

Verified!

TEXAS PUBLIC LIBRARIES ANNUAL REPORT - INTRODUCTION

Texas Public Libraries Annual Report - Introduction

This report and the Application for Accreditation is due to the Texas State Library and Archives Commission by April 30, 2020. We strongly urge libraries to report no later than March 31, 2020, to provide time to make any necessary revisions.

The Texas State Library and Archives Commission participates in a national public library data collection system. The purpose of this system is to ensure the collection of comparable data in all states. The data is used for the creation of a composite report on the public libraries of the United States and for state-to-state comparisons by the Institute of Museum and Library Services (IMLS). It is seen and used by researchers as well as policymakers at all levels of government. This report is also used to accredit Texas public libraries and some data elements are used for that purpose. Accreditation-related questions are marked within the questionnaire (▶).

Definitions are important to ensure comparability of data from different libraries and states. Please refer to the definitions as this survey is completed.

Please do not leave any items blank. Estimates are important if exact data are not available. For Section 3: Expenditures, Section 4: Local Financial Effort, and Section 5: Revenue, enter "0" if the appropriate entry for an item is zero or "none." For the other sections, enter "0" if the appropriate entry for an item is zero or "none" and enter "N/A" in the Notes field if an item does not apply to a particular library. If an exact figure is not available for a particular item, but it is known that the amount is greater than zero, the librarian should enter an estimate of the amount, and add an explanation in the Notes field. If you need to estimate, please use a standard methodology for doing so. If you have questions, please contact LDN staff at accreditation@tsl.texas.gov.

All questions relate to the library's local fiscal year 2019: the year that ended in calendar year 2019 and included January 1, 2019. If there was a change in the fiscal year, please contact LDN staff to update that information. All information must be entered into LibPAS, the online data collection portal at <https://tx.countingopinions.com>.

Texas State Library and Archives Commission
Library Development & Networking (LDN)
Statistics and Accreditation Staff
accreditation@tsl.texas.gov
512/463-5465, or toll free in Texas 800/252-9386

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SECTION 1: LIBRARY INFORMATION - CENTRAL/ADMINISTRATIVE LIBRARY

Section 1: Library Information - Central/Administrative Library

Library Contact Information. This section requests information for contacting the library, its staff, board, and friends group. The information you submit on this form is **Public Information**. In addition, the information being entered may be subject to interception via common Internet tools. Please read our Web Policies and Disclaimers [Web Policies and Disclaimers](#).

PLEASE NOTE: Contact questions in the section 1.1 through 1.21 are locked. You will not be able to change that data. Please contact [LDN staff](#) if changes need to be made.

1.1 Library Name ✓

Upshur County Library

1.2 County ✓	Upshur		
1.3 Local Fiscal Year Start ✓	10/1/2018		
1.4 Local Fiscal Year End ✓	9/30/2019		
1.5 Mailing Address ✓	702 W Tyler St		
1.6 Mailing City ✓	Gilmer		
1.7 Mailing ZIP Code	75644		
1.8 Mailing ZIP+4 Extension ✓	2145		
1.9 Street Address	702 W Tyler St		
1.10 Street City	Gilmer		
1.11 Street ZIP Code	75644		
1.12 Street ZIP+4 Extension	2145		
▶ 1.13 Published Telephone Number? ✓	Yes No Yes		
1.14 Phone	(903) 843-5001		
1.15 Telefax	(903) 843-3995		
1.16 Library Director/Head Librarian First Name	Cynthia		
1.17 Library Director/Head Librarian Last Name	King		
1.18 Admin Email	upshurcountylibrary@yahoo.com		
1.19 Library Email	upshurcountylibrary@yahoo.com		
▶ 1.20 Library website ✓	Yes No Yes		
1.21 Web Address	https%3A/upshur.biblionix.com/catalog/		
1.22 Is the information provided in 1.1 through 1.21 correct? ✓	Yes No Yes		
1.23 Contact Person First Name	Cynthia	Cynthia	
1.24 Contact Person Last Name	King, MLIS	King, MLIS	
1.25 Contact Email	upshurcountylibrary@yahoo.com		upshurcountylibrary@yahoo.com
1.26 Board Chair First Name	Regina	Regina	
1.27 Board Chair Last Name	Teffeller	Teffeller	
1.28 Friends President First Name	Mary	Mary	
1.29 Friends President Last Name	Kirby	Kirby	

SECTION 2: OUTLETS

Section 2: Outlets

This section requests information on public service outlets. Report figures as of the last day of the fiscal year. If there is a new branch, but it was not open for business before the end of the library's local fiscal year, it should not be included on this report. If the library has a new branch or bookmobile, please contact LDN staff.

2.1 Number of Branch Libraries ✓	0
2.2 Number of Bookmobiles ✓	0
2.3 Renovations, Expansion, New Construction	Yes No Yes
2.4 Square Footage of the Main Library ✓	12,400

Collection Expenditures**REPORT ACTUAL EXPENDITURES, NOT BUDGETED AMOUNTS**

Include all operating expenditures from the library budget for all materials in print, microform, electronic, and other formats considered part of the collection, whether purchased, leased, or licensed.

Exclude charges or fees for interlibrary loans and expenditures for document delivery.

>>> Exclude operating expenditures for library system software and microcomputer software used only by the library staff or fees for TexShare databases. These are reported in 3.8, Other Operating Expenditures.

3.4 Print Materials Expenditures ¹ ✓	<input type="checkbox"/> \$35,694	\$27,229
3.5 Electronic Materials Expenditures ² ✓	<input type="checkbox"/> \$8,680	\$7,716
3.6 Other Materials Expenditures ✓	\$0	\$0
3.7 Total Collection Expenditures ³ ✓	<input type="checkbox"/> \$44,374	\$34,945
3.7a Of library collection expenditures, how much was from non-local grant funding?	\$0	\$0
3.7b LOCAL FUNDS used for collection material expenditures. ⁴	<input type="checkbox"/> \$44,374	\$34,945

Other/Total Operating Expenditures

This includes all expenditures other than those reported for Total Staff Expenditures and Total Collection Expenditures. Include expenses such as binding, supplies, repair or replacement of existing furnishings and equipment; and costs of computer hardware and software used to support library operations or to link to external networks, including the Internet. Report contracts for services, such as costs for operating and maintaining physical facilities, and fees paid to a consultant, auditor, architect, attorney, etc. Include fees paid to the TexShare database program.

Indirect costs should only be reported when a library has failed to meet the Maintenance Of Effort requirement for accreditation in state library system. If included, the expense must be documented by the local government entity that provided the service.

Do not include capital expenditures.

3.8 Other Operating Expenditures ⁵ ✓	<input type="checkbox"/> \$35,890	\$27,199
3.8a Of other library operating expenditures, how much was from non-local grant funding?	\$0	\$0
3.8b LOCAL FUNDS used for other library operating expenditures.	\$35,890	\$27,199
3.9 Total Direct Operating Expenditures	\$242,836	\$217,047
3.9a Of direct library operating expenditures, how much was from non-local grant funding?	\$0	\$0
3.9b LOCAL FUNDS used for Direct Library Operating Expenditures.	\$242,836	\$217,047
3.10 Indirect Costs ⁶ ✓	<input type="checkbox"/> \$48,774	\$33,587
3.11 Total Operating Expenditures ✓	\$291,610	\$250,634

Capital Expenditures**REPORT ACTUAL EXPENDITURES, NOT BUDGETED AMOUNTS**

This amount should never be included in any of the questions in Section 4, but should be reported in sources of funds reported in the Capital Revenue part of Section 5.

SECTION 3: EXPENDITURES

Section 3: Expenditures

REPORT ACTUAL EXPENDITURES, NOT BUDGETED AMOUNTS

Operating Expenditures are those current and recurrent costs necessary to support library services. Only such funds that are supported by expenditures documents such as invoices, contracts, payroll records, etc. at the point of disbursement should be included.

Local accounting practice will generally determine whether a particular expense is classified as operating or capital expense.

- Do not report the value of free or donated items as expenditures.
- Do not report estimated costs.
- Report only those grant awards directly spent by this library. Do not report grant funds spent for this library by another entity.

Significant costs of ordinary operating expenditures, especially benefits and salaries, that are paid by other taxing agencies or government agencies with the authority to levy taxes on behalf of the library may be included if the information is available.

Any operating expenditure not covered by Staff and Collection Expenditures should be reported in question 3.8, Other Operating Expenditures.

These expenditures are from all sources of revenue, including federal, state, Friends group revenue to the library, and foundation monies. The information reported in Expenditures may differ from the information reported in Library Revenue by Source.

For more information, click here: ["Understanding Financial Reporting in the Texas Public Libraries Annual Report"](#).

Library Operating Expenditures

REPORT ACTUAL EXPENDITURES, NOT BUDGETED AMOUNTS

Operating Expenditures are those current and recurrent costs necessary to support library services. Only such funds that are supported by expenditures documents such as invoices, contracts, payroll records, etc. at the point of disbursement should be included.

Local accounting practice will generally determine whether a particular expense is classified as operating or capital expense.

For more information, click here: ["Understanding Financial Reporting in the Texas Public Libraries Annual Report"](#).

Staff Expenditures

REPORT ACTUAL EXPENDITURES, NOT BUDGETED AMOUNTS

This amount should be the salaries and wages for all library staff including plant operation, security and maintenance staff. Do not report salaries paid by an outside entity, such as Green Thumb employees or employees paid under a training program administered through another entity.

3.1 Salaries & Wages Expenditures ✓	\$109,685	\$109,112
3.2 Employee Benefits Expenditures ✓	\$52,887	\$45,791
3.3 Total Staff Expenditures ✓	\$162,572	\$154,903
3.3a Of library staff expenditures, how much was from non-local grant funding?		\$0
3.3b LOCAL FUNDS used for library staff expenditures.	\$162,572	\$154,903

Do not include Operating Expenditures reported above. Local accounting practice will generally determine whether a particular expense is classified as operating or capital expense.

These would be one-time only or extraordinary expenditures. These are major capital expenditures such as the acquisition of or additions to fixed assets. Examples include expenditures for building sites, new buildings and additions to or renovations of library buildings.

Include expenditures for furnishings, equipment and initial book stock for new buildings, building additions or renovations; library automation systems, and new vehicles, and other one-time major projects. Include federal, state, local, or other revenue used for major capital expenditures.

Exclude replacement and repair of existing furnishings and equipment, regular purchase of library materials, and investments for capital appreciation. Exclude contributions to endowments, or revenue passed through to another agency e.g., fines.

3.12 Capital Expenditures

\$0

\$0

SECTION 4: LOCAL FINANCIAL EFFORT

Section 4: Local Financial Effort

REPORT ACTUAL EXPENDITURES, NOT BUDGETED OR ESTIMATED AMOUNTS.

Note: Amounts for Question 4.1, Local Collection Expenditures, and Question 4.2, Local Operating Expenditures, will be completed by questions 3.7b and 3.9b, from the previous section. Changes must be made in Section 3, Expenditures, in order to modify the amounts for these questions.

This section contains questions which will help determine whether the library meets the minimum accreditation criteria. Local Operating Expenditures, question 4.2, is used in determining whether a library has met the Maintenance of Effort (MOE) criteria. Texas Administrative Code, Title 13, Part 1, Chapter 1, Subchapter C, Rule §1.74

For more information, click here: ["Understanding Maintenance of Effort \(MOE\)"](#)

▶4.1 Local Expenditures on Collections ✓

\$44,374

\$34,945

▶4.2 Total Local Library Operating Expenditures ✓

\$291,610

\$250,634

▶4.3 Local Government Operating Expenditures 7 ✓

\$270,255

\$250,634

SECTION 5: LIBRARY REVENUE BY SOURCE

Section 5: Library Revenue by Source

The total funds reported as Library Revenue will not necessarily equal the total of library expenditures reported. Do not report grant funds spent on behalf of your library by some other entity. Do not report salary revenue if the library did not pay the salary, as in the case of Green Thumb employees or employees paid under a training program administered by another entity. Do not include indirect costs.

Local accounting practice will generally determine whether a particular expense is classified as Operating or Capital Expense, and revenue designation will follow accordingly.

For more information, click here: ["Understanding Financial Reporting in the Texas Public Libraries Annual Report"](#).

Revenue Used for Operating Expenditures

Report revenue received by the library for the current and recurrent costs of operation, including grants, considered operating expenditures by local accounting practice. Report by source of revenue. Do not include revenue for major Capital Expenditures, construction, renovation, endowment fund deposits, other extraordinary items, revenue not available for

use by the library (e.g., fines), or funds unspent from previous fiscal years.

IMPORTANT: List the sources of any grant funds in the notes.

5.1 City, Cities or Library District: Operating Revenue ✓	\$0	\$0
5.2 County or Counties: Operating Revenue ✓	\$270,255	\$249,670
5.3 School District: Operating Revenue ✓	\$0	\$0
5.4 Subtotal: Local Government Operating Revenue ✓	\$270,255	\$249,670
5.5 State Government: Operating Revenue ✓	\$0	\$0
5.6 Federal Government: Operating Revenue ✓		\$0
5.7 Foundation & Corporate Grants: Operating Revenue ✓	\$0	\$0
5.8 Fines, Fees, Donations, Memorials and Other Local Sources: Operating Revenue ✓	\$21,355	\$14,073
5.9 Total Library Operating Revenue ✓	\$291,610	\$263,743

Revenue Used for Capital Expenditures

CAPITAL REVENUE

Report revenue to be used for major capital expenditures, by source of revenue. Include funds received for (a) site acquisition; (b) new buildings; (c) additions to or renovation of library buildings; (d) furnishings, equipment and initial collections (all type) for new buildings, building additions, or building renovations; (e) computer hardware and software used to support library operations, to link to networks, or to run information products; (f) new vehicles; and (g) other one-time major projects. Exclude revenue for replacement and repair of existing furnishings and equipment, regular purchase of library materials, and investments for capital appreciation. Do NOT include revenue passed through to another agency (e.g., fines), or funds unspent from previous fiscal years. Do not report revenue that has already been reported in operating revenue.

Note: Local accounting practice will generally determine whether a particular expense is classified as operating or capital expense, and revenue designation will follow accordingly.

5.10 City, Cities or Library District: Capital Revenue ✓	\$0	\$0
5.11 County or Counties: Capital Revenue ✓	\$0	\$0
5.12 School District: Capital Revenue ✓	\$0	\$0
5.13 State Government: Capital Revenue ✓	\$0	\$0
5.14 Federal Revenue: Capital Revenue ✓	\$0	\$0
5.15 Foundation & Corporate Grants: Capital Revenue ✓	\$0	\$0
5.16 Fines, Fees, Donations, Memorials, and Other Local Sources: Capital Revenue ✓	\$0	\$0
5.17 Total Capital Revenue	\$0	\$0

Government Revenue Sources Outside Local City or County

ONLY complete this section if the library received funds from a city or county outside of the one in which the library is located. If funds were received from government entities outside of the local area, then list the appropriate cities or counties separately and indicate the total of the funds received from each. Make certain these totals are reflected in the local government revenue section: questions 5.1 (city operating), 5.2 (county operating), 5.13 (city capital) or 5.14 (county capital).

Click on the red X to delete any lines generated in error.

5.18 County providing funds

5.19 Amount received

simultaneous users or an unlimited number of simultaneous users.

• **Finite simultaneous use:** units of acquisition or purchase is based on the number of simultaneous 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". For smaller libraries, if volume data are not available, the number of titles may be counted.

• **Unlimited simultaneous use:** units of acquisition or purchase is based on the number of titles acquired. For example, if a library acquires a collection of 100 books with unlimited simultaneous users, then that collection would be counted as 100 "units".

6.7 Electronic Books (ebooks) ✓	383,462	306,613
6.8 Audio Materials - Downloadable Units ✓	356,059	311,137
6.9 Video Materials - Downloadable Units ✓	16,234	14,939

Electronic Collections/Databases

An electronic collection is a collection of electronically stored data or unit records (facts, bibliographic data, abstracts, texts, photographs, music, video, etc.) with a common user interface and software for the retrieval of the data. An electronic collection may be organized, curated and electronically shared by the library, or rights may be provided by a third party vendor. An electronic collection may be funded by the library, or provided through cooperative agreement with other libraries, or through the State Library. Do not include electronic collections that are provided by third parties and freely linked to on the Web.

Electronic Collections do NOT have a circulation period and may be retained by the patron. Remote access to the collection may or may not require authentication. Unit records may or may not be included in the library's catalog; the library may or may not select individual titles. Include electronic collections that are available online or are locally hosted in the library.

NOTE: The data or records are usually collected with a particular intent and relate to a defined type.

Additional information on reporting specific materials can be found at "[Reporting Downloadables](#)".

6.10 Electronic Collections (Databases) - Local License ✓	0	0
6.11 TexShare Databases - State License ✓	63	
6.12 Electronic Collections (Databases) - Consortium License ✓	0	1

Collection Totals

6.13 Total Electronic Collections/Databases	63	72
▶ 6.14 Collection Totals - Volumes Items or Physical Units	817,739	700,828

Subscription Counts

6.15 Current Print Serial Subscriptions ✓	51	56
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SECTION 7: LOCAL LIBRARY SERVICE

Section 7: Local Library Service

▶ 7.0 Long-Range Plan in Place ✓	Yes	No	Yes
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Service Measures

SECTION 6: LIBRARY COLLECTION

Section 6: Library Collection

This section collects data on selected types of materials. It does not cover all materials for which expenditures are reported in the Collection Expenditures section.

Unless otherwise indicated, report for each item, title, and physical unit the amount held at the end of the fiscal year. Physical units are volumes, items, or pieces. For reporting purposes, a title is a publication that forms a separate bibliographic whole, whether issued in one or several volumes, reels, or disks. The term applies equally to printed materials, such as books and periodicals, as well as audio and video materials. 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. Do not count un-catalogued paperbacks.

Most software systems include a method of determining number of titles. Libraries should use whatever method their software provides. If no method is available, an estimate should be made.

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

Finite simultaneous use: units of acquisition or purchase is based on the number of simultaneous 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: units of acquisition or purchase is based on the number of titles acquired. For example, if a library acquires a collection of 100 books with unlimited simultaneous users, then that collection would be counted as 100 "units".

▶ 6.1 Electronically Searchable Catalog ✓

Yes No Yes

▶ 6.2 Collection - 1% published in last five years? ✓

Yes No Yes

6.3a Consortium Participation

2 selected

Physical Material Counts

6.4 Books In Print - Items ✓

58,693

64,802

6.5 Audio Materials - Physical Format - Items ✓

993

1,020

6.6 Video Materials - Physical Format - Items ✓

2,298

2,317

Electronic Materials Count

Report the number of units. 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.

Additional information on reporting specific materials can be found at "[Reporting Electronic \(Downloadable\) Material](#)".

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

7.1 Reference Transactions ✓	28,663	34,457
7.2 Library Visits ✓	54,793	61,978
7.3 Registered Users ✓	6,094	5,261

Circulation

The National Center for Education Statistics (NCES) defines children as persons age 11 and under. The Young Adult Services Association (YALSA) defines young adults as ages 12 through 18.

7.4 Children's Circulation - Physical formats ^B ✓	15,442	15,658
7.5 Children's Circulation - Digital formats (Downloadable) ✓	670	717
7.6 All Other Circulation (exclude children's) - Physical format ✓	21,359	28,120
7.7 All Other Circulation (exclude Children's) - Digital format (Downloadable) ✓	4,501	3,766
7.8 Total Circulation ✓	41,972	48,261
7.9 Successful Retrieval of Electronic Information	0	

Programs and Program Attendance

Report the number of planned events, whether held on- or off-site, that are sponsored or co-sponsored by the library. Do not include programs sponsored by other groups that use library facilities. If the programs are offered as a series, count each program in the series. For example, a story hour offered once a week, 48 weeks a year should be counted as 48 programs.

The National Center for Education Statistics (NCES) defines children as persons age 11 and under. The Young Adult Services Association (YALSA) defines young adults as ages 12 through 18.

Click on each category for examples and more information. Additional information can be found here: "[Reporting Library Programs and Attendance](#)".

	7.10 Number of Programs		7.11 Total Attendance at Programs (Adults & children)	
7.10 Children's Programs; 7.11 Total In Attendance	✓ 105	107	✓ 2,697	3,088
7.12 Young Adult Programs; 7.13 Total In Attendance	✓ 21	22	✓ 483	368
7.14 Adult Programs; 7.15 Total in Attendance	✓ 17	1	✓ 58	14
7.16 Total Programs; 7.17 Total Program Attendance	✓ 143	130	✓ 3,238	3,460

SECTION 8: LIBRARY STAFFING AND SALARIES

Section 8: Library Staffing and Salaries

Report figures as of the last day of the fiscal year. Include all positions funded in the library's budget whether those positions are filled or not. Report number of hours worked per week. Report all hours worked for each employee type and report as total hours worked per week. DO NOT REPORT NUMBER OF EMPLOYEES.

8.1 Professional (MLS) Librarians - Weekly Hours Worked ✓	40.00	40.00
8.2 Other (Non-MLS) Librarians - Weekly Hours Worked ✓	0.00	0.00
8.3 All Other Paid Library Staff - Weekly Hours Worked ✓	120.00	120.00
8.4 All Paid Library Staff - Total Weekly Hours Worked ✓	160.00	160.00
8.5 Volunteer Hours - Annual Total ✓	1,463	1,712

- ▶ 8.6 Head Librarian's/Director Annual Rate of Salary ¹¹✓
- ▶ 8.7 Head Librarian's/Director's Hours Worked per Week
- ▶ 8.8 Director Obtained 10 CEU's ✓
- ▶ 8.9 Photocopier Available for Staff ✓
- ▶ 8.10 Internet Computer Available for Staff ✓

\$37,364	\$37,364
40.00	40.00
Yes No Yes	
Yes No Yes	
Yes No Yes	

SECTION 9: RESOURCE SHARING

Section 9: Resource Sharing

An item of library material, or a copy of the material, is made available by one autonomous library to another upon request. The libraries involved in interlibrary loan are not under the same library administration. Report both "specific item" and "subject request" in this section.

Questions 9.1 and 9.2 are accreditation questions, per Texas Administrative Code, Title 13, Part 1, Chapter 1, Subchapter C, Rule §1.83 (3): A public library shall offer to borrow materials via the interlibrary loan resource sharing service for persons residing in the library's designated service area.

A library shall also participate in the interlibrary loan resource sharing service by lending its materials to other libraries, as requested. The library governing board may adopt policies regarding materials available for loan and the length of the loan, the good standing of the borrower, and other relevant issues; these policies must be posted on the library system's web site.

- | | | | |
|--|------------------|----|-----|
| ▶ 9.1 Is Statewide Interlibrary Loan Service available to patrons? ✓ | Yes | No | Yes |
| 9.2 Interlibrary Loans Received From Other Libraries ✓ | 0 | | 0 |
| 9.3 Interlibrary Loans Provided To Other Libraries ✓ | 0 | | 0 |
| 9.4 Automation/Integrated Library System (ILS) Used | Biblionix Apollo | | |

SECTION 10: INTERNET AND ELECTRONIC SERVICES

Section 10: Internet and Electronic Services

- | | | | |
|---|--|----|--------|
| ▶ 10.1 Public Internet Computer with Printer/Copier ✓ | Yes | No | Yes |
| 10.2 Number of Public Internet Computers ✓ | 18 | | 20 |
| 10.3 Annual Uses of Public Internet Computers ✓ | 10,221 | | 12,474 |
| 10.4 Annual Number of Wireless (WiFi) Sessions | Yes No WiFi Available Data Not Collected | | |
| 10.4b Annual Number of Wireless (WiFi) Sessions | 6,600 | | |
| 10.5 Annual Website Visits | Yes No Website Data Not Collected | | |
| 10.5b Annual Number of Website Visits ✓ | 21,330 | | 20,160 |

SECTION 11: LIBRARY HOURS

Section 11: Library Hours

- | | | |
|--|-------|-------|
| 11.1 Annual Public Service Hours for Central Library ✓ | 2,400 | 2,440 |
| 11.2 Annual Public Service Weeks for Central Library ✓ | 52 | 52 |
| ▶ 11.3 Weekly Service Hours All Facilities Available (Unduplicated, if branches) ¹² ✓ | 45 | 50 |

11.4 Weekly Hours Central Library Open - Regular Schedule

45

50

11.5 Weekly Hours Central Library Open - Summer Schedule

45

50

SECTION 12: OUTLET GENERAL INFORMATION

NEXT STEPS

Next Steps

Congratulations! You've reached the end of the survey! You still have a few very important things to do, though.

At the top, right-hand side of this page are two buttons: 'Verify' and ...more

- 1, 3.4 Increase In collection expenditures that was covered by The Friends of Upshur County Library (0-2020-03-31)
- 2, 3.5 Increase In collection expenditures that was covered by The Friends of Upshur County Library (0-2020-03-31)
- 3, 3.7 Increase In collection expenditures that was covered by The Friends of Upshur County Library (0-2020-03-31)
- 4, 3.7b Increase In Materials Expendites and Other Operating Expenditures that was covered by The Friends of Upshur County Library (0-2020-03-31)
- 5, 3.8 Increase In Other Operating Expenditures that was covered by The Friends of Upshur County Library (0-2020-03-31)
- 6, 3.10 \$ 5,151.20 ~ Accounting & Audit Services \$ 1,465.29 ~ Accounting Software \$ 10,969.74 ~ Bldg. & Grounds Maintenance/Janitorial Staff \$ 311.22 ~ Copy machine costs \$ 5,577.72 ~ Hr & Payroll Services \$ 1,550.00 ~ HVAC Repair and Maintenance \$ 599.40 ~ Internet & Telephone Service \$ 6,978.44 ~ I.T. Support Services \$ 85.00 ~ Pest Control \$ 3,503.00 ~ Property Insurance ~ Bldg. & Contents \$ 291.55 ~ Facillites Improvement \$ 9,135.34 ~ Utilitties ~ Electriclty \$ 1.246.64 ~ Utilitties ~ Natural Gas \$ 1,909.88 ~ Utilitties ~ Water & Dumpster (0-2020-03-31)
- 7, ►4.3 Increase cost of employee health insurance (0-2020-03-31)
- 7, ►4.3 Increase In In-Direct cost (0-2020-03-31)
- 8, 7.4 Only a decrease by 216 Items (0-2020-03-31)
- 9, 7.14 Patnrered with TWFC to offer classes since they closed their office here in Gilmer TX (0-2020-03-31)
- 10, 7.15 Patnrered with TWFC to offer classes since they closed their office here in Gilmer TX (0-2020-03-31)
- 11, 8.6 No Raise for all county employees (0-2020-03-31)
- 12, ►11.3 Changed the hours and days that we are open to the public Starting Monday August 5, 2019. We used to be open Monday - Friday 8:00am - 6:00pm. We changed to Tuesday - Friday 8:00am - 6:00pm and open Saturdays 9:00am - 2:00pm (0-2020-03-31)

FILED
 TERRI ROSS
 COUNTY CLERK
 2020 APR 30 AM 10:39
 BY _____
 UP SHUR COUNTY, TX.
 DEPUTY