

Loudoun County Public Library Board of Trustees

AGENDA: LBOT Meeting March 16, 2022

7:00 p.m. CALL TO ORDER

MOMENT OF SILENCE

COMMENTS

Public Comment

Board Comment

Director's Comment

APPROVAL OF MINUTES

February 16, 2022 LBOT Meeting

AGENDA CHANGES

REPORTS

Programming Services Report:

Division Manager Susan VanEpps

Director's Report:

Library Director Chang Liu

INFORMATION ITEM:

II 01 Updated Schedule for LBOT Meetings Based on the Lifting of County's Emergency

II 02 FY2023 Budget Update

II 03 Staffing Update

II 04 Library Governance Discussion Update

II 05 LBOT Meeting Remote Participation Policy

II 06 Collection Management Policy; and Reconsideration (Challenge) Procedures

CLOSED EXECUTIVE SESSION (if needed)

ADJOURNMENT

DATE & TIME: March 16, 2022, at 7:00 p.m.

LOCATION: Rust Library 380 Old Waterford Road Leesburg VA 20176

ACCOMMODATIONS: To request a reasonable accommodation for any type of disability, please call 703-737-8468. Three days prior notice is requested.

Loudoun County Public Library
Board of Trustees Meeting Minutes
February 16, 2022

The Library Board of Trustees (LBOT) met Wednesday, February 16, 2022 at 7:03 p.m. The Chair and the Secretary were present.

Present Christina Olorunda, Chair
 Walter Purnell, Vice Chair
 Alana Boyajian
 Kush Jenkins (*arrived after the approval of the January meeting minutes*)
 Kathleen Kuhn
 Priscilla Martinez
 Monti Mercer
 Christine Newton
 Sara Pensgard
 Chang Liu, Director

Absent None

I. CALL TO ORDER

Chair Olorunda read the statement for electronic public meetings to ensure the continuity of government during the COVID-19 pandemic. All trustees participated remotely. Chair Olorunda called the meeting to order at 7:03 p.m. and called for a moment of silence.

II. PUBLIC COMMENT

None.

III. BOARD COMMENT

Vice Chair Purnell expressed his concern about a trend of book banning and emphasized that the library's policy continues to affirm that parents determine what materials are appropriate for their children.

Trustee Boyajian noted her appreciation of the inspiring stories included in the Director's Report and highlighted the library staff's creativity in reaching out to connect with people however possible. Trustee Mercer also expressed his appreciation for all the work that makes Loudoun County Public Library (LCPL) such a wonderful system.

Trustee Kuhn shared a friend's experience at the Sterling Library Makerspace and how impressed the patron was at the resources available, and how thrilled she is that Sterling Library will soon have a new branch manager.

Trustees Newton and Pensgard welcomed the inclusion of LCPL's top two resource requests in County Administrator Hemstreet's proposed budget for FY 2023, particularly the request to transition Library Aide positions to Library Assistant positions.

Chair Olorunda expressed appreciation for all the work being done behind the scenes at the Board, Administrative, and Branch levels.

IV. DIRECTOR COMMENT

Library Director Chang Liu thanked the LBOT for their words of encouragement, and for their support and guidance. She also thanked trustees Newton and Jenkins for their participation in the LCPL Budget Think Tank. The FY 2023 Budget Work Session for LCPL is scheduled for the evening of March 14th. The FY 2023 Budget for the County of Loudoun will be approved on April 5th.

V. AGENDA CHANGES

None.

VI. READING AND APPROVAL OF MINUTES

Trustee Kuhn moved to approve the January LBOT meeting minutes and Trustee Boyajian seconded. The motion passed **7-1-0-1 (yes/abstained/no/not present)**.

VII. REPORTS

Brambleton Library Branch Manager Christine Thompson presented reports on the work of Brambleton Library and the Friends of Brambleton Library during the past year. The reports were received by the LBOT Secretary and placed on file.

VIII. DIRECTOR'S REPORT

Director Liu presented the Director's Report for January 2022. The report was received by the LBOT Secretary and placed on file.

IX. INFORMATION ITEMS

II 01 Virginia Library Association Update

Director Liu presented an update on the Virginia Library Association (VLA)'s legislative program for 2022, including VLA's top three priorities for 2022. See VLA Legislative Program attached.

II 02 LCPL Staffing Update

Division Manager for Branch Services Sydney McCoy provided a staffing update and informed the LBOT that a new Branch Manager for Sterling Library has been hired and will be starting on March 3rd, and that other than the Library Aide positions that are currently on hold LCPL has 11 vacancies, about half of which are either in the offer stage or have wrapped up second round interviews.

Division Manager for Branch Services McCoy and Library Director Liu noted that our new hires are extremely impressive and that we are back to pre-pandemic levels of application numbers and quality.

Director Liu shared that County Administrator Hemstreet's proposed FY 2023 budget includes a generous 3% raise for County employees.

Trustee Kuhn complimented the flexibility of staff in their ability to move between branches, whether for short- or long-term work, and for making these transitions seem seamless.

II 03 Library Governance Discussion Update

Chair Olorunda thanked the ad hoc committee for their continued work and shared that the committee will remain in place as their work is ongoing. She emphasized the importance of the LBOT continuing as a governing library board and as an apolitical independent body, as well as the importance of Trustees continuing to be aware of events in the library and intellectual freedom space.

II 04 Intellectual Freedom Discussion

Chair Olorunda opened the discussion by encouraging all Trustees to remain educated about this topic and sharing the American Library Association (ALA)'s definition of intellectual freedom and the United Nations' designation of intellectual freedom as a basic human right, as well as the ALA's definitions of material challenges and bans.

Library Director Liu encouraged the LBOT to read the fundamental documents from the ALA, including the ALA Library Bill of Rights, Freedom to Read Statement, and Access to Library Resources and Services for Minors: An Interpretation of the Library Bill of Rights (all included in the LBOT Meeting Packet for the February 16, 2022 meeting). Library Director Liu noted that when LCPL welcomes new employees and plans work internally, we are guided by our Mission, Vision, and Values and these fundamental documents from the ALA.

Vice Chair Purnell commented that he had read and fully supports the documents. Trustee Mercer pointed out that the documents serve as a reminder of the LBOT's responsibility to uphold intellectual freedom.

Trustee Jenkins expressed his concern about threats to intellectual freedom. Trustee Kuhn echoed these concerns and emphasized that the right to choose what to read is critical.

Trustee Martinez commented on the importance of LCPL continuing to support and emphasize the right of parents and guardians to determine their children's access to library materials.

Trustee Newton urged the LBOT to be prepared for addressing this issue, as there have been recent examples of challenges and bans in public libraries in addition to school libraries.

Trustee Pensgard stated that LCPL is a public institution here to serve every individual in a diverse population, and that LCPL must build a collection that is balanced on controversial issues. She assured library staff and patrons that all challenges will be considered earnestly.

Chair Olorunda closed the discussion by encouraging all Trustees to continue to educate themselves and to be prepared to have meaningful discussions about any challenges that may arise.

II 05 Overview of Collection Management Services

Library Director Liu confirmed that the Collection Management Policy has not changed, and that the LBOT determines the library policy. She raised the updated LCPL Request for Reconsideration Procedures to the LBOT's attention because the procedure ultimately ends

with the LBOT as the final decisionmaker for material challenges. Chair Olorunda concurred that while the LBOT determines policies, and that guidelines and procedures are made at the Library Administration level, this procedure directly involves the LBOT and so is appropriate for the LBOT's approval.

Division Manager for Collection Management Services Jessica West provided an overview of LCPL's selection process, then reviewed the Request for Reconsideration Procedures.

Library Director Liu stated that she would work with staff and trustees to create options for additional language for the Collection Management Policy and Request for Reconsideration Procedures for discussion at the next meeting of the LBOT.

X. ACTION ITEMS

None.

XI. ADJOURNMENT

The meeting was adjourned at 9:25 p.m.

Respectfully submitted by,

Chang Liu

Chang Liu

Director, LCPL

Adopted by the Board in February 2022

(Signature of Presiding Officer)

Loudoun County Public Library Board of Trustees
INFORMATION ITEM SUMMARY: I 01 Updated Schedule for LBOT Meetings Based on the Lifting of County's Emergency

SUBJECT:	Updated Schedule for LBOT Meetings Based on the Lifting of County's Emergency
CONTACT:	Chair Christina Olorunda and Director Chang Liu
ACTION DATE:	March 16, 2022
RECOMMENDATION:	Chair Olorunda and Director Liu will share the updated LBOT meeting schedule for 2022 now that the County's COVID-19 emergency has been lifted. All LBOT meetings will be in person, effective March 16, 2022.
BACKGROUND:	
ISSUES:	
FISCAL IMPACT:	
DRAFT MOTION:	
ATTACHMENTS:	2022 Library Board of Trustees Meeting & Report Updated Schedule
NOTES:	
ACTION TAKEN:	



2022 Library Board of Trustees Meeting & Report Updated Schedule

All meetings will be held at 7:00 p.m.

NOTE: Beginning in March, all meetings will be held at Rust Library unless otherwise noted.

DATE	Branch or Division/ Support Group
January 19, 2022 (virtual)	Ashburn Library / FOAL
February 16, 2022 (virtual)	Brambleton Library / FOBL
March 16, 2022	Programming Division
April 20, 2022	Cascades Library / Friends Group
May 18, 2022 (at Gum Spring Library)	Gum Spring Library / FROGS
June 15, 2022	Collection Management Services (CMS) Division
July 20, 2022	Law Library / Friends Group
August 2022	RECESS
September 21, 2022	Annual Budget and Personnel Update
October 19, 2022 (at Lovettsville Library)	Lovettsville Library / Friends Group
November 16, 2022	Technology Services Division
December 14, 2022	Middleburg Library / Friends Group
DATE TBD	LBOT Retreat

Loudoun County Public Library Board of Trustees
INFORMATION ITEM SUMMARY: 1102 FY2023 Budget Update

SUBJECT:	FY2023 Budget Update
CONTACT:	Director Chang Liu
ACTION DATE:	March 16, 2022
RECOMMENDATION:	Director Liu will provide an update on the Library's FY2023 budget requests to the BOS.
BACKGROUND:	Every year, the BOS reviews and approves LCPL's budgetary resource requests for the next fiscal year. For FY2023, the LBOT approved the submission of three Resource Requests in the following order: 1) the upgrade of all Library Aide positions to Library Assistant positions; 2) the addition of one Budget and Finance Specialist; and 3) the addition of two Communications positions. County Administrator Hemstreet included the first two Resource Requests in his proposed budget to the BOS. The BOS work session on LCPL's FY2023 budget was scheduled for March 14, 2022.
ISSUES:	
FISCAL IMPACT:	
DRAFT MOTION:	
ATTACHMENTS:	
NOTES:	
ACTION TAKEN:	

Loudoun County Public Library Board of Trustees
INFORMATION ITEM SUMMARY: II 03 Staffing Update

SUBJECT:	Staffing Update
CONTACT:	Director Chang Liu and Division Manager for Branch Services Sydney McCoy
ACTION DATE:	March 16, 2022
RECOMMENDATION:	Director Liu and Division Manager McCoy will provide an update on the Library's staffing situation.
BACKGROUND:	
ISSUES:	
FISCAL IMPACT:	
DRAFT MOTION:	
ATTACHMENTS:	
NOTES:	
ACTION TAKEN:	

Loudoun County Public Library Board of Trustees
INFORMATION ITEM SUMMARY: 1104 Library Governance Discussion Update

SUBJECT:	Library Governance Discussion Update
CONTACT:	Chair Christina Olorunda
ACTION DATE:	March 16, 2022
RECOMMENDATION:	Chair Olorunda will provide an overview of the Board of Supervisors' and LBOT's discussions and actions about LCPL governance so far, then open the floor for comments/questions/suggestions by the Trustees.
BACKGROUND:	
ISSUES:	
FISCAL IMPACT:	
DRAFT MOTION:	
ATTACHMENTS:	
NOTES:	
ACTION TAKEN:	

Loudoun County Public Library Board of Trustees
INFORMATION ITEM SUMMARY: 1105 LBOT Meeting Remote Participation Policy

SUBJECT:	LBOT Meeting Remote Participation Policy
CONTACT:	Chair Christina Olorunda and Director Chang Liu
ACTION DATE:	March 16, 2022
RECOMMENDATION:	The LBOT needs to adopt a remote participation policy that would allow Trustees to participate in LBOT meetings remotely, up to two times a year, for personal reasons, when a physical quorum (five or more Trustees) is present. After the adoption of the remote participation policy, the LBOT By-Laws will need to be updated to include the remote participation policy.
BACKGROUND	With the lifting of Loudoun County’s COVID-19 Emergency on March 1, 2022, the LBOT meetings will be in person again. However, occasionally a trustee may not be physically able to attend an LBOT meeting due to personal reasons. This policy would allow trustees to participate in LBOT meetings remotely under certain circumstances.
ISSUES:	
FISCAL IMPACT:	
DRAFT MOTION:	
ATTACHMENTS:	
NOTES:	
ACTION TAKEN:	

Loudoun County Public Library Board of Trustees

ACTION ITEM SUMMARY: 1106 Collection Management Policy; and Reconsideration (Challenge) Procedures

SUBJECT:	Collection Management Policy; and Reconsideration (Challenge) Procedures
CONTACT:	Director Chang Liu and Division Manager for Collection Management Services Jessica West
ACTION DATE:	March 16, 2022
RECOMMENDATION:	
BACKGROUND	The LBOT reviews and revises LCPL policies regularly. This update of the Collection Management Policy is part of the routine review process. Along with the draft Collection Management Policy, two versions of the Reconsideration Procedures are attached, for LBOT's consideration.
ISSUES:	
FISCAL IMPACT:	
DRAFT MOTION:	
ATTACHMENTS:	Draft Collection Management Policy; and draft Reconsideration (Challenge) Procedures (two versions)
NOTES:	
ACTION TAKEN:	

2. Collection Management

Collection Development

Loudoun County Public Library (LCPL) provides a range of materials in a variety of formats to meet the needs and interests of its customers.

Items in LCPL's collection are selected based on intrinsic merit, appropriateness, and customer demand. LCPL strives to offer a balanced assortment of viewpoints in all subject areas. Materials are judged on the entirety of the work and not on isolated passages. LCPL is an apolitical public service. Therefore, opinions shared in materials are neither endorsed by LCPL, its Director, nor the Loudoun County Public Library Board of Trustees (LBOT).

Use and access of materials by minors is solely the responsibility of each minor's legal guardian(s).

[Customer input regarding the selection](#) or [reconsideration](#) of materials is encouraged and reviewed promptly. Requests for reconsideration are addressed according to LCPL Reconsideration (Challenge) Procedures. Requests appealed to the Library Board of Trustees will receive a final decision.

The LBOT endorses the [American Library Association's \(ALA\) Library Bill of Rights](#), the [ALA's Freedom to Read Statement](#), and the ALA's [Access to Library Resources and Services for Minors](#) statement and interprets these statements to include all materials regardless of format.

Collection Maintenance

Materials that are outdated, no longer in demand, or in poor condition may be removed from the collection and distributed to LCPL support groups for sale or surplus auction held by Loudoun County Government.

Effective June 16, 2021

LCPL Guidelines and Procedures | Current as of 3/16/2022

Reconsideration (Challenge) Procedures Ver. 1

Prepared By: Jessica West Date: 1/28/2022	Approved By: Chang Liu and LBOT Position: Director, Trustees	Updated By: Updated Date:
Division: Collection Management Services	Associated Policies, Guidelines, or Procedures: Collection Management Policy	Review Schedule: Annual

Purpose

Loudoun County Public Library recognizes that differences of opinion may exist in the community about the value and suitability of materials in the library's collection. It is the library's position that while anyone is free to reject for themselves materials of which they do not approve, they may not restrict the use and access by others. The library carefully evaluates suggestions from customers to consider the removal or reclassification of material in the library collection.

Responsibility for the use and access of library materials by children and young adults rests with their parents or legal guardians. Loudoun County Public Library does not stand *in loco parentis*. It is the responsibility of parents to monitor what their children check out.

Library materials are not marked or identified by the library to show approval or disapproval of the contents. No book or other library material is sequestered, except for the purpose of protecting it from injury or theft. Materials that have been accepted into the collection as qualifying under the criteria for selection will not be automatically removed at the request of those who disagree with their content. The following procedures are a guide for handling a request for reconsideration.

Informal Requests for Reconsideration

1. Staff should listen respectfully to the customer. As soon as possible, staff should locate the branch manager or person-in-charge (PIC) to speak with the customer. As appropriate, the manager or PIC should briefly explain the following points from the library's collection management policy:
 - Loudoun County Public Library strives to provide a wide range of materials in a variety of formats to meet the needs and interests of a diverse public.

- Opinions and viewpoints shared in materials are not endorsed by LCPL or its staff.
 - Staff should remind the customer that individuals are free to select or reject materials for themselves. However, our goal is to ensure that a broad spectrum of materials are available for other customers who might be interested in these items.
2. If the customer suggests removing the item from the library or restricting access because, in the customer's opinion, the item is not appropriate for children, staff should explain that only parents have the right to determine what resources are acceptable for their children. It is the responsibility of parents to monitor what their children check out.
 3. Staff should remind the customer that library staff are always available to help locate materials that are of interest and may appeal to them.
 4. If the customer would like to pursue this challenge further, staff should provide the customer with a copy of the formal reconsideration procedures, LCPL's [collection management policy](#), the [American Library Association's \(ALA\) Library Bill of Rights](#), the [ALA's Freedom to Read Statement](#), and the [ALA's Access to Library Resources and Services for Minors](#), and point the customer to or provide a hard copy of the Request for Reconsideration form, which is available via [LCPL's website](#) or in the [Collection Management](#) channel on Teams.
 5. Staff should send the completed Request for Reconsideration form to the division manager of collection management services, who will respond to the customer's request.

Formal Requests for Reconsideration

The following steps will be used when a customer submits a formal request for reconsideration. Each step in the process is to be completed within 30 days or less. A formal request for reconsideration is initiated only upon receipt of the Request for Reconsideration form by the division manager of collection management services. After a response to the request is sent to the customer, or 30 days elapses, whichever occurs first, the customer may proceed to the next step in the process. For the duration of this process, the material in question will remain in circulation in the library collection.

1. The division manager of collection management services will respond to the customer in writing based on the library's collection management policy.

2. Any appeal of the director's decision must be made in writing to the library director who will look into the matter further and respond to the customer in writing.
3. Any appeal of the director's decision must be made in writing to the Library Board of Trustees. The customer may submit the request to LBOT@loudoun.gov.

When the board receives the appeal, the library director and the chair of the Library Board of Trustees will form a review committee comprising a member of the staff (not to include the library director or division manager of collection management services), a library board member (not to include the chair), and a non-partial community representative. The customer is invited to attend all public meetings where the reconsideration request will be considered.

The following steps are then carried out by the review committee within a period of 30 days or less:

1. Read, view, or listen to the material in question.
2. Review any awards, recommended lists, and reviews of the material.
3. Determine the extent to which the material meets the [collection management policy](#), the [American Library Association's \(ALA\) Library Bill of Rights](#), the [ALA's Freedom to Read Statement](#), and the [ALA's Access to Library Resources and Services for Minors](#), and consider the customer's written complaint.
4. Advertise and hold a public meeting. Discuss the material and determine what course of action to recommend to the LBOT.
5. Write and submit a report to the LBOT detailing the committee's recommendation.

The library director then presents the committee's report and recommendation to the board as an information item. At the next scheduled library board meeting, when the board has received sufficient information to proceed, the board votes to either:

1. Make no changes to the material.
2. Re-catalog the material.
3. Remove the material.

The decision of the library board will be final.

Materials that have been reviewed by the Library Board of Trustees, as the result of a formal request, will not be reconsidered for a period of one year. Should a new reconsideration request for the same material occur within a year of a decision, a copy of the response to the previous complaint, will be sent to the individual or group submitting the new reconsideration request. However, if the request submitted is seeking a substantially different outcome, then the reconsideration process will proceed as normal.

LCPL Guidelines and Procedures | Current as of 3/16/2022

Reconsideration (Challenge) Procedures Ver. 2

Prepared By: Jessica West Date: 1/28/2022	Approved By: Chang Liu and LBOT Position: Director, Trustees	Updated By: Updated Date:
Division: Collection Management Services	Associated Policies, Guidelines, or Procedures: Collection Management Policy	Review Schedule: Annual

Purpose

Loudoun County Public Library recognizes that differences of opinion may exist in the community about the value and suitability of materials in the library's collection. It is the library's position that while anyone is free to reject for themselves materials of which they do not approve, they may not restrict the use and access by others. The library carefully evaluates suggestions from customers to consider the removal or reclassification of material in the library collection.

Responsibility for the use and access of library materials by children and young adults rests with their parents or legal guardians. Loudoun County Public Library does not stand *in loco parentis*. It is the responsibility of parents to monitor what their children check out.

Library materials are not marked or identified by the library to show approval or disapproval of the contents. No book or other library material is sequestered, except for the purpose of protecting it from injury or theft. Materials that have been accepted into the collection as qualifying under the criteria for selection will not be automatically removed at the request of those who disagree with their content. The following procedures are a guide for handling a request for reconsideration.

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1. Staff should listen respectfully to the customer. As soon as possible, staff should locate the branch manager or person-in-charge (PIC) to speak with the customer. As appropriate, the manager or PIC should briefly explain the following points from the library's collection management policy:
 - Loudoun County Public Library strives to provide a wide range of materials in a variety of formats to meet the needs and interests of a diverse public.

- Opinions and viewpoints shared in materials are not endorsed by LCPL or its staff.
 - Staff should remind the customer that individuals are free to select or reject materials for themselves. However, our goal is to ensure that a broad spectrum of materials are available for other customers who might be interested in these items.
2. If the customer suggests removing the item from the library or restricting access because, in the customer's opinion, the item is not appropriate for children, staff should explain that only parents have the right to determine what resources are acceptable for their children. It is the responsibility of parents to monitor what their children check out.
 3. Staff should remind the customer that library staff are always available to help locate materials that are of interest and may appeal to them.
 4. If the customer would like to pursue this challenge further, staff should provide the customer with a copy of the formal reconsideration procedures, LCPL's [collection management policy](#), the [American Library Association's \(ALA\) Library Bill of Rights](#), the [ALA's Freedom to Read Statement](#), and the [ALA's Access to Library Resources and Services for Minors](#), and point the customer to or provide a hard copy of the Request for Reconsideration form, which is available via [LCPL's website](#) or in the [Collection Management](#) channel on Teams.
 5. Staff should send the completed Request for Reconsideration form to the division manager of collection management services, who will respond to the customer's request.

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The following steps will be used when a customer submits a formal request for reconsideration. Each step in the process is to be completed within 30 days or less. A formal request for reconsideration is initiated only upon receipt of the Request for Reconsideration form by the division manager of collection management services. After a response to the request is sent to the customer, or 30 days elapses, whichever occurs first, the customer may proceed to the next step in the process. For the duration of this process, the material in question will remain in circulation in the library collection.

1. The division manager of collection management services will respond to the customer in writing based on the library's collection management policy.
2. If the customer is not satisfied with the division manager's response, the reconsideration request will be passed to the library director who will form a

review committee comprising two members of the staff (not to include the library director or division manager of collection management services), and a non-partial community representative.

The following steps are then carried out by the review committee within a period of 30 days or less:

- Read, view, or listen to the material in question.
 - Review any awards, recommended lists, and reviews of the material.
 - Determine the extent to which the material meets the [collection management policy](#), the [American Library Association's \(ALA\) Library Bill of Rights](#), the [ALA's Freedom to Read Statement](#), and the [ALA's Access to Library Resources and Services for Minors](#), and consider the customer's written complaint.
 - Discuss the material confidentially and determine what course of action to recommend to the library director.
 - Write and submit a report to the library director detailing the committee's recommendation.
3. The committee's recommendation will be presented to the library director. The director will determine a course of action and respond to the customer in writing.

Any appeal of the director's decision must be made in writing to the Library Board of Trustees. The customer may submit the request to LBOT@loudoun.gov.

When the board receives the appeal, the Library Board of Trustees will review the request. The LBOT shall reach a final decision by majority vote within 60 days after receiving the written appeal.

The library board will vote to either:

1. Make no changes to the material.
2. Re-catalog the material.
3. Remove the material.

The decision of the library board will be final.

Materials that have been reviewed by the Library Board of Trustees, as the result of a formal request, will not be reconsidered for a period of one year. Should a new reconsideration request for the same material occur within a year of a decision, a copy of the response to the previous complaint, will be sent to the individual or group submitting the new reconsideration request. However, if the request submitted is seeking a substantially different outcome, the reconsideration process will proceed as normal.

Library Trust Funds Holdings

2/28/2022

Irwin Uran Trust Fund	\$ 84,410.45	LGIP*	0.133%
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Symington Trust Fund	\$ 86,949.90	LGIP*	0.133%
		CD**	Trade Date Maturity Yield
	\$ 850,253.31	<i>FVC Bank</i>	03/18/20 03/18/25 1.250%
	\$ 851,824.65	<i>FVC Bank</i>	02/19/19 02/19/24 3.005%
	\$ 874,814.45	<i>United Bank</i>	03/22/18 03/22/23 3.000%
	\$ 845,245.27	<i>United Bank</i>	03/29/17 03/29/22 2.000%
	\$ 905,059.01	<i>John Marshall Bank</i>	03/31/21 03/31/26 0.750%
Symington Total	\$ 4,414,146.59		

James Horton Trust Fund	\$ 29,842.05	LGIP*	0.133%
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*LGIP balances available for expenses

**CD balances subject to penalty for early withdrawal

**Irwin Uran Trust Fund
Fund 1220
FY22**

Month	Beginning Balance	Prior Mo Adjustment	Revenue (Donations)	Expenses	Ending Balance Oracle-Interest*	Interest Earned*	Ending Balance Oracle+Interest	Average LGIP Rate
July	\$ 84,366.43	\$ -	\$ -	\$ -	\$ 84,366.43	\$ 4.08	\$ 84,370.51	0.058%
August	\$ 84,370.51	\$ -	\$ -	\$ -	\$ 84,370.51	\$ 4.36	\$ 84,374.87	0.062%
September	\$ 84,374.87	\$ -	\$ -	\$ -	\$ 84,374.87	\$ 4.22	\$ 84,379.09	0.060%
October	\$ 84,379.09	\$ -	\$ -	\$ -	\$ 84,379.09	\$ 4.15	\$ 84,383.24	0.059%
November	\$ 84,383.24	\$ -	\$ -	\$ -	\$ 84,383.24	\$ 4.57	\$ 84,387.81	0.065%
December	\$ 84,387.81	\$ -	\$ -	\$ -	\$ 84,387.81	\$ 5.98	\$ 84,393.79	0.085%
January	\$ 84,393.79	\$ -	\$ -	\$ -	\$ 84,393.79	\$ 7.31	\$ 84,401.10	0.104%
February	\$ 84,401.10	\$ -	\$ -	\$ -	\$ 84,401.10	\$ 9.35	\$ 84,410.45	0.133%
March	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
April	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
May	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
June	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
Total FY	\$ 84,366.43	\$ -	\$ -	\$ -	\$ 84,366.43	\$ 44.02	\$ 84,410.45	

*Interest Earnings Based On Average LGIP Rate For the Month

**Symington Trust
Fund 1223
FY22**

Month	Beginning Balance	Prior Month Adjustment	Revenue (Donations)	Expenses	Ending Balance Oracle-Interest*	Interest Earned @ LGIP Rate**	CD Interest Received	Ending Balance Oracle+Interest	Average LGIP Rate
July	\$ 4,414,101.24	\$ -	\$ -	\$ -	\$ 4,414,101.24	\$ 8.36	\$ -	\$ 4,414,109.60	0.058%
August	\$ 4,414,109.60	\$ -	\$ -	\$ -	\$ 4,414,109.60	\$ 8.94	\$ -	\$ 4,414,118.54	0.062%
September	\$ 4,414,118.54	\$ (8.61)	\$ -	\$ -	\$ 4,414,109.93	\$ 4.35	\$ -	\$ 4,414,114.28	0.060%
October	\$ 4,414,114.28	\$ -	\$ -	\$ -	\$ 4,414,114.28	\$ 4.27	\$ -	\$ 4,414,118.55	0.059%
November	\$ 4,414,118.55	\$ -	\$ -	\$ -	\$ 4,414,118.55	\$ 4.71	\$ -	\$ 4,414,123.26	0.065%
December	\$ 4,414,123.26	\$ -	\$ -	\$ -	\$ 4,414,123.26	\$ 6.16	\$ -	\$ 4,414,129.42	0.085%
January	\$ 4,414,129.42	\$ -	\$ -	\$ -	\$ 4,414,129.42	\$ 7.53	\$ -	\$ 4,414,136.95	0.104%
February	\$ 4,414,136.95	\$ -	\$ -	\$ -	\$ 4,414,136.95	\$ 9.64	\$ -	\$ 4,414,146.59	0.133%
March	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
April	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
May	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
June	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
Total FY	\$ 4,414,101.24	\$ (8.61)	\$ -	\$ -	\$ 4,414,092.63	\$ 53.96	\$ -	\$ 4,414,146.59	

*Ending Balances include CD's and Money Market balances - see holding tab

**Interest Earnings on funds invested at LGIP - Based On Average LGIP Rate For the Month

July and August Interest calculated based off 7.1.20 CD Balances, corrected in September

CD's as of 12/31/2021

\$ 905,059.01		<i>John Marshall Bank</i>	3/31/2021	3/31/2026	0.750%
\$ 850,253.31		<i>FVC Bank</i>	3/18/2020	3/18/2025	1.950%
\$ 851,824.65		<i>FVC Bank</i>	2/19/2019	2/19/2024	3.005%
\$ 874,814.45		<i>United Bank</i>	3/22/2018	3/22/2023	3.000%
\$ 845,245.27		<i>United Bank</i>	3/29/2017	3/29/2022	2.000%
\$ 4,327,196.69					

**James Horton Prog for the Arts Trust Fund
Fund 1222
FY22**

Month	Beginning Balance	Prior Month Adjustment	Revenue (Donations)	Expenses	Ending Balance Oracle-Interest*	Interest Earned*	Ending Balance Oracle+Interest	Average LGIP Rate
July	\$ 28,326.70	\$ -	\$ -	\$ -	\$ 28,326.70	\$ 1.37	\$ 28,328.07	0.058%
August	\$ 28,328.07	\$ -	\$ -	\$ -	\$ 28,328.07	\$ 1.46	\$ 28,329.53	0.062%
September	\$ 28,329.53	\$ -	\$ -	\$ -	\$ 28,329.53	\$ 1.42	\$ 28,330.95	0.060%
October	\$ 28,330.95	\$ -	\$ 1,500.00	\$ -	\$ 29,830.95	\$ 1.47	\$ 29,832.42	0.059%
November	\$ 29,832.42	\$ -	\$ -	\$ -	\$ 29,832.42	\$ 1.62	\$ 29,834.04	0.065%
December	\$ 29,834.04	\$ -	\$ -	\$ -	\$ 29,834.04	\$ 2.11	\$ 29,836.15	0.085%
January	\$ 29,836.15	\$ -	\$ -	\$ -	\$ 29,836.15	\$ 2.59	\$ 29,838.74	0.104%
February	\$ 29,838.74	\$ -	\$ -	\$ -	\$ 29,838.74	\$ 3.31	\$ 29,842.05	0.133%
March	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
April	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
May	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
June	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
Total FY	\$ 28,326.70	\$ -	\$ 1,500.00	\$ -	\$ 29,826.70	\$ 15.35	\$ 29,842.05	

*Interest Earnings Based On Average LGIP Rate For the Month