

TO: James L. App, City Manager

FROM: Julie Dahlen, Director, Library and Recreation Services

SUBJECT: City Library Statistical Report FY 2010-11

DATE: November 1, 2011

Needs: For the City Council to receive and file the annual Paso Robles City Library Statistical Report for fiscal year 2011-2012.

Facts:

1. California Education Code Section 18927 requires annual reporting on the condition of the Library for the year ending the 30th day of June preceding.
2. The report shall contain such statistical and other information as is deemed desirable by the State Librarian.
3. The California State Library conducts an annual survey of all public and law libraries throughout the state for publication in *California Library Statistics*.
4. On September 30, 2011, the Paso Robles City Library completed and filed a statistical report to the California State Library for fiscal year 2010-2011.

Analysis and

Conclusion: As required by California Education Code section 18927, the attached documents are made available for public review. This statistical information was submitted to the California State Library for publication in *California Library Statistics* and reflects annual City Library activity for fiscal year 2010-2011.

Fiscal

Impact: None.

Options:

- a. Receive and file.
- b. Amend, modify, or reject the above options.

Paso Robles 2010-11 California Public Library Survey

Directory Update #1-47

THE FIELDS BELOW ARE FOR CSL USE ONLY

1	LIBRARY_ID	M691
2	FSCS_ID	CA0095
3	Short_Name	Paso Robles
4	Name	Paso Robles Public Library
Director		
(If position is not filled, enter "VACANT" in 6 and leave 7 & 8 blank)		
5	Courtesy Title (Ms., Mr., Dr.)	Ms.
6	First Name	Vacant
7	Middle Name or Initial (only if used)	
8	Last Name	
9	Title	VACANT
10	Street Address (Only major changes)	1000 Spring St.
11	City	Paso Robles
12	Zip	93446
13	Zip4	2599
14	Mailing Address (repeat street address if same)	1000 Spring St.
15	Mail City	Paso Robles
16	Mail Zip	93446
17	Mail Zip4	2599
18	Public Phone Number- Administration	(805) 237-3870
19	Reference Phone Number	(805) 237-3870
20	FAX	(805) 238-3665
21	TDD for Deaf.	N/A
22	Library Director's Email address	kchristiansen@prcity.com
23	Library's Public Email address	library@prcity.com
24	Library's Web Address	http://www.prcity.com/library
25	House District(s)	22
26	State Senate District(s)	15
27	Assembly District(s)	33
28	ILL Period: # of Weeks	4
29	ILL Photocopy free up to 10 pages?	Y
30	Copy fee. ONLY if answer to #29 is No; otherwise, leave blank.	
31	Name of person completing this survey.	Karen Christiansen
32	Email address of person completing this survey.	kchristiansen@prcity.com
THE FIELDS BELOW ARE FOR CSL USE ONLY		
33	Size Sq. Miles	16.80
34	Interlibrary Relationship Code	ME
35	Legal Basis Code	CI
36	Administrative Structure Code	MO
37	FSCS Public Library Definition	Y
38	Geographic Code	CI1

39	Legal Service Area Boundary Change	N
40	LIBR_TYPE	PHMD
41	MSA_NAME	N/A
42	COUNTY	San Luis Obispo
43	CLSASYSTEM	BLACK GOLD
44	TABLE	6
45	STATE	CA
46	FISCAL_YR	2010-11
47	INST_CODE	P

Population and Outlets #201-212

201	Population of the Legal Service Area	30,022
202	Population of Children under 5 Years	1,921
203	Population of Children Age 5-14	6,304
204	Registered Borrowers as of June 30	26,530
205	Children Borrowers Age 0-14	3,333
206	Main Library (Enter 1 if there is a main or central library, leave blank if not)	1
207	Branches (see instructions)	0
208	Stations (Must have staff & separate quarters).	1
209	Total Branches + Stations (#207+#208)	1
210	Bookmobiles. Vehicle count.	0
211	TOT_OUTLET(#206+#207+#208+#210)	2
212	TOT_SQFEET	20,607

Library Staff #251-259

251	Total count of persons employed - full and part time.	17
252	ALA Librarians (FTE) who have accredited ALA Masters	1.8
253	FTE Total Librarians (ALA or other)	2.8
254	FTE Special Professionals	1
255	FTE Lib. Tech. Assistants	0
256	FTE Other	4.7
257	ALL_SUPPRT (#254+#255+#256)	5.70
258	TOTAL_STAF (#253+#257)	8.50
259	FTE Volunteers (Average FTE per week - not hours)	7.8

Income - for Operational Expenses #301-308

301	Local Government (all sources - see help)	\$1,767,721
302	State Funds (CLSA, PLF, ELLI, etc.)	\$46,127
303	Federal Funds (LSTA or other)	\$0
304	All Other Operating Income	\$84,307
305	Total Operating Income (#301+#302+#303+#304)	\$1,898,155

THE FIELDS BELOW ARE FOR CSL USE ONLY

306	CLSA_TBR
307	CA Library Literacy Services
308	PLF ALLOCATION

Income - for Capital Outlay #309-313

309	Local Government (taxes and allocations - see help)	\$28,000
310	State Funds (CLSA and PLF)	\$0
311	Federal Funds	\$0
312	Other Income	\$0
313	Total Capital Outlay Income CAPOUT_INC (#309+#310+#311+#312)	\$28,000

Standard Operating Expenditures #401-411

401	Salaries & Wages Expenditures	\$594,731
402	Employee Benefits Expenditures	\$224,400
403	Total Staff Expenditures (#401+#402)	\$819,131
404	Print Materials Expenditures (except Serials)	\$22,045
405	Print Serial Subscription Expenditures	\$4,077
406	Total Print Materials Expenditures (#404+#405)	\$26,122
407	Electronic Materials Expenditures	\$6,803
408	Other Materials Expenditures	\$5,670
409	Total Collection Expenditures (#406+#407+#408)	\$38,595
410	All other Operating Expenditures	\$865,087
411	Total Operating Expenditures (#403+#409+#410)	\$1,722,813

Capital Expenditures #500

500	Capital Expenditures	\$4,595
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Specific Expenditures #501-504

501	Preservation	\$0
502	Expenditure for Children's Materials	\$4,656
503	Adult Literacy Program	\$0
504	Payments for Contract Services to another jurisdiction	\$0

Collections #601-618

601	Children's Books Added	1,149
602	Books Children Held as of June 30	21,887
603	Books Young Adult Held as of June 30	2,688
604	Book Volumes Added	3,682
605	Book Titles Added	3,534
606	Books Total Held as of June 30	64,067
607	Government Documents in separate collections	412
608	Total Print Materials Held (#606+#607)	64,479
609	Electronic Books	5,279
610	Total Physical Audio Materials	4,844
611	Total Online Audio Materials	6,196
612	Total Physical Video Materials	5,817
613	Total Online Video Materials	0
614a	Databases - Local	0
614b	Databases - State	0

614c	Databases - Coops & Other	13
614d	Databases - Total (#614a+#614b+#614c)	13
615	Number of Current Print Serial Subscriptions	81
616	Number of records in library catalog as of June 30.	81,777
617	Children's Audio Materials held as of June 30	516
618	Children's Video Materials held as of June 30	1,669

Library Services, Annual #801-821

801	Total Public Service Hours	3,249
802	Library Visits	272,834
803	Reference Questions (omit directional)	18,150
804	Circulation of Children's Materials	118,979
805	Circulation Non-English	4,974
806	Circulation Non-Book	121,660
807	Total Circulation	331,431
808	ILL loans to others	15,789
809	ILL loans received	28,490
810	Pre-School Programs - Number	186
811	Pre-School Programs - Attendance	5,354
812	School Age Programs - Number	39
813	School Age Programs - Attendance	1,945
814	Young Adult Programs - Number	4
815	Young Adult Programs - Attendance	114
816	Adult Programs - Number	21
817	Adult Programs - Attendance	536
818	Children's Programs - Number (#810+#812)	225
819	Children's Program Attendance (#811+#813)	7,299
820	Total Programs - Number (#810+#812+#814+#816)	250
821	Total Programs - Attendance (#811+#813+#815+#817)	7,949

Salary Survey #901-918

901	Director (monthly rate) - Begin	7,551
902	Director (monthly rate) - Final	9,597
903	Assistant Dir. - Begin	N/A
904	Assistant Dir. - Final	N/A
905	Chief Lib. Div. - Begin	N/A
906	Chief Lib. Div. - Final	N/A
907	Branch Libn - Begin	N/A
908	Branch Libn - Final	N/A
909	Entry Level Librarian - Begin	N/A
910	Entry Level Librarian - Final	N/A
911	Journeyman Librarian - Begin	4,212
912	Journeyman Librarian - Final	5,351
913	Lib. Tech. Asst. - Begin	3,383
914	Lib. Tech. Asst. - Final	4,298
915	Clerk Non-Pro. (see help) - Begin	N/A
916	Clerk Non-Pro. (see help) - Final	N/A

917	Mgr. Of Spec. Servic (non-MLS) - Begin	4,212
918	Mgr. Of Spec. Servic (non-MLS) - Final	5,351

Electronic Services #857-862

857	Took advantage of CA Teleconnect subsidies during this report year.	No
858	Took advantage of federal E-RATE subsidies during this report year.	No

Electronic Resources Usage

859	Users of Public Internet Computers (per year)	28,869
860	Virtual Visits to Library Website	39,028
861	Does your library use the Radio Frequency Identification (RFID) system for circulation? Y/N	No
862	GP TERMS (#28+#41) from Bookmobiles and Outlets table respectively	14

Referenda #863-870

If no referenda then leave blank

863	Referenda Election Date (MM/DD/YYYY)
864	Local Agency Authorizing Election
865	Funding Purpose
866	Type of Tax
867	Percentage of "Yes" Vote (Ex.: 66.5)
868	Vote Requirement to Pass
869	Vote Outcome
870	Notes

Mobile Libraries #1-31

If no mobile libraries then leave blank.

THE FIELDS BELOW ARE FOR CSL USE ONLY

1	FSCS_ID
2	LIBRARY_ID
3	LIB_CODE
4	Short_Name
5	Bookmobile Name:
6	Street:
7	City:
8	Zip:
9	Zip4:
10	County:
11	Phone:
12	Type:
13	Make:
14	Model:
15	Year:
16	Chassis Manufacturer:
17	Length:
18	Book Capacity in Volumes:
19	Miles traveled/year:
20	Number of individual stops on route per week:

21 Total hours per month in public service (omit travel time):
 22 Total number of weeks per month in public service:
 23 Librarians on vehicle - FTE
 24 Driver/clerks on vehicle - FTE
 25 Support Staff off vehicle - FTE
 26 Total materials circulation per year
 27 Yearly operating and maintenance cost. (fuel, maintenance, repair, labor and parts only)
 28 Number of Internet Terminals - General Public
 29 GEN_NOTES
 30 FISCAL_YR
 31 L_NUM_BM

Library Outlet #1-46

Library Outlet

THE FIELDS BELOW ARE FOR CSL USE ONLY

1	FSCS_ID	CA0095.003
2	LIBRARY_ID	M691
3	LIB_Code	M691.002
4	Short_Name	Paso Robles
5	Outlet Name:	Library Study Center
6	Street Address:	3600 Oak St. #101
7	City:	Paso Robles
8	ZIP:	93446
9	ZIP+4:	1023
10	Mail Address (repeat if same as street address):	1000 Spring Street
11	Mail City:	Paso Robles
12	Mail ZIP:	93446
13	Mail ZIP+4:	2207
14	County:	San Luis Obispo
15	FAX:	N/A
16	Phone:	(805) 237-4743
17	Type of Outlet:	ST
18	This Facility is Owned by:	PRIV - Private
19	This Facility is in need of:	N/A
20	State Senate District(s):	15
21	State Assembly District(s):	33
22	U.S. House District(s):	22
23	Population Served By Outlet.	30,022
24	Total Outlet Staff, in FTE.	.7
25	Hours Open, Weekly.	9
26	Hours Open, Annually.	420
27	Weeks Open, Annually.	49
28	Total Number of Volumes Held by Outlet.	1,327
29	Total Annual Circulation by Outlet.	560
30	Total Outlet Operating Expenditures.	49,013
31	Year in which Outlet was Originally Built.	2009

32	Month and Year outlet opened (i.e., 06/2008)	09/2010
33	Year in which Outlet was Remodeled.	N/A
34	Size of Outlet, in sq. ft.	1,920
35	Number of Reader Seats in Outlet	34
36	Days per week outlet is open to the public.	3
37	Staffed when open to public by at least 1 paid librarian & 1 paid clerical?	No
38	Housed in separate quarters?	Yes
39	Established schedule of hours for public service?	Yes
40	Degree of Adequacy of this Facility.	10
41	Number of Internet Terminals--General Public.	6
42	Internet Connection. What is your library's highest connection speed to the Internet?	8) Greater than 10 Mbps
43	Wi-Fi. Is wireless available at this location? (Y/N)	No
44	MSA (Metropolitan Statistical Area) Status:	CC
45	FISCAL_YR CODE	2010-11
46	OUTLET_TYPE_SORT_CODE	
1	FSCS_ID	CA0095.002
2	LIBRARY_ID	M691
3	LIB_Code	M691.001
4	Short_Name	Paso Robles
5	Outlet Name:	Paso Robles Public Library
6	Street Address:	1000 Spring St.
7	City:	Paso Robles
8	ZIP:	93446
9	ZIP+4:	2207
10	Mail Address (repeat if same as street address):	1000 Spring St.
11	Mail City:	Paso Robles
12	Mail ZIP:	93446
13	Mail ZIP+4:	2207
14	County:	San Luis Obispo
15	FAX:	(805) 238-3665
16	Phone:	(805) 237-3870
17	Type of Outlet:	CE
18	This Facility is Owned by:	CITY - City
19	This Facility is in need of:	EXPN
20	State Senate District(s):	15
21	State Assembly District(s):	33
22	U.S. House District(s):	20
23	Population Served By Outlet.	30,022
24	Total Outlet Staff, in FTE.	7.8
25	Hours Open, Weekly.	57
26	Hours Open, Annually.	2,829
27	Weeks Open, Annually.	52
28	Total Number of Volumes Held by Outlet.	78,688
29	Total Annual Circulation by Outlet.	330,904
30	Total Outlet Operating Expenditures.	1,673,800
31	Year in which Outlet was Originally Built.	1995
32	Month and Year outlet opened (i.e., 06/2008)	05/1995

33	Year in which Outlet was Remodeled.	N/A
34	Size of Outlet, in sq. ft.	18687
35	Number of Reader Seats in Outlet	76
36	Days per week outlet is open to the public.	6
37	Staffed when open to public by at least 1 paid librarian & 1 paid clerical?	Yes
38	Housed in separate quarters?	Yes
39	Established schedule of hours for public service?	Yes
40	Degree of Adequacy of this Facility.	6
41	Number of Internet Terminals--General Public.	8
42	Internet Connection. What is your library's highest connection speed to the Internet?	8) Greater than 10 Mbps
43	Wi-Fi. Is wireless available at this location? (Y/N)	Yes
44	MSA (Metropolitan Statistical Area) Status:	CC
45	FISCAL_YR CODE	2010-11
46	OUTLET_TYPE_SORT_CODE	1