

NORFOLK PUBLIC LIBRARY ANNUAL REPORT

2023-2024

LIBRARY HOURS

Open 7 days a week, 63 hours per week

Monday-Thursday: 9am-8pm Friday-Saturday: 9am-5pm Sunday: 1:30pm-4:30pm

LIBRARY SERVICES

	2022-23	2023-24	Percent Change
Number of Registered Borrowers	12,758	12,824	1%
Library Visits	122,253	130,105	6%
Reference Transactions	5,590	6,968	25%
Interlibrary Loan Materials Borrowed for our Patrons	1,477	1,566	6%
Interlibrary Loan Materials Loaned to Other Libraries	2,130	2,026	-5%
Use of Public Computers	16,273	20,378	25%
Items Circulated (checked out for use outside the library)			
Circulation of Adult Print/Physical Materials	92,446	90,934	-2%
Circulation of Adult Electronic Materials	54,261	66,431	22%
Circulation of Children's Print/Physical Materials	89,379	91,289	2%
Circulation of Children's Electronic Materials	9,561	11,638	22%
Total Circulation of Library Materials	245,647	260,292	6%
Total In-House Usage (used in the library, but not checked out - i.e. magazines, reference materials, makerspace equipment, etc.)	12,813	14,052	10%
Number of Locally Funded Database Subscriptions (Consumer Reports, Chilton Auto Repair, etc.)	15	14	-7%
Total Annual Usage of Locally Funded Databases	21,370	21,987	3%
Total Collection Use (Computer Use + Circulation + In-House Use + Database Use)	296,103	316,708	7%

LIBRARY PROGRAMS

	2022-23	2023-24	Percent Change
Children's Programs	181	251	39%
Attendance at Children's Programs	8,715	10,044	15%
Young Adult/Teen Programs	19	60	216%
Attendance at Young Adult/Teen Programs	109	1,401	1185%
Adult Programs	182	235	29%
Attendance at Adult Programs	2,574	4,766	85%
Total Programs	382	546	43%
Total Program Attendance	11,398	16,211	42%

LIBRARY COLLECTIONS

	Number held at end of previous fiscal year	Number added	Number withdrawn	Number held at end of current fiscal year
Books in Print	88,934	8,524	7,495	89,963
E-books	27,049			50,972*
Audiobooks & CDs	5,772	471	1,247	4,996
E-Audiobooks	36,650			33,440*
DVDs	5,072	402	713	4,761
Magazines, Newspapers, and Serials Subscriptions	119	0	12	107
Video Games, Board Games, Hotspots & Kits	555	71	19	607
Total Collection	164,161			184,846

*While we do purchase additional e-books and e-audiobooks for our library, the majority of this collection is held and managed by the Nebraska OverDrive Libraries consortium that we participate in. Copies are not voluntarily withdrawn but are removed from the collection when the licensing from the publisher expires. For most titles, libraries are not allowed to keep digital materials indefinitely the way they can with printed materials. Copies licensed for library use expire after a certain time period or a certain number of checkouts and then must be purchased again if they are to remain available.

LIBRARY FINANCES

City Revenue		\$2,080,679
State Revenue	Library State Aid	\$3,721
	Youth Grants for Excellence from the Nebraska Library Commission	\$1,622
	Continuing Education Grant from the Nebraska Library Commission	\$2,775
	Traveling Artist Grant from Nebraska Arts Council	\$675
	Creative Aging for the Arts Grant from Nebraska Arts Council	\$1,190
Other Revenue	Lender Compensation paid by the Nebraska Library Commission for loans to other libraries	\$4,490
	Norfolk Area Community Foundation Fund	\$1,800
Total Revenue		\$2,096,952

Staff Expenditures	Staff Salaries, Wages, and Benefits	\$1,298,299
Collection Expenditures	Library Materials in Print Format	\$155,320
	Library Materials in Electronic Format	\$75,212
	Other (DVDs, CDs, Audiobooks, etc.)	\$29,323
Other Expenditures	Computer hardware, accessories and software	\$54,771
	Electronic Access	\$28,027
	Continuing Education & Travel	\$6,202
	Building maintenance, utilities, office supplies, insurance, miscellaneous	\$226,366
	Capital Expenditures	\$17,736
Total Expenditures		\$1,891,256