

New Mexico Public Library Annual Report Overview

What?

- The Public Library Survey (aka Annual Report) is a federal survey used to collect data from U.S. public libraries. Examples of collected data: revenue, expenditures, number of library visits, number of circulations, collection size, hours open, staffing, technology, etc. is used to create a national report.
- Data has been collected annually since 1988.
- Approximately 9,000 U.S. public libraries with about 17,000 branches submit reports.

When?

- The survey is completed annually and opens around July 1 and runs through mid-August.
- Data collected covers the previous fiscal year's activities.

Why?

- Data collected is used to observe when, where, and how library services are changing to meet public needs.
- The Institute of Museum and Library Services (IMLS) compiles data into a national annual report.
 - See publications online at the [IMLS.gov](https://www.imls.gov) website under publications.
- Information collected is useful to not only the libraries, but to federal, state & local policymakers, etc. for planning, funding, evaluation, policy making, and supporting libraries.
- Serves as the application for State Grants-in-Aid.

How?

- Software used is Baker & Taylor's Bibliostat Collect @ collect.btol.com. Username and password stay the same, but they are emailed every year around the time the survey opens.
- Username and password are required. These will be sent via email as July 1 approaches.
- Useful information for completing the Annual Report can be found on the New Mexico State Library website nmstatelibrary.org → Quick Links Menu → NM Public Libraries Annual Reports.
- Information provided in the Annual Report must be complete and accurate. All 96 New Mexico public libraries Annual Reports will be checked for accuracy. Inaccurate information may affect state aid eligibility.
- Contact the New Mexico State Library Development Bureau with any questions, 1-800-340-3890 or SL.Development@state.nm.us.