![Utah State Library Division - A Division of the Utah Department of Heritage & Arts]

Annual Statistical Report of
Public Library Services

Data Collection Form
FY2023

Cities: July 1 – June 30
Counties: January 1 – December 31

Please note that all new or modified data elements appear in red text.

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

GENERAL INFORMATION		
208	Population of Legal Service Area	PRE-FILLED

Service Outlets

209	Number of Central Libraries	PRE-FILLED
210	Number of Branch Libraries	PRE-FILLED
211	Number of Bookmobiles	PRE-FILLED

Paid Staff

250	FTE of Librarians with ALA-accredited master's degree	
251	Total FTE of Librarians	
252	FTE of All Other Paid Staff	
253	Total FTE of Paid Staff (total of 251 + 252)	
254.1	Total Library Staff	

Volunteers

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

Library Stories

-	What are you most proud of this year?	
-	What was your biggest challenge this year?	

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

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

OPERATING EXPENDITURES - DETAIL		

Staff Expenditures

350	Salaries and Wages	
351	Employee Benefits	
352	Total Staff Expenditures	

Collection Expenditures

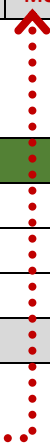|		
353	Print Materials	
354	Electronic Materials – Digital Units	
355	Other Materials	
356	Total Collection Expenditures	

Other Operating Expenditures

357	Other Operating Expenditures	

Total Operating Expenditures

358	Total Operating Expenditures	MUST MATCH #304.5

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

CAPITAL EXPENDITURES		
405	Total	

COLLECTIONS

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

Electronic Collections

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

SERVICES

501	Library Visits	
501a	Library Visits Reporting Method	
502	Reference Transactions	
502a	Reference Transactions Reporting Method	
503	Number of Registered Users	
504	Current Overdue Fine Policy	

Circulation

550	Total Circulation of Materials (total of 552 + 553)	
551	Circulation of Children's Materials	
552	Electronic Material Circulation	
553	Physical Item Circulation	
554	Successful Retrieval of Electronic Information	
555	Electronic Content Use (total of 552 + 554)	
556	Total Collection Use (total of 552 + 553 + 554)	
561	Circulation of Other Physical Items	

Interlibrary Loan

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

PROGRAMS

	Number of Programs (Ages 0-5)	Program Attendance (ages 6-11)
In-Person Onsite		
In-Person Offsite		
Live Virtual		
Prerecorded (on-demand)		

	Number of Programs (Ages 6-11)	Program Attendance (Ages 6-11)
In-Person Onsite		
In-Person Offsite		
Live Virtual		
Prerecorded (on-demand)		
	Number of Programs (Ages 12-18)	Program Attendance (Ages 12-18)
In-Person Onsite		
In-Person Offsite		
Live Virtual		
Prerecorded (on-demand)		
	Number of Programs (Ages 19+)	Program Attendance (Ages 19+)
In-Person Onsite		
In-Person Offsite		
Live Virtual		
Prerecorded (on-demand)		
	Number of General Interest Programs	Program Attendance
In-Person Onsite		
In-Person Offsite		
Live Virtual		
Prerecorded (on-demand)		
	Number of Self-Directed Activities	Number of Participants
Ages 0-5		
Ages 6-11		
Ages 12-18		
Ages 19+		
General Interest		

INTERNET ACCESS		
650	Number of Internet Computers Used by General Public	
651	Number of Uses (sessions) of Public Internet Computers	
652	Number of Times (sessions) Patrons Used the Wireless Network	
652a	Reporting Method for Wireless Sessions	
653	Website Visits	
655.1	Public Wi-Fi Network Availability Hours	
655.2	Total Number of Hotspots Available for Circulation	
655.3	Hotspot Circulation for Reporting Period	
655.4	Library IP Address or IP Address Range	

OUTLET		
700	WebPLUS Identification Number	
701	State Assigned Identification Number	

702	Legal Name	
703	Physical Street Address	
704	City	
705	ZIP Code	
707	County of the Outlet	
708	Phone Number	
709	Outlet Type Code	
711	Square Footage of Outlet	
712	Number of Bookmobiles	
713	Public Service Hours Per Year	
714	Number of Weeks Open	