

NEWS LIBRARY NEWS

1986 Survey Issue

June 1987

1986 Survey of the Newspaper Division of Special Libraries Association

By **James Hunter**
Columbus Dispatch
Columbus, Ohio

This survey is a result of casual conversation during the 1985 Winnepeg SLA Conference. **Kathy Foley**, Assistant Director of the *Washington Post* Library and I discussed the effect of automation on library staff and salaries in light of a panel discussion on that topic. We were particularly interested in staff salaries and felt the Newspaper Division should make a major effort to gather and publish salary information for the membership. **Anne Leggett**, Library Director of the *Baton Rouge State-Times and Advocate*, planned to survey the Division on automated library systems in 1986. Several library managers were considering a survey on union and labor relations. Collectively we felt that one comprehensive survey sponsored by the Division would be more efficient and generate more usable information.

Our survey had several objectives. We wished to establish a benchmark for Newspaper Division staff salaries similar to the Special Libraries Association salary survey (1). We wanted to develop a profile of automated libraries for those newspaper libraries planning full-text library systems. We also wanted to quantify the time spent filing clippings and photographs – one of the most common perceptions of what a newspaper library does. Following up two studies on databank use by newspapers, we included several questions on online databank searching. We also asked several questions about employee relations,



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pay raises, employee performance evaluations, staffing patterns, educational levels, and the effect of unions on library operations.

The Newspaper Division survey was conducted between April 5 and June 1, 1986, using the mailing list of Newspaper Division members provided by Special Libraries Association. Ballots were mailed to

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THE ASIDE BAR

By Lany McDonald

This special issue on the 1986 Survey of the Newspaper Division comes to you as a bonus thanks to the hard work of Jim Hunter of the *Columbus Dispatch* and other members of last year's Automation Committee. The committee, headed by Anne Legett of the *Baton Rouge State-Times/Morning Advocate*, assisted Jim in planning and designing the questionnaire, but the analysis and presentation of the results were Jim's responsibility. He spent more than 200 hours of his own time on the project -- a hefty donation of week-ends for the sake of the Division.

Due to space restrictions, we have presented only a portion of the many cross-tabulations it is possible to make based on the information gathered. For publication purposes, Jim selected the information he thought would be most generally useful. If you have special questions not answered here, it may be that Jim has the answer in his computer and can be of assistance.

Thank you, Jim, for your hard work, your patience, and your enormous contribution to the profession.

Note: A brief word about the format of this special issue -- obviously it was not designed nor set by our usual wizard of typography, Michael Perlman. In order to produce this issue so that it could be distributed freely to all Division members, a laser printing company and I did the layout. Now you can see even more clearly than ever how fortunate we are to have Michael on the job.

NOTES FROM THE CHAIR



Diane Miller

Division Chair
The Pantagraph
Bloomington, Ill.

IN APPRECIATION

I am impressed with the magnificent job Jim Hunter has done in preparing this survey. He and the Automation Committee of 1986 worked hours and hours to present this finished project. Special thanks to Jim's paper, the *Columbus Dispatch* of Columbus, Ohio, for their help.

Past Division chair, Kathy Foley, is to be thanked since she was the first to see the usefulness of the survey and spearheaded the project. Certainly it presents information useful to the entire newspaper industry.

It is the most ambitious survey the Division has undertaken and gives us much data on which to build. Jim's comments point out new challenges to us. Although our Division has much to be proud of, there is still much to be done. It is up to each of us to help this Division reach new plateaus.



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456 Division members in the United States and Canada. Of 182 ballots returned, 168 were usable. Of the 168 responses, 155 were from newspapers, the remaining 13 were from other types of media libraries (see Table 1). Additional mailings and telephone follow-up were used to encourage non-respondents to participate in the survey. Based on our sample size of 456, this represented a usable return rate of 37%.

It would appear that our survey goals were incompatible with the sample selection. We were trying to identify separate libraries based on a mailing list of individuals, many of whom worked in the same library. Two other sources were available to use, *Editor & Publisher Yearbook* (2), and the *International Directory of Newspaper Libraries* (3).

The *Yearbook* contained nearly 1800 newspapers – too many to survey – and did not necessarily include all of the Newspaper Division membership. We were specifically charged to provide salary information for the Newspaper Division.

Since we do not know how many libraries are represented in the Newspaper Division, and there are obviously fewer than 456, it is my belief that 168 responses represent a higher percentage of libraries in the Division than 37%. Given the time restraints, the shortcomings of the mailing list and our lack of knowledge about the universe of newspaper libraries, how representative is our sample?

Our survey closely follows the distribution of newspapers in the *Editor & Publisher Yearbook*. The

following table from the *Editor & Publisher Yearbook 1985* and the *International Directory of Newspaper Libraries*, compares the percentage of newspapers and newspaper libraries by region against the returns by region from the survey. Our survey sample is approximately 9% of the newspapers in the United States and Canada.

The returns by region do not follow the distribution of newspaper libraries in the *International Newspaper Library Directory*, although it should be noted that there are no newspapers listed in that directory under 50,000 circulation, yet our survey obtained data from 28 such libraries. Several of the 605 entries in the *International Directory* were discounted as bureaus.

By type of library, 93.9% of the responses came from newspaper libraries. In the interest of clarity, most tabulations presented in this report reflect the total response. For the most part, our analysis is concerned with the responses from the Newspaper Division (frequency responses for the whole survey are listed in Table 2). Data specific to newspaper libraries will be so identified. Complete frequency distributions for newspaper libraries are listed in Table 3.

Specific cross-tabulations between variables may or may not be statistically relevant due to the small "cell" size. For example, cross-tabulating all union libraries by the New England region significantly reduces the number of cases evaluated and affects the statistical relevance of those answers.

Figure 1. Comparative Regional Distribution

REGION	E&P YEARBOOK		NEWSPAPER DIRECTORY		SURVEY RESPONSE (PAPERS)	
	NUMBER	%	NUMBER	%	NUMBER	%
New England	102	6	44	9	11	7.1
Mid-Atlantic	196	11	95	17	19	12.3
South Atlantic	243	14	86	13	28	18.0
E. South Atlantic	105	6	33	6	5	3.2
E. North Central	327	19	104	18	26	16.8
W. North Central	199	7	42	7	15	9.7
W. South Central	223	13	31	5	14	9.0
Mountain	112	7	31	5	13	8.4
Pacific	181	11	79	13	13	8.4
Canada	109	6	19	3	11	7.1
TOTALS	1,797		564		155	

continued

It is very important to note that straight comparisons between libraries are unrealistic. Salary, staff size, use of technology and most other factors are more dependent upon the parent organization than the library itself. Circulation size of the parent newspaper seems to be the best way to compare newspaper libraries, followed by the number of full-time library staff and the number of editorial department employees. Tables 4, 5, and 6 compare these variables to some of the survey questions.

LIBRARY STAFF SALARIES

Salary and library staff tables provided the most useful and fascinating information generated by the survey. The questionnaire asked for annual salaries of all professional positions (as designated by the company), other than library managers and all clerical positions.

IT IS VERY IMPORTANT TO NOTE THAT SALARY INFORMATION FOR LIBRARY MANAGERS IS NOT INCLUDED IN THIS SURVEY.

The survey accommodated up to five positions for each classification. Where several positions were listed, the average of those salaries were calculated as one salary per classification. Canadian salaries were converted to U.S. dollars.

The mean and median tables show library staff wages as a composite in Table 2, as well as by region, circulation, union and automation. Salary tables by region are comparable to the Special Libraries Association survey published in the spring of 1986. Salary data are also provided as frequencies for one and two-person libraries and newspaper libraries in Table 3. Larger newspapers pay higher salaries to its employees. The great difference in salaries between union and non-union papers (almost \$3,000) is less a function of a union presence than the fact that unions are more prevalent in larger papers, although unions may have a significant effect on wages. There were 151 responses to the union/non-union question. Of 53 union responses, 42 (nearly 80%) were newspapers above circulation size of 100,000. Likewise, the salaries of automated/non-automated library staff show a significant difference. Nearly 85% of automated libraries are in newspapers with a circulation above

100,000. In other words, circulation size has a major effect on all aspects of the library, and is probably the single most important measure of comparison.

We were somewhat off the mark in the assumptions made about library staff. We expected to find a staff number of fewer than five or six persons with high school educations, classified as clerical workers and paid as such.

We found that the educational background and classification of newspaper library staff has changed drastically in the last few years, resulting in a dramatic increase of professional-level librarians in addition to library managers. The clerical staff in newspaper libraries have educational backgrounds in excess of what their positions usually require. It seems evident that there is a large and growing class of professional-level librarians previously unrecognized by the Newspaper Division.

In part, this may be due to underemployed workers taking jobs formerly sought by less-educated workers as well as the increasing complexity of newspaper library work in the 1980's. Growing recognition for librarians as trained specialists seems to call for a more educated library staff in both clerical and professional positions. The general trend in white/pink collar jobs for more education may tend to upgrade those positions over a long period of time while blurring the distinction between professional and clerical positions and frustrating wage increases over the short term. Less than 20 years ago, a librarian with an M.L.S. was not typical of the Newspaper Division. What is happening now is a rapid upgrading of staff positions to the same professional level.

Job titles were requested for both professional and clerical positions (see Library Staff Titles). The wide variation in titles and their interchangeability between professional and clerical jobs indicate a lack of definition for professional library positions.

Since the questionnaire did not map salaries to educational levels or establish a professional/clerical ratio in newspaper libraries, we are unable to determine exactly how many of these 1,281 people have professional-level positions and the educational requirements for those positions.

continued

Figure 2 Library Staff Educational Levels

Library Degree (M.L.S.)	293	23%
Other Graduate Degree	86	7%
Undergraduate Degree	313	24%
One - Four Years College	216	17%
High School	<u>373</u>	29%
TOTALS	1,281	

FULL-TIME AND PART-TIME STAFF

Library staffing patterns are a matter of great interest to library managers. There are many ways of looking at staffing requirement standards. In newspapers, the best indicators of the research requirements of the parent organization and the resources available to provide library service seem to be newspaper circulation and editorial department size.

Of 164 libraries responding to the full-time library staff question, responses ranged from the minimum of one to 66 full-time library employees. The average number of library staff is 7.11, with a median of 4.22.

The part-time library staff question brought 102 responses, ranging from one to 38 part-time employees. The average was 3 and the median was 1.4.

VERY SMALL LIBRARIES

Since over 1,000 newspapers listed in the *Editor & Publisher Yearbook* have circulations of 25,000 or under, particular attention was paid in this survey to very small libraries (4). Twenty-two one-person libraries (13.4% of the total response) responded to the survey and 28 two-person libraries (17.1% of the total response). Part-time employees were not counted. Of the newspaper libraries responding, 30.5% of the libraries are from newspapers with circulations less than 50,000 – a significant percentage of our sample. It would appear that small libraries are important, if often overlooked, members of the Newspaper Division. Very small newspaper libraries are even more important given the number of small newspapers which may have libraries but are not members of the Newspaper Division.

In many respects, librarians working in very small libraries are true pioneers in newspaper libraries. Often working alone, with few resources and less money, they are establishing libraries, building collections and providing new services to papers where none existed before. While the survey does show, as expected, that salaries are correspondingly lower and resources fewer, some of the technology customarily found in larger libraries has trickled down to very small libraries. Online databanks are being used by 6 one-person libraries and 19 two-person libraries. Nine one and two-person libraries have automated library systems (refer to Table 3 for further comparisons).

AUTOMATED LIBRARY SYSTEMS

The two major players in newspaper library automation, VU/TEXT and DATATIMES, accounted for 39 of the 51 libraries automated at the time of this survey. Several libraries are using the same software (BASIS or QL SYSTEMS) for in-house libraries. Of 155 responses from newspapers, 51 libraries (32.9%) indicated they were online with at least one system. An additional 23 libraries indicated that they planned to install an automated system within the next 12 months. Such being the case, 71 (48%) of the libraries in this sample may be automated by mid-1987.

The distribution of automated libraries by circulation size shows that automation is also a function of size. Of the 51 automated libraries, 39 are located in newspapers with circulations greater than 100,000 (76%).

By type of system, the predominant vendor, VU/TEXT is somewhat underrepresented with only 18 of its (then) 31 newspapers responding to the survey.

continued

Processing time for automated systems ranged from one to 40 hours, with an average time of 12.7 hours per day and a median of 10 hours per day.

No other attempt was made to cross-tabulate type of system by other variables to obtain the relative performance of different systems. The systems are so complex and newspaper libraries and front-end systems vary so widely that even the simplest measurement is meaningless.

Of those newspapers contemplating library automation, most are on the Atlantic seaboard and in the midwest. Of the 23 newspapers planning to automate their libraries in the next year, 15 have circulations above 100,000. This is a significant decrease from the 85% of 100,000-plus circulation newspaper libraries already automated. This is an indication that the market for newspaper library automation is moving downward into smaller libraries.

A common management perception of automation is that fewer staff (particularly clerical staff) will be needed after the introduction of a computer. Our survey results show this is not the case, and in fact will

most probably result in an increase in library staff. Of newspaper respondents, 37 libraries (75.5%) indicated either no change in staff size or an increase. Staff reductions occurred in only 12 libraries (24.5%). Where staff has been increased, 15 libraries (31.2%) added professional librarians and 7 (14.5%) added clerical staff.

DATABANK SEARCHING

Online databank searching has become so ubiquitous in newspaper libraries that the question is less that of "if" than of "when and how much." It seems to be the tool that reporters and editors cannot live without.

Ward and Hansen (5) reported that 20 newspapers were searching databanks in 1982. The Commercial Databank Survey (6) by the Newspaper Division in 1984 identified 39 newspaper libraries using databanks, and this survey shows 80 newspapers performing online searches – an increase of 100% every two years. While 91 Division libraries reported using databanks, newspaper libraries have been used here for comparative purposes.

Figure 3 . Databanks Searched
(Newspapers Only)

	1984		1986	
	Number	%	Number	%
Nexis	29	74.4	48	60.0
Dow Jones	10	25.6	24	30.0
Dialog	18	46.2	48	60.0
Vu/text	12	30.8	33	41.0
Datetimes	0	0.0	23	28.0
Infoglobe	5	12.8	9	11.2
Canadian Press	0	0.0	4	5.0
BRS	4	10.3	3	3.7
SDC	3	7.7	7	8.7
TOTALS	39		80	

Figure 4 . Online Search Budgets
(Newspapers Only)

	1984		1986	
Budgets	Number	%	Number	%
Under 1,000	2	8.0	11	15.7
1,000 - 10,000	9	35.0	25	35.7
10,001 - 20,000	5	19.0	12	17.1
20,001 - 30,000	6	23.0	11	15.7
Over 30,000	4	15.0	11	15.7
TOTALS	24		71	

continued

MICROCOMPUTER APPLICATIONS

The use of microcomputers has grown with online databanks. In the Division, 73 libraries (47.7%) and 65 newspaper libraries (44.8%) are using microcomputers. Apart from the more obvious microcomputer applications such as word processing, budgeting and scheduling, a significant number of libraries have begun using microcomputers to tackle the more difficult applications of photographs and negatives. It would be interesting to see more published within the Division on these topics.

Figure 5 . Microcomputer Applications

	Newspapers		Survey Total	
	No.	%	No.	%
Administration	34	61.0	42	69.0
Photos	11	20.0	11	18.0
Negatives	13	23.0	13	21.0
Books	10	18.0	11	18.0
Subscriptions	5	9.0	6	10.0
Other	24	43.0	26	43.0
TOTALS	55		61	

LABOR RELATIONS AND THE EFFECT OF UNIONS

The survey contained several questions relating to unions and labor relations. Cross-tabulating union/non-union responses by selected variables did provide information on salaries, clipping and photograph filing, percentages of union papers and differences in responses to questions on evaluations, pay raises and job descriptions.

As expected, union newspapers are more prevalent in group-owned, large circulation, large editorial department newspapers.

While 32.9% of newspaper respondents had automated systems, some 46.8% of the union libraries reported having automated systems, an indication that a union presence did not deter automation. This is also borne out by the response to question 39 on the survey (refer to Table 1).

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Salary data shows a significant difference in salaries between union and non-union libraries; however the controlling factor is newspaper size in circulation. Of union newspapers, 79.2% have circulations above 101,000 and 48% of non-union papers are below 100,000. Sample size is too small to determine if, all things being equal, unions have a significant effect on salaries.

Are union employees more or less productive, efficient and responsive to the direction of the manager? We attempted to measure this using the numbers provided by libraries regarding clippings and photographs filed and the time expended to file them.

Figure 6 . Clippings and Photograph

	Union Libraries	Non-Union Libraries
Clips filed	1970.5	1301.9
Hours to file	48.5	30.3
Avg. per hour	40.6	43.0
Photos filed	651.0	427.0
Hours to file	25.2	14.9
Avg. per hour	25.8	28.7

Of those newspapers having written evaluations and job descriptions, the majority were non-union newspapers (76% and 72.7%). Since raises are tied to contracts in most union papers, the number of "yes" union responses is low. The fairly large number of non-union libraries where raises are not tied to evaluations is somewhat surprising (37.7%).

Overall, this indicates that library managers in union libraries have a significant loss of control over the performance of their staff salaries, evaluations and the work to be performed by staff. This must be further complicated by the number of library managers who are part of the bargaining unit (20.8%).

Figure 7 . Union/Non-Union by Labor Relations

	YES		NO	
EVALUATIONS	No.	%	No.	%
Union	25	24.0	27	58.7
<u>Non-Union</u>	<u>79</u>	76.0	<u>19</u>	41.3
TOTAL	104		46	
RAISE TIED TO EVALUATIONS				
Union	4	5.8	43	62.3
<u>Non-Union</u>	<u>65</u>	94.2	<u>26</u>	37.7
TOTAL	69		69	
JOB DESCRIPTION				
Union	27	27.3	25	49.0
<u>Non-Union</u>	<u>72</u>	72.7	<u>26</u>	52.0
TOTAL	99		51	

continued

CONCLUSIONS

Librarians awaiting the transformation from manual to automated systems will not have to wait very long. The techno-flood is running faster than surveys can measure. Stand-alone mini-systems were brought to market between the time this survey was mailed and the first results tabulated. Reacting to this technology is even harder.

Technology dominates our workplace. After so long in planning and development, automation has been adopted so quickly and efficiently that as an issue, it is as dead as the great "subject authority list" debate.

Certainly more vital are the "people issues." The dramatic changes taking place in the status and ability of library staff, pay scales, work accomplished by library staff in both manual and automated libraries, how that work is evaluated and unions in the editorial department – all are pressing issues and have implications for both the newspapers and for the Division. The role of small libraries is vital to the newspapers and the Division both in its pioneering aspect and in the fact that automation and micro-computers will make these libraries just as powerful and efficient as large libraries. Newspaper libraries may find their role redefined and move into new areas as editorial service organizations.

The Newspaper Division needs to examine its role in light of universal, common technology. The importance of very small libraries and the professionalization of library staff call for a stronger nurturing role and expanding Divisional membership and services.

The complete lack of distinction between clerical and professional work in newspaper libraries is an issue which must be addressed by the Division. Everyone recognizes the title of reporter – it conveys a certain image. Even library manager or librarian has an identity. Library assistant or assistant librarian can mean anything or nothing. This lack of professional definition is crippling the professional standing of our staff. Until these often skilled and educated people are designated professionals by the Newspaper Division and the idea of a professional-level, non-managerial librarian classification is "sold" to newspapers, talk of "newsroom parity" is absurd.

Finally, Newspaper Division libraries should be registered and counted. The Division needs to know, year-by-year, what libraries it represents. The Division should be a statistical source of information not only on its members, but on all news libraries. This is basic marketing on our part and should be done in conjunction with aggressive consulting and lobbying on behalf of news librarians. Libraries should be encouraged when they are started, assisted in progressing and noticed when dissolved. Newspapers are counted this way and so should their libraries. We need a better statistical handle on our organization.

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continued

Table 1. NEWSPAPER DIVISION/ SPECIAL LIBRARIES ASSOCIATION 1986 SURVEY

1. Indicate the geographic area in which your library is located

	Number	%
NEW ENGLAND (MA,ME,NH,RI,VT, CT)	11	6.5%
MIDDLE ATLANTIC (NY,PA,NJ)	23	13.7%
SOUTH ATLANTIC (DE,MD,DC,WV,NC,SC,GA,FL)	32	19.0%
EAST SOUTH CENTRAL (KY,TN,AL,MS)	5	3.0%
EAST NORTH CENTRAL (OH,IN,IL,MICH,WI)	28	16.7%
WEST NORTH CENTRAL (MINN,IA,MO,SD,ND,NEB,KA)	15	8.9%
WEST SOUTH CENTRAL (ARK,LA,OK,TX)	14	8.3%
MOUNTAIN (MT,ID,WY,CO,NM,AZ,UT,NV)	13	7.7%
PACIFIC (WA,OR,CA,AK,HA)	13	7.7%
CANADA	14	8.3%
TOTAL	168	

2. Indicate the category of media library which best describes your library.

NEWSPAPER	155	93.9%
MAGAZINE	4	2.4%
TELEVISION	2	1.2%
CABLE	0	.0%
RADIO	1	.6%
NEWS BUREAU	3	1.8%
TOTAL	164	

3. What is the present circulation of your newspaper or magazine?

TO 50,000	30	19.2%
50,001 -100,000	30	19.2%
101,000-200,000	41	26.3%
201,000-300,000	29	18.6%
OVER 300,000	26	16.7%
TOTAL	156	

4. Corporate ownership.

GROUP OWNERSHIP	89	57.0%
INDEPENDENT	68	43.0%
TOTAL	157	

5. Number of people in the editorial department.

TO 100	68	43.9%
101-200	37	23.9%
201-300	25	16.1%
301-400	14	9.0%
OVER 400	11	7.1%
TOTAL	155	

6. Number of people on the library staff.

FULL-TIME	1,281	TOTAL FULL-TIME REPORTED
PART-TIME	307	TOTAL PART-TIME REPORTED

7. List the number of FULL-TIME library employees and their level of education.

LIBRARY DEGREE (MLS)	293	23%
OTHER GRADUATE LEVEL DEGREE	86	7%
UNDERGRADUATE DEGREE	313	24%
1-4 YEARS COLLEGE	216	17%
HIGH SCHOOL	373	29%

8. Indicate the ANNUAL salary for each PROFESSIONAL classification of library employee (EXCLUDING THE LIBRARY MANAGER). PROFESSIONAL classification is defined here as having a graduate degree in Library Science and/or holding a professional level position as defined within your company. Include entry level and salary after five years. Canadian libraries please convert to US dollars.

	SALARY RANGE				
	ENTRY LEVEL	AFTER 5 YEARS		MIN	MAX
	AVERAGE	25%	50%	75%	AVERAGE
	LOWEST 10%				HIGHEST 10%
PROF. PAY START	11,014	14,566	18,185	21,398	25,872
PROF. PAY 5 YEARS	15,878	21,496	25,000	29,551	35,314

9. Indicate the ANNUAL salary for each NON-PROFESSIONAL/CLERICAL classification of library employee.

classification of library employee.			SALARY RANGE		
TITLE	ENTRY LEVEL	AFTER 5 YEARS		MIN	MAX
COMBINED SALARY TABLE					
	AVERAGE	25%	50%	75%	AVERAGE
	LOWEST 10%				HIGHEST 10%
CLERICAL PAY START	8,181	10,800	12,988	15,080	19,135
CLERICAL PAY 5 YEARS	11,388	15,000	17,160	20,000	24,511

10. Please estimate the number of clippings files each week (if applicable).

CLIPPINGS FILED EACH WEEK- MEAN 1,470, MEDIAN 902
TOTAL 114 LIBRARIES

11. Estimate the number of hours required to file clippings each week.

HOURS REQUIRED TO FILE CLIPPINGS EACH WEEK-MEAN 34.9, MEDIAN 20.2
TOTAL 125 LIBRARIES

12. Please indicate the number of photos filed each week (if applicable).

PHOTOS FILED EACH WEEK-MEAN 459, MEDIAN 300
TOTAL 130 LIBRARIES

13. Estimate the number of hours required to file photos each week.

HOURS REQUIRED TO FILE PHOTOGRAPHS-MEAN 17.8, MEDIAN 13.5
TOTAL 128 LIBRARIES

14. Does your library use a microcomputer.

YES 73 47.7%
NO 80 52.3%
TOTAL 153

15. What kind of computer equipment do you use to access commercial databases?

IBM OR COMPATIBLE 56 60.2%
APPLE 2 2.2%
DEC 15 16.1%
OTHER 20 21.5%
TOTAL 93

16. If you access commercial databanks, indicate which ones?

NEXIS 58 23.9%
DOW JONES 28 11.5%
DIALOG 56 23.0%
VUTEXT 50 20.6%
DATATIMES 25 10.3%
CANADIAN PRESS 6 2.5%
INFOGLOBE 11 4.5%
BRS 4 1.6%
SDC 5 2.1%
OTHER (specify) 0 0.0%
TOTAL 243

17. How much is budgeted annually for commercial database searching?

UNDER \$ 1,000 8 10.3%
1,000- 10,000 30 38.5%
10,000-20,000 16 20.5%
20,000-30,000 11 14.1%
OVER 30,000 13 16.7%
TOTAL 78

18. Do you use the microcomputer to perform any of the following functions?

ADMINISTRATION 42 38.5%
INDEX PHOTOGRAPHS 11 10.1%
INDEX NEGATIVES 13 11.9%
BOOK ORDER/CATALOG 11 10.1%
SUBSCRIPTIONS 6 5.5%
OTHER (specify) 26 23.9%
TOTAL 109

19. Does your newspaper/magazine paginate?

YES 41 28.3%
NO 104 71.7%
TOTAL 145

continued

20. Does your library use an automated storage/retrieval system (such as optical video disk) to store and retrieve graphics?

YES	5	3.3%
NO	148	96.7%
TOTAL	153	

21. Does your library have an automated retrieval system to store and retrieve editorial copy?

YES	51	33%
NO	106	67%
TOTAL	155	

22. If not, do you plan to install an automated retrieval system within the next year?

YES	23	23%
NO	77	77%
TOTAL	100	

IF YOU DO NOT HAVE AN AUTOMATED LIBRARY SYSTEM PLEASE GO TO QUESTION 35

23. If your library has an automated system to store and retrieve your own newspapers editorial copy, please indicate which system.

DATATIMES	11	20.4%
BASIS	8	14.8%
VU/TEXT	21	38.9%
QL SYSTEMS	2	3.7%
INFO GLOBE	1	1.9%
NEWSTEX	0	0%
IN HOUSE SYSTEM	4	7.4%
OTHER	7	13.0%
TOTAL	54	

24. If you have an automated system, indicate the average number of hours required to process your paper each day.
AVERAGE HOURS TO PROCESS PAPER-MEAN 12.48, MEDIAN 8.5
TOTAL 48 LIBRARIES

25. Did the pay scale for library employees change after the library was automated?

INCREASE	15	30.6%
ABOUT THE SAME	34	69.4%
TOTAL	49	

26. Is library processing done on the newsroom's text editing system?

YES	39	76.5%
NO	12	23.5%
TOTAL	51	

27. How has automation affected the number of weekly hours during which the library is open?

INCREASED	14	26.4%
DECREASED	2	3.8%
UNCHANGED	37	69.8%
TOTAL	53	

28. How has automation affected the total number of library employees?

INCREASED	15	28.8%
DECREASED	12	23.1%
UNCHANGED	25	48.1%
TOTAL	52	

29. How does the newsroom staff access the library database?

NEWSROOM EDITING TERMINALS	27	50.9%
PC 'S IN THE NEWSROOM	4	7.5%
PC 'S IN THE LIBRARY	6	11.3%
TERMINALS IN THE LIBRARY	7	13.2%
LIBRARY DOES ALL THE SEARCHING	9	17.0%
TOTAL	53	

30. If your database is marketed to the public, indicate the number of hours each week YOU OR YOUR STAFF are involved in marketing activities.

0-1 HOURS PER WEEK	23	76.7%
2-5 HOURS PER WEEK	5	16.7%
5-10 HOURS PER WEEK	2	6.7%
OVER 10 HOURS PER WEEK	0	0.0%
TOTAL	30	

continued

31. How was the library professional/clerical job ratio affected by automation?
- | | | |
|---------------------------|----|-------|
| MORE CLERICALS NEEDED | 7 | 13.7% |
| MORE PROFESSIONALS NEEDED | 15 | 29.4% |
| NO CHANGE | 29 | 56.9% |
| TOTAL | 51 | |
32. How has automation affected library access?
- | | | |
|-----------|----|-------|
| FASTER | 41 | 78.8% |
| SLOWER | 5 | 9.6% |
| NO CHANGE | 6 | 11.5% |
| TOTAL | 52 | |
33. How has automation affected the quality of library service?
- | | | |
|-----------|----|-------|
| BETTER | 45 | 86.5% |
| WORSE | 2 | 3.8% |
| NO CHANGE | 5 | 9.6% |
| TOTAL | 52 | |
34. In your opinion, what has been the response of the newsroom to the automated library?
- | | | |
|-------------|----|-------|
| PLEASED | 37 | 75.5% |
| DISPLEASED | 4 | 8.2% |
| INDIFFERENT | 8 | 16.3% |
| TOTAL | 49 | |
35. Is the editorial department unionized?
- | | | |
|-------|-----|-------|
| YES | 57 | 35.8% |
| NO | 102 | 64.2% |
| TOTAL | 159 | |
36. If yes, which union?
- | | | |
|-----------------|----|-------|
| NEWSPAPER GUILD | 48 | 82.8% |
| INHOUSE UNION | 6 | 10.3% |
| OTHER | 4 | 6.9% |
| TOTAL | 58 | |
37. Is the library staff unionized?
- | | | |
|-------|-----|-------|
| YES | 60 | 36.6% |
| NO | 104 | 63.4% |
| TOTAL | 164 | |
38. Is the library manager part of the bargaining unit?
- | | | |
|-------|-----|-------|
| YES | 21 | 20.6% |
| NO | 81 | 79.4% |
| TOTAL | 102 | |
39. What effect has union or labor relations had on attempts to automate your library?
- | | | |
|--------------------|----|-------|
| HELPED AUTOMATION | 2 | 2.2% |
| DELAYED AUTOMATION | 4 | 4.5% |
| NO EFFECT | 83 | 93.3% |
| TOTAL | 89 | |
40. Is there a formal evaluation process for library employees?
- | | | |
|-------|-----|-------|
| YES | 115 | 69.7% |
| NO | 50 | 30.3% |
| TOTAL | 165 | |
41. Is the employee evaluation done in conjunction with pay raises?
- | | | |
|-------|-----|-------|
| YES | 79 | 52.3% |
| NO | 72 | 47.7% |
| TOTAL | 151 | |
42. Do you have written job descriptions for your library?
- | | | |
|-------|-----|-------|
| YES | 110 | 66.7% |
| NO | 55 | 33.3% |
| TOTAL | 165 | |
43. List some of the unusual jobs or functions your library performs or is responsible.
- Photograph sales (12)
 - Provides stationary and office supplies to the newsroom. (6)
 - Back issues-store, maintain or sell (6)
 - Editorial receptionist (6)
 - Check weather rain gauge on roof-weather statistics (5)
 - Contest entries-store research or prepare (4)
 - Sort mail (4)
 - Tours of the newspaper (4)
 - Photo requests (3)
 - Comic features (3)
 - Cover for other department secretaries and clerks (3)

continued

Maintain portable terminals (2)
 Subscription control for the company (2)
 Index to bills in general assembly (2)
 Staff switchboard (2)
 Compile news briefs, bios, chronologies (2)
 Copy machine (2)
 Book editor
 Microcomputer pc instruction
 Write feature column of historical news
 File wedding/engagement pictures
 Keep the tea kettle filled
 Book purchases for the newspaper
 Move equipment
 Help reporters children by researching term papers
 Return tuxedos after press dinners
 Measure news space in the paper each day
 Newsmaker survey -send forms to people who make the news each week
 Keep notebook of all clipping about the publisher and his wife to
 be given to them each Christmas
 Obtain mortgage rates
 First aid
 Keep the key to the paper towel rack and open the janitors closet
 each morning
 Mail out special sections to community groups
 News summaries for the publisher
 Transcribing hot line questions
 Maintain the exception word dictionary on Atex
 Index & file photo negatives
 Mini book reviews
 Mail tearsheets to freelance travel writers
 Do vital statistics
 Sell coffee
 Supply standing heads and logos
 Take employee id pictures
 Index names of people who write letters to the editor
 Assist in the preparation of an almanac
 Political polling for the newspaper
 Sell unused books from book editor three times a year

44. This section is for comments. We would appreciate your comments on any aspect of employee relations, the use of microcomputers or library automation.

"For years the library was a clerk's job. The position was defined as TYPIST/LIBRARIAN. I came (here) 4 years ago... the result being that I became the librarian only...dropping of the TYPIST title. The chances of becoming a FULL-TIME librarian seems to have little hope. I like the news library but I hate management's attitude."

"Management/employee relations are at an all time low. This is aggravated in the library due to a typist being bumped up four levels to supervise 6 people including the librarian. The librarian works pretty much in a vacuum in this 30,000 circulation paper."

"I think if the newspaper were union in the end it would assist the library with salaries and in management relations...more work needs to be done educating newspaper management."

"I feel strongly that news libraries should work to establish 2 sets of professional standards. 1) a system of interlibrary cooperation and 2) a set of automation and/or indexing standards."

"We are understaffed and since I must fill in for people (clerk & secretary) when they are off...But when I am off no one fills in for me."

"The implementation of an electronic library has given the library and its employees a much higher profile... the mystique & aura of computers and electronics in general impresses all. Librarians are doing a job similar to wire editors and copy editors which in many cases have higher pay scales."

"Dealing with employee relations is the hardest part of the job."

"I speak for a group of five professionals when I say we are all impressed by how far beyond the usual scope of traditional library work we have begun to function. We are not only database/information managers but also are involved with marketing information and in doing our own programming, and building our own databases from scratch."

"A degree in management AND psychology would be more useful than an MLS in a newspaper library."

"Our library is very thorough and performs its backup research 'top notch'. There is no automation in sight for now. Of course the rest of the newspaper departments are."

"In our company the library appears to be the last on list to receive any help or equipment."

"Finding it very difficult to justify more help...This is due in part to the company's belief there will be a need to reduce staff after automation. Perhaps this survey will produce figures to demonstrate that automated libraries are not reducing staff but hiring."

"Salaries are rather arbitrary here -- our library assistant started at lower rate salary than the receptionist in classified. Raises have begun to make some connection to merit but there are no salary scales."

"This is essentially a one person library, which will therefore distort your findings (except to the extent there are other one person libraries)."

"As a nonunion newspaper I think our benefits are below par... bonuses are negligible and there is NO grievance committee...on the other hand we have easy access to management, very little red tape in dealing with budget requests...and salaries are fair for the area."

"We are on-the-job trained except for a part-time employee who is going to college in library science. Our ages range from 53-72. It is a very dependable and stable staff and very capable."

"Researchers/librarians seem to fall between the cracks. researchers/librarians need to be recognized as the valuable professionals they are."

"One other comment:the library 'manager' is probably the least qualified person in the library. We acquired _____ when the library went full steam with the automation project."

"I am attempting to convince management of the need for additional staffing."

"My professional staff received \$101 a week less than a reporter! They are grossly underpaid!"

1986 Automation Committee

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continued

Table 2. SALARIES

COMBINED SALARY TABLE					
	AVERAGE LOWEST 10%	25%	50%	75%	AVERAGE HIGHEST 10%
PROF. PAY START	11,014	14,566	18,185	21,398	25,872
PROF. PAY 5 YEARS	15,878	21,496	25,000	29,551	35,314
CLERICAL PAY START	8,181	10,800	12,988	15,080	19,135
CLERICAL PAY 5 YEARS	11,388	15,000	17,160	20,000	24,511
SALARY BY REGION		MEAN	MEDIAN	NUMBER	
NEWS ENGLAND					
PROFESSIONAL SALARY BEGINNING		22,373	22,693		7
PROFESSIONAL SALARY AFTER 5 YEARS		28,816	30,567		7
CLERICAL SALARY BEGINNING		13,091	12,455		8
CLERICAL SALARY AFTER 5 YEARS		17,92	16,039		8
MID ATLANTIC					
PROFESSIONAL SALARY BEGINNING		17,383	17,939		15
PROFESSIONAL SALARY AFTER 5 YEARS		24,225	23,640		14
CLERICAL SALARY BEGINNING		12,666	12,272		15
CLERICAL SALARY AFTER 5 YEARS		17,520	17,012		14
SOUTH ATLANTIC					
PROFESSIONAL SALARY BEGINNING		17,710	17,966		17
PROFESSIONAL SALARY AFTER 5 YEARS		26,137	25,650		17
CLERICAL SALARY BEGINNING		12,408	12,500		19
CLERICAL SALARY AFTER 5 YEARS		16,922	17,013		17
EAST SOUTH CENTRAL					
PROFESSIONAL SALARY BEGINNING		20,577	20,000		3
PROFESSIONAL SALARY AFTER 5 YEARS		26,276	26,000		3
CLERICAL SALARY BEGINNING		12,138	13,200		3
CLERICAL SALARY AFTER 5 YEARS		13,574	13,319		4
EAST NORTH CENTRAL					
PROFESSIONAL SALARY BEGINNING		18,922	19,360		17
PROFESSIONAL SALARY AFTER 5 YEARS		25,200	24,501		17
CLERICAL SALARY BEGINNING		13,235	13,202		22
CLERICAL SALARY AFTER 5 YEARS		18,223	17,178		22
WEST NORTH CENTRAL					
PROFESSIONAL SALARY BEGINNING		18,697	20,551		8
PROFESSIONAL SALARY AFTER 5 YEARS		26,802	28,878		6
CLERICAL SALARY BEGINNING		13,121	12,428		12
CLERICAL SALARY AFTER 5 YEARS		16,770	17,228		9
WEST SOUTH CENTRAL					
PROFESSIONAL SALARY BEGINNING		16,375	14,840		6
PROFESSIONAL SALARY AFTER 5 YEARS		23,005	22,244		4
CLERICAL SALARY BEGINNING		11,785	11,180		9
CLERICAL SALARY AFTER 5 YEARS		16,500	15,220		8
MOUNTAIN					
PROFESSIONAL SALARY BEGINNING		17,260	16,064		6
PROFESSIONAL SALARY AFTER 5 YEARS		28,115	27,447		5
CLERICAL SALARY BEGINNING		13,040	13,039		11
CLERICAL SALARY AFTER 5 YEARS		18,041	15,630		10
PACIFIC					
PROFESSIONAL SALARY BEGINNING		18,292	18,800		6
PROFESSIONAL SALARY AFTER 5 YEARS		24,426	25,000		5
CLERICAL SALARY BEGINNING		14,014	13,610		8
CLERICAL SALARY AFTER 5 YEARS		19,666	20,000		8
CANADA					
PROFESSIONAL SALARY BEGINNING		17,295	16,550		7
PROFESSIONAL SALARY AFTER 5 YEARS		21,463	22,600		7
CLERICAL SALARY BEGINNING		14,015	12,656		12
CLERICAL SALARY AFTER 5 YEARS		17,907	17,650		11

SALARY BY CIRCULATION

	MEAN	MEDIAN	NUMBER
TO 50,000			
PROFESSIONAL SALARY BEGINNING	14,612	12,537	13
PROFESSIONAL SALARY AFTER 5 YEARS	21,747	20,080	10
CLERICAL SALARY BEGINNING	10,353	9,721	17
CLERICAL SALARY AFTER 5 YEARS	14,098	14,506	13
50,001 TO 100,000			
PROFESSIONAL SALARY BEGINNING	16,821	16,500	15
PROFESSIONAL SALARY AFTER 5 YEARS	22,354	20,228	14
CLERICAL SALARY BEGINNING	11,437	10,720	22
CLERICAL SALARY AFTER 5 YEARS	16,339	16,704	21
100,001 TO 200,000			
PROFESSIONAL SALARY BEGINNING	18,227	18,300	21
PROFESSIONAL SALARY AFTER 5 YEARS	25,136	23,558	18
CLERICAL SALARY BEGINNING	13,351	13,270	35
CLERICAL SALARY AFTER 5 YEARS	17,564	17,291	32
201,000 TO 300,000			
PROFESSIONAL SALARY BEGINNING	19,338	20,462	14
PROFESSIONAL SALARY AFTER 5 YEARS	25,880	25,062	14
CLERICAL SALARY BEGINNING	14,129	13,219	20
CLERICAL SALARY AFTER 5 YEARS	18,816	17,689	20
OVER 300,000			
PROFESSIONAL SALARY BEGINNING	20,617	19,970	19
PROFESSIONAL SALARY AFTER 5 YEARS	29,353	29,551	19
CLERICAL SALARY BEGINNING	15,349	15,395	18
CLERICAL SALARY AFTER 5 YEARS	20,508	20,242	18

NEWSPAPER UNION

	MEAN	MEDIAN	NUMBER
UNION			
PROFESSIONAL SALARY BEGINNING	19,858	20,000	38
PROFESSIONAL SALARY AFTER 5 YEARS	26,532	27,274	37
CLERICAL SALARY BEGINNING	14,847	14,264	42
CLERICAL SALARY AFTER 5 YEARS	19,309	19,136	43

NON UNION

PROFESSIONAL SALARY BEGINNING	16,711	16,224	47
PROFESSIONAL SALARY AFTER 5 YEARS	24,149	23,900	41
CLERICAL SALARY BEGINNING	11,860	12,006	72
CLERICAL SALARY AFTER 5 YEARS	16,410	16,004	64

AUTOMATED LIBRARY SYSTEM?
HAVE AUTOMATED SYSTEM

PROFESSIONAL SALARY BEGINNING	19,369	18,300	34
PROFESSIONAL SALARY AFTER 5 YEARS	27,118	27,447	16
CLERICAL SALARY BEGINNING	13,916	13,210	36
CLERICAL SALARY AFTER 5 YEARS	19,257	19,995	33

NO AUTOMATED SYSTEM

PROFESSIONAL SALARY BEGINNING	17,300	17,999	51
PROFESSIONAL SALARY AFTER 5 YEARS	24,194	24,336	45
CLERICAL SALARY BEGINNING	12,502	12,300	78
CLERICAL SALARY AFTER 5 YEARS	16,797	16,996	73

continued

Table 3. ONE AND TWO - PERSON LIBRARIES AND NEWSPAPER LIBRARIES.

TABLE 3 ONE AND TWO PERSON LIBRARIES
AND NEWSPAPER LIBRARIES

REGION	ONE FULL-TIME		TWO FULL-TIME		NEWSPAPERS	
	NUMBER	(PCT)	NUMBER	(PCT)	NUMBER	(PCT)
NEW ENGLAND	2	9.1	5	17.9	11	7.1
MID ATLANTIC	1	4.5	3	10.7	19	12.3
SOUTH ATLANTIC	4	18.2	2	7.1	28	18.0
EAST SOUTH CENTRAL	1	4.5	6	21.4	5	3.2
EAST NORTH CENTRAL	3	13.6	2	7.1	26	16.8
WEST NORTH	5	22.7	3	10.7	15	9.7
WEST SOUTH CENTRAL	4	18.2	4	14.3	14	9.0
MOUNTAIN	2	9.1	3	10.7	13	8.4
PACIFIC					13	8.4
CANADA					11	7.1
TOTAL	22		23		155	
CIRCULATION	ONE FULL-TIME		TWO FULL-TIME		NEWSPAPERS	
	NUMBER	(PCT)	NUMBER	(PCT)	NUMBER	(PCT)
TO 50,000	17	81.0	4	14.8	28	18.8
50,001-100,000	4	19.0	14	51.9	30	20.1
101,000-200,000			5	18.5	41	27.5
201,000-300,000			1	3.7	29	19.5
OVER 300,000			3	11.1	21	14.1
TOTAL	21		28		149	
OWNERSHIP	ONE FULL-TIME		TWO FULL-TIME		NEWSPAPERS	
	NUMBER	(PCT)	NUMBER	(PCT)	NUMBER	(PCT)
GROUP	13	65.0	18	64.3	81	54.7
INDEPENDENT	7	35.0	10	35.7	65	43.9
TOTAL	20		28		148	
EDITORIAL DEPT.	ONE FULL-TIME		TWO FULL-TIME		NEWSPAPERS	
	NUMBER	(PCT)	NUMBER	(PCT)	NUMBER	(PCT)
TO 100	21	100.0	23	82.1	62	43.1
101-200			4	14.3	35	24.3
201-300			1	3.6	25	17.4
					14	9.7
					8	5.6
TOTAL	21		28		144	
PART-TIME	ONE FULL-TIME		TWO FULL-TIME		NEWSPAPER	
	NUMBER	(PCT)	NUMBER	(PCT)	NUMBER	(PCT)
1 THRU 5	7	100.0	11	39.3	87	57.2
6 THRU 10			6	21.4	35	23.0
11 THRU 20			1	3.6	23	15.1
TOTAL	7		18		7	4.7
					152	
EDUCATION	ONE FULL-TIME		TWO FULL-TIME		NEWSPAPER	
	NUMBER	(PCT)	NUMBER	(PCT)	NUMBER	
MLS DEGREE	9		13		99	
GRADUATE DEGREE	4		2		43	
COLLEGE DEGREE	8		12		90	
1-4 YEARS COLLEGE	3		11		82	
HIGH SCHOOL EDUCATION	2		9		94	
TOTAL	26		47		408	
PROF. PAY START	ONE FULL-TIME		TWO FULL-TIME		NEWSPAPERS	
MEAN	15,263		16,767		18,193	
MEDIAN	14,500		18,000		18,185	
NUMBER	22		14		82	
PROF. PAY 5 YRS	ONE FULL-TIME		TWO FULL-TIME		NEWSPAPERS	
MEAN	22,556		22,915		25,417	
MEDIAN	20,196		24,032		25,000	
NUMBER	7		14		75	

continues

CLERICAL PAY BEGIN	ONE FULL-TIME	TWO FULL-TIME	NEWSPAPERS
MEAN	10,540	11,090	13,023
MEDIAN	10,400	10,670	12,782
NUMBER	11	21	112
CLERICAL PAY FIVE YRS	ONE FULL-TIME	TWO FULL-TIME	NEWSPAPERS
MEAN	13,647	16,841	17,654
MEDIAN	14,500	17,005	17,288
NUMBER	9	17	105
CLIPPINGS FILED	ONE FULL-TIME	TWO FULL-TIME	NEWSPAPERS
MEAN	448	709	1,464
MEDIAN	425	517	900
NUMBER	21	22	115
HOURS TO FILE CLIPS	ONE FULL-TIME	TWO FULL-TIME	NEWSPAPERS
MEAN	18.7	16.14	36.4
MEDIAN	19.6	10.5	20.5
NUMBER	21	22	117
PHOTOGRAPHS FILED	ONE FULL-TIME	TWO FULL-TIME	NEWSPAPERS
MEAN	143	240	494
MEDIAN	71	199	300
NUMBER	21	22	132
HOURS TO FILE PHOTOS	ONE FULL-TIME	TWO FULL-TIME	NEWSPAPERS
MEAN	7	9.5	18
MEDIAN	3.3	1.8	14
NUMBER	17	25	115
MICROCOMPUTER USE	ONE FULL-TIME	TWO FULL-TIME	NEWSPAPERS
	NUMBER (PCT)	NUMBER (PCT)	NUMBER (PCT)
YES	8 40.0	8 32	65 44.8
NO	12 60.0	17 68	80 55.2
TOTAL	22	25	145
DATABANKS	ONE FULL-TIME	TWO FULL-TIME	NEWSPAPERS
	NUMBER (PCT)	NUMBER (PCT)	NUMBER (PCT)
NEXIS	2	5	48 60.0
DOW JONES		3	24 30.0
DIALOG	1	5	48 60.0
VUTEXT	2	6	33 41.0
DATATIMES	1		23 28.0
INFOGLOBE		1	9 11.2
CANADIAN PRESS			4 5.0
BRS			7 8.7
SDC			3 3.7
TOTAL	6	19	80 Libraries
ONLINE BUDGET	ONE FULL-TIME	TWO FULL-TIME	NEWSPAPERS
	NUMBER (PCT)	NUMBER (PCT)	NUMBER (PCT)
UNDER 1,000	1 25.0	4 33.3	11 15.7
1,000-10,000	2 50.0	4 33.3	25 35.7
10,000-20,000	1 25.0	4 33.3	12 17.1
20,000-30,000			11 15.7
OVER 30,000			11 15.7
TOTAL	4	12	71
MICRO APPLICATIONS	ONE FULL-TIME	TWO FULL-TIME	NEWSPAPERS
	NUMBER	NUMBER	NUMBER (PCT)
ADMINISTRATION	3	4	34 34.7
NEGATIVES	1	3	12 12.3
PHOTOS	1	2	13 13.3
BOOKS	1	3	10 10.2
SUBSCRIPTIONS		2	5 5.0
OTHER	3	1	24 24.5

continued

PAGINATE	ONE FULL-TIME NUMBER	(PCT)	TWO FULL-TIME NUMBER	(PCT)	NEWSPAPERS NUMBER	(PCT)
YES	4	22.2	6	26.1	38	26.8
NO	14	77.8	17	73.9	104	73.2
TOTAL	18		23		142	
AUTOMATED SYSTEM?	ONE FULL-TIME NUMBER	(PCT)	TWO FULL-TIME NUMBER	(PCT)	NEWSPAPERS NUMBER	(PCT)
YES	1	5.3	8	30.8	51	32.9
NO	18	94.7	18	69.2	104	67.1
TOTAL	19		26		155	
SYSTEM NEXT YEAR?	ONE FULL-TIME NUMBER	(PCT)	TWO FULL-TIME NUMBER	(PCT)	NEWSPAPERS NUMBER	(PCT)
YES	2	10.0	4	21.1	23	24.0
NO	18	90.0	15	78.9	73	76.0
TOTAL	20		19		96	
TYPE OF SYSTEM	ONE FULL-TIME NUMBER	(PCT)	TWO FULL-TIME NUMBER	(PCT)	NEWSPAPERS NUMBER	(PCT)
DATATIMES			1	100.0	11	21.6
BASIS			3	37.5	8	15.7
VUTEXT			3	37.5	18	35.3
OTHER			2	25	3	5.9
					1	2.0
					3	5.9
					7	13.7
TOTAL			9		51	
UNION	ONE FULL-TIME NUMBER	(PCT)	TWO FULL-TIME NUMBER	(PCT)	NEWSPAPERS NUMBER	(PCT)
YES	2	9.5	6	24	53	35.1
NO	19	90.5	19	76	98	64.9
TOTAL	21		27		151	
UNION LIBRARY	ONE FULL-TIME NUMBER	(PCT)	TWO FULL-TIME NUMBER	(PCT)	NEWSPAPERS NUMBER	(PCT)
YES	3	13.6	6	22.2	53	35.1
NO	19	86.4	21	77.8	98	64.9
TOTAL	22		27		151	
MANAGER/UNION?	ONE FULL-TIME NUMBER	(PCT)	TWO FULL-TIME NUMBER	(PCT)	NEWSPAPERS NUMBER	(PCT)
YES	2	22.2	5	33.3	20	20.8
NO	7	77.8	10	77.7	76	79.2
TOTAL	9		15		96	
EVALUATIONS	ONE FULL-TIME NUMBER	(PCT)	TWO FULL-TIME NUMBER	(PCT)	NEWSPAPERS NUMBER	(PCT)
YES	16	72.7	22	78.6	108	70.1
NO	6	27.3	6	21.4	46	29.9
TOTAL	22		28		154	
RAISE	ONE FULL-TIME NUMBER	(PCT)	TWO FULL-TIME NUMBER	(PCT)	NEWSPAPERS NUMBER	(PCT)
YES	14	66.7	17	68	72	50.7
NO	7	33.3	8	32	70	49.3
TOTAL	22		25		142	
JOB DESCRIPTION	ONE FULL-TIME NUMBER	(PCT)	TWO FULL-TIME NUMBER	(PCT)	NEWSPAPERS NUMBER	(PCT)
YES	14	63.6	21	75	103	66.5
NO	8	36.4	7	25	52	33.5
TOTAL	22		28		155	

Table 4. FULL - TIME STAFF

FULL-TIME BY CIRCULATION						
	TO50	50-100	100-200	201-300	OVER300	TOTALS
1-5	27	27	22	6	5	87
	96.4%	93.1%	55%	22.2%	20%	58.4%
5-10	0	1	14	11	7	33
	0%	3.4%	35%	40.7%	28%	22.1%
11-20	1	0	3	7	11	22
	3.6%	0%	7.5%	25.9%	44%	14.8%
OVER21	0	1	1	3	2	7
	0%	3.4%	2.5%	11.1%	8%	4.7%
TOTALS	28	29	40	27	25	149

FULL-TIME BY BEGINNING PROFESSIONAL PAY						
	7000-1299	13000-179	18000-239	24000OVER	TOTALS	
1-5	9	18	20	1	48	
	90%	58.1%	46.5%	20%	53.9%	
5-10	0	8	11	2	21	
	0%	25.8%	25.6%	40%	23.6%	
11-20	1	3	8	1	13	
	10%	9.7%	18.6%	20%	14.6%	
OVER21	0	2	4	1	7	
	0%	6.5%	9.3%	20%	7.9%	
TOTALS	10	31	43	5	89	

FULL-TIME BY PROFESSIONAL PAY AFTER 5 YEARS						
	7000-1299	13000-179	18000-239	24000OVER	TOTALS	
1-5	1	8	13	21	43	
	100%	88.9%	52%	43.8%	51.8%	
5-10	0	1	7	12	20	
	0%	11.1%	28%	25%	24.1%	
11-20	0	0	4	9	13	
	0%	0%	16%	18.8%	15.7%	
OVER21	0	0	1	6	7	
	0%	0%	4%	12.5%	8.4%	
TOTALS	1	9	25	48	83	

FULL-TIME BY BEGINNING CLERICAL PAY						
	7000-1299	13000-179	18000-239	24000OVER	TOTALS	
1-5	39	20	2	0	61	
	72.2%	40.8%	28.6%	0%	55%	
5-10	9	18	0	0	27	
	16.7%	36.7%	0%	0%	24.3%	
11-20	5	7	3	1	16	
	9.3%	14.3%	42.9%	100%	14.4%	
OVER21	1	4	2	0	7	
	1.9%	8.2%	28.6%	0%	6.3%	
TOTALS	54	49	7	1	111	

FULL-TIME BY CLERICAL PAY AFTER 5 YEARS						
	7000-1299	13000-179	18000-239	24000OVER	TOTALS	
1-5	10	31	15	1	57	
	71.4%	60.8%	44.1%	16.7%	54.3%	
5-10	2	13	10	0	25	
	14.3%	25.5%	29.4%	0%	23.8%	
11-20	1	3	8	4	16	
	7.1%	5.9%	23.5%	66.7%	15.2%	
OVER21	1	4	1	1	7	
	7.1%	7.8%	2.9%	16.7%	6.7%	
TOTALS	14	51	34	6	105	

continued

FULL-TIME BY DATABANKS SEARCHED

	1-5	5-10	11-20	OVER21	TOTALS
NEXIS	20 30.8%	16 25%	12 18.2%	6 18.8%	54 23.8%
DOWJONES	6 9.2%	6 9.4%	11 16.7%	3 9.4%	26 11.5%
DIALOG	15 23.1%	12 18.8%	18 27.3%	7 21.9%	52 22.9%
VUTEXT	16 24.6%	13 20.3%	12 18.2%	7 21.9%	48 21.1%
DATATIMES	4 6.2%	6 9.4%	10 15.2%	4 12.5%	24 10.6%
CANADPRES	1 1.5%	2 3.1%	1 1.5%	2 6.3%	6 2.6%
INFOGLOBE	2 3.1%	4 6.3%	2 3%	2 6.3%	10 4.4%
BRS	0 0%	2 3.1%	0 0%	1 3.1%	3 1.3%
SDC	1 1.5%	3 4.7%	0 0%	0 0%	4 1.8%
TOTALS	65	64	66	32	227

FULL-TIME BY ONLINE SEARCHING BUDGET

	UNDER\$100	1001-1000	10001-200	20001-300	OVER30000	TOTALS
1-5	4 57.1%	12 41.4%	9 56.3%	1 10%	0 0%	26 35.6%
5-10	3 42.9%	9 31%	4 25%	4 40%	4 36.4%	24 32.9%
11-20	0 0%	7 24.1%	2 12.5%	5 50%	4 36.4%	18 24.7%
OVER21	0 0%	1 3.4%	1 6.3%	0 0%	3 27.3%	5 6.8%
TOTALS	7	29	16	10	11	73

FULL-TIME BY DO YOU HAVE AN AUTOMATED SYSTEM?

	YES	NO	TOTALS
1-5	15 31.9%	71 70.3%	86 58.1%
5-10	15 31.9%	17 16.8%	32 21.6%
11-20	13 27.7%	9 8.9%	22 14.9%
OVER21	4 8.5%	4 4%	8 5.4%
TOTALS	47	101	148

FULL-TIME BY STAFF SIZE

	INCREASE	DECREASE	UNCHANGED	TOTALS
1-5	7 50%	2 16.7%	7 31.8%	16 33.3%
5-10	3 ?1.4%	4 33.3%	8 36.4%	15 31.3%
11-20	4 28.6%	6 50%	5 22.7%	15 31.3%
OVER21	0 0%	0 0%	2 9.1%	2 4.2%
TOTALS	14	12	22	48

FULL-TIME BY PLAN TO INSTALL A SYSTEM

	YES	NO	TOTALS
1-5	11 47.8%	55 75.3%	66 68.8%
5-10	5 21.7%	12 16.4%	17 17.7%
11-20	5 21.7%	4 5.5%	9 9.4%
OVER21	2 8.7%	2 2.7%	4 4.2%
TOTALS	23	73	96

FULL-TIME BY STAFF RATIO

	ADDCLERK	ADDPROF	NOCHANGE	TOTALS
1-5	3 42.9%	3 21.4%	10 38.5%	16 34%
5-10	1 14.3%	7 50%	7 26.9%	15 31.9%
11-20	3 42.9%	4 28.6%	6 23.1%	13 27.7%
OVER21	0 0%	0 0%	3 11.5%	3 6.4%
TOTALS	7	14	26	47

continued

Table 5. CIRCULATION.

CIRCULATION BY BEGINNING PROFESSIONAL PAY

	7000-12999	13000-17999	18000-23999	24000OVER	TOTALS
TO50	7	3	3	0	13
	63.6%	11.1%	7.1%	0%	15.7%
50-100	1	8	6	0	15
	9.1%	29.6%	14.3%	0%	18.1%
100-200	2	7	13	0	22
	18.2%	25.9%	31%	0%	26.5%
201-300	1	5	7	1	14
	9.1%	18.5%	16.7%	33.3%	16.9%
OVER300	0	4	13	2	19
	0%	14.8%	31%	66.7%	22.9%
TOTALS	11	27	42	3	83

CIRCULATION BY PROFESSIONAL PAY AFTER FIVE YEARS

	7000-12999	13000-17999	18000-23999	24000OVER	TOTALS
TO50	1	3	2	4	10
	50%	37.5%	9.1%	8.9%	13%
0-100	1	2	6	6	15
	50%	25%	27.3%	13.3%	19.5%
100-200	0	2	7	10	19
	0%	25%	31.8%	22.2%	24.7%
201-300	0	1	3	10	14
	0%	12.5%	13.6%	22.2%	18.2%
OVER300	0	0	4	15	19
	0%	0%	18.2%	33.3%	24.7%
TOTALS	2	8	22	45	77

CIRCULATION BY BEGINNING CLERICAL PAY

	7000-12999	13000-17999	18000-23999	24000OVER	TOTALS
TO50	14	2	0	0	16
	26.4%	4.1%	0%	0%	14.5%
100-100	15	5	2	0	22
	28.3%	10.2%	28.6%	0%	20%
100-200	14	20	1	0	35
	26.4%	40.8%	14.3%	0%	31.8%
201-300	7	10	3	0	20
	13.2%	20.4%	42.9%	0%	18.2%
OVER300	3	12	1	1	17
	5.7%	24.5%	14.3%	100%	15.5%
TOTALS	53	49	7	1	110

CIRCULATION BY CLERICAL PAY AFTER FIVE YEARS

	7000-12999	13000-17999	18000-23999	24000OVER	TOTALS
TO50	5	7	1	0	13
	41.7%	13.7%	2.9%	0%	12.5%
50-100	4	11	6	0	21
	33.3%	21.6%	17.1%	0%	20.2%
100-200	2	18	11	1	32
	16.7%	35.3%	31.4%	16.7%	30.8%
201-300	1	10	5	4	20
	8.3%	19.6%	14.3%	66.7%	19.2%
OVER300	0	5	12	1	18
	0%	9.8%	34.3%	16.7%	17.3%
TOTALS	12	51	35	6	104

continued

	CIRCULATION BY DATABANKS SEARCHED					TOTALS
	TO50	50-100	100-200	201-400	OVER300	
NEXIS	2 18.2%	1 12.5%	13 27.7%	13 26.5%	22 25%	51 25.1%
DOWJONES	2 18.2%	0 0%	6 12.8%	4 8.2%	13 14.8%	25 12.3%
DIALOG	3 27.3%	3 37.5%	9 19.1%	13 26.5%	20 22.7%	48 23.6%
VUTEXT [†]	3 27.3%	4 50%	14 29.8%	9 18.4%	12 13.6%	42 20.7%
DATATIMES	1 9.1%	0 0%	1 2.1%	7 14.3%	11 12.5%	20 9.9%
CANADPRES	0 0%	0 0%	2 4.3%	0 0%	1 1.1%	3 1.5%
INFOGLOBE	0 0%	0 0%	2 4.3%	2 4.1%	4 4.5%	8 3.9%
BRS	0 0%	0 0%	0 0%	0 0%	3 3.4%	3 1.5%
SDC	0 0%	0 0%	0 0%	1 2%	2 2.3%	3 1.5%
TOTALS	11	8	47	49	88	203

	CIRCULATION BY BUDGET FOR ONLINE SEARCHING					TOTALS
	UNDER\$100	1001-1000	10001-200	20001-300	OVER300000	
TO50	4 50%	3 12%	1 7.1%	0 0%	0 0%	8 11.6%
50-100	1 12.5%	1 4%	2 14.3%	0 0%	0 0%	4 5.8%
100-200	0 0%	10 40%	2 14.3%	5 45.5%	0 0%	17 24.6%
201-300	3 37.5%	7 28%	5 35.7%	3 27.3%	1 9.1%	19 27.5%
OVER300	0 0%	4 16%	4 28.6%	3 27.3%	10 90.9%	21 30.4%
TOTALS	8	25	14	11	11	69

	CIRCULATION BY INSTALL SYSTEM NEXT YEAR		
	YES	NO	TOTALS
TO50	3 13%	23 31.5%	26 27.1%
50-100	5 21.7%	18 24.7%	23 24%
100-200	7 30.4%	16 21.9%	23 24%
201-300	3 13%	10 13.7%	13 13.5%
OVER300	5 21.7%	6 8.2%	11 11.5%
TOTALS	23	73	96

	CIRCULATION BY DO YOU HAVE AN AUTOMATED SYSTEM?		
	YES	NO	TOTALS
TO50	4 8.7%	25 24.5%	29 19.6%
50-100	3 6.5%	24 23.5%	27 18.2%
100-200	11 23.9%	27 26.5%	38 25.7%
201-300	15 32.6%	14 13.7%	29 19.6%
OVER300	13 28.3%	12 11.8%	25 16.9%
TOTALS	46	102	148

	CIRCULATION BY UNION		
	YES	NO	TOTALS
TO50	3 5.7%	27 27%	30 19.6%
50-100	8 15.1%	21 21%	29 19%
101-200	14 26.4%	26 26%	40 26.1%
201-300	14 26.4%	15 15%	29 19%
OVER300	14 26.4%	11 11%	25 16.3%
TOTALS	53	100	153

continued

Table 6. EDITORIAL SIZE

EDITORIAL SIZE BY FULL-TIME STAFF					
	1-5	5-10	11-20	OVER21	TOTALS
TO100	63	2	1	1	67
	70.8%	6.3%	4.3%	16.7%	44.7%
101-200	20	14	2	1	37
	22.5%	43.8%	8.7%	16.7%	24.7%
201-300	3	9	12	0	24
	3.4%	28.1%	52.2%	0%	16%
301-400	1	4	6	2	13
	1.1%	12.5%	26.1%	33.3%	8.7%
OVER400	2	3	2	2	9
	2.2%	9.4%	8.7%	33.3%	6%
TOTALS	89	32	23	6	150

EDITORIAL SIZE BY BEGINNING PROFESSIONAL PAY					
	7000-1299	13000-179	18000-239	24000OVER	TOTALS
TO100	8	15	12	0	35
	80%	51.7%	28.6%	0%	41.7%
101-200	1	5	9	1	16
	10%	17.2%	21.4%	33.3%	19%
201-300	0	3	10	0	13
	0%	10.3%	23.8%	0%	15.5%
301-400	1	3	5	1	10
	10%	10.3%	11.9%	33.3%	11.9%
OVER400	0	3	6	1	10
	0%	10.3%	14.3%	33.3%	11.9%
TOTALS	10	29	42	3	84

EDITORIAL SIZE BY PROFESSIONAL PAY AFTER 5 YEARS					
	7000-1299	13000-179	18000-239	24000OVER	TOTALS
TO100	1	8	9	12	30
	100%	88.9%	39.1%	26.7%	38.5%
101-200	0	1	6	7	14
	0%	11.1%	26.1%	15.6%	17.9%
201-300	0	0	4	10	14
	0%	0%	17.4%	22.2%	17.9%
301-400	0	0	3	7	10
	0%	0%	13%	15.6%	12.8%
OVER400	0	0	1	9	10
	0%	0%	4.3%	20%	12.8%
TOTALS	1	9	23	45	78

EDITORIAL SIZE BY BEGINNING CLERICAL PAY					
	7000-1299	13000-179	18000-239	24000OVER	TOTALS
TO100	34	9	2	0	45
	63%	19.1%	33.3%	0%	41.7%
101-200	11	17	0	0	28
	20.4%	36.2%	0%	0%	25.9%
201-300	6	10	3	1	20
	11.1%	21.3%	50%	100%	18.5%
301-400	3	7	0	0	10
	5.6%	14.9%	0%	0%	9.3%
OVER400	0	4	1	0	5
	0%	8.5%	16.7%	0%	4.6%
TOTALS	54	47	6	1	108

continued

EDITORIAL SIZE BY CLERICAL PAY AFTER 5 YEARS

	7000-1299	13000-179	18000-239	24000OVER	TOTALS
TO100	9	23	8	0	40
	75%	45.1%	23.5%	0%	39.2%
101-200	2	14	9	0	25
	16.7%	27.5%	26.5%	0%	24.5%
201-300	1	9	6	5	21
	8.3%	17.6%	17.6%	100%	20.6%
301-400	0	5	6	0	11
	0%	9.8%	17.6%	0%	10.8%
OVER400	0	0	5	0	5
	0%	0%	14.7%	0%	4.9%
TOTALS	12	51	34	5	102

EDITORIAL SIZE BY DATABANKS SEARCHED

	TO100	101-200	201-300	301-400	OVER400	TOTALS
NEXIS	9	12	10	11	10	52
	28.1%	27.3%	19.6%	25.6%	23.8%	24.5%
DOWJONES	3	3	5	8	8	27
	9.4%	6.8%	9.8%	18.6%	19%	12.7%
DIALOG	9	7	15	11	8	50
	28.1%	15.9%	29.4%	25.6%	19%	23.6%
VUTEXT	7	13	8	8	8	44
	21.9%	29.5%	15.7%	18.6%	19%	20.8%
DATATIMES	1	5	8	4	4	22
	3.1%	11.4%	15.7%	9.3%	9.5%	10.4%
CANADPRES	1	1	1	0	0	3
	3.1%	2.3%	2%	0%	0%	1.4%
INFOGLOBE	2	2	3	0	1	8
	6.3%	4.5%	5.9%	0%	2.4%	3.8%
BRS	0	0	1	0	2	3
	0%	0%	2%	0%	4.8%	1.4%
SDC	0	1	0	1	1	3
	0%	2.3%	0%	2.3%	2.4%	1.4%
TOTALS	32	44	51	43	42	212

EDITORIAL SIZE BY ONLINE SEARCHING BUDGET

	UNDER\$100	1001-1000	10001-200	20001-300	OVER30000	TOTALS
TO100	4	8	4	0	0	16
	50%	30.8%	26.7%	0%	0%	22.2%
101-200	2	9	5	3	0	19
	25%	34.6%	33.3%	27.3%	0%	26.4%
201-300	1	7	4	3	2	17
	12.5%	26.9%	26.7%	27.3%	16.7%	23.6%
301-400	0	2	1	4	4	11
	0%	7.7%	6.7%	36.4%	33.3%	15.3%
OVER400	1	0	1	1	6	9
	12.5%	0%	6.7%	9.1%	50%	12.5%
TOTALS	8	26	15	11	12	72

EDITORIAL SIZE BY DO YOU HAVE AN AUTOMATED SYSTEM?

	YES	NO	TOTALS
TO100	10	55	65
	20.8%	55.6%	44.2%
101-200	12	22	34
	25%	22.2%	23.1%
201-300	12	13	25
	25%	13.1%	17%
301-400	8	5	13
	16.7%	5.1%	8.8%
OVER400	6	4	10
	12.5%	4%	6.8%
TOTALS	48	99	147

continued

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