

Section 11: Reporting Service Hours

2020 Texas Public Libraries Annual Report

Report **ACTUAL** hours the library facility was available to the public during local fiscal year 2020:

11.1 Annual Public Service Hours for Central Library

11.2 Annual Public Service Weeks for Central Library

If there are branches,

12.18 Public Service Hours Annual Total for branch

12.19 Public Service Weeks Annual Total for branch

COVID-19 Section

C19.1.1 Number of weeks buildings closed to public.

C19.1.2 Number of weeks building had limited occupancy.

Report Regular, Non-Pandemic Hours the library is normally scheduled to be open to the public, or permanent change in hours mandated by governing authority or budget.

⌘ **11.3** Weekly Service Hours All Facilities Available (Unduplicated, if there are branches)

11.4 Weekly Hours Central Library is Open – Regular Schedule

11.5 Weekly Hours Central Library is Open – Summer Schedule

Open for Service - definition

- Entire facility is available to patrons, more than lobby, curb, or drive-through
- May have limited occupancy and/or mask restrictions
- Full service is provided

⌘ **11.3** – Accreditation question. Minimum Hours Open will be based on this for accreditation purposes.

Population Assignment	Minimum Hours Open Per Week
At least 500,001	64
200,001-500,000	64
100,001-200,000	54
50,001-100,000	48
25,001-50,000	40
10,001-25,000	30
5,001-10,000	20
Less than 5,000	20