

Loudoun County Public Library Board of Trustees

AGENDA: *Monthly Meeting for March 2015*

7:30 PM CALL TO ORDER

MOMENT OF SILENCE

COMMENTS

Public Comment
Board Comment
Director's Comment

AGENDA CHANGES

MINUTES APPROVAL – February 4, 2015 Regular Meeting Minutes
– February 28, 2015 LBOT Retreat Meeting Minutes

REPORTS

Library Advisory Board Report: **Friends of Ashburn Library**
Library Advisory Board Report: **Friends of Gum Spring Library**
Library Branch Report: **Ashburn Library Branch Manager, Catherine Hall**
Library Branch Report: **Gum Spring Library Branch Manager, Leah Bromser-Kloeden**
Director's Report: **Library Director, Chang Liu**

INFORMATION ITEMS

- II 01** Brain Teaser
- II 02** FY 2016 Budget
- II 03** Staff Development Day
- II 04** Library Policies
- II 05** Symington Trust Fund

ADJOURNMENT

DATE & TIME: *March 18, 2015 at 7:30 p.m.*

LOCATION: Gum Spring, 24600 Millstream Drive, Stone Ridge, VA 20105

ACCOMMODATIONS: To request a reasonable accommodation for any type of disability, please call 703-777-0368. Three days prior notice is requested.

**Loudoun County Public Library
Board of Trustees Meeting Minutes**

February 4, 2015

The regular monthly meeting of the Loudoun County Library Board of Trustees was held on Wednesday, February 4, 2015, at 7:30 P.M., at the Rust Library, 380 Old Waterford Road Leesburg, VA 20176, the Chair and Secretary were both present.

Present: Mark Miller, Chair
Jackquelyn Veith, Vice Chair
Chang Liu, Library Director
Joseph Maio
Thomas Jensen
Sean Mallon
Mary Pellicano
Larry Stepnick

Absent: Nancy Nuell

I. CALL TO ORDER

Presiding Chair, Mr. Mark Miller called the meeting to order at 7:32 PM and asked for a moment of silence.

II. PUBLIC COMMENTS

There was no public comment.

III. BOARD COMMENTS

Trustee, Mr. Jensen reminded the Trustees to begin reviewing the Library Policies and asked the Secretary to provide a copy of the current Library Policies to all the Trustees.

Trustees, Ms. Pellicano, Mr. Mallon and Mr. Maio wished everyone a Happy New Year.

Trustee, Mr. Stepnick reported that the Friends of the Ashburn Library held their annual book sale on January 23, 24 and 25 at the Ashburn Library.

Board Vice Chair, Ms. Veith thanked the library and County staff for quickly handling and resolving pipe breaking problem at Purcellville Library.

Board Chair, Mr. Miller thanked everyone for being flexible and rescheduling the Library Board of Trustees meeting.

DIRECTOR'S COMMENT

Ms. Liu introduced two new employees Administrative Assistant, Ms. Cheryl Granger and Library Aide, Ms. Sophia Garzan.

Ms. Liu gave a special thank you to Purcellville Library Branch Manager, Mr. Karim Khan and the Purcellville Library staff, the Department of Information and Technology and General Service's staff for rapidly resolving the issue with the water pipes breaking at Purcellville Library. Ms. Liu reported that the Purcellville Library was only closed for two days and everyone worked together and moved very quickly to get the library back opened to the community. Ms. Liu reported that she has submitted a nomination to the County Administrator for Team of the Month.

Ms. Liu indicated that Loudoun County Public Library is conducting storytimes on Tuesday mornings at the Brambleton Community Center.

Ms. Liu reported that the Communications Division Manager, Ms. Mary Frances Forcier and her team have been conducting Impact Survey Interviews with stake holders throughout the community. Ms. Liu stated she will present the results to the Library Board of Trustees at the Board Retreat.

Ms. Liu reported that Deputy Director, Michael Van Campen and Communications Division Manager, Mary Frances Forcier attended the American Library Association Midwinter Meeting Conference in Chicago.

AGENDA CHANGES

Mr. Miller asked for agenda changes. There were no agenda changes presented.

READING AND APPROVAL OF MINUTES

Mr. Miller requested a motion to approve the minutes of the December 17 2014 Library Board of Trustees regular meeting minutes. Mr. Maio moved to approve the minutes as presented. The motion was seconded and approved by a vote of 6-0-0-1. (yes/abstained/no/not present).

REPORTS

A. CASCADES LIBRARY ADVISORY BOARD REPORT

The Cascades Library Branch Manager, Ms. Sheila McDuff reported on behalf of the Cascades Library Advisory Board. The report was received and placed on file.

B. CASCADES LIBRARY BRANCH REPORT

The Cascades Library Branch Manager, Ms. Sheila McDuff reported on behalf of the Cascades Library. The report was received and placed on file.

C. DIRECTOR'S REPORT

The Director's Report was presented by the Library Director, Ms. Chang Liu. The report was received and placed on file.

IV. INFORMATION ITEMS

II01 Brain Teaser:

Mr. Stepnick presented the Brain Teaser in honor of Gabriella Miller.

II02 FY 2016 Budget:

Ms. Liu reported that the County Administrator, Mr. Tim Hemstreet presented his FY 2016 Budget Proposal to the Board Supervisors. Ms. Liu stated that Library Services submitted an enhancement request to Mr. Hemstreet, to add a full time Training Coordinator position. Mr. Hemstreet placed this enhancement request into the unmet needs portion of his FY 2016 proposed budget. Ms. Liu recommended that the Trustees reach out to their appointed Board of Supervisor to support the Library Services unmet needs request. Mr. Miller agreed and asked Ms. Liu to provide the Trustees with talking points. Mr. Miller encouraged the Trustees and library supporters to attend the public input sessions and speak to support Loudoun County Public Libraries.

Mr. Stepnick requested that Ms. Liu provide the Trustees with information regarding the impact of the new Youth Programming Coordinator.

II03 Stem Library:

Mr. Miller and Ms. Liu stated that did not have any updates to report at this time.

II04 Library Board of Trustees Retreat:

Ms. Liu reminded the Trustees that the Library Board Retreat is scheduled for Saturday, February 28, 2015 and to send agenda items for the retreat to her.

V. ACTION ITEMS

AI01 Cancel the February 18, 2015 Library Board of trustees Meeting:

Mr. Miller moved that the Library Board of Trustees cancel the February 18, 2015 Library Board of Trustees Meeting. The motion was seconded and approved by a vote of 6-1-0-1.

VI. ADJOURNMENT

Mr. Miller adjourned the meeting at 8:40 PM.

Respectfully submitted by,

Kelley Nelson
Secretary

Adopted by the Board in the meeting

of _____ February 04, 2015_____,
(Date of Meeting)

(Signature of Presiding Officer)

**Loudoun County Public Library
Board of Trustees Retreat Meeting Minutes**

February 28, 2015

The Library Board of Trustees Retreat Meeting was held on Saturday, February 28 2015, at 9:30 A.M., at the Library Administration building at 102 North Street NW, Suite A, Leesburg, VA 20176. The Chair and Secretary were both present.

Present: Mark Miller, Chair
Chang Liu, Library Director
Joseph Maio
Thomas Jensen
Sean Mallon
Mary Pellicano
Larry Stepnick

Absent: Nancy Nuell
Jackquelyn Veith, Vice Chair

I. CALL TO ORDER

Presiding Chair, Mr. Mark Miller called the meeting to order at 9:40 AM. Mr. Miller opened the floor for general discussion and Board Comments.

II. PUBLIC COMMENTS

There was no public comment.

III. FY 2015 LIBRARY OVERVIEW – CHANG LIU

Library Director Ms. Chang Liu gave a presentation about FY 2014 to the LBOT. The topics discussed and reviewed in the presentation were:

- Accomplishments
- Current Projects
- Statistics
- Challenges and Opportunities
- Loudoun County Public Library Vision
 - Community
 - Reading and Learning
 - Innovation
 - Customer Service Excellence

The presentation was received and placed on file. Mr. Miller opened the floor for discussion.

IV. FUTURE OF 1BOOK 1COMMUNITY FUNDING

Mr. Miller reported that the 1book 1community program was started and has been funded through the Irwin Uran Trust Fund. Mr. Miller mentioned that as the County continues to grow the demand for copies of the 1book will increase. Mr. Miller estimated that there is approximately six years left of funding for the 1book 1community program from the Irwin Uran Trust Fund. Mr. Miller recommended that Board members seek other means to continue to fund 1book 1community program in the future and bring these ideas back to the entire Board for discussion.

Ms. Liu agreed with Mr. Miller's concern and stated that the County has a policy that does not allow funding for this type of expense with the Library's operating budget.

Mr. Miller opened the floor for discussion.

Mr. Miller requested that Ms. Liu research ways the community could donate toward the continuous funding of 1book 1community program and bring the findings back to the Board.

V. MAKING LBOT ACTIVITIES MORE TRANSPARENT & ACCESSIBLE

Mr. Larry Stepnick suggested that the Library Board of Trustees meeting packets, meeting minutes and general information be more accessible to the public on the Library website. Mr. Miller opened the floor for discussion.

Mr. Miller requested that the Library Board of Trustees meeting packets and approved meeting minutes be visible and accessible on the front page of the library website and on the library system's Facebook page.

VI. STRATEGIC PLAN & IMPLEMENTATION PROCESS

Communications Division Manager, Ms. Mary Francis Forcier presented the revised Library Strategic Plan to the Library Board of Trustees.

Mr. Miller opened the floor for discussion and recommendations.

Mr. Jensen stated that he will prepare a new draft of the Strategic Plan with the changes and present it to the entire Board.

VII. LIBRARY POLICIES

Ms. Liu presented a drafted copy of the new Social Media Policy to the Board. The floor was opened for discussion on the Social Media Policy and the other Library Policies. It was decided that since the draft Social Media Policy is designed for internal staff use only, the Board doesn't need to approve it. It was also decided to change the name Social Media Policy to something like Social Media Guidelines for LCPL Staff.

VIII. WRAP UP

Ms. Pellicano suggested reviewing the document: Library of Virginia's *Planning for Library Excellence: Standards for Virginia Public Libraries*.

IX. ADJOURNMENT

Mr. Miller adjourned the meeting at 2:17 PM.

Respectfully submitted by,

Kelley Nelson
Secretary

Adopted by the Board in the meeting
of _____ February 28, 2015 _____
(Date of Meeting)

(Signature of Presiding Officer)

Director's Report
Library Board of Trustees Meeting
March 18, 2015

February at Loudoun County Public Library brought weather-related challenges. Snow and cold weather resulted in one early closure and one delayed opening, as well as a water pipe break at the Lovettsville branch. Library staff worked together to provide outstanding service, and the Library was a resource for many during school snow days and frigid weather.

Library as community resource

Ashburn Library received heartwarming feedback from a participant in their regularly hosted ESOL conversation groups and one-on-one tutoring sessions. She noted that she had been missing recent group meetings because of her work schedule, and went on to say that she would not have found a job if not for her improved English skills developed through the library program. She shared photos of her two consecutive "employee of the month" awards in her new position.

More than 100 patrons celebrated the 25th anniversary of the Lovettsville Library. Thanks to the Loudoun Library Foundation, Sterling Library began *Magic School Bus Chapter Book Club*. Children in grades 3-5 read and discuss books and participate in related hands-on STEM activities and games.

Just in time for Valentine's Day, the "Blind Date with a Book" display at Cascades Library was a big hit this year: 90 patrons took home "unknown" books chosen by library staff. Gum Spring Library patrons correctly predicted the winner of the Academy Awards, naming "Birdman" as Best Picture. Oscar-winning DVDs and books that inspired winning movies were also featured.

Caregivers and health-care professionals learned about the power of music to reach those with Alzheimer's, as two showings of the documentary film *Alive Inside* were accompanied by discussion with Bobbi Carducci, author of *Confessions of an Imperfect Caregiver*.

Meeting customer needs through eBooks

OverDrive has added 100 Chinese eBooks to our collection free of charge, including MARC records for the catalog. The option for Chinese translations of the user interface has also been added to our site.

The growth in eBook collections has enabled us to meet patron requests for children's series; they are extremely popular and often the older ones are out of print.

ILS selection process continues

Responses to our RFP have arrived and are being evaluated by the Proposal Analysis Group against the long list of requirements defined by the Library RFP committees. Demonstrations will take place at Library Administration in April and May, where staff can see the ILS software in action and determine the best vendor.

Developing our maker space

We are making steady progress on the maker space at Gum Spring Library. During February, the transformation of the space began: 3-D printers arrived, and we began to install the recording studio. The structure of programs, classes, and certifications was developed, and we are planning to open the space in the next few months.

Board retreat and impact assessment

As the board reviewed a draft of the new strategic plan at the February 28 retreat, they also reviewed the preliminary results of a series of interviews on the impact of the Library, conducted during February by our Communications staff.

Looking ahead

StoryCorps has selected LCPL as one of seven libraries to receive onsite training from the national StoryCorps organization.

During Brain Awareness Month, the Ashburn Library will welcome Bob Slevc of University of Maryland's Language and Music Cognition Lab and Michael Guidi of Noldus Information Technology, discussing their role in understanding how the brain works.

Teen Tech Week will showcase the library's great digital resources and services that help teens succeed in school and prepare for college and careers. Events include introduction to Scratch programming, 3D printer demonstrations, and computer engineering using Raspberry Pi.

Loudoun County Public Library Board of Trustees
INFORMATION ITEM SUMMARY: II 01 Brain Teaser

SUBJECT:	Brain Teaser
CONTACT:	Library Board
ACTION DATE:	March 18, 2015
RECOMMENDATION:	
BACKGROUND:	A Brain Teaser is presented at every Library Board of Trustees Meeting in honor of Gabriella Miller.
ISSUES:	
FISCAL IMPACT:	
DRAFT MOTION:	
ATTACHMENTS:	
NOTES:	
ACTION TAKEN:	

Loudoun County Public Library Board of Trustees
INFORMATION ITEM SUMMARY: II 02 FY 2016 Budget

SUBJECT:	FY 2016 Budget
CONTACT:	Chang Liu, 703-777-0368
ACTION DATE:	March 18, 2015
RECOMMENDATION:	Library Director, Ms. Chang Liu will provide an update on the FY 2016 budget.
BACKGROUND:	
ISSUES:	
FISCAL IMPACT:	
DRAFT MOTION:	
ATTACHMENTS:	
NOTES:	
ACTION TAKEN:	

Loudoun County Public Library Board of Trustees
INFORMATION ITEM SUMMARY: I103 Staff Development Day

SUBJECT:	Staff Development Day
CONTACT:	Chang Liu, 703-777-0368
ACTION DATE:	March 18, 2015
RECOMMENDATION:	Ms. Liu has determined that Staff Development Day will be held on Friday, September 25, 2015 at the Gum Spring Library.
BACKGROUND:	
ISSUES:	
FISCAL IMPACT:	
DRAFT MOTION:	
ATTACHMENTS:	
NOTES:	
ACTION TAKEN:	

Loudoun County Public Library Board of Trustees
INFORMATION ITEM SUMMARY: II 04 Library Policies

SUBJECT:	Library Policies
CONTACT:	Library Board
ACTION DATE:	March 18, 2015
RECOMMENDATION:	
BACKGROUND:	The Library policies are up for annual review. Policies will need to be approved by the Trustees at the June 2015 board meeting and will go into effect July 1, 2015.
ISSUES:	
FISCAL IMPACT:	
DRAFT MOTION:	
ATTACHMENTS:	
NOTES:	
ACTION TAKEN:	

Loudoun County Public Library Board of Trustees
INFORMATION ITEM SUMMARY: II 05 Symington Trust Fund

SUBJECT:	Symington Trust Fund
CONTACT:	Chang Liu, 703-777-0368
ACTION DATE:	March 18, 2015
RECOMMENDATION:	Library Director, Ms. Chang Liu, will give an update on the actions she has taken since receiving directives from the Library Board on the use of the Symington Trust Fund in November 2014.
BACKGROUND:	
ISSUES:	
FISCAL IMPACT:	
DRAFT MOTION:	
ATTACHMENTS:	
NOTES:	
ACTION TAKEN:	

LGIP Daily Factor by Month

Days in Year=					
365		Feb-2015	Daily	7-day	Period
01 Sun	0.000003314	0.12%	0.12%	0.12%	
02 Mon	0.000003327	0.12%	0.12%	0.12%	
03 Tue	0.000003307	0.12%	0.12%	0.12%	
04 Wed	0.000003297	0.12%	0.12%	0.12%	
05 Thu	0.000003346	0.12%	0.12%	0.12%	
06 Fri	0.000003393	0.12%	0.12%	0.12%	
07 Sat	0.000003393	0.12%	0.12%	0.12%	
08 Sun	0.000003393	0.12%	0.12%	0.12%	
09 Mon	0.000003384	0.12%	0.12%	0.12%	
10 Tue	0.000003331	0.12%	0.12%	0.12%	
11 Wed	0.000003298	0.12%	0.12%	0.12%	
12 Thu	0.000003318	0.12%	0.12%	0.12%	
13 Fri	0.000003311	0.12%	0.12%	0.12%	
14 Sat	0.000003311	0.12%	0.12%	0.12%	
15 Sun	0.000003311	0.12%	0.12%	0.12%	
16 Mon	0.000003311	0.12%	0.12%	0.12%	
17 Tue	0.000003281	0.12%	0.12%	0.12%	
18 Wed	0.000003226	0.12%	0.12%	0.12%	
19 Thu	0.000003193	0.12%	0.12%	0.12%	
20 Fri	0.000003203	0.12%	0.12%	0.12%	
21 Sat	0.000003200	0.12%	0.12%	0.12%	
22 Sun	0.000003200	0.12%	0.12%	0.12%	
23 Mon	0.000002972	0.11%	0.12%	0.12%	
24 Tue	0.000003193	0.12%	0.12%	0.12%	
25 Wed	0.000003196	0.12%	0.12%	0.12%	
26 Thu	0.000003241	0.12%	0.12%	0.12%	
27 Fri	0.000003415	0.12%	0.12%	0.12%	
28 Sat	0.000003415	0.12%	0.12%	0.12%	
Total Avg.	0.0000920800	0.120%	0.12%	0.12%	
Effective Yield		0.120%	i_{eff}		
Period					
Yield=r					
#days in mont	28	13.035714 =k	100*k=>	1303.57143	

**Symington Trust
Fund 1223
FY15**

Month	Beginning Balance	Revenue (Donations)	Expenses	Ending Balance Oracle-Interest*	Interest Earned @ LGIP Rate**	Interest Received CD's	Ending Balance Oracle+Interest	Average LGIP Rate
July	\$ 3,993,626.07	\$ -	\$ 2,965.71	\$ 3,990,660.36	\$ 4.56	\$ -	\$ 3,990,664.92	0.0960%
August	\$ 3,990,664.92	\$ -	\$ 7,742.36	\$ 3,982,922.56	\$ 4.15	\$ -	\$ 3,982,926.71	0.1011%
September	\$ 3,982,926.71	\$ 141.00	\$ 11,560.28	\$ 3,971,507.43	\$ 3.16	\$ -	\$ 3,971,510.59	0.1003%
October***	\$ 3,971,510.59	\$ -	\$ 8,006.74	\$ 3,963,503.85	\$ 2.58	\$ -	\$ 3,963,506.43	0.1040%
November	\$ 3,963,506.43	\$ 101.40	\$ 7,356.00	\$ 3,956,251.83	\$ 1.82	\$ -	\$ 3,956,253.65	0.0968%
December	\$ 3,956,253.65	\$ 737.05	\$ 794.42	\$ 3,956,196.28	\$ 1.91	\$ -	\$ 3,956,198.19	0.1016%
January	\$ 3,956,198.19	\$ 120.74	\$ 69.80	\$ 3,956,249.13	\$ 2.07	\$ -	\$ 3,956,251.20	0.1102%
February	\$ 3,956,251.20	\$ 220.38	\$ (80.00)	\$ 3,956,551.58	\$ 2.29		\$ 3,956,553.87	0.1201%
March				\$ -			\$ -	
April				\$ -			\$ -	
May				\$ -			\$ -	
June				\$ -			\$ -	
Total FY	\$ 3,993,626.07	\$ 1,320.57	\$ 38,415.31		\$ 22.54	\$ -	\$ 3,956,553.87	

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

late posting of June 2014 expenses resulted in a beginning balance adjustment of : \$19,278.00

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

***Interest Accrued Income for FY014" - \$90,928.01

1/6/15 Revised all months dues to some posting issues in July-December reve/expenses

**James Horton Prog for the Arts Trust Fund
Fund 1222
FY15**

Month	Beginning Balance	Revenue (Donations)	Expenses	Ending Balance Oracle-Interest*	Interest Earned*	Ending Balance Oracle+Interest	Average LGIP Rate
July	\$ 18,761.49	\$ -	\$ -	\$ 18,761.49	\$ 1.50	\$ 18,762.99	0.0960%
August	\$ 18,762.99	\$ 1,500.00	\$ -	\$ 20,262.99	\$ 1.71	\$ 20,264.70	0.1011%
September	\$ 20,264.70	\$ -	\$ -	\$ 20,264.70	\$ 1.69	\$ 20,266.39	0.1003%
October	\$ 20,266.39	\$ -	\$ 750.00	\$ 19,516.39	\$ 1.69	\$ 19,518.08	0.1040%
November	\$ 19,518.08	\$ 25.00	\$ -	\$ 19,543.08	\$ 1.58	\$ 19,544.66	0.0968%
December	\$ 19,544.66	\$ -	\$ -	\$ 19,544.66	\$ 1.65	\$ 19,546.31	0.1016%
January	\$ 19,546.31	\$ -	\$ -	\$ 19,546.31	\$ 1.80	\$ 19,548.11	0.1102%
February	\$ 19,548.11			\$ 19,548.11	\$ 1.96	\$ 19,550.07	0.1201%
March							
April							
May							
June							
Total FY	\$ 18,761.49	\$ 1,525.00	\$ 750.00	\$ -	\$ 13.58	\$ 19,550.07	

*Interest Earnings Based On Average LGIP Rate For the Month

**Irwin Uran Trust Fund
Fund 1220
FY15**

Month	Beginning Balance	Prior Mo Adjustment	Revenue (Donations)	Expenses	Ending Balance Oracle-Interest*	Interest Earned*	Ending Balance Oracle+Interest	Average LGIP Rate
July	\$ 259,353.85	\$ -	\$ -	\$ 121.49	\$ 259,232.36	\$ 20.74	\$ 259,253.10	0.0960%
August	\$ 259,253.10	\$ (121.49)	\$ -	\$ 24,121.45	\$ 235,010.16	\$ 19.80	\$ 235,029.96	0.1011%
September	\$ 235,029.96	\$ -	\$ -	\$ 1,223.64	\$ 233,806.32	\$ 19.54	\$ 233,825.86	0.1003%
October**	\$ 233,825.86	\$ -	\$ -	\$ 486.46	\$ 233,339.40	\$ 20.22	\$ 233,359.62	0.1040%
November	\$ 233,359.62	\$ -	\$ -	\$ 444.19	\$ 232,915.43	\$ 18.79	\$ 232,934.22	0.0968%
December	\$ 232,934.22	\$ -	\$ -	\$ 178.00	\$ 232,756.22	\$ 19.71	\$ 232,775.93	0.1016%
January	\$ 232,775.93	\$ -	\$ -	\$ 100.42	\$ 232,675.51	\$ 21.37	\$ 232,696.88	0.1102%
February	\$ 232,696.88			\$ 104.66	\$ 232,592.22	\$ 23.28	\$ 232,615.50	0.1201%
March								
April								
May								
June								
Total FY	\$ 259,353.85	\$ (121.49)	\$ -	\$ 26,780.31	\$ -	\$ 163.45	\$ 232,615.50	

*Interest Earnings Based On Average LGIP Rate For the Month

** Note the incorrect LGIP rate was used to calculate the interest earned in October 2014. The amount calculated was \$19.50, but it should have been \$20.22 (see above). The adjustment of 0.72 will be posted with the November interest entry

Library Trust Funds Holdings

As of February 28, 2015

Irwin Uran Trust Fund	\$ 232,616	LGIP*	0.1201%		
Symington Trust Fund	\$ 22,871	LGIP*	0.1201%		
		CD**	Trade Date	Maturity	Yield
	\$790,612	<i>Access National</i>	02/18/14	02/17/19	1.500%
	\$818,071	<i>Cardinal Bank</i>	03/22/13	03/22/18	1.342%
	\$775,000	<i>Washington First</i>	03/19/12	03/19/15	1.050%
	\$775,000	<i>Washington First</i>	03/30/12	03/30/16	1.350%
\$775,000	<i>Virginia Commerce</i>	03/30/12	03/29/17	1.740%	
Symington Total	\$ 3,956,554				
James Horton Trust Fund	\$ 19,550	LGIP*	0.1201%		

*LGIP balances available for expenses

**CD balances subject to penalty for early withdrawal



LCPL STATISTICAL REPORT (Current Month)

February-2015		ASHBURN		CASCADES		GUM SPRING		LOVETTSVILLE		MIDDLEBURG		OUTREACH		PURCELLVILLE		RUST		STERLING		ADMIN		SYSTEM TOTAL	
Visits	FY2015	26,491	-4%	22,655	-20%	23,461	10%	2,758	-2%	2,714	4%	804	95%	12,034	-4%	24,607	-7%	5,148	-13%			120,672	-6%
	FY2014	27,698		28,425		21,415		2,804		2,619		413		12,571		26,422		5,919				128,286	
New Registrations	FY2015	274	-12%	214	2%	236	-17%	15	25%	23	-28%	23	156%	66	5%	277	39%	82	-31%			1,210	-3%
	FY2014	313		210		284		12		32		9		63		200		119				1,242	
CIRCULATION																							
Print Material	FY2015	94,354	-3%	50,792	-6%	77,277	6%	5,945	2%	2,645	21%	1,677	51%	22,519	-8%	46,500	-6%	9,386	5%	1,686	-1%	312,781	-2%
	FY2014	97,596		54,231		73,004		5,840		2,178		1,112		24,361		49,358		8,968		1,702		318,350	
Audiovisual	FY2015	27,625	-8%	18,175	-21%	17,292	-11%	2,541	-4%	1,511	-8%	700	56%	12,242	-3%	23,813	-8%	4,030	-15%	795	72%	108,724	-10%
	FY2014	30,002		22,878		19,349		2,637		1,647		449		12,635		25,939		4,716		462		120,714	
TOTAL CIRCULATION	FY2015	121,979	-4%	68,967	-11%	94,569	2%	8,486	0%	4,156	9%	2,377	52%	34,761	-6%	70,313	-7%	13,416	-2%	2,481	15%	453,550	-2%
	FY2014	127,598		77,109		92,353		8,477		3,825		1,561		36,996		75,297		13,684		2,164		463,040	
LIBRARY PROGRAMS																							
Programs	FY2015	108	3%	116	23%	93	0%	40	8%	14	17%	2	0%	43	30%	132	23%	59	136%	-	-	607	19%
	FY2014	105		94		93		37		12		2		33		107		25		-	-	508	
Program Attendance	FY2015	3,525	-7%	3,182	25%	2,841	-19%	511	-18%	154	24%	18	-81%	945	34%	2,201	12%	865	120%	-	-	14,242	4%
	FY2014	3,809		2,545		3,490		626		124		95		707		1,959		394		-	-	13,749	
COMMUNITY USE OF MEETING ROOMS																							
Bookings	FY2015	92	35%	180	5%	41	-15%	18	157%	6	-25%			68	28%	128	17%	8	-56%			541	12%
	FY2014	68		172		48		7		8				53		109		18				483	
Attendance	FY2015	1,495	-4%	2,544	5%	520	-10%	162	49%	38	0%			600	43%	1,499	-18%	88	-58%			6,946	-3%
	FY2014	1,564		2,429		579		109		38				420		1,826		210				7,175	
PUBLIC COMPUTER USE																							
Internet Sessions	FY2015	2,705	-12%	4,424	-11%	5,224	22%	283	-36%	601	-6%			1,383	-20%	8,812	-3%	2,141	-1%			25,573	-3%
	FY2014	3,088		4,962		4,296		439		638				1,719		9,125		2,152				26,419	
Wi-Fi Sessions	FY2015	2,636	3%	2,689	-5%	3,113	4%	209	7%	408	42%			739	-4%	3,155	7%	654	9%			13,603	3%
	FY2014	2,550		2,843		3,000		196		288				769		2,956		598				13,200	
VOLUNTEERS																							
Number of Volunteer Hours	FY2015	374	8%	193	-32%	178	36%	15	-12%	10	-33%	19	90%	16	0%	315	-28%	97	259%			1,217	-5%
	FY2014	347		284		131		17		15		10		16		436		27				1,283	
				ASHBURN	CASCADES	GUM SPRING	LOVETTSVILLE	MIDDLEBURG	OUTREACH	PURCELLVILLE	RUST	STERLING	ADMIN	SYSTEM TOTAL									

Libraries closed 2/17/15 and closed early 2/21/2015 due to inclement weather

SYSTEMWIDE ONLINE SERVICES			
Electronic Resources	FY2015	69,745	-20%
	FY2014	87,445	
Downloadables	FY2015	32,045	34%
	FY2014	23,976	
Visits to Webpage	FY2015	112,912	-3%
	FY2014	116,182	
Library Catalog Use	FY2015	421,669	4%
	FY2014	406,507	
Online Hold Requests	FY2015	49,637	1%
	FY2014	48,966	
Online Renewals	FY2015	158,071	9%
	FY2014	145,587	
Phone Renewals	FY2015	5,718	-16%
	FY2014	6,808	
Suggest A Title	FY2015	322	-5%
	FY2014	338	
Interlibrary Loans	FY2015	508	-8%
	FY2014	552	

REVENUE AND FINES			
Overdue Fines	FY2015	\$24,978	-36%
	FY2014	\$38,818	
Community Room Rental	FY2015	\$130	-59%
	FY2014	\$320	
Printing	FY2015	\$2,859	-29%
	FY2014	\$4,055	
Interlibrary Loans	FY2015	\$276	-35%
	FY2014	\$426	
Lost or Damaged Materials	FY2015	\$3,173	-45%
	FY2014	\$5,735	
Total Revenues	FY2015	\$31,416	-36%
	FY2014	\$49,354	



LCPL STATISTICAL REPORT (Year-To-Date)

February-2015		ASHBURN		CASCADES		GUM SPRING		LOVETTSTVILLE		MIDDLEBURG		OUTREACH		PURCELLVILLE		RUST		STERLING		ADMIN		SYSTEM TOTAL	
Visits	FY2015	251,050	5%	205,156	-12%	210,140	8%	26,523	1%	26,661	13%	5,595	40%	109,020	-6%	240,969	-3%	62,914	0%			1,138,028	-1%
	FY2014	238,418		234,102		194,834		26,258		23,604		4,010		115,485		248,573		62,643				1,147,927	
New Registrations	FY2015	3,199	-8%	1,988	-11%	3,343	-16%	161	3%	256	57%	134	21%	762	7%	2,097	1%	971	0%			12,911	-7%
	FY2014	3,465		2,226		3,975		156		163		111		711		2,085		971				13,863	
CIRCULATION																							
Print Material	FY2015	829,234	0%	427,460	-8%	654,368	7%	50,713	-3%	22,458	27%	11,620	23%	189,131	-9%	418,080	-5%	76,905	-5%	14,215	8%	2,694,184	-1%
	FY2014	830,546		464,988		609,426		52,242		17,687		9,416		208,525		442,278		80,821		13,206		2,729,135	
Audiovisual	FY2015	249,849	-7%	166,017	-17%	149,814	-15%	21,757	-6%	12,749	-1%	4,706	31%	101,902	-8%	200,906	-10%	36,922	-19%	6,355	53%	950,977	-11%
	FY2014	267,541		200,933		176,389		23,101		12,897		3,602		111,116		224,073		45,624		4,157		1,069,433	
TOTAL CIRCULATION	FY2015	1,079,083	-2%	593,477	-11%	804,182	2%	72,470	-4%	35,207	15%	16,326	25%	291,033	-9%	618,986	-7%	113,827	-10%	20,570	18%	3,901,526	-2%
	FY2014	1,098,087		665,921		785,815		75,343		30,584		13,018		319,641		666,351		126,445		17,363		3,989,681	
LIBRARY PROGRAMS																							
Programs	FY2015	879	3%	753	4%	844	5%	277	-6%	175	86%	8	14%	330	15%	968	3%	448	69%	24	380%	4,706	10%
	FY2014	851		724		805		295		94		7		286		940		265		5		4,272	
Program Attendance	FY2015	33,248	-6%	21,939	-9%	30,485	-7%	3,585	-3%	2,117	54%	220	26%	6,977	19%	20,115	-1%	8,524	92%	2,914	113%	130,124	0%
	FY2014	35,334		24,156		32,776		3,694		1,379		174		5,870		20,421		4,432		1,370		129,606	
COMMUNITY USE OF MEETING ROOMS																							
Bookings	FY2015	569	11%	1,288	-10%	260	-6%	70	52%	151				541	-11%	890	8%	47	-51%			3,816	0%
	FY2014	511		1,425		278		46		46				606		825		95				3,832	
Attendance	FY2015	10,786	1%	18,115	-6%	3,737	3%	614	23%	489				3,832	-3%	13,204	1%	881	-51%			51,658	-4%
	FY2014	10,720		19,193		3,627		498		823				3,946		13,112		1,797				53,716	
PUBLIC COMPUTER USE																							
Internet Sessions	FY2015	27,612	0%	40,047	-11%	44,630	30%	3,665	-12%	6,449	31%			12,801	-14%	89,196	37%	22,025	11%			246,425	14%
	FY2014	27,631		45,138		34,306		4,162		4,929				14,918		65,183		19,802				216,069	
Wi-Fi Sessions	FY2015	25,294	20%	25,949	6%	28,999	25%	2,193	19%	4,364	70%			7,022	13%	28,639	17%	6,313	22%			128,773	18%
	FY2014	21,017		24,383		23,243		1,836		2,563				6,188		24,472		5,175				108,877	
VOLUNTEERS																							
Number of Volunteer Hours	FY2015	4,698	7%	2,519	-33%	3,056	24%	394	-25%	242	-54%	120	-8%	458	-5%	3,711	-13%	1,475	8%			16,673	-7%
	FY2014	4,380		3,778		2,455		526		529		131		482		4,270		1,363				17,914	
		ASHBURN		CASCADES		GUM SPRING		LOVETTSTVILLE		MIDDLEBURG		OUTREACH		PURCELLVILLE		RUST		STERLING		ADMIN		SYSTEM TOTAL	

SYSTEMWIDE ONLINE SERVICES			
Electronic Resources	FY2015	557,960	-16%
	FY2014	662,706	
Downloadables	FY2015	256,365	34%
	FY2014	191,113	
Visits to Webpage	FY2015	962,241	-4%
	FY2014	999,898	
Library Catalog Use	FY2015	3,373,352	-5%
	FY2014	3,568,306	
Online Hold Requests	FY2015	397,097	-5%
	FY2014	418,819	
Online Renewals	FY2015	1,264,567	2%
	FY2014	1,242,246	
Phone Renewals	FY2015	49,627	-9%
	FY2014	54,781	
Suggest A Title	FY2015	3,211	0%
	FY2014	3,208	
Interlibrary Loans	FY2015	4,099	-7%
	FY2014	4,428	

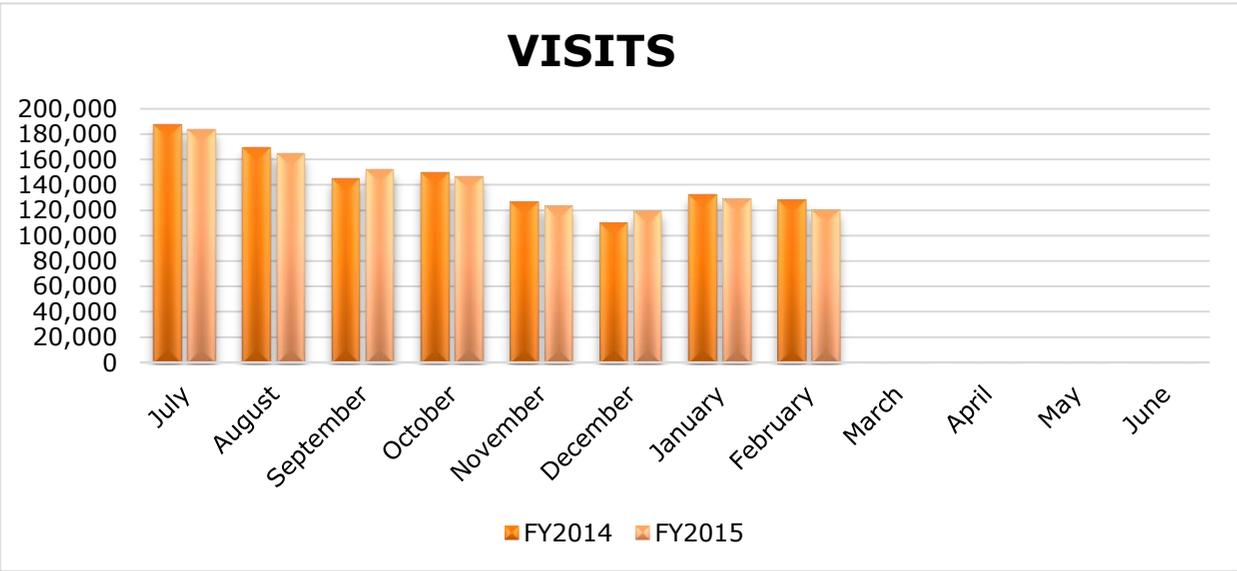
REVENUE AND FINES			
Overdue Fines	FY2015	\$193,224	-1%
	FY2014	\$194,290	
Community Room Rental	FY2015	\$2,228	48%
	FY2014	\$1,501	
Printing	FY2015	\$26,793	-2%
	FY2014	\$27,300	
Interlibrary Loans	FY2015	\$2,238	-12%
	FY2014	\$2,542	
Lost or Damaged Materials	FY2015	\$25,775	-17%
	FY2014	\$31,163	
Total Revenues	FY2015	\$250,258	-3%
	FY2014	\$256,796	

YEAR END DATA		
Reference Questions	315,718	-100%
Summer Reading Participants		-
County Population	366,693	4%
	352,897	
Registered Borrower Count		-100%
	212,897	
Circulation Per Capita	19	-100%

LOUDOUN COUNTY PUBLIC LIBRARY

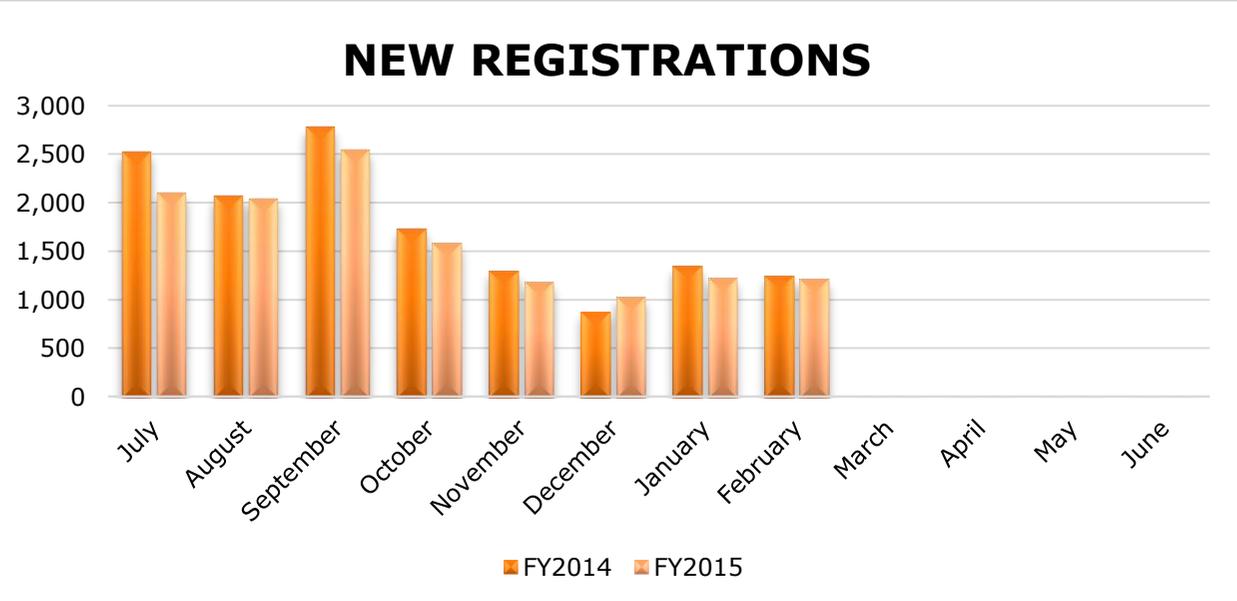
TOTAL VISITS

Month	FY2014	FY2015	%
July	187,613	183,381	-2%
August	169,037	164,308	-3%
September	144,782	151,553	5%
October	149,430	146,143	-2%
November	126,658	123,273	-3%
December	110,182	119,729	9%
January	131,939	128,969	-2%
February	128,286	120,372	-6%
March	-	-	-
April	-	-	-
May	-	-	-
June	-	-	-
Total	1,147,927	1,137,728	-1%



NEW REGISTRATIONS

Month	FY2014	FY2015	%
July	2,524	2,100	-17%
August	2,070	2,043	-1%
September	2,773	2,548	-8%
October	1,732	1,581	-9%
November	1,297	1,184	-9%
December	876	1,026	17%
January	1,349	1,219	-10%
February	1,242	1,210	-3%
March	-	-	-
April	-	-	-
May	-	-	-
June	-	-	-
Total	13,863	12,911	-7%



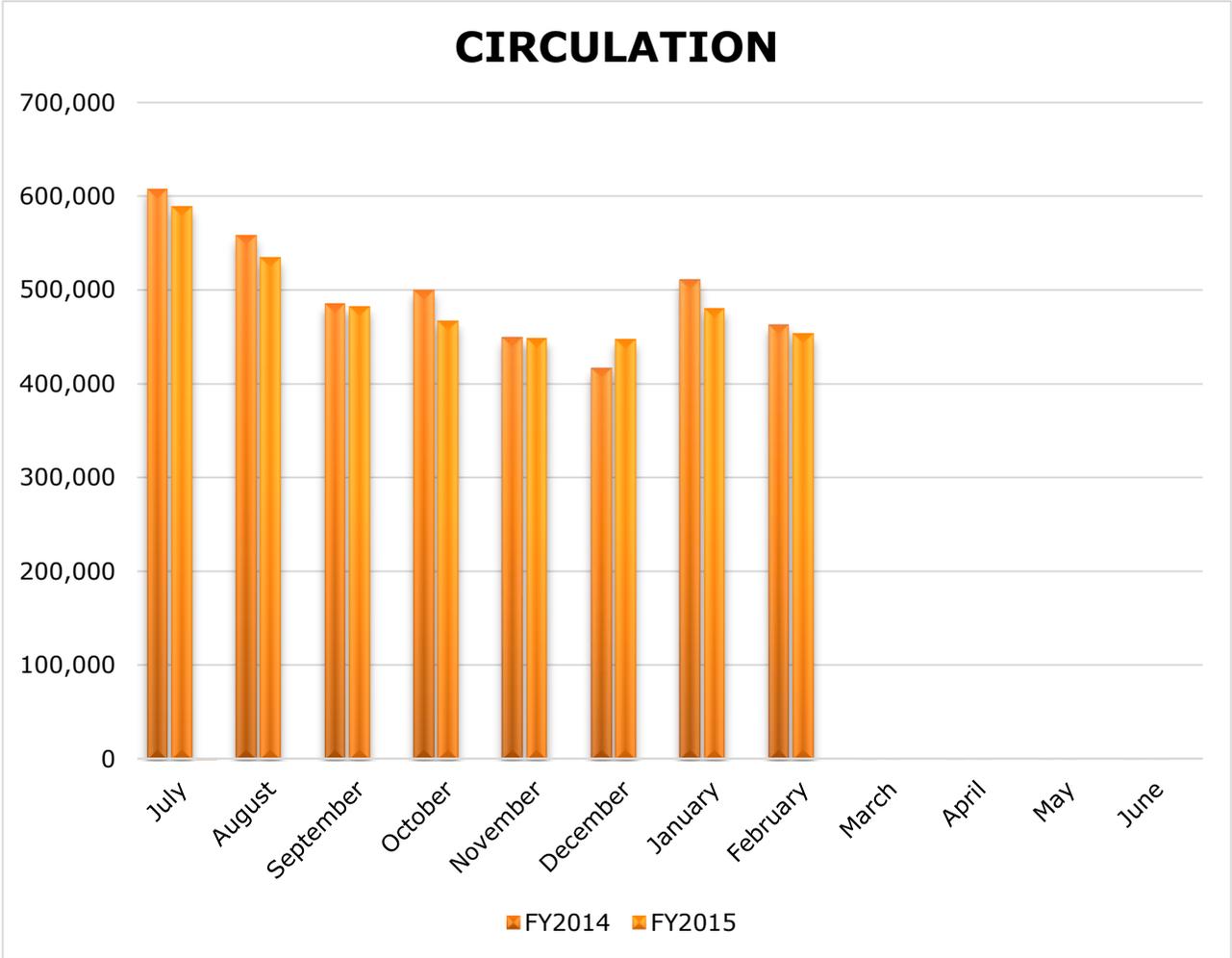
LOUDOUN COUNTY PUBLIC LIBRARY



TOTAL CIRCULATION

Month	FY2014	FY2015	%
July	607,803	589,250	-3%
August	558,072	533,871	-4%
September	485,117	482,118	-1%
October	500,140	467,248	-7%
November	448,755	448,330	0%
December	416,272	446,827	7%
January	510,481	480,332	-6%
February	463,040	453,550	-2%
March	-	-	-
April	-	-	-
May	-	-	-
June	-	-	-
Total	3,989,680	3,901,526	-2%

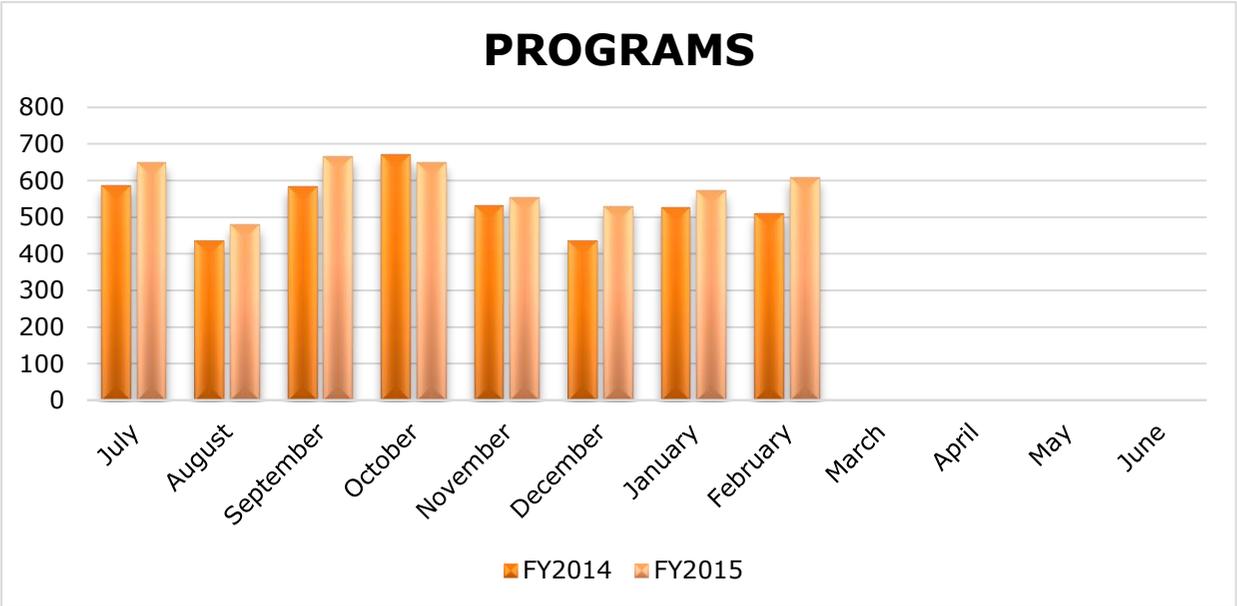
Note: Circulation includes electronic downloadables



LOUDOUN COUNTY PUBLIC LIBRARY

PROGRAMS

Month	FY2014	FY2015	%
July	585	650	11%
August	435	479	10%
September	584	665	14%
October	669	649	-3%
November	530	554	5%
December	436	529	21%
January	525	572	9%
February	508	607	19%
March	-	-	-
April	-	-	-
May	-	-	-
June	-	-	-
Total	4,272	4,705	10%



PROGRAM ATTENDANCE

Month	FY2014	FY2015	%
July	22,328	22,957	3%
August	17,386	17,586	1%
September	19,317	18,129	-6%
October	21,326	19,991	-6%
November	13,979	12,582	-10%
December	9,567	11,828	24%
January	11,954	12,809	7%
February	13,749	14,242	4%
March	-	-	-
April	-	-	-
May	-	-	-
June	-	-	-
Total	129,606	130,124	0%

