned To __________________________
8.36   Received From __________________________

What is the method for receiving interlibrary loan requests from other libraries? Check as many as apply.

8.37a  OCLC __________________________
8.37b  E-mail __________________________
8.37c  Shared Catalog __________________________
8.37d  Other __________________________

What is the method for patrons to submit requests for interlibrary loan? Check as many as apply.

8.38a  OCLC FirstSearch / WorldCat Discovery __________________________
8.38b  E-mail __________________________
8.38c  Electronically through library's automation system __________________________
8.38d  Paper form __________________________
8.38e  Other __________________________

Technology

Automation System:

What automation system does the library use?

9.01a  Vendor __________________________
9.01b  Software __________________________
9.02   If Other, list vendor or software name here: __________________________

9.03a  Did the library change or significantly upgrade its automation system during the reporting year? __________________________
9.03b  Did the library change or upgrade its technology (not including ILS) during the reporting year? __________________________
9.04   Is remote access provided to the library catalog through the library’s website? __________________________
Internet Access:

9.05a Internet Service Provider __________________________
9.05b If other, list name of service provider __________________________
9.06a Does the library offer wireless access to the public? ______________
9.06b If yes, is this access filtered? __________________________
9.06c Is the public library the only free access to computers/Internet in the community? __________________________

Internet connection speed in Main Library:

9.07a Bandwidth __________________________
9.07b Other (list) __________________________

Internet connection speed in Branch Library(ies): (check all that apply)

9.08a Bandwidth __________________________
9.08b Other (list) __________________________

Computer Equipment and Labs

9.11a Number of Internet access computers available to the general public at all times __________________________
9.11b Number of computers dedicated to Young Adult areas __________________________
9.11c Number of computers dedicated to children's areas __________________________
9.12a Does the library have a computer lab used for training the public? __________________________
9.12b Number of labs __________________________
9.12c How many computers are in labs? __________________________
9.12d List names of branches that have computer labs.

9.13a Approximately how many hours of computer training classes does your library district offer to the public each month? __________________________
9.13b Does your library also offer one-on-one computer training to the public? __________________________

COVID-19

10.01 Were any of the library's outlets physically closed to the public for any period of time due to the Coronavirus (COVID-19) pandemic? __________________________
10.02 Did library staff continue to provide services to the public during any portion of the period when the building was physically closed to the public due to the Coronavirus (COVID-19) pandemic? __________________________
10.03 Did the library add or increase access to electronic collection materials due to the Coronavirus (COVID-19) pandemic? __________________________________________
10.04a Did the library issue registered user cards electronically before the Coronavirus (COVID-19) pandemic? ____________________________
10.04b Did the library issue registered user cards electronically during the Coronavirus (COVID-19) pandemic? ____________________________
10.05 Did the library provide reference service via the Internet or telephone during the Coronavirus (COVID-19) pandemic? ____________________________
10.06 Did the library provide outside service for circulation of physical materials at one or more outlets during the Coronavirus (COVID-19) pandemic? ______
10.07a Did the library provide WiFi Internet access to users outside the building at one or more outlets before the Coronavirus (COVID-19) pandemic? ______
10.07b Did the library intentionally provide Wi-Fi access to users outside the building at one or more outlets during the Coronavirus (COVID-19) pandemic? ____________________________
10.07c Did the library increase access to Wi-Fi Internet access to users outside the building at one or more outlets during the Coronavirus (COVID-19) pandemic? __________
10.08 Were library staff re-assigned to assist other government agencies or nonprofit organizations during the Coronavirus (COVID-19) pandemic? ____________________________

Certification

Name & title of person filling out this form: ____________________________
Email address of person filling out this form ____________________________
Phone number of person filling out this form ____________________________

The information contained within this Public Library Survey is correct and complete, to the best of my knowledge.

Signature of head of library ____________________________
Date ____________________________