#30

Page 1: Welcome to the 2016 State of the Chapter Annual Report Survey

Q1 1) Chapter Contact Information

Chapter Name: Pennsylvania Library Association

Address: 220 Cumberland Parkway, Suite 10

City/Town: Mechanicsburg

State/Territory: PA

ZIP: 17055

Primary E-mail Address: christi@palibraries.org

Page 2: Report for Fiscal Year

Q2 2) Date Completing This Survey

Month/Date/Year: 06/09/2019

Q3 3) Fiscal Year Reporting

Start Date/End Date: 1/1/2018 - 12/31/2018

Q4 4) List contact information for survey respondent who could answer questions from Chapter Relations Office about this survey.

Survey Respondent: Christi Buker

E-mail address: christi@palibraries.org

Phone: 717-766-7663

Page 3: Final Budget Totals for Fiscal Year
Q5 5) What is the final revenue and expense total for fiscal year being reported (answer requires a figure rounded to the nearest dollar)

Revenue 853,407
Expenses 714,984
Unrestricted Net Assets 121,717

Q6 6) Were there changes made to your management or staffing during fiscal year you are reporting on? Yes

Q7 7) If yes, what changes were made to management or staffing?
Outsourced bookkeeping

Q8 8) List the number of FTE or PAID staff (e.g., 0, 1, 2, 3 . . . .)
4

Q9 9) List paid staff by title and FTE (e.g., Director FTE 1)

Staff 1
Executive Director - 1
Staff 2
PA Forward Project Manager - 1
Staff 3
Meeting Manager - 1
Staff 4
Admin Asst - Membership Coordinator - 1

Q10 10) List the number of Board Members (whole number only; e.g., 6)
16

Q11 11) Is your Chapter Councilor a Board Member? Official

Q12 12) Is the Chapter Councilor elected or appointed? Elected

Page 5: Membership Information

Q13 13) Were there changes made to your membership categories dues rates during fiscal year? Yes
Q14 14) If yes, what changes were made to your membership categories dues rates?

Increased minimum from $25 to $30; and maximum from $165 to $185

Q15 15) Chapter Membership (renewal period)           Anniversary Year Based

Q16 16) Dues Structure for regular personal members       Percentage (e.g., $3 per $1,000 of salary)

Q17 17) Please list applicable fee or percentage for regular personal members.

Flat fee       $30
Highest graduated fee $185
Lowest graduated fee $30
Salary percentage $3 per $1000 of salary

Q18 18) Please list number of Chapter Members by category (only by categories you use; do not count twice)

<table>
<thead>
<tr>
<th>Category</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personal</td>
<td>911</td>
</tr>
<tr>
<td>Student</td>
<td>139</td>
</tr>
<tr>
<td>Trustee</td>
<td>59</td>
</tr>
<tr>
<td>Retired</td>
<td>74</td>
</tr>
<tr>
<td>Library/Institution</td>
<td>151</td>
</tr>
<tr>
<td>Total of Any Other Categories</td>
<td>25</td>
</tr>
</tbody>
</table>

Q19 19) Provide the total number of all members (Regular Personal, Institutional, etc.) at end of fiscal year. Totals of all the membership categories listed above should equal total entered here.

1359

Q20 20) Chapter Membership compared to last year Grew

Q21 21) Did membership grow or decline?

Grew by What Percentage (if known)? 3.9%

Q22 22) If membership increased or decreased by 2% or more, please explain or surmise cause.

Focused efforts on a defined time for a membership campaign
Q23 23) Which membership management software does your chapter use?

Your Membership

Q24 24) To the best of your ability, please briefly describe the pros and cons of the MMS that you've purchased.

Automates renewal reminders; bulk emails; reporting; dues payments; invoicing; website generation

Q25 25) Which features do you wish your MMS had?

Easier to build reports; easier newsletter/email templates

Page 6: Annual Conference

Q26 26) Please provide the following financial information about your Chapter's Annual Conference during the reported fiscal year (answer requires a figure rounded to the nearest dollar).

| Revenue | 278,303 |
| Expenditures | 92,324 |

Q27 27) Please provide the following non-financial information about your Chapter's Annual Conference (if not applicable, insert n/a).

| Month | October |
| Location | Harrisburg |
| Length of Total Conference (pre- and conference) in Days (whole number only; e.g., 3) | 4 |
| Total Number of Attendees | 529 |
| $ Conference Registration Rate for Regular Member | $355 |
| $ Conference Registration Rate for Regular Nonmember | $455 |
| Total Booths/Tables of Exhibits | 73 |
| $ Charge for Standard Booth | $695 |
| Total Number of Program Offerings | 75 |

Q28 28) Is there a discounted registration rate for your conference? If so, have you worked with other groups to cover those costs? Please be as specific as possible.

Yes, early bird is $25 less than regular registration rate

Q29 29) Did Your Chapter Meet Its Budget Projections for Its Annual Conference?

Exceeded
Q30 30) Did Your Association Try Something New at This Conference? If So, Please Briefly Explain What It Was and What Your Association Hoped to Achieve.

Yes, Legislative Breakfast & Advocacy Day

Q31 31) Was It Successful?  Yes

Q32 32) Will your association try this again at future conference?  Maybe

Q33 33) List Your Association's Most Successful Events Held during Conference.

Keynote speakers, member mixer, exhibits

Q34 34) Share Outstanding Keynotes or Speakers (include topics, please).

Author Jordan Sonnenblick
PA Representative Stan Saylor

Page 7: Accomplishments/Concerns

Q35 35) If you have one, how many attendees participate(d) in your State Advocacy/Legislation Day? (whole number only; e.g., 20)

130

Q36 33) Did your Chapter use a virtual advocacy tool for State Library Legislative Day?  No

Q37 37) List Major Activities, Accomplishments of Your Association during Fiscal Year (e.g., Library Legislative Day, legislative successes, new strategic plan, trainings, etc.).

State Legislative Day; PALS leadership development workshops; PA Forward Star Library Program

Q38 38) List Major Issues Facing Your Association (e.g, budget, membership, structure, systems, competition, etc.).

Volunteer turnover in smaller subunits; budget impacted by lack of library funding

Q39 39) Is there a separate school library association in your state?  Yes

Q40 40) Is there a separate college or academic library association or section in your state?  Yes