

Loudoun County Public Library Board of Trustees

AGENDA: LBOT Meeting November 16, 2022

7:00 p.m. CALL TO ORDER

MOMENT OF SILENCE

COMMENTS

Public Comment

Board Comment

Acting Director's Comment

APPROVAL OF MINUTES

September 21, 2022, LBOT Meeting
October 8, 2022, LBOT Retreat

AGENDA CHANGES

REPORTS

Technology Services Report:

Director's Report:

Committee Reports:

Division Manager Dan Bureau

Library Acting Director Michael VanCampen

LBOT Chair Christina Olorunda

INFORMATION ITEM:

II 01 FY2023 and FY2024 Budget Update

II 02 Staffing Update

II 03 Calendar Year 2023 LBOT Meeting Schedule

II 04 Calendar Year 2023 LCPL Holiday Schedule

CLOSED EXECUTIVE SESSION (if needed)

ADJOURNMENT

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

LOCATION: Rust Library 380 Old Waterford Road NW 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
September 21, 2022

The Library Board of Trustees (LBOT) met at Rust Library on Wednesday, September 21, 2022 at 7:00 p.m. The Chair and the Secretary were present.

Present Christina Olorunda, Chair
 Vacant, Vice Chair
 Alana Boyajian (present until 8:43 p.m.)
 Mary Colucci
 Erika Daly
 Kathleen Kuhn
 Priscilla Martinez
 Monti Mercer
 Christine Newton
 Sara Pensgard
 Chang Liu, Director

Absent Alana Boyajian (absent after 8:43 p.m.)

I. CALL TO ORDER

Chair Olorunda called the meeting to order at 7:02 p.m. and called for a moment of silence.

II. PUBLIC COMMENT

None.

III. BOARD COMMENT

Chair Olorunda introduced new Trustee Erika Daly, representing the Broad Run District. Trustee Daly shared her happiness to be joining the board.

Trustee Kuhn offered congratulations for Loudoun County Public Library's (LCPL) award of Favorite Government Service by LoudounNow. She thanked the Trustees for the work that continued through the break and thanked Assistant County Attorney John Sherwood for his work on an ongoing Americans with Disabilities Act (ADA) question.

Trustee Newton thanked Trustee Mercer, Director Liu, and Deputy Director Michael Van Campen for their work on budget requests for this Fiscal Year. She recognized book banning week and noted that challenges to intellectual freedom are abundant in the news.

Trustee Pensgard celebrated a recent Lovettsville Library program that taught library customers about the Dewey Decimal system, empowering customers to navigate the library on their own. She thanked Lovettsville Library Branch Manager Myisha Fuller for the first report of the County's Diversity, Equity, Inclusion and Accessibility Committee, and recognized Sam Vanderveldt at Gum Spring Library for shelving 16 and a half carts of Juvenile and Children's books on her own.

Trustee Mercer welcomed Trustee Daly, and thanked the Staff Development Day Planning Committee for their work planning and preparing for the event. He also recognized Troy Wingard of Brambleton Library for his recent Virginia Association of Counties (VACo) award in recognition of a very successful Teen Micro Art Gallery program, and Carlos Flores at Gum Spring Library for assisting a customer with research that enabled a much-needed car repair. Trustee Mercer also recognized Gum Spring's Summer Days camp program series, and Gum Spring Librarian Dena Henchen for joining the Loudoun County Employee Advisory Committee (EAC) to represent Library Services. He also thanked Programming and Community Engagement Coordinator Kelly Senser for her representation on the EAC.

Trustee Boyajian also congratulated Troy Wingard on the VACo award, and thanked LCPL staff for a well done booth at the Bluemont Fair. She also read a statement in recognition of banned books week. The statement was received by the LBOT Secretary and placed on file.

Trustee Martinez welcomed Trustee Daly and expressed her strong support of Trustee Boyajian's statement.

Trustee Colucci shared her appreciation of the Trustee Orientation process. She expressed her shared concern about challenges to intellectual freedom as well as her confidence in the strength and effectiveness of the policies and procedures that have been established. She noted that now is the time to stand up for libraries and the freedom to read and learn.

Christina Olorunda invited the Trustees to attend Staff Development Day, and commended Kelly Senser's organization of a food collection at Staff Development Day in support of Loudoun Hunger Relief. She also reminded Trustees of the upcoming LBOT retreat and VLA conference.

IV. DIRECTOR COMMENT

Director Liu recognized Drew Zenowich, President of the Loudoun Library Foundation, and Leah Bromser-Kloeden, former Branch Manager and Division Manager for Collection Management Services and now head of the Friends of Purcellville Library. Director Liu also recognized new LCPL staff member, Accountant Seung-Joo Lee, who introduced herself to the LBOT.

Director Liu noted some discrepancies in door count statistics due to internal equipment counting errors, leading to a 13.5% miscalculation which has now been corrected. She shared and Chair Olorunda reiterated that the door count error had no impact on any awards received by LCPL.

V. AGENDA CHANGES

None.

VI. READING AND APPROVAL OF MINUTES

Trustee Pensgard moved to approve the July LBOT meeting minutes and Trustee Kuhn seconded the motion.

Approved **8-1-0-0 (yes/abstained/no/not present)**.

VII. REPORTS

LCPL Finance and Budget Manager Nan Paek provided the FY22 Annual Budget Report.

The report was received by the LBOT Secretary and placed on file.

Trustee Mercer complimented the presentation and inquired about how State Aid funds can be spent. Finance and Budget Manager Paek responded that LCPL uses 100% of that funding for the collection.

Chair Olorunda noted that LCPL is 99.6% on target with revenue projections and complimented the accuracy of those projections.

Trustee Daly inquired about where gifts are considered in the revenue stream; Finance and Budget Manager Paek shared that they would be included under miscellaneous or fees/cataloging and Director Liu explained that checks made out to "Loudoun County Public Library" are turned in to the County budget.

VIII. DIRECTOR'S REPORT

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

IX. COMMITTEE REPORTS

Brambleton Library Branch Manager Christine Thompson provided an overview of the work of the LBOT Facilities Committee. The report was received by the LBOT Secretary and placed on file.

Trustee Martinez inquired as to how the Trustees included in the letter of information generated throughout the referral consideration process are determined. Chair Olorunda confirmed that all Trustees receive the letter generated simultaneously, and that the Trustees carbon-copied on the letter are those whose districts are impacted but any Trustees can be included in the carbon-copy line.

Assistant County Attorney Sherwood added the context that the LBOT should expect eastern branches to continue to be impacted more strongly by the natural flow of development in the County.

Director Liu, on behalf of the Budget Committee, shared an update on the LCPL Passport Services item which was included in the Loudoun County Board of Supervisors (BOS) Budget and Finance Committee's consent agenda. The result is that the Passport pilot program at Rust Library will continue for 2 additional years, then LCPL will return to the BOS Budget and Finance Committee with a more comprehensive report on Passport Services.

Trustee Boyajian, on behalf of the Library Governance Committee, noted that the updates from the Committee are included as an Action Item in this meeting's agenda.

X. INFORMATION ITEMS

11 01 FY2022 and FY2023 Budget Update

Director Liu noted that the FY23 Budget has been allocated and LCPL is proceeding accordingly.

II 02 Staffing Update

Director Liu shared that LCPL has hired 3 new staff members, 2 staff members have resigned, and that an almost 2-year effort to reclassify a vacant position in Technology Services has been approved and the recruitment process will begin immediately.

II 03 Annual Review of LCPL Policies and LBOT Governance Documents

Chair Olorunda flagged the two primary changes which are adjustments to citations to the Code of Virginia. Trustee Pensgard noted that no additional comments were received over the break and what was included in the packet comprises the final draft version with the minor updates discussed at the July meeting.

II 04 Request for Reconsideration Update

Chair Olorunda highlighted that the process for reconsideration of materials and of programming has been established. Division Manager Jessica West noted that responding to challenges to third-party vendors was under consideration, but no library systems were identified with a process to challenge a whole platform or vendor.

Division Manager Jessica West also shared that the American Library Association (ALA) recommends including information on reconsideration request forms to let the customer know that the form becomes part of the public record and could be subject to FOIA.

Chair Olorunda asked Assistant County Attorney John Sherwood to research how reconsideration of an entire third-party service would be governed. Assistant County Attorney Sherwood pointed out that if LCPL subscribes to a platform or contracts out a service to an outside vendor that's handled under the procurement process, that process itself places limits on the ability of a public body to delve into the proprietary decisions of our contractors.

Assistant County Attorney Sherwood agreed to research the issue and will consult with procurement attorneys to ensure general contracting rules are taken into account.

Trustee Newton pointed out that LCPL has a complaint process separate from the reconsideration process.

Trustee Pensgard pointed out that there have been challenges in other library systems to certain aggregators.

Trustee Martinez asked Assistant County Attorney Sherwood to look into language on the reconsideration form regarding materials and vendors.

Chair Olorunda encouraged Trustees to bring ideas and input on this topic to the next meeting.

II 05 LBOT Vice Chair Nomination

Trustee Kuhn received one nomination for Trustee Pensgard for Vice Chair in advance of the meeting and asked for nominations from the floor.

Trustee Martinez nominated Trustee Mercer for Vice Chair. Trustee Mercer accepted the nomination.

XI. ACTION ITEMS

AI 01 Approval of LCPL Policies

Trustee Newton moved to approve LCPL Policies as presented in the meeting packet. Trustee Kuhn seconded.

The motion passed **8-0-0-1 (yes/abstained/no/not present)**.

AI 02 Approval of the LBOT By-laws and Rules of Order

Trustee Pensgard moved to approve the attached LBOT Bylaws and rules of order as presented in the meeting packet. Trustee Colucci seconded the motion.

The motion passed **8-0-0-1 (yes/abstained/no/not present)**.

AI 03 LBOT Vice Chair Election

Before the voting commenced, Assistant County Attorney Sherwood clarified the rules of procedure and the Trustees decided to have a vote on the nominees in order of their nomination. Chair Olorunda recognized each nominee for a brief statement of their backgrounds, then shared context for the role of the Vice Chair.

Trustee Kuhn moved to elect Trustee Pensgard for the position of Vice Chair and Trustee Mercer seconded the motion.

The motion passed **6-2-0-1 (yes/abstained/no/not present)**.

The success of the motion rendered consideration of the other nominee unnecessary. Chair Olorunda congratulated new LBOT Vice Chair Sara Pensgard.

AI 04 Approval of FY 2024 Resource Request

Chair Olorunda noted that it is appropriate to introduce this item as an Action Item, as the County Budget timeline has been accelerated and the LBOT conducts public and business meetings simultaneously.

Trustee Mercer moved to approve LCPL's FY 2024 Resource Request as presented by the Budget Committee, to include the Priority 1 Visual Communication Specialist, Priority 2 Special Projects Manager, and Priority 3 Communication Specialist II. Trustee Newton seconded the motion.

Chair Olorunda opened discussion on the motion.

Director Liu shared that the Budget Committee, comprised of Trustees Mercer and Newton and the LCPL Senior Leadership Team, met three times during September to review staffing needs of the Library, and recognized Division Manager for Communications Pete O'Brien for his strategic suggestion that the proposed Priority 1 Visual Communication Specialist would report to the Programming Division to handle the Communications workload specific to that division. Director Liu and Trustee Mercer thanked Division Manager O'Brien for his system-wide thinking.

The motion passed **8-0-0-1 (yes/abstained/no/not present)**.

XII. ADJOURNMENT

The public meeting was adjourned at 9:10 p.m.

XIII. CLOSED SESSION

Chair Olorunda moved that the LBOT recess the public meeting and enter into Closed Session pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia. The purpose of the Closed Session is to consider a personnel matter involving the performance and salary of a specific employee of the LBOT. The motion passed by a vote of **8-0-0-1 (yes/abstained/no/not present)**.

Chair Olorunda moved to adjourn the Closed Session and that the LBOT reconvene its public meeting and that the minutes of the public meeting should reflect that no formal action was taken in the Closed Session. The motion passed by a vote of **8-0-0-1 (yes/abstained/no/not present)**.

Chair Olorunda then read the resolution to certify the Closed Session: Whereas, the Loudoun County Public Library Board of Trustees has this 21st day of September, 2022 convened in closed session by an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act: Now, therefore, be it resolved that the Library Board of Trustees does hereby certify that to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed in the closed session to which this certification applies; and (2) only such public business matters as were identified in the motion by which the said closed session was convened were heard, discussed or considered by the Library Board of Trustees. The motion passed by a vote of **8-0-0-1 (yes/abstained/no/not present)**.

Upon resumption of the Open Session, Chair Olorunda made two additional motions.

Chair Olorunda moved to adopt the employment contract between LBOT and Library Director Chang Liu as amended. The motion was seconded by Trustee Pensgard. The motion passed **8-0-0-1 (yes/abstained/no/not present)**.

Chair Olorunda moved to authorize Director Chang Liu to work with County HR to appoint Deputy Director Mike VanCampen to the position of Acting Library Director, for the duration of Chang's absence later this year while she takes care of her ailing parents in China. The motion was seconded by Trustee Daly. The motion passed **8-0-0-1 (yes/abstained/no/not present)**.

The meeting was adjourned at 10:34 pm.

Respectfully submitted by,

Michael VanCampen

Michael VanCampen

Acting Director, LCPL

Adopted by the Board in November 2022

Christina Olorunda

Chair, LBOT

Loudoun County Public Library
Board of Trustees Retreat Summary
October 8, 2022

The Library Board of Trustees (LBOT) held their retreat at Brambleton Library on Saturday, October 8, 2022 at 9:00 am. The Chair and Secretary were present.

Present Christina Olorunda, Chair
 Sara Pensgard, Vice Chair
 Alana Boyajian
 Mary Colucci
 Erika Daly
 Priscilla Martinez (arrived at 11:30am)
 Monti Mercer
 Christine Newton
 Chang Liu, Director

Absent Kathleen Kuhn

Loudoun County Public Library (LCPL) Deputy Director Michael Van Campen presented an overview of progress on the LCPL Strategic Plan.

Nan Carmack, Director of the Library Development & Networking Division of the Library of Virginia, presented discussions of Library Governance, Collection and Program Challenges, as well as a training session regarding the Freedom of Information Act (FOIA) and Conflict of Interest Act (COIA).

The presentations were received by the LBOT Secretary and placed on file.

The retreat was adjourned at 1:00pm.

Respectfully submitted by,

Michael Van Campen

Michael VanCampen

Acting Director, LCPL

Adopted by the Board in November 2022

Christina Olorunda

Chair, LBOT

Loudoun County Public Library Board of Trustees
INFORMATION ITEM SUMMARY: 1101 FY2023 and FY2024 Budgets Update

SUBJECT:	FY2023 and FY2024 Budgets Update
CONTACT:	Acting Director Mike VanCampen and Finance and Budget Manager Nan Paek
ACTION DATE:	November 16, 2022
RECOMMENDATION:	Acting Director VanCampen and Finance and Budget Manager Nan Paek will provide an update on the Library's FY2023 and FY2024 budgets.
BACKGROUND:	Director Liu and Manager Paek periodically update the LBOT on the library's budget situation. This November 16, 2022 update will include an update on the FY2023 and FY2024 budgets.
ISSUES:	
FISCAL IMPACT:	
DRAFT MOTION:	
ATTACHMENTS:	
NOTES:	
ACTION TAKEN:	

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

SUBJECT:	Staffing Update
CONTACT:	Acting Director Mike VanCampen and HR Administrative Manager Cheryl Granger
ACTION DATE:	November 16, 2022
RECOMMENDATION:	Acting Director Mike VanCampen and HR Admin Manager Cheryl Granger 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: 1103 Calendar Year 2023 LBOT Meeting
Schedule

SUBJECT:	Calendar Year 2023 LBOT Meeting Schedule
CONTACT:	Acting Director Mike VanCampen
ACTION DATE:	November 16, 2022
RECOMMENDATION:	
BACKGROUND:	Every year around November, the LBOT approves its meeting schedule for the next calendar year. This schedule also includes the names of branches/divisions/Friends Groups/Advisory Boards that will provide presentations to the LBOT at the meetings.
ISSUES:	
FISCAL IMPACT:	
DRAFT MOTION:	
ATTACHMENTS:	Calendar Year 2023 LBOT Meeting Schedule
NOTES:	
ACTION TAKEN:	



2023 Library Board of Trustees Meeting & Report Schedule

All LBOT meetings are held at Rust Library starting at 7:00 p.m.

DATE	Branch or Division / Support Group
January 18, 2023	Middleburg Library / Friends Group
February 15, 2023	Purcellville Library / Friends Group
March 15, 2023	Communications Division
April 19, 2023	Rust Library / Friends Group
May 17, 2023	Sterling Library / Friends Group
June 21, 2023	Loudoun Library Foundation (LLF)
July 19, 2023	Branch Services Division / Training
August 2023	RECESS
September 20, 2023	Annual Budget and Personnel Update
October 18, 2023	Ashburn Library / FOAL
November 15, 2023	Brambleton Library / FOBL
December 20, 2023	Cascades Library / Friends Group
DATE TBD	LBOT Retreat

Loudoun County Public Library Board of Trustees
INFORMATION ITEM SUMMARY: II04 Calendar Year 2023 LCPL Holiday Schedule

SUBJECT:	Calendar Year 2023 LCPL Holiday Schedule
CONTACT:	Acting Director Mike VanCampen
ACTION DATE:	November 16, 2022
RECOMMENDATION:	
BACKGROUND	Every year around November, the LBOT reviews and approves the LCPL holiday schedule for the next calendar year based on the County Government’s holiday schedule. Since LCPL is a seven-days-a-week operation, the branches are usually closed on the actual holiday, while non-public services staff follow the County Government’s holiday schedule. Eligible staff are covered by County HR policies regarding holiday pay.
ISSUES:	
FISCAL IMPACT:	
DRAFT MOTION:	
ATTACHMENTS:	Calendar Year 2023 LCPL Holiday Schedule
NOTES:	
ACTION TAKEN:	

2023 LCPL Holiday Schedule

Holiday or Event	Calendar Date	County Observed	Library Closed
⁽¹⁾ New Year's Eve / New Year's Day	Saturday, December 31, 2022 Sunday, January 1, 2023	Monday, January 2, 2023	Saturday, December 31, 2022 (Open) Sunday, January 1, 2023 Monday, January 2, 2023 (Open)
M L King, Jr. Day	3 rd Monday in January	Monday, January 16	Monday, January 16
Presidents' Day	3 rd Monday in February	Monday, February 20	Monday, February 20
⁽¹⁾ Easter Sunday	Sunday, April 9	Not a County Holiday	Sunday, April 9
Memorial Day	Last Monday in May	Monday, May 29	Monday, May 29
Juneteenth	Monday, June 19	Monday, June 19	Monday, June 19
Independence Day	Tuesday, July 4	Tuesday, July 4	Tuesday, July 4
Labor Day	1 st Monday in September	Monday, September 4	Monday, September 4
Indigenous Peoples' Day	2 nd Monday in October	Monday, October 9	Monday, October 9
Election Day	Tuesday, November 7	Tuesday, November 7	Tuesday, November 7
Veterans Day	November 11	Friday, November 10	Friday, November 10 (Open) Saturday, November 11
Thanksgiving	4 th Thursday in November	Wednesday, November 22 ⁽²⁾ Close at Noon Thursday, November 23 Friday, November 24	Wednesday, November 22 ⁽²⁾ Close at Noon Thursday, November 23 Friday, November 24
Christmas	Sunday, December 24 Monday, December 25	Friday, December 22 ⁽²⁾ Close at Noon Monday, December 25	Friday, December 22 (Open) – Close at 5 PM Saturday, December 23 (Open) Sunday, December 24 Monday, December 25
New Year's Eve / New Year's Day	Monday, January 1, 2024	Monday, January 1, 2024	Monday, January 1, 2024
⁽³⁾ Staff Development Day	TBD	Not a County Holiday	TBD
⁽⁴⁾ Floating Holiday	01/01/2023 – 12/31/2023	Upon employee request	

- (1)** When the library is closed and it is not a designated County holiday, staff receive no holiday pay or hours for the closure.
- (2)** Half-day holiday - Full-time employees receive 4 hours of holiday pay and should work or take leave for 3.5 hours. Part-time 20 hour per week employees receive 2 hours of holiday pay. For Christmas leave in 2023, all staff will receive 1.5 days of holiday pay (Example: full-time employees will receive 11.5 hours of holiday pay; 20 hour per week employees will receive 6 hours of holiday pay).
- (3)** Staff Development Day to be determined by the Library Director and Library Board of Trustees
- (4)** Floating Holiday must be used in full day increments. (Example: full-time employees must use 7.5 hours of "Floating Holiday Pay", 20 hour bi- per week employees must use 4 hours of "Floating Holiday Pay".)

Holiday Pay

- Regular full-time employees who work 37.5 hours per week receive 7.5 hours holiday pay for each full day of a County holiday and 4 hours for a half day holiday.
- Regular part-time employees who accumulate County annual and sick leave benefits are eligible to receive prorated holiday pay. Holiday pay is based on authorized hours for the position. A 20 hour per week employee receives 4 hours of holiday pay for a full-day holiday and 2 hours for a half-day holiday.
- Employees who do not accumulate County annual or sick leave benefits, such as 12 hr per week employees and Substitutes, are not eligible to receive holiday pay. These employees are only eligible to be paid for the hours they physically work.

Explanation of Pay for Working on County Holidays

- Exempt employees who work on a designated County holiday are not eligible to receive additional pay and will need to schedule a different day off during the payperiod.
- Regular non-exempt employees who earn leave and who work on a County holiday, will receive holiday pay as well as regular straight pay for any hours they physically work on a designated county holiday.
- Both "**holiday pay**" and "**holiday worked**" should be recorded on the timecard.
- A non-exempt employee's physical hours worked in a single work week should never exceed 40 hours.
- Employees must be in a paid status to receive pay for the holiday. Employees on LWOP are not eligible for holiday pay.

UPDATED: October 24, 2022

Library Trust Funds Holdings

9/30/2022

Irwin Uran Trust Fund	\$ 85,040.82	LGIP*	2.581%
Symington Trust Fund	\$ 87,599.24	LGIP*	2.581%
		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%
	\$ 933,907.71	<i>John Marshall Bank</i>	03/30/22 03/30/23 1.235%
	\$ 905,059.01	<i>John Marshall Bank</i>	03/31/21 03/31/26 0.750%
Symington Total	\$ 4,503,458.37		
James Horton Trust Fund	\$ 31,568.14	LGIP*	2.581%

*LGIP balances available for expenses

**CD balances subject to penalty for early withdrawal

**Irwin Uran Trust Fund
Fund 1220
FY23**

Month	Beginning Balance	Prior Mo Adjustment	Revenue (Donations)	Expenses	Ending Balance Oracle-Interest*	Interest Earned*	Ending Balance Oracle+Interest	Average LGIP Rate
July	\$ 84,585.79	\$ -	\$ -	\$ -	\$ 84,585.79	\$ 117.86	\$ 84,703.65	1.672%
August	\$ 84,703.65	\$ -	\$ -	\$ -	\$ 84,703.65	\$ 154.65	\$ 84,858.30	2.191%
September	\$ 84,858.30	\$ -	\$ -	\$ -	\$ 84,858.30	\$ 182.52	\$ 85,040.82	2.581%
October		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
November		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
December		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
January		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
February		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
March		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
April		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
May		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
June		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
Total FY	\$ 84,585.79	\$ -	\$ -	\$ -	\$ 84,585.79	\$ 455.03	\$ 85,040.82	

*Interest Earnings Based On Average LGIP Rate For the Month

**James Horton Prog for the Arts Trust Fund
Fund 1222
FY23**

Month	Beginning Balance	Prior Month Adjustment	Revenue (Donations)	Expenses	Ending Balance Oracle-Interest*	Interest Earned*	Ending Balance Oracle+Interest	Average LGIP Rate
July	\$ 29,904.04	\$ -	\$ -	\$ -	\$ 29,904.04	\$ 41.67	\$ 29,945.71	1.672%
August	\$ 29,945.71	\$ -	\$ -	\$ -	\$ 29,945.71	\$ 54.68	\$ 30,000.39	2.191%
September	\$ 30,000.39	\$ -	\$ 1,500.00	\$ -	\$ 31,500.39	\$ 67.75	\$ 31,568.14	2.581%
October		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
November		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
December		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
January		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
February		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
March		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
April		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
May		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
June		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
Total FY	\$ 29,904.04	\$ -	\$ 1,500.00	\$ -	\$ 31,404.04	\$ 164.10	\$ 31,568.14	

*Interest Earnings Based On Average LGIP Rate For the Month

**Symington Trust
Fund 1223
FY23**

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	\$ 4,502,989.65	\$ -	\$ -	\$ -	\$ 4,502,989.65	\$ 121.40	\$ -	\$ 4,503,111.05	1.672%
August	\$ 4,503,111.05	\$ -	\$ -	\$ -	\$ 4,503,111.05	\$ 159.31	\$ -	\$ 4,503,270.36	2.191%
September	\$ 4,503,270.36	\$ 232,683.23	\$ -	\$ 232,683.23	\$ 4,503,270.36	\$ 188.01	\$ -	\$ 4,503,458.37	2.581%
October		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
November		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
December		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
January		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
February		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
March		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
April		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
May		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
June		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
Total FY	\$ 4,502,989.65	\$ 232,683.23	\$ -	\$ 232,683.23	\$ 4,502,989.65	\$ 468.72	\$ -	\$ 4,503,458.37	

*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

CD's as of 8/31/2022

\$ 933,907.71		<i>John Marshall Bank</i>	3/30/2022	3/30/2023	1.235%
\$ 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%
\$ 4,415,859.13					

Library Trust Funds Holdings

10/31/2022

Irwin Uran Trust Fund	\$ 85,261.93	LGIP*	3.120%
Symington Trust Fund	\$ 87,827.00	LGIP* 3.120%	
		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%
	\$ 933,907.71	<i>John Marshall Bank</i>	03/30/22 03/30/23 1.235%
	\$ 905,059.01	<i>John Marshall Bank</i>	03/31/21 03/31/26 0.750%
Symington Total	\$ 4,503,686.13		
James Horton Trust Fund	\$ 31,650.22	LGIP*	3.120%

*LGIP balances available for expenses

**CD balances subject to penalty for early withdrawal

**Irwin Uran Trust Fund
Fund 1220
FY23**

Month	Beginning Balance	Prior Mo Adjustment	Revenue (Donations)	Expenses	Ending Balance Oracle-Interest*	Interest Earned*	Ending Balance Oracle+Interest	Average LGIP Rate
July	\$ 84,585.79	\$ -	\$ -	\$ -	\$ 84,585.79	\$ 117.86	\$ 84,703.65	1.672%
August	\$ 84,703.65	\$ -	\$ -	\$ -	\$ 84,703.65	\$ 154.65	\$ 84,858.30	2.191%
September	\$ 84,858.30	\$ -	\$ -	\$ -	\$ 84,858.30	\$ 182.52	\$ 85,040.82	2.581%
October	\$ 85,040.82	\$ -	\$ -	\$ -	\$ 85,040.82	\$ 221.11	\$ 85,261.93	3.120%
November		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
December		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
January		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
February		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
March		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
April		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
May		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
June		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
Total FY	\$ 84,585.79	\$ -	\$ -	\$ -	\$ 84,585.79	\$ 676.14	\$ 85,261.93	

*Interest Earnings Based On Average LGIP Rate For the Month

**James Horton Prog for the Arts Trust Fund
Fund 1222
FY23**

Month	Beginning Balance	Prior Month Adjustment	Revenue (Donations)	Expenses	Ending Balance Oracle-Interest*	Interest Earned*	Ending Balance Oracle+Interest	Average LGIP Rate
July	\$ 29,904.04	\$ -	\$ -	\$ -	\$ 29,904.04	\$ 41.67	\$ 29,945.71	1.672%
August	\$ 29,945.71	\$ -	\$ -	\$ -	\$ 29,945.71	\$ 54.68	\$ 30,000.39	2.191%
September	\$ 30,000.39	\$ -	\$ 1,500.00	\$ -	\$ 31,500.39	\$ 67.75	\$ 31,568.14	2.581%
October	\$ 31,568.14	\$ -	\$ -	\$ -	\$ 31,568.14	\$ 82.08	\$ 31,650.22	3.120%
November		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
December		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
January		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
February		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
March		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
April		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
May		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
June		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
Total FY	\$ 29,904.04	\$ -	\$ 1,500.00	\$ -	\$ 31,404.04	\$ 246.18	\$ 31,650.22	

*Interest Earnings Based On Average LGIP Rate For the Month

**Symington Trust
Fund 1223
FY23**

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	\$ 4,502,989.65	\$ -	\$ -	\$ -	\$ 4,502,989.65	\$ 121.40	\$ -	\$ 4,503,111.05	1.672%
August	\$ 4,503,111.05	\$ -	\$ -	\$ -	\$ 4,503,111.05	\$ 159.31	\$ -	\$ 4,503,270.36	2.191%
September	\$ 4,503,270.36	\$ 232,683.23	\$ -	\$ 232,683.23	\$ 4,503,270.36	\$ 188.01	\$ -	\$ 4,503,458.37	2.581%
October	\$ 4,503,458.37	\$ -	\$ -	\$ -	\$ 4,503,458.37	\$ 227.76	\$ -	\$ 4,503,686.13	3.120%
November		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
December		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
January		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
February		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
March		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
April		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
May		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
June		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.000%
Total FY	\$ 4,502,989.65	\$ 232,683.23	\$ -	\$ 232,683.23	\$ 4,502,989.65	\$ 696.48	\$ -	\$ 4,503,686.13	

*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

CD's as of 8/31/2022

\$ 933,907.71	John Marshall Bank	3/30/2022	3/30/2023	1.235%
\$ 905,059.01	John Marshall Bank	3/31/2021	3/31/2026	0.750%
\$ 850,253.31	FVC Bank	3/18/2020	3/18/2025	1.950%
\$ 851,824.65	FVC Bank	2/19/2019	2/19/2024	3.005%
\$ 874,814.45	United Bank	3/22/2018	3/22/2023	3.000%
\$ 4,415,859.13				