To: Directors of Nonuniversity ARL Libraries

From: Martha Kyrillidou, Senior Director, ARL Statistics and Service Quality Programs

Cc: ARL Annual Salary Survey Coordinators

Re: ARL Annual Salary Survey 2011-12

Enclosed are the instructions and questionnaire for the 2011-12 ARL Annual Salary Survey. The survey should be submitted by October 1, 2011. The 2011-12 ARL Annual Salary Survey mailing is available at: http://www.arl.org/stats/annualsurveys/salary/salform11.shtml.

We encourage you to report your data promptly so that we have sufficient time to ensure verification and accurate printing of the figures. Please do not hold up your response in the expectation that salaries will be raised later in the year; submit salary figures as of July 1, 2011.

Please note that we are asking you to report salaries for filled positions only. Please make a copy of the final report and retain it for your records.

Again this year we will be distributing the preliminary tables in electronic form via the ARL directors list and the ARL salary survey coordinators list. We anticipate issuing them as soon as we have a significant number of survey returns. Please note that it takes about two weeks from the time a survey is submitted to complete processing.

Please direct questions about completing the survey to stats@arl.org. This account is monitored on a regular basis by ARL staff including myself, Shaneka Morris, Gary Roebuck or David Green.

The 2011-12 ARL Annual Salary Survey is available online at http://www.arl.org/stats/salary/. Thank you for your contribution and continuing support.

Enclosures:

- ARL Annual Salary Survey 2011-12 Nonuniversity Library Questionnaire
- Instructions for Completing the Questionnaire: Nonuniversities