

Problematic Statistics Action Steps **Updated 6.13.12**

Expenditures – where to find the figures; what to include

Recommendation for change possible. Task Force considers this to be a training issue. Suggestion was made to lead a webinar near the statistics collection date so MSL staff member can assist librarians with entering their information in the system. Overall budget training would be good.

Transactions – there's a lot of different methods being used; particularly for reference, procedural, and directional

Recommendation for change possible: to drop procedural and directional, which are not required by Fed's. Just keep reference.

Definition suggestion possible: to include procedural of some kinds as reference. Double check that definition mentions "weekly".

Circulation – databases, e-books, and other electronic resources make this tricky

No recommendation for change.

But, since databases are not included in Federal definition, we could track as a state. For both statewide and individual subscriptions. If so, will need to determine and train on what to count (retrievals, searches).

Definition suggestions possible: what is and what is not interlibrary loan. What about including internal circulations.

Computer use – this can be inconsistent as well due to different methodologies; also include devices and wireless

More of a training issue.

Definition suggestion possible: wireless included or not

Interlibrary loans – resource sharing groups and how to count

Training issue especially for user sharing groups: what to count as circulation and what to count as ILL.

Definition suggestion possible: what happens in shared ILS versus looking at this through the current definition of autonomous libraries. There is also suggestion that this entire element be removed including a suggestion to remove at the federal level

Electronic resources – collection side; what should be included and counted

Definition suggestion possible: what does "database" mean? Does it include online services? Would "licensed subscription content and services be clearer? Does "Audio" include songs?

Staff – how to categorize staff; librarian versus library director:

Definition suggestion possible. Need to look also at Montana's Code and ARM. Might also have a training issue.

Staff FTE – count all library FTE or just those who serve public

This will move from a Directory pull to an additional section MSL will create in the statistics. Federal definitions will be provided and the Task Force has reviewed these.

Definition clarification recommended: libraries should consistently report employees not directly paid by the library under non-paid staff. Contracted work should be reported under contracted services.

For MSL staff: Statistics Manual language needs to be updated to reflect the change in the collection process for this data element. Training will be needed since there are many discrepancies between how things are reported in the Directory and the actual federal definitions. Need to follow up on the “Library Director” reporting field, since this is not a federal data requirement but we have included it in statistics when pulling from the Directory.

Materials – print, electronic, and serial and how to categorize them

Definition clarifications recommended: “licensed databases”: all three are similar and need better descriptions. Add examples of each.

Clarification needed on “other collections” – does this apply only to physical collections? If a library had say electronic versions of oral histories would that be considered an “other collection?”

Definition input to data coordinators group possible: databases versus online services subscriptions, both statewide and local. MSL follow up: Will share federal data coordinator discussions on this topic

Revenues – categorizing and collecting

Definition clarification recommended: Benefits: when a city or county pays, it should be reported in local income. Add examples.

Definition clarification possible: Local city/district income element where the library is a school/community library: how much to count? MSL follow up: will check with federal data coordinators

Training issues: suggested training could focus on expenditures and income.