

Statistics

Adopted by the Board of Trustees, May 11, 2011

Statistics are compiled by Pittsburg Public Library staff to assist in planning and providing services, and to complete the Kansas Library's annual report. Circulation statistics help us evaluate our collection, while program statistics allow us to evaluate community interest in specific services. Through statistics, we also compare our level of service to those of other libraries of comparable size.

The library Director is responsible for submitting annual statistics to the state library, and monthly statistics to the Board.

The Director is responsible for compiling an annual report which is distributed to the public. In addition, the annual report is delivered to the city manager, city council, and to other municipal leaders as determined by the director or Board.

Procedures:

- Department staff compiles data on program attendance (both inside and outside the library), computer use, reference questions, and the number of walking book patrons.
- Technical Processing staff compiles all circulation, acquisition, and discard data, as well as number of library cards issued (adult, juvenile, teacher, SEK).
- Technical Processing staff completes each monthly report, and the Director includes it in the monthly board packet.
- Each year the Director completes the state library annual statistics online.
- The Director completes the annual report.