

# Loudoun County Public Library Board of Trustees

**AGENDA: *Monthly Meeting for January 2016***

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**7:30 PM CALL TO ORDER**

**MOMENT OF SILENCE**

**COMMENTS**

Public Comment

Board Comment

Director's Comment

**AGENDA CHANGES**

**MINUTES APPROVAL:**

**December 16, 2015 Regular Meeting Minutes**

**REPORTS**

Library Advisory Board:

Library Branch Report:

Library Admin Report:

Director's Report:

**Cascades Library Friends Group,**

**Cascades Library, Ellen Tweedy**

**Communications Division, Mary Frances Forcier**

**Library Director, Chang Liu**

**INFORMATION ITEMS**

**II 01 Brain Teaser**

**II 02 FY 2017 Budget**

**II 03 Law Library**

**II 04 Mileage Reimbursement**

**ACTION ITEMS**

**AI 01 Library Card Policy**

**AI 02 Closed Executive Session**

**ADJOURNMENT**

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**DATE & TIME:** *January 20 2016 at 7:30 p.m.*

**LOCATION:** *Cascades Library, 21030 Whitfield Place, Potomac Falls, VA 201165*

**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**

December 16, 2015

The Library Board of Trustees meeting was held on Thursday, December 16, 2015 at 7:30 p.m., at Rust Library located at 380 Old Waterford Road NW, Leesburg, VA 20176, the Chair and Secretary were both present.

**Present:** Mark Miller, Chair  
Larry Stepnick, Vice Chair  
Chang Liu, Library Director  
Mary Pellicano  
Michael Silber  
Sara Pensgard  
Joseph Maio  
Sean Mallon  
Nancy Nuell

**Absent:**

**I. CALL TO ORDER**

Presiding Chair Mr. Mark Miller called the meeting to order at 7:30 p.m. and asked for a moment of silence.

**COMMENTS**

**II. PUBLIC COMMENTS**

There was no public comment.

**III. BOARD COMMENTS**

All the Trustees wished everyone happy holidays and happy New Year.

Trustee Ms. Pensgard reported that she and her husband attended a terrific program on December 5 at the Purcellville Library, *Printing 101: Typesetting Demo & Letterpress Printing*.

Board Chair Mr. Miller reported that he attended the County Board of Supervisors meeting to show his support and to thank Chairman York, Supervisor Clarke, Supervisor Reid, Supervisor Delgaudio and Supervisor Bonfils for their service to Loudoun County. Mr. Miller encouraged his fellow Trustees to reach out to their respective Supervisors and communicate the importance of the programs and services that the Loudoun County Public Library system offers and to explain the vision, mission and budget process.

**IV. DIRECTOR COMMENT**

Library Director Ms. Liu wished everyone happy holidays.

Ms. Liu gave an overview of the three documents she distributed to the Trustees (*LCPL In Just One Year, An Overview of LCPL, and Journeys of my Life.*)

Ms. Liu reported that she attended a three-day workshop offered by the Harwood Institute on change management. Ms. Liu reported the workshop provided techniques for improving an organization's outward approach. Ms. Liu stated Loudoun County Public Library could apply many of the techniques to its operations to better serve the community. Ms. Liu also indicated these tools could help Loudoun County Public Library gain approval for new and improved facilities the community wants.

**AGENDA CHANGES**

There were no agenda changes.

**V. READING AND APPROVAL OF MINUTES**

Mr. Miller requested a motion to approve the minutes of the November 19, 2015 Library Board of Trustees regular meeting. Mr. Maio moved to approve the minutes of the November 19, 2015 Library Board of Trustees regular meeting. The motion was seconded and approved by a vote of 5-2-0-0 (yes/abstained/no/not present).

**VI. REPORTS**

**A. LOUDOUN LIBRARY FOUNDATION**

The President of the Library Foundation, Ms. Beth Leetch, reported on behalf of the Loudoun Library Foundation. The report was received and placed on file.

**B. COLLECTION MANAGEMENT**

The Collection Management Division Manager, Ms. Mary Lou Demeo, reported on behalf of the Collection Management Division. 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.

**VII. INFORMATION ITEMS**

**II01 BRAIN TEASER:**

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

**II02 FY 2017 BUDGET:**

Ms. Liu reported she provided the Library Services FY 2017 Budget Presentation to the County Administrator, Mr. Hemstreet, on Wednesday, November 18. Ms. Liu stated that a decision regarding the FY 2017 Library Services Budget has yet to be announced by the County Administrator.

**II03 LIBRARY BOARD RETREAT:**

Ms. Liu stated that the last Library Board of Trustees Retreat was held in April 2015. Ms. Liu recommended that the Library Board of Trustees consider planning another Library Board Retreat in 2016. Ms. Liu asked the Trustees if they prefer to hold the retreat after the County adopts the fiscal 2017 budget in April 2016. The Trustees agreed.

**VIII. ACTION ITEMS**

**AI01 2016 LCPL HOLIDAY CALENDAR**

Ms. Liu recommended that the Library Board of Trustees approve the 2016 Loudoun County Public Library Holiday Calendar as presented.

Ms. Pellicano moved that the Library Board of Trustees adopt the 2016 Loudoun County Public Library Holiday Calendar as presented. The motion was seconded and approved by a vote of 7-0-0-0.

**AI02 LAW LIBRARY**

Mr. Gary Clemens, the Clerk of the Circuit Court, presented information about the Law Library. Mr. Maio moved that the Library Board of Trustees approve the Letter of Intent for the proposed transfer of the Law Library to Loudoun County Public Library. The motion was seconded. Mr. Miller opened the floor for questions and discussion. The motion to approve the Letter of Intent failed, by a vote of 0-0-7-0.

Mr. Stepnick moved that the Library Board of Trustees authorize the Library Director to commence negotiations on a memorandum of understanding between Loudoun County Public Library and the Clerk of the Circuit Court to transfer oversight of the Loudoun County Law Library from the Clerk of the Circuit Court to the Loudoun County Public Library. The motion was seconded and approved by a vote of 7-0-0-0.

**AI03 CLOSED EXECUTIVE SESSION**

**Mr. Stepnick read the motion for convening into Executive Session.**

Pursuant to Section 2.1-344 of the Code of Virginia, I move that the Loudoun County Public Library Board of Trustees recess this public meeting and enter into executive session. The authority for this executive session is found in Section 2.1-344(a) Subsection 7. The purpose of the executive session is to consult with staff on personnel matters. The motion was seconded and approved by a vote of 7-0-0-0.

**Mr. Stepnick read the resolution to certify the Executive Session.**

Whereas, the Loudoun County Public Library Board of Trustees has this 16<sup>th</sup> day of December, 2015 convened in Executive 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 Executive Session to which this certification applies; and (2) only such public business matters as were identified in the motion by which the said Executive Session was convened were heard, discussed or considered by the Library Board of Trustees.

Mr. Stepnick moved that the Resolution Certifying the Executive Session be adopted and reflected in the minutes of the public meeting. The motion was seconded and approved by a vote of 6-1-0-0.

Mr. Stepnick move that the Executive Session be adjourned, that the Library Board of Trustees reconvene its public meeting, and that the minutes of the public meeting should reflect that no formal action was taken in the Executive Session. The Motion was seconded and approved by a vote of 6-1-0-0.

**IX. ADJOURNMENT**

Presiding Chair Mr. Miller adjourned the meeting at 10:35 p.m.

Respectfully submitted by

Kelley Nelson  
Secretary

Adopted by the Board in the meeting  
of \_\_\_\_\_.

\_\_\_\_\_  
(Signature of Presiding Officer)

# Loudoun County Public Library

## DIRECTOR'S REPORT

January 2016

### *Organizing for the future*

- Throughout the month of December, I met with staff throughout the system to discuss the key concepts that will facilitate our work in the next two years: the Seven Core Service Areas and Task Force Structure.
- In early December, I attended a 2.5-day workshop on public innovation, which focused on the Harwood Institute's approach to change called Turning Outward - how to gain a deep understanding of your community and use that as your reference point for choices and action. The Institute's 27 years of work has shown that when people and organizations Turn Outward and make more intentional judgments and choices in creating change, they produce greater impact and relevance in their community. We are looking forward to implementing this approach throughout the library system.

### *Celebrating community events and meeting community needs*

- The Christmas in Middleburg Parade on the first Saturday in December is always one way the community shows appreciation as the Advisory Board dons a Bookworm costume and marches to many shouts of "Hey Bookworm!!!" "We love the Library!" "We love books!!" This year the town was bit overwhelmed with estimated crowds of 26,000+ visitors. Thanks to Advisory Board President Marc Leepson for bringing 7 young women to help fill the bookworm sections, carry our banner and dress as a Fox and the Owls: Smartie and Birdie.
- Countdown to Noon rang in the New Year throughout the county. At Cascades, more than 112 children and parents attended, and enjoyed games, crafts, a scavenger hunt, dance party, and massive amounts of bubbles. At Rust, included stories, songs, firecracker rings, shakers, refreshments, and New Year resolutions. At noon, two piñatas disguised as disco balls showered candy on the children. Dancing followed and 66 attended.
- Affordable Care Act sign-up help was provided in the Rust computer lab during early November and December by Northern Virginia Family Services volunteers. Six sessions were held with an attendance of over 60.
- The Rust Library Advisory Board held their first annual book sale in December. The board sold raffle tickets, baked goods, and face painting sessions as well as books. They raised just over \$3,400 and were pleased with the turnout at their first large sale.
- Sterling Library has experienced a significant increase in program attendance over the past two years. While December is usually a "slow" month, Sterling Library's December program attendance increased from 417 in December 2013 to 850 this month, an increase of almost 104%! We expect this trend will continue.

### *Working with area schools and facilitating lifelong learning*

- Rust continues to serve Paxton Campus on Wednesday mornings. One Paxton teen used the self-checkout for the very first time. His teachers told us this was an amazing accomplishment.
- At Gum Spring, a Family Night at the Library took place with for Buffalo Trail ES, at which staff shared the services and programs LCPL offers, and the principal read holiday stories. It was phenomenally successful, with a crowd of 275.

- At Purcellville, staff worked with the first grade at Hamilton Elementary to promote their Kindness Spreaders program. The classes visited Purcellville Library and delivered positive messages to be displayed at the library. Patrons were encouraged to take a message and follow directions on the back of each card to take a brief survey and then passing the message on to someone or placing the message at another location. The kids were tracking the cards progression through Google Maps, seeing how far their messages of goodwill traveled. Shanna shared this information with her counterparts and sent some of the messages to other branches in an effort to expand the effort.
- The MILL Studio staff gave a class on using Finch robots at Providence Academy and showed a Girl Scout troop how to use the Cameo Cutter to make snowflakes and holiday decorations. Sheila and Ayesha expanded the MILL Studio offerings with an introductory sewing class for adults. Jeff led 14 kids in programming the Finch and Sphero robots to knock over obstacles as part of participating in the national Hour of Code program (<https://hourofcode.com/us>).
- The adult book discussion at the Brambleton Community Center continues to draw dedicated crowds.
- Under Marcia's guidance at Gum Spring, the Teen Reading Buddies program blossomed, with 252 attending the 5 December sessions. She trained 12 new teen volunteers to participate.

Chang Liu

Director, Loudoun County Public Library

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

<b>SUBJECT:</b>	Brain Teaser
<b>CONTACT:</b>	Library Board
<b>ACTION DATE:</b>	January 20, 2016
<b>RECOMMENDATION:</b>	
<b>BACKGROUND:</b>	A Brain Teaser is presented at every Library Board of Trustees Meeting in honor of Gabriella Miller.
<b>ISSUES:</b>	
<b>FISCAL IMPACT:</b>	
<b>DRAFT MOTION:</b>	
<b>ATTACHMENTS:</b>	
<b>NOTES:</b>	
<b>ACTION TAKEN:</b>	

**Loudoun County Public Library Board of Trustees**  
**INFORMATION ITEM SUMMARY: I102 FY 2017 Budget**

<b>SUBJECT:</b>	FY 2017 Budget
<b>CONTACT:</b>	Library Director, Ms. Chang Liu
<b>ACTION DATE:</b>	January 20, 2016
<b>RECOMMENDATION:</b>	Ms. Liu will provide an update on the FY 2017 budget.
<b>BACKGROUND:</b>	
<b>ISSUES:</b>	
<b>FISCAL IMPACT:</b>	
<b>DRAFT MOTION:</b>	
<b>ATTACHMENTS:</b>	
<b>NOTES:</b>	
<b>ACTION TAKEN:</b>	

**Loudoun County Public Library Board of Trustees**  
**INFORMATION ITEM SUMMARY: 1102 Law Library**

<b>SUBJECT:</b>	Law Library Proposal
<b>CONTACT:</b>	Library Director, Ms. Chang Liu
<b>ACTION DATE:</b>	January 20, 2016
<b>RECOMMENDATION:</b>	Library Director Chang Liu will give an update on the Law Library proposal.
<b>BACKGROUND:</b>	
<b>ISSUES:</b>	
<b>FISCAL IMPACT:</b>	
<b>DRAFT MOTION:</b>	
<b>ATTACHMENTS:</b>	
<b>NOTES:</b>	
<b>ACTION TAKEN:</b>	

**Loudoun County Public Library Board of Trustees**  
**INFORMATION ITEM SUMMARY: II 04 Mileage Reimbursement**

<b>SUBJECT:</b>	Mileage Reimbursement for Trustees
<b>CONTACT:</b>	Library Director, Ms. Chang Liu
<b>ACTION DATE:</b>	January 20, 2016
<b>RECOMMENDATION:</b>	Library staff is working with the County Budget Office on the procedures for reimbursing Trustees for travel related to their role as a Library Trustee.
<b>BACKGROUND:</b>	
<b>ISSUES:</b>	
<b>FISCAL IMPACT:</b>	
<b>DRAFT MOTION:</b>	
<b>ATTACHMENTS:</b>	
<b>NOTES:</b>	
<b>ACTION TAKEN:</b>	

**Loudoun County Public Library Board of Trustees**  
**ACTION ITEM SUMMARY: A101 Library Card Policy**

<b>SUBJECT:</b>	Library Card Policy
<b>CONTACT:</b>	Library Director, Ms. Chang Liu
<b>ACTION DATE:</b>	January 20, 2016
<b>RECOMMENDATION:</b>	Staff recommends that LBOT approve the revised Library Card Policy as presented.
<b>BACKGROUND:</b>	In order to implement the new ILS, all reciprocal borrowers (patrons living in other local jurisdictions that have reciprocity with LCPL) need to have their own LCPL cards, instead of using the library cards from their own jurisdictions.
<b>ISSUES:</b>	None foreseen
<b>FISCAL IMPACT:</b>	None
<b>DRAFT MOTION:</b>	I move that the Library Board of Trustees adopt the revised Library Card Policy as presented.
<b>ATTACHMENTS:</b>	Draft of the revised Library Card Policy
<b>NOTES:</b>	
<b>ACTION TAKEN:</b>	

## LIBRARY POLICY (17)

### LIBRARY CARD

Every resident of Loudoun County is eligible for a free library card regardless of age.

A resident shall be defined as a person:

1. living in Loudoun County
2. owning property in Loudoun County
3. owning a business in Loudoun County
4. working in Loudoun County, or
5. attending school in Loudoun County

No one else will be eligible to receive a Loudoun County Public Library card.

Residents of other library systems that have reciprocal borrowing agreements with Loudoun County Public Library ~~shall use their home library card for this purpose, with the registration information input into the Loudoun County Public Library patron database.~~ shall be issued Loudoun County Public Library patron barcodes and library cards with their reciprocal borrower registration information input into the Loudoun County Public Library patron database.

This library card entitles patrons to borrow from public libraries in the cities of Falls Church, Alexandria, Winchester, and the District of Columbia; Arlington, Fairfax, Fauquier, Prince William, Clarke, and Frederick Counties in Virginia; and Montgomery, Prince George's, Frederick, and Charles Counties in Maryland; and Thomas Balch Library.

Adopted 11/14/91  
Revised ~~3/19/03~~ 01/20/2016  
Effective 7/1/03  
Reaffirmed 6/17/15

**Loudoun County Public Library Board of Trustees**  
**ACTION ITEM SUMMARY: AI02 Closed Executive Session**

<b>SUBJECT:</b>	Closed Executive Session
<b>CONTACT:</b>	Library Director, Ms. Chang Liu
<b>ACTION DATE:</b>	January 20, 2016
<b>RECOMMENDATION:</b>	Closed Executive Session
<b>BACKGROUND:</b>	
<b>ISSUES:</b>	
<b>FISCAL IMPACT:</b>	
<b>DRAFT MOTION:</b>	
<b>ATTACHMENTS:</b>	
<b>NOTES:</b>	
<b>ACTION TAKEN:</b>	

**Symington Trust  
Fund 1223  
FY16**

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	\$ 3,986,162.17	\$ 2,976.39	\$ (1,383.50)	\$ 3,990,522.06	\$ 7.43	\$ -	\$ 3,990,529.49	0.1490%
August	\$ 3,990,529.49	\$ 233.52	\$ (348.96)	\$ 3,991,111.97	\$ 8.31	\$ -	\$ 3,991,120.28	0.1650%
September	\$ 3,991,120.28	\$ 389.46	\$ (608.04)	\$ 3,992,117.78	\$ 8.91	\$ -	\$ 3,992,126.69	0.1740%
October***	\$ 3,992,126.69	\$ 1,611.61	\$ 180.75	\$ 3,993,557.55	\$ 9.64	\$ -	\$ 3,993,567.19	0.1840%
November	\$ 3,993,567.19	\$ 313.11	\$ 6,585.90	\$ 3,987,294.40	\$ 8.87	\$ -	\$ 3,987,303.27	0.1880%
December	\$ 3,989,277.58		\$ 1,974.31	\$ 3,987,303.27	\$ 13.26	\$ -	\$ 3,987,316.53	0.2810%
January				\$ -	\$ -	\$ -	\$ -	
February				\$ -	\$ -	\$ -	\$ -	
March				\$ -	\$ -	\$ -	\$ -	
April				\$ -	\$ -	\$ -	\$ -	
May				\$ -	\$ -	\$ -	\$ -	
June								
<b>Total FY</b>	\$ 3,986,162.17	# \$ 5,524.09	# \$ 6,400.46	\$ 3,985,285.80	\$ 56.42	\$ -	\$ 3,985,342.22	

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

\$19,278.00

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

\*\*\*Interest Accrued Income for FY015" - \$123,408.94

**James Horton Prog for the Arts Trust Fund  
Fund 1222  
FY16**

Month	Beginning Balance	Revenue (Donations)	Expenses	Ending Balance Oracle-Interest*	Interest Earned*	Ending Balance Oracle+Interest	Average LGIP Rate
July	\$ 19,558.44	\$ -	\$ -	\$ 19,558.44	\$ 2.43	\$ 19,560.87	0.1490%
August	\$ 19,560.87	\$ -	\$ -	\$ 19,560.87	\$ 2.69	\$ 19,563.56	0.1650%
September	\$ 19,563.56			\$ 19,563.56	\$ 2.84	\$ 19,566.40	0.1740%
October	\$ 19,566.40			\$ 19,566.40	\$ 3.00	\$ 19,569.40	0.1840%
November	\$ 19,569.40			\$ 19,569.40	\$ 3.07	\$ 19,572.47	0.1880%
December	\$ 20,322.47		\$ 750.00	\$ 19,572.47	\$ 4.58	\$ 19,577.05	0.2810%
January				\$ -	\$ -	\$ -	
February				\$ -	\$ -	\$ -	
March				\$ -	\$ -	\$ -	
April				\$ -	\$ -	\$ -	
May				\$ -	\$ -	\$ -	
June				\$ -	\$ -	\$ -	
<b>Total FY</b>	\$ 19,558.44	\$ -	\$ 750.00	\$ -	\$ 18.61	\$ 18,827.05	

\*Interest Earnings Based On Average LGIP Rate For the Month

**Irwin Uran Trust Fund  
Fund 1220  
FY16**

Month	Beginning Balance	Prior Mo Adjustment	Revenue (Donations)	Expenses	Ending Balance Oracle-Interest*	Interest Earned*	Ending Balance Oracle+Interest	Average LGIP Rate
July	\$ 232,160.95	\$ -	\$ -	\$ -	\$ 232,160.95	\$ 28.83	\$ 232,189.78	0.1490%
August	\$ 232,189.78	\$ -	\$ -	\$ -	\$ 232,189.78	\$ 31.93	\$ 232,221.71	0.1650%
September	\$ 232,221.71			\$ 29,900.00	\$ 202,321.71	\$ 29.34	\$ 202,351.05	0.1740%
October**	\$ 202,351.05			\$ -	\$ 202,351.05	\$ 31.03	\$ 202,382.08	0.1840%
November	\$ 202,382.08				\$ 202,382.08	\$ 31.71	\$ 202,413.79	0.1880%
December	\$ 202,413.79				\$ 202,413.79	\$ 47.40	\$ 202,461.19	0.2810%
January					\$ -	\$ -	\$ -	
February					\$ -	\$ -	\$ -	
March					\$ -	\$ -	\$ -	
April					\$ -	\$ -	\$ -	
May					\$ -	\$ -	\$ -	
June								
<b>Total FY</b>	\$ 232,160.95	\$ -	\$ -	\$ 29,900.00	\$ -	\$ 200.24	\$ 202,461.19	

\*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 December 31st 2015

<b>Irwin Uran Trust Fund</b>	<b>\$ 202,461.19</b>	LGIP*	0.2810%
<b>Symington Trust Fund</b>	<b>\$ 54,659.00</b>	LGIP*	0.2810%
		CD**	Trade Date    Maturity    Yield
	<b>\$ 772,000.00</b>	<i>Access National</i>	03/19/15    03/17/20    1.950%
	<b>\$ 790,612.34</b>	<i>Access National</i>	02/18/14    02/17/19    1.500%
	<b>\$ 818,070.97</b>	<i>Cardinal Bank</i>	03/22/13    03/22/18    1.342%
	<b>\$ 775,000.00</b>	<i>Virginia Commerce</i>	03/30/12    03/29/17    1.740%
	<b>\$ 775,000.00</b>	<i>Washington First</i>	03/30/12    03/30/16    1.350%
<b>\$ -</b>			
<b>Symington Total</b>	<b>\$ 3,985,342.31</b>		
<b>James Horton Trust Fund</b>	<b>\$ 18,827</b>	LGIP*	0.2810%

\*LGIP balances available for expenses

\*\*CD balances subject to penalty for early withdrawal



**LCPL STATISTICAL REPORT (Current Month)**

December-2015		ASHBURN		CASCADES		GUM SPRING		LOVETTSVILLE		MIDDLEBURG		OUTREACH		PURCELLVILLE		RUST		STERLING		ADMIN		SYSTEM TOTAL	
Visits	FY2016	29,592	8%	22,680	4%	25,144	19%	3,077	7%	2,761	-	814	26%	10,999	-6%	26,148	5%	6,595	5%			127,810	10%
	FY2015	27,355		21,830		21,120		2,865		-		644		11,698		24,790		6,302				116,604	
New Registrations	FY2016	243	3%	174	-2%	285	18%	16	60%	76	-	17	0%	184	212%	182	5%	70	-27%			1,247	23%
	FY2015	237		178		241		10		-		17		59		174		96				1,012	
<b>CIRCULATION</b>																							
Print Material	FY2016	88,342	-4%	36,139	-23%	89,362	21%	3,834	-29%	2,208	-	1,674	14%	17,259	-14%	43,274	-4%	8,470	-5%	972	-38%	291,534	-1%
	FY2015	92,365		46,668		74,046		5,402		-		1,473		20,008		45,069		8,957		1,564		295,552	
Audiovisual	FY2016	27,843	-10%	15,921	-22%	22,359	27%	1,843	-22%	1,636	-	756	31%	9,835	-21%	22,914	-6%	4,000	-11%	410	-30%	107,517	-6%
	FY2015	30,793		20,469		17,622		2,368		-		576		12,483		24,433		4,497		587		113,828	
<b>TOTAL CIRCULATION</b>	FY2016	116,185	-6%	52,060	-22%	111,721	22%	5,677	-27%	3,844	-	2,430	19%	27,094	-17%	66,188	-5%	12,470	-7%	1,382	-36%	440,302	0%
	FY2015	123,158		67,137		91,668		7,770		-		2,049		32,491		69,502		13,454		2,151		442,506	
<b>LIBRARY PROGRAMS</b>																							
Programs	FY2016	107	6%	98	9%	124	35%	40	25%	15	-	1	-	63	40%	183	89%	55	12%	8	300%	694	37%
	FY2015	101		90		92		32		-		-		45		97		49		2		508	
Program Attendance	FY2016	3,844	26%	3,623	60%	4,276	61%	768	101%	85	-	28	-	867	9%	2,799	52%	850	33%	252	581%	17,392	49%
	FY2015	3,046		2,271		2,664		382		-		-		796		1,843		637		37		11,676	
<b>COMMUNITY USE OF MEETING ROOMS</b>																							
Bookings	FY2016	77	-5%	227	21%	52	44%	6	-50%	4	-			45	-37%	91	-15%	3	-57%			505	1%
	FY2015	81		188		36		12		-				71		107		7				502	
Attendance	FY2016	1,398	-19%	2,959	40%	866	57%	65	-45%	26	-			466	-16%	1,464	-7%	75	-36%			7,319	9%
	FY2015	1,719		2,108		552		118		0				553		1,576		117				6,743	
<b>PUBLIC COMPUTER USE</b>																							
Internet Sessions	FY2016	2,694	-13%	3,786	-27%	4,568	-4%	516	21%	306	-			1,514	8%	6,694	-29%	1,845	-33%			21,923	-19%
	FY2015	3,089		5,204		4,741		426		-				1,408		9,425		2,762				27,055	
Wi-Fi Sessions	FY2016	3,436	18%	3,410	13%	5,128	50%	366	60%	533	-			1,003	16%	4,241	28%	827	4%			18,944	30%
	FY2015	2,909		3,007		3,422		229		-				863		3,323		794				14,547	
<b>VOLUNTEERS</b>																							
Number of Volunteer Hours	FY2016	401	8%	312	105%	295	50%	39	333%	20	-	10	-17%	127	323%	216	-41%	28	-26%			1,448	23%
	FY2015	371		152		197		9		-		12		30		365		38				1,174	
ASHBURN		CASCADES		GUM SPRING		LOVETTSVILLE		MIDDLEBURG		OUTREACH		PURCELLVILLE		RUST		STERLING		ADMIN		SYSTEM TOTAL			

SYSTEMWIDE ONLINE SERVICES			
Electronic Resources	FY2016	61,508	-17%
	FY2015	74,505	
Downloadables	FY2016	41,251	25%
	FY2015	33,126	
Visits to Webpage	FY2016	110,939	3%
	FY2015	107,520	
Library Catalog Use	FY2016	337,554	-8%
	FY2015	365,641	
Online Hold Requests	FY2016	39,297	-9%
	FY2015	43,056	
Online Renewals	FY2016	150,281	-2%
	FY2015	152,878	
Phone Renewals	FY2016	4,392	-27%
	FY2015	6,041	
Suggest A Title	FY2016	498	27%
	FY2015	393	
Interlibrary Loans	FY2016	529	34%
	FY2015	394	

REVENUE AND FINES			
Overdue Fines	FY2016	\$26,867	-9%
	FY2015	\$29,619	
Community Room Rental	FY2016	\$280	133%
	FY2015	\$120	
Printing	FY2016	\$3,657	45%
	FY2015	\$2,520	
Interlibrary Loans	FY2016	\$264	-11%
	FY2015	\$297	
Lost or Damaged Materials	FY2016	\$2,961	-24%
	FY2015	\$3,916	
<b>Total Revenues</b>	<b>FY2016</b>	<b>\$34,029</b>	<b>-7%</b>
	<b>FY2015</b>	<b>\$36,472</b>	



LCPL STATISTICAL REPORT (Year-To-Date)

December-2015		ASHBURN		CASCADES		GUM SPRING		LOVETTSVILLE		MIDDLEBURG		OUTREACH		PURCELLVILLE		RUST		STERLING		ADMIN		SYSTEM TOTAL	
Visits	FY2016	193,865	-1%	151,527	-5%	163,630	2%	20,802	-1%	18,556	4%	5,081	23%	78,847	-7%	185,650	-2%	46,756	-10%			864,714	-2%
	FY2015	196,191		159,065		160,669		20,980		17,896		4,118		84,972		189,542		51,829				885,262	
New Registrations	FY2016	2,579	-2%	1,632	4%	2,717	-3%	165	30%	200	-3%	109	16%	1,545	155%	1,618	-1%	687	-14%			11,252	7%
	FY2015	2,634		1,571		2,788		127		206		94		607		1,640		801				10,468	
<b>CIRCULATION</b>																							
Print Material	FY2016	607,763	-4%	312,675	-3%	532,753	8%	36,060	-7%	15,917	10%	11,211	32%	130,048	-10%	312,540	-4%	55,409	-5%	8,389	-19%	2,022,765	-1%
	FY2015	635,346		322,457		495,149		38,816		14,407		8,464		144,789		323,955		58,435		10,363		2,052,181	
Audiovisual	FY2016	171,471	-10%	118,698	-6%	118,618	4%	15,398	-8%	10,059	26%	4,243	24%	65,352	-16%	143,874	-5%	24,330	-15%	2,622	-48%	674,665	-7%
	FY2015	191,370		126,938		114,348		16,750		7,952		3,430		77,525		152,013		28,467		5,078		723,871	
<b>TOTAL CIRCULATION</b>	FY2016	779,234	-6%	431,373	-4%	651,371	7%	51,458	-7%	25,976	16%	15,454	30%	195,400	-12%	456,414	-4%	79,739	-8%	11,011	-29%	2,949,257	0%
	FY2015	826,716		449,395		609,497		55,566		22,359		11,894		222,314		475,968		86,902		15,441		2,963,323	
<b>LIBRARY PROGRAMS</b>																							
Programs	FY2016	681	1%	722	34%	810	24%	280	39%	95	-23%	4	-20%	361	45%	968	34%	395	21%	56	367%	4,372	25%
	FY2015	675		537		652		202		124		5		249		723		326		12		3,505	
Program Attendance	FY2016	29,991	12%	24,970	52%	30,958	26%	4,034	55%	1,084	-36%	31	-82%	6,197	16%	21,736	35%	8,824	29%	4,530	83%	132,355	29%
	FY2015	26,790		16,457		24,481		2,595		1,692		172		5,356		16,049		6,853		2,476		102,921	
<b>COMMUNITY USE OF MEETING ROOMS</b>																							
Bookings	FY2016	431	-2%	1,219	29%	234	26%	46	21%	19				319	-21%	597	-7%	23	-21%			2,888	3%
	FY2015	440		943		186		38		120				405		639		29				2,800	
Attendance	FY2016	7,107	-18%	14,287	7%	3,539	25%	393	14%	123				2,694	0%	7,982	-17%	378	-37%			36,503	-5%
	FY2015	8,645		13,293		2,824		345		354				2,690		9,673		600				38,424	
<b>PUBLIC COMPUTER USE</b>																							
Internet Sessions	FY2016	18,040	-18%	24,612	-20%	32,333	-4%	2,994	-1%	3,734	-14%			10,297	3%	43,350	-38%	13,441	-22%			148,801	-22%
	FY2015	21,868		30,713		33,686		3,035		4,337				10,002		70,476		17,211				191,328	
Wi-Fi Sessions	FY2016	21,812	12%	23,325	16%	31,071	40%	2,456	44%	3,653	27%			6,683	23%	27,660	27%	5,784	16%			122,444	24%
	FY2015	19,554		20,119		22,131		1,701		2,878				5,447		21,721		4,970				98,521	
<b>VOLUNTEERS</b>																							
Number of Volunteer Hours	FY2016	3,813	-4%	2,893	36%	3,323	24%	466	26%	175	2%	116	35%	786	82%	2,514	-17%	1,224	-6%			15,309	8%
	FY2015	3,954		2,124		2,676		370		172		86		433		3,033		1,309				14,157	
		ASHBURN		CASCADES		GUM SPRING		LOVETTSVILLE		MIDDLEBURG		OUTREACH		PURCELLVILLE		RUST		STERLING		ADMIN		SYSTEM TOTAL	

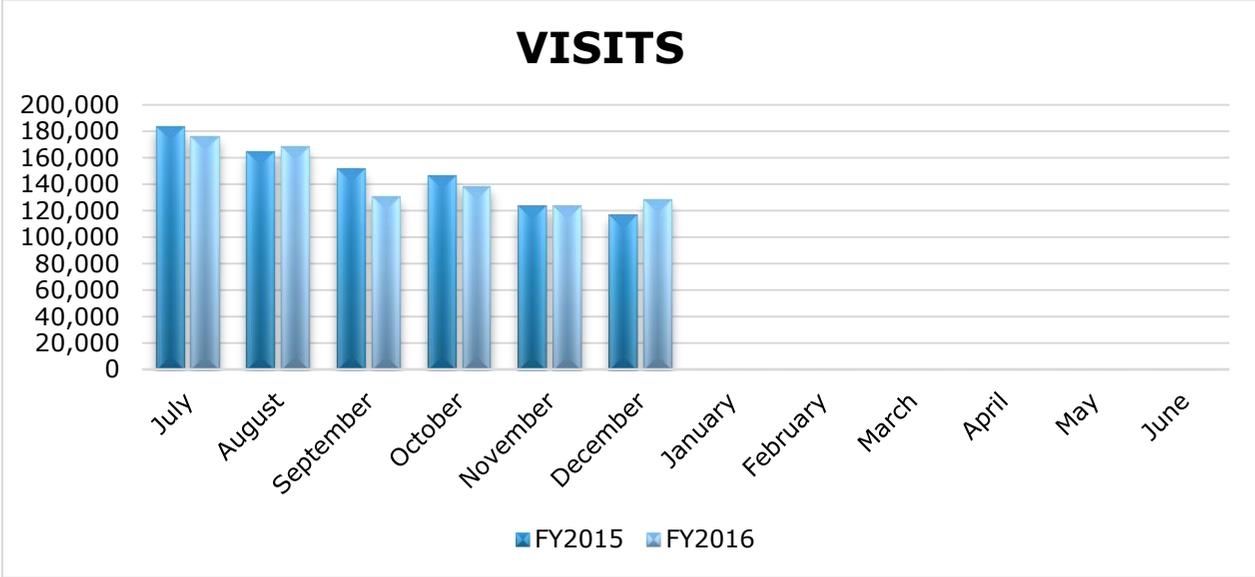
SYSTEMWIDE ONLINE SERVICES			
Electronic Resources	FY2016	407,804	1%
	FY2015	405,497	
Downloadables	FY2016	251,827	34%
	FY2015	187,271	
Visits to Webpage	FY2016	696,231	-4%
	FY2015	725,550	
Library Catalog Use	FY2016	2,400,637	-4%
	FY2015	2,490,434	
Online Hold Requests	FY2016	279,731	-4%
	FY2015	292,478	
Online Renewals	FY2016	956,617	0%
	FY2015	955,246	
Phone Renewals	FY2016	28,737	-25%
	FY2015	38,536	
Suggest A Title	FY2016	2,841	15%
	FY2015	2,476	
Interlibrary Loans	FY2016	3,179	5%
	FY2015	3,025	

REVENUE AND FINES			
Overdue Fines	FY2016	\$133,412	-6%
	FY2015	\$142,411	
Community Room Rental	FY2016	\$1,370	46%
	FY2015	\$940	
Printing	FY2016	\$20,929	-1%
	FY2015	\$21,194	
Interlibrary Loans	FY2016	\$1,490	-14%
	FY2015	\$1,737	
Lost or Damaged Materials	FY2016	\$17,221	-8%
	FY2015	\$18,731	
<b>Total Revenues</b>	<b>FY2016</b>	<b>\$174,423</b>	<b>-6%</b>
	<b>FY2015</b>	<b>\$185,013</b>	

# LOUDOUN COUNTY PUBLIC LIBRARY

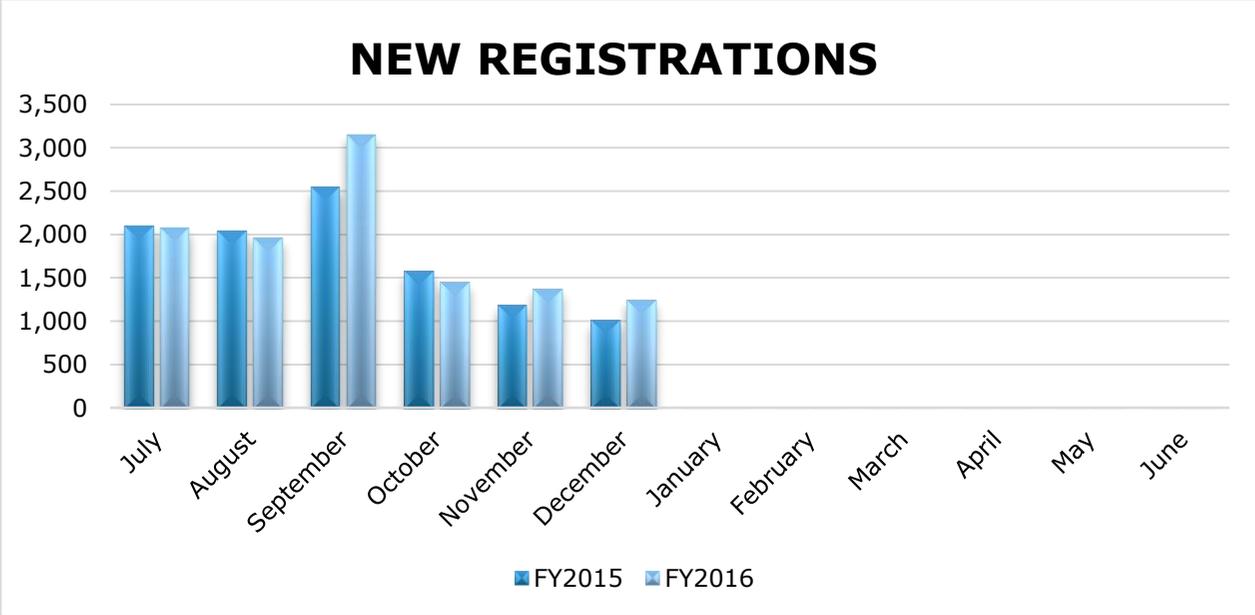
## TOTAL VISITS

Month	FY2015	FY2016	%
July	183,381	176,165	-4%
August	164,308	168,532	3%
September	151,553	130,430	-14%
October	146,143	138,481	-5%
November	123,273	123,296	0%
December	116,604	127,810	10%
January	-	-	-
February	-	-	-
March	-	-	-
April	-	-	-
May	-	-	-
June	-	-	-
Total	885,262	864,714	-2%



## NEW REGISTRATIONS

Month	FY2015	FY2016	%
July	2,100	2,075	-1%
August	2,043	1,958	-4%
September	2,548	3,153	24%
October	1,581	1,444	-9%
November	1,184	1,375	16%
December	1,012	1,247	23%
January	-	-	-
February	-	-	-
March	-	-	-
April	-	-	-
May	-	-	-
June	-	-	-
Total	10,468	11,252	7%



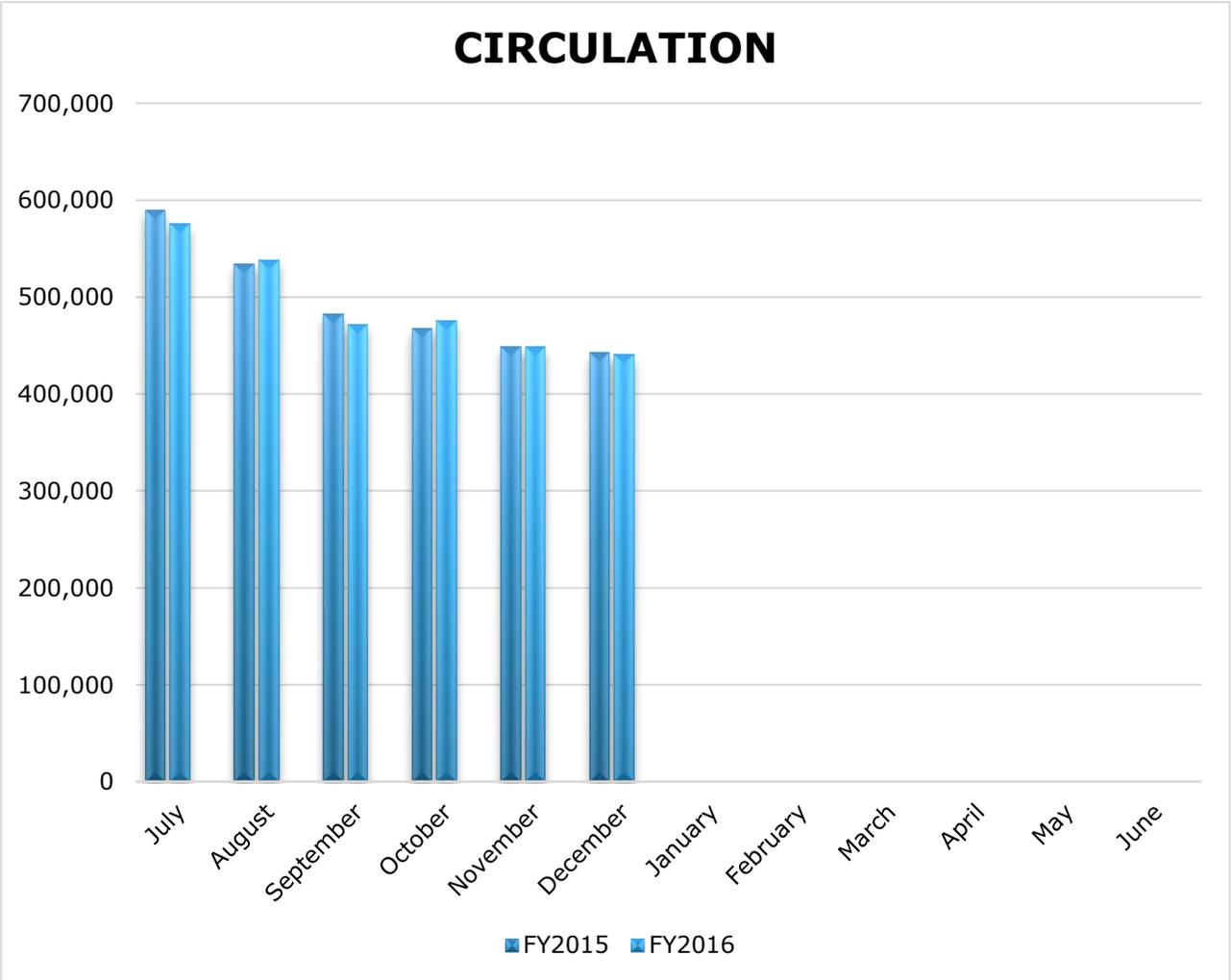
# LOUDOUN COUNTY PUBLIC LIBRARY



### TOTAL CIRCULATION

Month	FY2015	FY2016	%
July	589,250	575,516	-2%
August	533,871	538,283	1%
September	482,118	471,259	-2%
October	467,248	475,754	2%
November	448,330	449,065	0%
December	442,506	440,302	0%
January	-	-	-
February	-	-	-
March	-	-	-
April	-	-	-
May	-	-	-
June	-	-	-
<b>Total</b>	<b>2,963,323</b>	<b>2,950,179</b>	<b>0%</b>

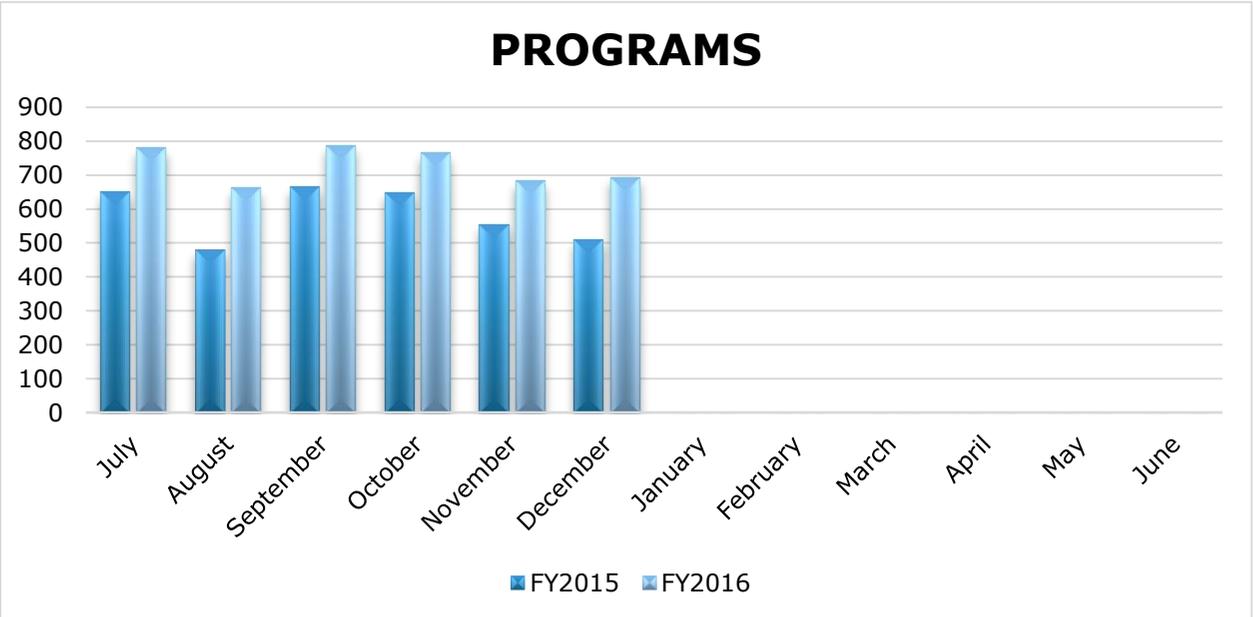
Note: Circulation includes electronic downloadables



# LOUDOUN COUNTY PUBLIC LIBRARY

## PROGRAMS

Month	FY2015	FY2016	%
July	650	781	20%
August	479	663	38%
September	665	788	18%
October	649	764	18%
November	554	683	23%
December	508	694	37%
January	-	--	
February	-	--	
March	-	--	
April	-	--	
May	-	--	
June	-	--	
<b>Total</b>	<b>3,505</b>	<b>4,373</b>	<b>25%</b>



## PROGRAM ATTENDANCE

Month	FY2015	FY2016	%
July	22,957	29,041	27%
August	17,586	24,067	37%
September	18,129	21,519	19%
October	19,991	21,781	9%
November	12,582	18,555	47%
December	11,676	17,392	49%
January	-	-	-
February	-	-	-
March	-	-	-
April	-	-	-
May	-	-	-
June	-	-	-
<b>Total</b>	<b>102,921</b>	<b>132,355</b>	<b>29%</b>

