



TO: Public Library Directors

FROM: Stacey A. Aldrich *SAA*
State Librarian of California

DATE: May 30, 2012

SUBJECT: FY 2012/2013 CLSA Direct Loan Survey Dates

The dates for the fiscal year 2012/2013 Direct Loan survey periods are listed below. It is important that libraries continue to report so that the state has the data to show the value of this program in securing financial support from the Legislature and Governor's Office. The four survey periods will cover the fiscal year July 1, 2012 through June 30, 2013. These are firm dates that each public library in California will use to collect and report non-resident lending statistics. Each survey will be fourteen days in length. Survey dates are as follows:

- | | |
|--------------------------|-----------------------|
| 1) September 17-30, 2012 | Due: October 15, 2012 |
| 2) November 5-18, 2012 | Due: December 3, 2012 |
| 3) February 4-17, 2013 | Due: March 4, 2013 |
| 4) May 13-26, 2013 | Due: June 10, 2013 |

Please take note of these dates and inform your library staff responsible for the collection of Direct Loan data. You should receive by email the data collection materials at least a week before the survey period. If you don't receive these materials within that time frame or if you have questions during the year, feel free to contact Kris Rich at (916) 651-0976 email krich@library.ca.gov or Sandy Habbestad at (916) 653-7532 email shabbestad@library.ca.gov .

cc: System Coordinators