# Chapter Contact Information

**Chapter Name:** Arizona Library Association  
**Address:** 950 E Baseline Road  
**Address 2:** Suite 104-1025  
**City/Town:** Tempe  
**State:** AZ  
**ZIP:** 85283  
**Primary E-mail Address:** admin@azla.org

## Report for Fiscal Year

**Q2: Date Completing This Survey**  
Month/Date/Year: 09/19/2016

**Q3: Fiscal Year Reporting**  
Start Date/End Date: 7/1/2015-6/30/2016

**Q4: List Contact Information for Survey Respondent Who Could Answer Questions about Survey from Chapter Relations Office.**  
**Survey Respondent:** Aimee Fifarek  
**E-mail address:** aimee.fifarek@phoenix.gov  
**Phone:** 602-262-6250

## Final Budget Totals for Fiscal Year

**Q5: Final Revenue and Expense Total for Fiscal Year Being Reported (answer requires a figure rounded to the nearest dollar)**  
**Revenue:** $118,741  
**Expenses:** $165,000  
**Unrestricted Net Assets:** $139,943

## Management and Staffing
<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Q6: Were there changes made to your management or staffing during fiscal year?</td>
<td>No</td>
</tr>
<tr>
<td>Q7: If yes, what changes were made to management or staffing?</td>
<td>Respondent skipped this question</td>
</tr>
<tr>
<td>Q8: List the Number of FTE of PAID Staff (e.g., 0, 1, 2.5, 3 . . .)</td>
<td>0</td>
</tr>
<tr>
<td>Q9: List Paid Staff by Title and FTE (e.g., Director FTE 1.0)</td>
<td>Respondent skipped this question</td>
</tr>
<tr>
<td>Q10: List the Number of Board Members (whole number only; e.g., 6)</td>
<td>8</td>
</tr>
<tr>
<td>Q11: Is Your Chapter Councilor a Board Member?</td>
<td>Official</td>
</tr>
</tbody>
</table>

**PAGE 5: Membership Information**

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Q12: Were there changes made to your membership categories dues rates during fiscal year?</td>
<td>No</td>
</tr>
<tr>
<td>Q13: If yes, what changes were made to your membership categories dues rates?</td>
<td>Respondent skipped this question</td>
</tr>
<tr>
<td>Q14: Chapter Membership</td>
<td>Anniversary Based</td>
</tr>
<tr>
<td>Q15: Dues Structure for Regular Personal Members</td>
<td>Flat (one fee)</td>
</tr>
<tr>
<td>Q16: Please List Applicable Fee or Percentage for Regular Personal Members.</td>
<td>Flat fee $60</td>
</tr>
<tr>
<td>Q17: Total Number of All Members (Regular Personal, Institutional, etc.) at End of Fiscal Year. Totals of all following membership categories should equal total entered here.</td>
<td>512</td>
</tr>
<tr>
<td>Q18: Please List Number of Chapter Members by Category (only by categories you use; do not count twice)</td>
<td>Personal 339, Support Staff 176, Student 39, Trustee 5, Retired 27, Library/Institution 10, Total of Any Other Categories 16</td>
</tr>
<tr>
<td>Q19: Chapter Membership Compared to Last Year</td>
<td>Declined</td>
</tr>
<tr>
<td>Q20: If Membership Grew or Declined . . .</td>
<td>Declined by What Percentage (if known)? 7%</td>
</tr>
</tbody>
</table>
Q21: If Membership Increased or Decreased by 2% or More, Please Explain or Surmise Cause.

We have decreased primarily in the areas of personal and student membership, but have increased in support staff membership. No specific cause has been identified other than ongoing economic insecurity.

Q22: 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 | $78,675 |
| Expenditures | $102,639 |

Q23: Please Provide the Following Non-Financial Information about Your Chapter's Annual Conference (if not applicable, insert n/a).

| Month | November |
| Location | Flagstaff, AZ |
| Length of Total Conference (pre- and conference) in Days (whole number only; e.g., 3) | 3 |
| Total Number of Attendees | 304 |
| $ Conference Registration Rate for Regular Member | $225 |
| $ Conference Registration Rate for Regular Nonmember | $325 |
| Total Booths/Tables of Exhibits | 38 |
| $ Charge for Standard Booth | n/a |
| $ Charge for Standard Table | $550 |
| Total Number of Program Offerings | 79 |

Q24: Did Your Chapter Meet Its Budget Projections for Its Annual Conference? Did Not Meet

Q25: Did Your Association Try Something New at This Conference? Yes

Q26: If So, Please Briefly Explain What It Was and What Your Association Hoped to Achieve.

We decided to hold the conference in the Northern Part of the state instead of Central or South which have been the traditional locations and where more of the population is concentrated. People loved the new venue and opportunity to travel to a different part of the state. Unfortunately we underestimated some of the "extra" cost involved in providing the food in that way and went over the conference budget by a significant amount. Including the cost of the meals was VERY popular. We will continue to look for locations around the state to provide a variety of locations, however we are being very careful about the "plus, plus" charges that can happen with a venue.

We also continued the one conference/one book idea and speaker, as well as including meals in the cost of registration.

Q27: Was It Successful? Yes

Q28: Will Your Association Offer This Again at Its Next Annual Conference? No

Q29: List Your Association's Most Successful Events Held during Conference.

Amazing key note speakers & beautiful mountain venue (Flagstaff Arizona).
Q30: Share Outstanding Keynotes or Speakers (include topics, please).

Patrick Sweeney – Making Connections: Party Hard (making the most of a conference) & Making it Happen: Advocacy Everyday
One book One conference - The Fourth Part of the World: An Astonishing Epic of Global Discovery, Imperial Ambition, and the Birth of America by Toby Lester

PAGE 7: Accomplishments/Concerns

| Q31: How many attendees participate in your State Advocacy/Legislation Day, If Held? (whole number only; e.g., 20) | 3 |
| Q32: List Major Activities, Accomplishments of Your Association during Fiscal Year (e.g., Library Legislative Day, legislative successes, new strategic plan, trainings, etc.). | Respondent skipped this question |
| Q33: List Major Issues Facing Your Association (e.g, budget, membership, structure, systems, competition, etc.). | Declining membership and revenues is our major issue. |
PAGE 1: Welcome to the 2016 State of the Chapter Annual Report Survey

Q1: Chapter Contact Information
Chapter Name: Arizona Library Association
Address: 950 E Baseline Road
Address 2: Suite 104-1025
City/Town: Tempe
State: AZ
ZIP: 85283
Primary E-mail Address: admin@azla.org

PAGE 2: Report for Fiscal Year

Q2: Date Completing This Survey
Month/Date/Year 09/19/2016

Q3: Fiscal Year Reporting
Start Date/End Date 7/1/2015 - 6/30/2016

Q4: List Contact Information for Survey Respondent Who Could Answer Questions about Survey from Chapter Relations Office.
Survey Respondent Aimee Fifarek
E-mail address aimee.fifarek@phoenix.gov
Phone 602-262-6250

PAGE 3: Final Budget Totals for Fiscal Year

Q5: Final Revenue and Expense Total for Fiscal Year Being Reported (answer requires a figure rounded to the nearest dollar)
Revenue $118,741
Expenses $165,000
Unrestricted Net Assets $139,943

PAGE 4: Management and Staffing
Q6: Were there changes made to your management or staffing during fiscal year?  
No

Q7: If yes, what changes were made to management or staffing?  
n/a

Q8: List the Number of FTE of PAID Staff (e.g., 0, 1, 2.5, 3 . . . .).  
0

Q9: List Paid Staff by Title and FTE (e.g., Director FTE 1.0)  
Respondent skipped this question

Q10: List the Number of Board Members (whole number only; e.g., 6)  
8

Q11: Is Your Chapter Councilor a Board Member?  
Official

Q12: Were there changes made to your membership categories dues rates during fiscal year?  
No

Q13: If yes, what changes were made to your membership categories dues rates?  
n/a

Q14: Chapter Membership  
Anniversary Based

Q15: Dues Structure for Regular Personal Members  
Flat (one fee)

Q16: Please List Applicable Fee or Percentage for Regular Personal Members.  
Flat fee  
$60

Q17: Total Number of All Members (Regular Personal, Institutional, etc.) at End of Fiscal Year. Totals of all following membership categories should equal total entered here.  
512

Q18: Please List Number of Chapter Members by Category (only by categories you use; do not count twice)  
Personal 339  
Support Staff 176  
Student 39  
Trustee 5  
Retired 27  
Library/Institution 10  
Total of Any Other Categories 16

Q19: Chapter Membership Compared to Last Year  
Declined

Q20: If Membership Grew or Declined . . .  
Declined by What Percentage (if known)? 7%
**Q21: If Membership Increased or Decreased by 2% or More, Please Explain or Surmise Cause.**

Personal and student membership have decreased most dramatically, but there has been no specific reason determined beyond ongoing economic insecurity.

---

**PAGE 6: Annual Conference**

**Q22: 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).**

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue</td>
<td>$78,675</td>
</tr>
<tr>
<td>Expenditures</td>
<td>$102,639</td>
</tr>
</tbody>
</table>

**Q23: Please Provide the Following Non-Financial Information about Your Chapter's Annual Conference (if not applicable, insert n/a).**

<table>
<thead>
<tr>
<th>Category</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Month</td>
<td>November</td>
</tr>
<tr>
<td>Location</td>
<td>Flagstaff, AZ</td>
</tr>
<tr>
<td>Length of Total Conference (pre- and conference) in Days (whole number only; e.g., 3)</td>
<td>3</td>
</tr>
<tr>
<td>Total Number of Attendees</td>
<td>304</td>
</tr>
<tr>
<td>$ Conference Registration Rate for Regular Member</td>
<td>$225</td>
</tr>
<tr>
<td>$ Conference Registration Rate for Regular Nonmember</td>
<td>$325</td>
</tr>
<tr>
<td>Total Booths/Tables of Exhibits</td>
<td>38</td>
</tr>
<tr>
<td>$ Charge for Standard Booth</td>
<td>n/a</td>
</tr>
<tr>
<td>$ Charge for Standard Table</td>
<td>$550</td>
</tr>
<tr>
<td>Total Number of Program Offerings</td>
<td>79</td>
</tr>
</tbody>
</table>

**Q24: Did Your Chapter Meet Its Budget Projections for Its Annual Conference?**

Did Not Meet

**Q25: Did Your Association Try Something New at This Conference?**

Yes

**Q26: If So, Please Briefly Explain What It Was and What Your Association Hoped to Achieve.**

We decided to hold the conference in the Northern Part of the state instead of Central or South which have been the traditional locations and where more of the population is concentrated. We also continued the one conference/one book idea and speaker, as well as including meals in the cost of registration. People loved the new venue and opportunity to travel to a different part of the state. Unfortunately we underestimated some of the “extra” cost involved in providing the food in that way and went over the conference budget by a significant amount. Including the cost of the meals was VERY popular. We will continue to look for locations around the state to provide a variety of locations, however we are being very careful about the “plus, plus” charges that can happen with a venue.

**Q27: Was It Successful?**

Yes

**Q28: Will Your Association Offer This Again at Its Next Annual Conference?**

Yes

**Q29: List Your Association's Most Successful Events Held during Conference.**

Amazing key note speakers & beautiful mountain venue (Flagstaff Arizona).
Q30: **Share Outstanding Keynotes or Speakers (include topics, please).**

Patrick Sweeney – Making Connections: Party Hard (making the most of a conference) & Making it Happen: Advocacy Everyday
One book One conference - The Fourth Part of the World: An Astonishing Epic of Global Discovery, Imperial Ambition, and the Birth of America by Toby Lester

---

**PAGE 7: Accomplishments/Concerns**

Q31: **How many attendees participate in your State Advocacy/Legislation Day, If Held? (whole number only; e.g., 20)**

4

Q32: **List Major Activities, Accomplishments of Your Association during Fiscal Year (e.g., Library Legislative Day, legislative successes, new strategic plan, trainings, etc.).**

Delegation of four attending National Library Legislative day
After a year hiatus the return of our annual Regional Forum with two forums planned for 16-17
Formation of the Eresources Interest Group and a new Literary Award Committee
Continued updates on webpage with an eye to content
  Very active Marketing and Advocacy Committee
  Very active Professional Development Committee, providing both in person and online trainings

Q33: **List Major Issues Facing Your Association (e.g, budget, membership, structure, systems, competition, etc.).**

Biggest challenge is keeping our members and maintaining a budget, since membership and conference are the real money makers. We have not had a lot of increase in membership since the recession and our last conference was not a money maker so the budget is always of concern. We do have a very active and committed board so one good financial year will make all the difference.