

Loudoun County Public Library Board of Trustees

AGENDA: Monthly Meeting for July 2014

7:30 PM CALL TO ORDER

MOMENT OF SILENCE

COMMENTS

Public Comment

Board Comment

Director's Comment

AGENDA CHANGES

MINUTES APPROVAL – June 17, 2014 Regular Meeting Minutes

REPORTS

Library Advisory Board Report:

Purcellville Library Advisory Board, Priscilla Martinez

Library Branch Board Report:

Purcellville Library Branch Manager, Karim Khan

Director's Report:

Library Director, Chang Liu

INFORMATION ITEMS

II 01 Brain Teaser

II 02 FY 2015 Budget

II 03 LBOT August Meeting

II 04 LBOT FY 2015 Board Retreat

ACTION ITEMS

AI 01 LCPL Fees Approval

AI 02 Public Art Donation

AI 03 Closed Session – Director's Evaluation

ADJOURNMENT

DATE & TIME: July 16, 2014 at 7:30 p.m.

LOCATION: Purcellville Library, 220 East Main Street, Purcellville, VA 20132

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**

June 17, 2014

The regular monthly meeting of the Loudoun County Library Board of Trustees was held on Tuesday, June 17, 2014, at 7:30 P.M., at the Rust Library, 380 Old Waterford Road NW, Leesburg, VA 20176 the Chair and Secretary were both present.

Present: Mark Miller, Chair
Jackquelyn Veith, Vice Chair
Chang Liu
Nancy Nuell
Thomas Jensen
Sean Mallon
Larry Stepnick
Mary Pellicano

Absent: Joseph Maio

I. CALL TO ORDER

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

II. PUBLIC COMMENTS

There was no public comment.

III. BOARD COMMENTS

Trustee, Mr. Stepnick reported that he met with Loudoun County - Supervisor, Mr. Shawn Williams regarding his reappointment to the Library Board of Trustees. Mr. Stepnick reported that during that meeting Mr. Williams informed him that he was nominated for reappointment to the Library Board of Trustees for another four year term.

Trustee, Mr. Jensen thanked Ms. Liu and staff for addressing the HVAC issues at the Gum Spring Library and having it repaired so quickly.

Trustee, Ms. Pellicano thanked the staff at the Rust Library for marketing the Summer Reading Program to the students at Tuscarora High School and helping the ELL students sign up and obtain library cards.

Vice Chair, Ms. Jackquelyn Veith stated she was looking forward to the Loudoun County Public Library Summer Reading Program and its events this summer.

Trustee, Ms. Nuell wished everyone a happy Summer Reading Program.

Board Chair, Mr. Miller welcomed, Mr. Stepnick back for another four year term as a member of the Library Board of Trustees.

Mr. Miller noted that the Loudoun County Public Library Summer Reading Program always delivers great success stories every year and he is looking forward to this year's programs and events.

DIRECTOR'S COMMENT

Library Director, Ms. Liu congratulated Mr. Stepnick and Ms. Pellicano on the renewal of their Library Board of Trustees nominations and re-appointments.

Ms. Liu reported that the Loudoun County Fiscal Impact Committee met and reaffirmed the existing County Capital Facilities Standards.

Ms. Liu reported that in May four library employees attended the Virginia Library Association Paraprofessional Conference in Richmond, VA.

Ms. Liu mentioned that two articles were publicized, regarding the Loudoun County Public Library Summer Reading Program.

Ms. Liu provided a brief overview of the summer edition of the Loudoun County Public Library publication of *Pages*.

Ms. Liu reported that on June 27, 28, 29 the Library Foundation will be holding their annual book sale at Smarts Mill Elementary School in Leesburg.

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 May 21, 2014 Library Board of Trustees regular meeting. Ms. Pellicano moved to approve the minutes of the May 21, 2014 regular meeting as presented; the motion was seconded and approved by a vote of 4-3-0-1, (yes/abstained/no/not present).

REPORTS

A. FRIENDS OF LIBRARY OUTREACH

Mr. Michael Rouch spoke on behalf of the Friends of Library Outreach Advisory Board. The report was received and placed on file.

B. OUTREACH SERVICES MANAGER

The Outreach Services Manager, Ms. Virginia LaRocque reported on behalf of Outreach Services. 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 Public Art Donation:

Mr. Miller reported that Ms. Liu was contacted by Mr. Sanabria, the husband of local Loudoun Artist Ms. Sherry Sanabria, who recently passed away, about donating some of Ms. Sanabria's artwork to the Rust Library and possibly other Loudoun County Public Libraries. Mr. Miller stated that he met with Mr. Sanabria to discuss the donations and to view the artwork. Mr. Miller stated that he forwarded a website link to the Trustees to view the pieces of artwork for donation. Mr. Miller asked that Ms. Liu and Ms. Holtslander select the pieces of artwork for donation and bring them to the Board for final approval.

II03 Library System Expansion & Growth:

Mr. Miller gave an overview of the current status and future projections of the Loudoun County Public Library System and the library systems current facility locations and future predicted locations. Mr. Miller stated that Library Board of Trustee, Ms. Nancy Nuell has agreed to work with him on a committee to investigate how the Loudoun County Public Library System can evolve to meet the needs of a growing population without becoming a fiscal burden on the County budget. Mr. Miller opened the floor for discussion.

V. ACTION ITEMS

AI01 Election of Trustee Officers (Chair & Vice Chair):

Mr. Miller reported that Ms. Nancy Nuell was appointed to a nominating committee for election of Board Chair and Vice Chair. Ms. Nuell nominated Mr. Mark Miller as Board Chair and Ms. Jackquelyn Veith as Vice Chair for FY 2015. Mr. Miller asked for nominations from the floor. There were no nominations from the floor. Mr. Miller requested a motion to approve the nominations of Board Chair and Vice Chair. Ms. Nuell moved to approve the presented nominations of Library Board of Trustees Chair and Vice Chair. The motion was seconded and approved by a vote of 6-1-0-1.

AI02 Irwin Uran Gift & A.V. Symington Trust Fund Allocations for FY 2015:

Ms. Liu recommended that the Trustees approve the transfer of \$30,000 from the Irwin Uran Gift Fund and \$150,000 from the A.V. Symington Trust Fund into the library operating budget. Ms. Veith moved to approve the transfer of \$30,000 from the Irwin Uran Gift Fund and \$150,000 from the A.V. Symington Trust Fund into the library operating budget. Mr. Miller opened the floor for discussion.

Mr. Miller suggested a friendly amendment. Mr. Miller's friendly amendment moved to transfer \$30,000 from the Irwin Uran Gift Fund into the library operating budget and \$150,000 from the A.V. Symington Trust Fund in two increments of \$90,000 on July 1, 2014 and \$60,000 on April 1, 2015 into the library operating budget. Ms. Veith accepted Mr. Miller's friendly amendment. The motion was seconded with the friendly amendment and approved by a vote of 6-1-0-1.

AI03 Library Policies:

Ms. Liu reported that every year the Library Board of Trustees conducts a review of all library policies and any proposed amendments are discussed with action taken at subsequent monthly meetings with implementation of the policies on July 1. Ms. Liu stated that she is not recommending that the Board add any new policies or amend any existing policies. Ms. Nuell moved to approve the Library Policies as presented by Ms. Liu, the motion was seconded.

Mr. Miller opened the floor for discussion.

Mr. Miller asked Ms. Liu to provide the Board of Trustees with a list of library audiovisual equipment that is loaned to library patrons. Mr. Miller stated that the Board of Trustees would like to review the audiovisual equipment list to ensure it coincides with the library *Audiovisual Equipment Policy*.

Mr. Jensen suggested a friendly amendment to change the *Fees for Library Services Policy* to read; *The Library Board of Trustees shall approve all fees to be charged by the Loudoun County Public Library*. Ms. Nuell accepted Mr. Jensen's friendly amendment.

Mr. Miller asked Ms. Liu to provide the Board of Trustees with a list of all library fees to be approved by the board at the July meeting.

The motion was approved with the friendly amendment by a vote of 6-1-0-1.

AI04 Closed Session – Director's Evaluation:

Ms. Veith 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 4-0-0-3.

Ms. Veith moved that the executive session be adjourned, that the Library Board of Trustees reconvene its public meeting, and that the matters 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 6-1-0-1.

VI. ADJOURNMENT

Mr. Miller adjourned the meeting at 10:26 PM.

Respectfully submitted by,

Kelley Nelson
Secretary

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

(Signature of Presiding Officer)

Meeting of Library Board of Trustees July 16, 2014, Director's Report

Branches/Public Services

The Summer Reading Program began at all libraries on June 16th:

- On opening day, over 2,200 people visited both Rust and Ashburn and both Purcellville and Gum Spring had over 1,000 visitors, making it one of the busiest days of the year.
- Gum Spring kicked off Summer Reading with a Wild and Wonderful Weather presentation by Channel 4 meteorologist Tom Kierein, who featured his visit on the morning news the next day.
- Lovettsville welcomed 70 patrons and 11 pets to their Pet Parade on opening day.
- Just in time for the first day of Summer Reading, contractors completed installation of beautiful new blue carpet throughout the public service area on the first floor of Purcellville Library.
- Sterling Library offered three new programs in the month of June: Two programs, Family Rhythm, Rhyme and Storytime (FRRST) and Block Party were established in response to patrons' requests for evening and Saturday programs for children. Eighty-six (86) children and their parents participated in these programs during our inaugural month.
- Sterling welcomed 121 attendees to their first PuppeTeen/Teen Reading Buddies program. At this weekly program held every Monday, teen volunteers present a puppet show to children and parents, invite children to re-enact the show while the teens read the story, and read to children during the Teen Reading Buddies portion of the program.

Programming

Our Summer Reading Program *Fizz Boom Read!* brought more than 10,000 community members to the library on opening day, June 16. Through the generous support of the Loudoun Library Foundation, Inc., 68 programs are being presented at the branch libraries. Since the beginning of the Summer Reading Program, more than 20,000 individuals have attended the staff presented and Foundation programs at the branches.

Gum Spring Library hosted a NASA-funded exhibit, *Here. There. Everywhere* with hands-on activities and programming that supported the themes of the exhibit including local award-winning meteorologist, Tom Kierein; Dr. Robert Ehrlich from George Mason University; adult book clubs; and Teen Science Saturday.

The 2014 selection for the 1book1community is an extraordinary New York Times bestseller that has captivated over 1 million readers called *Wonder* written by R.J. Palacio. The story offers a profound reminder that every person you see is facing struggles of their own, whether visible or not, and that a bit of kindness and empathy can make a world of difference. We look forward to the author's visit to Loudoun in the Fall.

Technology

The Library recently purchased Datalogic 2d barcode scanners that parse data from the customer's drivers' license directly to the borrower record in the Library's Automation System. Wennie Fleming, the Automation Specialist, worked with Datalogic to set up the interface to allow this process to work. The result has been the fast, error-free creation of borrower records. Wennie was asked to do a case study with Datalogic staff including an interview and the creation of a promotional video.

We have begun the first phase of the contracted work with our Library Consultant - to complete the Integrated Library System (ILS) Needs Assessment. Staff from all departments of the Library with expertise in each of the Library Software modules will meet with the Consultants during the week of July 7 to 10. The meetings will result in a list of LCPL's requirements for a new ILS and an appropriate selection of 3rd Party Products to integrate into a modern, sophisticated Integrated Library System replacement. Those requirements will be the foundation of the Request for Proposal to advertise our needs to Library Software vendors.

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

SUBJECT:	Brain Teaser
CONTACT:	Library Board of Trustees 703-777-0368
ACTION DATE:	July 16, 2014
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 2015 Budget

SUBJECT:	FY 2015 Budget
CONTACT:	Library Director, Ms. Chang Liu, 703-777-0368
ACTION DATE:	July 16, 2014
RECOMMENDATION:	Library Director, Ms. Chang Liu will provide an update on the FY 2015 budget preparation and process.
BACKGROUND:	
ISSUES:	
FISCAL IMPACT:	
DRAFT MOTION:	
ATTACHMENTS:	
NOTES:	
ACTION TAKEN:	

Loudoun County Public Library Board of Trustees
INFORMATION ITEM SUMMARY: II 03 LBOT August Meeting

SUBJECT:	LBOT August Meeting
CONTACT:	Library Director, Ms. Chang Liu, 703-777-0368
ACTION DATE:	July 16, 2014
RECOMMENDATION:	
BACKGROUND:	The Library Board approved the 2014 annual meeting schedule at the September 17, 2013 meeting which included a recess in August 2014. Would the board prefer to recess in August or have a monthly meeting?
ISSUES:	
FISCAL IMPACT:	
DRAFT MOTION:	
ATTACHMENTS:	
NOTES:	
ACTION TAKEN:	

Loudoun County Public Library Board of Trustees
INFORMATION ITEM SUMMARY: II 04 LBOT FY 2015 Board Retreat

SUBJECT:	LBOT FY 2015 Board Retreat
CONTACT:	Library Director, Ms. Chang Liu, 703-777-0368
ACTION DATE:	July 16, 2014
RECOMMENDATION:	Ms. Liu is requesting that the Trustees provide possible dates, times and topics for the next Library Board of Trustees Retreat.
BACKGROUND:	The Library Board of Trustees typically holds two retreats a year. The last retreat was held on April 26, 2014.
ISSUES:	
FISCAL IMPACT:	
DRAFT MOTION:	
ATTACHMENTS:	
NOTES:	
ACTION TAKEN:	

Loudoun County Public Library Board of Trustees
ACTION ITEM SUMMARY: AI 01 LCPL Fees Approval

SUBJECT:	LCPL Fees Approval
CONTACT:	Library Director, Ms. Chang Liu 703-777-0368
ACTION DATE:	July 16, 2014
RECOMMENDATION:	Ms. Liu recommends that the Board approve all library fees as presented.
BACKGROUND:	At the June 17, 2014 Library Board of Trustees meeting Mr. Miller asked Ms. Liu to provide the Board with a list of all library fees to be approved.
ISSUES:	
FISCAL IMPACT:	
DRAFT MOTION:	I move to approve all library fees as presented.
ATTACHMENTS:	List of fees charged by LCPL
NOTES:	
ACTION TAKEN:	

Fees Charged by LCPL

FEES DETERMINED BY LCPL

Overdue Fines	\$.10 per item per day Maximum \$5.00 per item \$10.00+ blocks patron account
Lost / Damaged Board Book	\$5.00 per item
Lost / Damaged Audiobook Disc	\$6.00 per disc
Lost Playaway Lanyard	\$1.00 per item
Lost Playaway View	\$100.00 per item
Lost Playaway View Charger	\$15.00 per item
Lost / Damaged AV Case	\$2.00 per item
Lost / Damaged Hardback Book	List price per item
Lost / Damaged Paperback Book	List price per item
Lost / Damaged Music CD	List price per item
Lost / Damaged DVD or Blu-Ray	List price per item
Lost / Damaged Book on CD	List price per item
Lost / Damaged Playaway	List price per item
Lost / Damaged Kit	List price per item
Interlibrary Loan Processing Fee	\$3.00 per transaction
Meeting Room Use (charge for business and for-profit institutions only)	\$40.00 per hour (or part of an hour)
After Hours Meeting Room Use	\$26.95 per hour (or part of an hour) 2 hour minimum
Symington Press, self-publishing	\$10.00 (up to 150 pages) \$15.00 (150-300 pages) \$20.00 (301-600 pages) \$25.00 (601-800 pages) 10% off for every 10 copies (up to 30%) \$2 per book nonprofit/education discount
Symington Press, EBM book catalog	Suggested retail price per copy
Thomas Balch Cataloging & Processing, items appearing in OCLC database	\$10.80 per title
Thomas Balch Cataloging & Processing, items not appearing in OCLC database	\$27.75 per title

FEES DETERMINED BY OTHER ORGANIZATIONS

Patron Generated Printouts and Copies	\$.15 per page (black and white) \$.50 per page (color) <i>Set by Department of Information Technology</i>
Lost / Damaged Interlibrary Loan Materials	<i>Set by Lending Institution</i>

Loudoun County Public Library Board of Trustees
ACTION ITEM SUMMARY: AI 02 Public Art Donation

SUBJECT:	Public Art Donation
CONTACT:	Library Director, Ms. Chang Liu, 703-777-0368
ACTION DATE:	July 16, 2014
RECOMMENDATION:	
BACKGROUND:	<p>Ms. Liu was contacted by Mr. Sanabria, the husband of Loudoun Artist Ms. Sherry Sanabria who recently passed away, about donating Ms. Sanabria's art work to the Loudoun County Public Library. Mr. Sanabria has selected two paintings from her work to be donated to the Loudoun County Public Library.</p> <p>The selected pieces include: Agra Diptych (32X80) for Gum Spring Library and Discoteca Hollywood (32X80) for Rust Library. The art will be installed in November with an appropriate ceremony commemorating the gift.</p>
ISSUES:	
FISCAL IMPACT:	
DRAFT MOTION:	I move to accept the proposed donations from Mr. Sanabria.
ATTACHMENTS:	Photos of the selected pieces.
NOTES:	
ACTION TAKEN:	



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Loudoun County Public Library Board of Trustees

ACTION ITEM SUMMARY: AI 03 Executive Session – Director’s Evaluation Process

SUBJECT:	Executive Session – Director’s Evaluation Process
CONTACT:	Library Director, Ms. Chang Liu 703-777-0368
ACTION DATE:	July 16, 2014
RECOMMENDATION:	Closed Session
BACKGROUND:	
ISSUES:	
FISCAL IMPACT:	
DRAFT MOTION:	
ATTACHMENTS:	
NOTES:	
ACTION TAKEN:	

LGIP Daily Dividend Rate

Price start date - 6/1/2014
 Price end date - 6/30/2014

<u>Fund Name</u>	<u>Date</u>	<u>Daily Dividend Rate</u>	<u>Days</u>
683-COMMONWEALTH OF VIRGINIA - LGIP	6/1/2014	0.00002606	0.0951%
	6/2/2014	0.00003159	0.1153%
	6/3/2014	0.00002572	0.0939%
	6/4/2014	0.00002497	0.0911%
	6/5/2014	0.00002477	0.0904%
	6/6/2014	0.00002490	0.0909%
	6/7/2014	0.00002490	0.0909%
	6/8/2014	0.00002490	0.0909%
	6/9/2014	0.00002534	0.0925%
	6/10/2014	0.00002498	0.0912%
	6/11/2014	0.00002516	0.0918%
	6/12/2014	0.00002579	0.0941%
	6/13/2014	0.00002516	0.0918%
	6/14/2014	0.00002519	0.0919%
	6/15/2014	0.00002519	0.0919%
	6/16/2014	0.00002495	0.0911%
	6/17/2014	0.00002518	0.0919%
	6/18/2014	0.00002501	0.0913%
	6/19/2014	0.00002488	0.0908%
	6/20/2014	0.00002440	0.0891%
	6/21/2014	0.00002440	0.0891%
	6/22/2014	0.00002440	0.0891%
	6/23/2014	0.00002437	0.0890%
	6/24/2014	0.00002416	0.0882%
	6/25/2014	0.00002438	0.0890%
	6/26/2014	0.00002406	0.0878%
	6/27/2014	0.00002511	0.0917%
	6/28/2014	0.00002511	0.0917%
	6/29/2014	0.00002511	0.0917%
	6/30/2014	0.00002023	0.0738%

= (a/b)*c	Average Rate	0.0913%	rounded
	c	0.0000750370	
	days in month -b	30	
	days in year -a	365	

LGIP Daily Factor by Month

Days in Year=					
365		Jun-2014	Daily	7-day	Period
01 Sun	0.00002606	0.10%	0.10%	0.10%	
02 Mon	0.00003159	0.12%	0.11%	0.11%	
03 Tue	0.00002572	0.09%	0.10%	0.10%	
04 Wed	0.00002497	0.09%	0.10%	0.10%	
05 Thu	0.00002477	0.09%	0.10%	0.10%	
06 Fri	0.00002490	0.09%	0.10%	0.10%	
07 Sat	0.00002490	0.09%	0.10%	0.10%	
08 Sun	0.00002490	0.09%	0.09%	0.09%	
09 Mon	0.00002534	0.09%	0.09%	0.09%	
10 Tue	0.00002498	0.09%	0.09%	0.09%	
11 Wed	0.00002516	0.09%	0.09%	0.09%	
12 Thu	0.00002579	0.09%	0.09%	0.09%	
13 Fri	0.00002516	0.09%	0.09%	0.09%	
14 Sat	0.00002519	0.09%	0.09%	0.09%	
15 Sun	0.00002519	0.09%	0.09%	0.09%	
16 Mon	0.00002495	0.09%	0.09%	0.09%	
17 Tue	0.00002518	0.09%	0.09%	0.09%	
18 Wed	0.00002501	0.09%	0.09%	0.09%	
19 Thu	0.00002488	0.09%	0.09%	0.09%	
20 Fri	0.00002440	0.09%	0.09%	0.09%	
21 Sat	0.00002440	0.09%	0.09%	0.09%	
22 Sun	0.00002440	0.09%	0.09%	0.09%	
23 Mon	0.00002437	0.09%	0.09%	0.09%	
24 Tue	0.00002416	0.09%	0.09%	0.09%	
25 Wed	0.00002438	0.09%	0.09%	0.09%	
26 Thu	0.00002406	0.09%	0.09%	0.09%	
27 Fri	0.00002511	0.09%	0.09%	0.09%	
28 Sat	0.00002511	0.09%	0.09%	0.09%	
29 Sun	0.00002511	0.09%	0.09%	0.09%	
30 Mon	0.00002023	0.07%	0.09%	0.09%	
Total Avg.	0.0000750370	0.091%	0.09%		
Effective Yield		0.091%	i_{eff}		
Period					
Yield=r					
#days in mon	30	12.166667	=k	100*k=> 1216.66667	

**Symington Trust
Fund 1223
FY14**

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	\$ 4,075,338.28			\$ 4,075,338.28	\$ 13.77		\$ 4,075,352.05	0.1051%
August	\$ 4,075,352.05			\$ 4,075,352.05	\$ 14.71		\$ 4,075,366.76	0.1122%
September	\$ 4,075,366.76		\$ (164.75)	\$ 4,075,531.51	\$ 14.07		\$ 4,075,545.58	0.1072%
October	\$ 4,075,545.58		\$ (170.00)	\$ 4,075,715.58	\$ 15.15		\$ 4,075,730.73	0.1153%
November	\$ 4,075,730.73		\$ (100.00)	\$ 4,075,830.73	\$ 13.44		\$ 4,075,844.17	0.1022%
December	\$ 4,075,844.17		\$ 3,470.26	\$ 4,072,373.91	\$ 12.07		\$ 4,072,385.98	0.0939%
January	\$ 4,072,385.98		\$ 10,778.68	\$ 4,061,607.30	\$ 11.61		\$ 4,061,618.91	0.0971%
February^	\$ 4,061,618.91		\$ 13,204.70	\$ 4,048,414.21	\$ 36.96	\$ 15,612.34	\$ 4,064,063.51	0.1026%
March	\$ 4,064,063.51		\$ 7,103.31	\$ 4,056,960.20	\$ 10.96		\$ 4,056,971.16	0.1067%
April	\$ 4,056,971.16		\$ 9,452.91	\$ 4,047,518.25	\$ 9.65		\$ 4,047,527.90	0.1017%
May	\$ 4,047,527.90		\$ 20,677.02	\$ 4,026,850.88	\$ 7.46		\$ 4,026,858.34	0.0961%
June	\$ 4,026,858.34		\$ 13,958.83	\$ 4,012,899.51	\$ 6.03		\$ 4,012,905.54	0.0913%
Total FY	\$ 4,075,338.28	\$ -	\$ 78,210.96		\$ 165.88	\$ 15,612.34	\$ 4,012,905.54	

*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

^February CD interest earned at maturity of John Marshall Bank CD

**James Horton Prog for the Arts Trust Fund
Fund 1222
FY14**

Month	Beginning Balance	Revenue (Donations)	Expenses	Ending Balance Oracle-Interest*	Interest Earned*	Ending Balance Oracle+Interest	Average LGIP Rate
July	\$ 17,742.43			\$ 17,742.43	\$ 1.55	\$ 17,743.98	0.1051%
August	\$ 17,743.98			\$ 17,743.98	\$ 1.66	\$ 17,745.64	0.1122%
September	\$ 17,745.64	\$ 1,000.00		\$ 18,745.64	\$ 1.67	\$ 18,747.31	0.1072%
October	\$ 18,747.31			\$ 18,747.31	\$ 1.80	\$ 18,749.11	0.1153%
November	\$ 18,749.11			\$ 18,749.11	\$ 1.60	\$ 18,750.71	0.1022%
December	\$ 18,750.71		\$ -	\$ 18,750.71	\$ 1.47	\$ 18,752.18	0.0939%
January	\$ 18,752.18			\$ 18,752.18	\$ 1.52	\$ 18,753.70	0.0971%
February	\$ 18,753.70			\$ 18,753.70	\$ 1.60	\$ 18,755.30	0.1026%
March	\$ 18,755.30			\$ 18,755.30	\$ 1.67	\$ 18,756.97	0.1067%
April	\$ 18,756.97			\$ 18,756.97	\$ 1.59	\$ 18,758.56	0.1017%
May	\$ 18,758.56			\$ 18,758.56	\$ 1.50	\$ 18,760.06	0.0961%
June	\$ 18,760.06			\$ 18,760.06	\$ 1.43	\$ 18,761.49	0.0913%
Total FY	\$ 17,742.43	\$ 1,000.00	\$ -	\$ -	\$ 19.06	\$ 18,761.49	

*Interest Earnings Based On Average LGIP Rate For the Month

**Irwin Uran Trust Fund
Fund 1220
FY14**

Month	Beginning Balance	Prior Mo Adjustment	Revenue (Donations)	Expenses	Ending Balance Oracle-Interest*	Interest Earned*	Ending Balance Oracle+Interest	Average LGIP Rate
July	\$ 263,049.10				\$ 263,049.10	\$ 23.04	\$ 263,072.14	0.1051%
August	\$ 263,072.14				\$ 263,072.14	\$ 24.60	\$ 263,096.74	0.1122%
September	\$ 263,096.74				\$ 263,096.74	\$ 23.50	\$ 263,120.24	0.1072%
October	\$ 263,120.24				\$ 263,120.24	\$ 25.28	\$ 263,145.52	0.1153%
November	\$ 263,145.52				\$ 263,145.52	\$ 22.41	\$ 263,167.93	0.1022%
December	\$ 263,167.93			\$ 354.91	\$ 262,813.02	\$ 20.57	\$ 262,833.59	0.0939%
January	\$ 262,833.59			\$ 2,018.21	\$ 260,815.38	\$ 21.10	\$ 260,836.48	0.0971%
February	\$ 260,836.48			\$ 349.70	\$ 260,486.78	\$ 22.27	\$ 260,509.05	0.1026%
March	\$ 260,509.05			\$ 519.89	\$ 259,989.16	\$ 23.12	\$ 260,012.28	0.1067%
April	\$ 260,012.28			\$ 160.62	\$ 259,851.66	\$ 22.02	\$ 259,873.68	0.1017%
May	\$ 259,873.68			\$ 401.61	\$ 259,472.07	\$ 20.78	\$ 259,492.85	0.0961%
June	\$ 259,492.85			\$ 258.69	\$ 259,234.16	\$ 19.72	\$ 259,253.88	0.0913%
Total FY	\$ 263,049.10	\$ -	\$ -	\$ 4,063.63	\$ -	\$ 268.41	\$ 259,253.88	

*Interest Earnings Based On Average LGIP Rate For the Month

Library Trust Funds Holdings

As of June 30, 2014

Irwin Uran Trust Fund	\$ 259,254	LGIP*	0.09%
Symington Trust Fund	\$ 79,222	LGIP*	0.09%
		CD**	Trade Date Maturity Yield
	\$790,612	<i>Access National</i>	02/18/14 02/17/19 1.50%
	\$818,071	<i>Cardinal Bank</i>	03/22/13 03/22/18 1.35%
	\$775,000	<i>Washington First</i>	03/19/12 03/19/15 1.05%
	\$775,000	<i>Washington First</i>	03/30/12 03/30/16 1.35%
	\$775,000	<i>Virginia Commerce</i>	03/30/12 03/29/17 1.74%
Symington Total	\$ 4,012,905		
James Horton Trust Fund	\$ 18,761	LGIP*	0.09%

*LGIP balances available for expenses

**CD balances subject to penalty for early withdrawal



County of Loudoun Investments
Fund LIBR - Library Funds
Investments by Fund
June 30, 2014

Loudoun County

CUSIP	Investment #	Issuer	Purchase Date	Remaining Cost	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity	
Certificates of Deposit												
ACC021819	10676	Access National Bank	02/18/2014	790,612.34	790,612.34	790,612.34	1.500	1.479	1.500	02/17/2019	1,692	
CB032118	10630	Cardinal Bank	03/22/2013	818,070.97	818,070.97	818,070.97	1.342	1.323	1.342	03/22/2018	1,360	
VCB032917	10541	Virginia Commerce Bank	03/30/2012	775,000.00	775,000.00	775,000.00	1.740	1.716	1.740	03/29/2017	1,002	
WASH031915	10539	Washingtonfirst	03/19/2012	775,000.00	775,000.00	775,000.00	1.050	1.035	1.050	03/19/2015	261	
WASH033016	10540	Washingtonfirst	03/30/2012	775,000.00	775,000.00	775,000.00	1.350	1.331	1.350	03/30/2016	638	
		Subtotal and Average		3,933,683.31	3,933,683.31	3,933,683.31		1.377	1.396		997	
		Total Investments and Average		3,933,683.31	3,933,683.31	3,933,683.31		1.377	1.396		997	



LCPL STATISTICAL REPORT (Current Month)

June-2014		ASHBURN		CASCADES		GUM SPRING		LOVETTSTVILLE		MIDDLEBURG		OUTREACH		PURCELLVILLE		RUST		STERLING		ADMIN		SYSTEM TOTAL	
Visits	FY2014	39,050	1%	31,956	-7%	29,437	-10%	3,820	-14%	3,670	10%	714	39%	16,800	3%	37,367	-6%	9,506	-10%			172,320	-5%
	FY2013	38,696		34,257		32,721		4,447		3,351		513		16,234		39,661		10,589				180,469	
New Registrations	FY2014	454	-34%	313	-28%	561	28400%	32	-37%	27	42%	15	400%	150	15%	447	-22%	110	-31%			2,109	-36%
	FY2013	684		436		1,213		51		19		3		131		574		159				3,270	
CIRCULATION																							
Print Material	FY2014	115,545	0%	61,359	-10%	84,972	-5%	7,814	0%	2,566	10%	1,268	7%	27,505	-13%	61,363	-10%	10,930	-13%	1,073	27%	374,395	-6%
	FY2013	116,001		67,884		89,593		7,840		2,332		1,189		31,580		67,989		12,549		847		397,804	
Audiovisual	FY2014	35,602	-4%	23,492	-17%	20,490	-27%	3,072	-5%	1,321	-27%	515	36%	14,057	-13%	27,061	-11%	5,045	-15%	696	-49%	131,351	-14%
	FY2013	36,916		28,467		28,148		3,250		1,822		379		16,083		30,434		5,926		1,354		152,779	
TOTAL CIRCULATION	FY2014	151,147	-1%	84,851	-12%	105,462	-10%	10,886	-2%	3,887	-6%	1,783	14%	41,562	-13%	88,424	-10%	15,975	-14%	1,769	-20%	534,667	-6%
	FY2013	152,917		96,351		117,741		11,090		4,154		1,568		47,663		98,423		18,475		2,201		570,343	
LIBRARY PROGRAMS																							
Programs	FY2014	138	22%	94	1%	111	12%	29	-9%	19	73%	2	-	41	3%	-	-100%	54	32%	-	-100%	488	-11%
	FY2013	113		93		99		32		11		-		40		118		41		2		549	
Program Attendance	FY2014	8,100	3%	9,460	118%	11,108	61%	526	14%	767	51%	95	-	1,845	-8%	-	-100%	2,158	-23%	-	-100%	34,059	11%
	FY2013	7,836		4,339		6,912		463		509		-		2,001		5,288		2,800		410		30,558	
COMMUNITY USE OF MEETING ROOMS																							
Bookings	FY2014	44	-34%	162	-14%	25	-36%	5	0%	14	-	-	-	47	-16%	-	-100%	4	-50%	-	-	301	-31%
	FY2013	67		188		39		5		-				56		72		8				435	
Attendance	FY2014	1,393	1%	2,700	36%	397	-33%	44	-15%	132	-	-	-	395	25%	-	-100%	110	-63%	-	-	5,171	-16%
	FY2013	1,384		1,988		596		52		-				315		1,515		300				6,150	
PUBLIC COMPUTER USE																							
Internet Sessions	FY2014	4,143	25%	5,939	6%	2,588	-38%	537	54%	838	17%	-	-	1,961	5%	-	-100%	3,030	1%	-	-	19,036	-28%
	FY2013	3,313		5,612		4,190		348		718				1,863		7,428		3,002				26,474	
Wi-Fi Sessions	FY2014	3,277	27%	3,419	7%	3,641	24%	293	12%	510	23%	-	-	929	17%	-	-100%	697	-1%	-	-	12,766	-9%
	FY2013	2,581		3,194		2,928		262		415				791		3,146		704				14,021	
VOLUNTEERS																							
Number of Volunteer Hours	FY2014	1,034	43%	578	91%	697	-15%	110	-27%	15	-93%	15	-21%	9	-96%	-	-100%	390	-28%	-	-	2,848	-26%
	FY2013	725		302		818		150		215		19		255		841		542				3,867	
		ASHBURN		CASCADES		GUM SPRING		LOVETTSTVILLE		MIDDLEBURG		OUTREACH		PURCELLVILLE		RUST		STERLING		ADMIN		SYSTEM TOTAL	

Gum Spring Library opened 2/23/2013
 Middleburg Library closed for renovation 7/21/2013-8/11/2013.
 Several days of inclement weather for the month of January

SYSTEMWIDE ONLINE SERVICES			
Electronic Resources	FY2014	100,488	48%
	FY2013	67,885	
Downloadables	FY2014	28,921	46%
	FY2013	19,760	
Visits to Webpage	FY2014	134,202	-9%
	FY2013	147,045	
Library Catalog Use	FY2014	481,939	-14%
	FY2013	561,400	
Online Hold Requests	FY2014	53,951	-7%
	FY2013	58,099	
Online Renewals	FY2014	151,446	1%
	FY2013	150,220	
Phone Renewals	FY2014	6,102	4%
	FY2013	5,859	
Suggest A Title	FY2014	340	21%
	FY2013	282	
Interlibrary Loans	FY2014	572	1%
	FY2013	566	

REVENUE AND FINES			
Overdue Fines	FY2014	\$30,465	4%
	FY2013	\$29,186	
Community Room Rental	FY2014	\$614	62%
	FY2013	\$380	
Printing	FY2014	\$3,508	16%
	FY2013	\$3,023	
Interlibrary Loans	FY2014	\$377	8%
	FY2013	\$348	
Monetary Donations	FY2014		-100%
	FY2013	\$40	
Lost or Damaged Materials	FY2014	\$8,621	54%
	FY2013	\$5,585	
Total Revenues	FY2014	\$43,586	13%
	FY2013	\$38,562	



LCPL STATISTICAL REPORT (Year-To-Date)

June-2014		ASHBURN		CASCADES		GUM SPRING		LOVETTSVILLE		MIDDLEBURG		OUTREACH		PURCELLVILLE		RUST		STERLING		ADMIN		SYSTEM TOTAL	
Visits	FY2014	366,971	-2%	352,680	1%	297,238	95%	38,875	-4%	37,477	-5%	6,506	15%	175,383	0%	376,665	-2%	94,051	-6%			1,745,846	7%
	FY2013	376,307		348,999		152,148		40,353		39,619		5,646		174,565		386,274		100,229				1,624,140	
New Registrations	FY2014	4,776	-26%	3,220	-13%	5,377	28400%	248	-19%	245	-35%	164	-4%	1,069	-25%	3,156	-18%	1,388	2%			19,643	-25%
	FY2013	6,468		3,706		8,565		307		379		170		1,425		3,833		1,363				26,216	
CIRCULATION																							
Print Material	FY2014	1,258,127	-3%	695,058	-3%	921,804	176%	79,276	1%	27,080	-22%	14,326	3%	310,265	-6%	661,919	-1%	121,701	-5%	17,986	33%	4,107,542	14%
	FY2013	1,301,809		714,321		333,710		78,830		34,705		13,974		329,451		668,118		128,389		13,554		3,616,861	
Audiovisual	FY2014	401,490	-8%	297,329	-12%	254,112	128%	34,664	-8%	19,054	-20%	5,561	10%	165,782	-5%	331,673	-2%	65,824	-4%	6,653	-15%	1,582,142	2%
	FY2013	438,560		338,765		111,349		37,775		23,879		5,071		175,330		339,069		68,356		7,866		1,546,020	
TOTAL CIRCULATION	FY2014	1,659,617	-5%	992,387	-6%	1,175,916	164%	113,940	-2%	46,134	-21%	19,887	4%	476,047	-6%	993,592	-1%	187,525	-5%	24,639	15%	5,987,870	12%
	FY2013	1,740,369		1,053,086		445,059		116,605		58,584		19,045		504,781		#####		196,745		21,420		5,342,072	
LIBRARY PROGRAMS																							
Programs	FY2014	1,345	18%	1,177	5%	1,237	186%	430	11%	153	21%	13	8%	452	-13%	1,327	-3%	458	20%	7	-50%	6,599	20%
	FY2013	1,137		1,125		433		389		126		12		518		1,369		383		14		5,506	
Program Attendance	FY2014	58,931	1%	43,794	3%	57,188	86%	5,439	-14%	2,907	7%	496	161%	10,046	-7%	27,600	-20%	9,148	-15%	2,422	-23%	217,971	9%
	FY2013	58,425		42,354		30,710		6,337		2,728		190		10,790		34,632		10,778		3,164		200,108	
COMMUNITY USE OF MEETING ROOMS																							
Bookings	FY2014	831	-7%	2,098	-20%	418	166%	70	-14%	107				948	28%	1,166	1%	143	-40%			5,781	-2%
	FY2013	890		2,618		157		81		-				740		1,151		239				5,876	
Attendance	FY2014	15,783	-14%	28,342	-1%	6,765	235%	686	26%	1,189				5,979	-1%	17,934	-9%	2,839	-33%			79,517	0%
	FY2013	18,368		28,561		2,018		543		-				6,023		19,634		4,257				79,404	
PUBLIC COMPUTER USE																							
Internet Sessions	FY2014	38,922	-2%	68,357	29%	51,310	303%	6,310	11%	8,126	3%			22,955	-4%	97,677	16%	30,952	29%			324,609	29%
	FY2013	39,902		53,133		12,732		5,709		7,883				23,847		84,496		24,069				251,771	
Wi-Fi Sessions	FY2014	33,896	11%	37,680	17%	37,080	193%	2,824	16%	4,378	8%			10,037	15%	34,076	15%	7,905	16%			167,876	32%
	FY2013	30,579		32,262		12,635		2,430		4,064				8,742		29,748		6,819				127,279	
VOLUNTEERS																							
Number of Volunteer Hours	FY2014	6,922	14%	5,239	42%	3,945	132%	662	22%	733	-56%	191	-4%	854	-36%	5,251	7%	1,856	-8%			25,653	16%
	FY2013	6,051		3,702		1,697		541		1,669		199		1,328		4,893		2,018				22,098	
ASHBURN		CASCADES		GUM SPRING		LOVETTSVILLE		MIDDLEBURG		OUTREACH		PURCELLVILLE		RUST		STERLING		ADMIN		SYSTEM TOTAL			

Gum Spring Library opened 2/23/2013
 Middleburg Library closed for renovation 7/21/2013-8/11/2013.
 Several days of inclement weather for the month of January

SYSTEMWIDE ONLINE SERVICES			
Electronic Resources	FY2014	994,507	10%
	FY2013	901,970	
Downloadables	FY2014	298,186	66%
	FY2013	179,191	
Visits to Webpage	FY2014	1,489,349	4%
	FY2013	1,436,949	
Library Catalog Use	FY2014	5,265,009	-3%
	FY2013	5,438,326	
Online Hold Requests	FY2014	616,451	2%
	FY2013	603,687	
Online Renewals	FY2014	1,887,665	14%
	FY2013	1,656,043	
Phone Renewals	FY2014	81,582	6%
	FY2013	76,916	
Suggest A Title	FY2014	4,876	90%
	FY2013	2,561	
Interlibrary Loans	FY2014	6,442	14%
	FY2013	5,640	

REVENUE AND FINES			
Overdue Fines	FY2014	\$273,748	24%
	FY2013	\$221,193	
Community Room Rental	FY2014	\$3,183	26%
	FY2013	\$2,534	
Printing	FY2014	\$37,240	17%
	FY2013	\$31,810	
Interlibrary Loans	FY2014	\$3,764	21%
	FY2013	\$3,120	
Monetary Donations	FY2014	\$288	-75%
	FY2013	\$1,153	
Lost or Damaged Materials	FY2014	\$47,044	9%
	FY2013	\$43,082	
Total Revenues	FY2014	\$365,268	21%
	FY2013	\$302,892	

YEAR END DATA		
Reference Questions	343,590	-100%
Summer Reading Participants	-	
County Population	338,897	3%
Registered Borrower Count	193,333	-100%
Circulation Per Capita	28	-100%

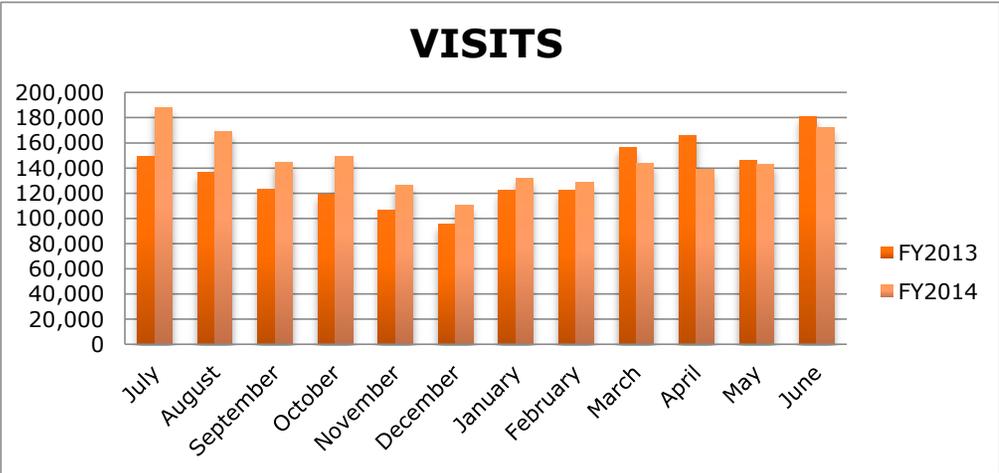
832

Online Renewals

LOUDOUN COUNTY PUBLIC LIBRARY

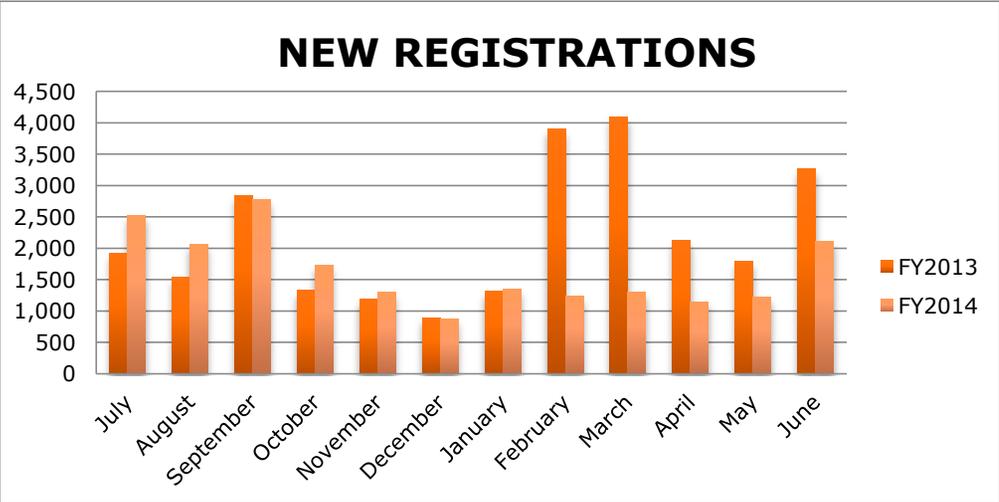
TOTAL VISITS

Month	FY2013	FY2014	%
July	149,565	187,613	25%
August	136,822	169,037	24%
September	122,898	144,782	18%
October	119,304	149,430	25%
November	106,870	126,658	19%
December	95,275	110,182	16%
January	122,311	131,939	8%
February	122,356	128,286	5%
March	156,339	143,545	-8%
April	165,750	139,111	-16%
May	146,181	142,943	-2%
June	180,469	172,320	-5%
Total	1,624,140	1,745,846	7%



NEW REGISTRATIONS

Month	FY2013	FY2014	%
July	1,916	2,524	32%
August	1,537	2,070	35%
September	2,840	2,773	-2%
October	1,325	1,732	31%
November	1,191	1,297	9%
December	896	876	-2%
January	1,322	1,349	2%
February	3,904	1,242	-68%
March	4,093	1,301	-68%
April	2,123	1,148	-46%
May	1,799	1,222	-32%
June	3,270	2,109	-36%
Total	26,216	19,643	-25%



Gum Spring Library opened 2/28/2013

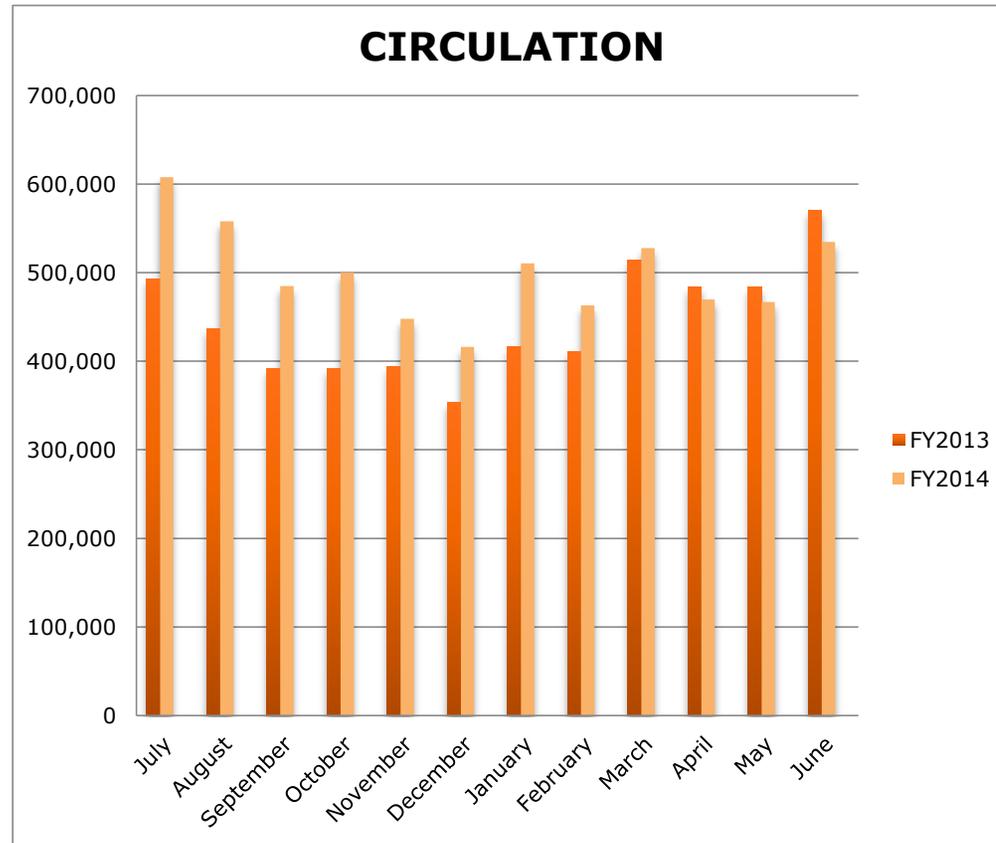
LOUDOUN COUNTY PUBLIC LIBRARY



TOTAL CIRCULATION

Month	FY2013	FY2014	%
July	493,469	607,804	23%
August	436,516	558,072	28%
September	392,330	485,117	24%
October	392,012	500,140	28%
November	394,502	447,918	14%
December	353,264	416,272	18%
January	416,500	510,481	23%
February	410,592	463,040	13%
March	514,825	527,830	3%
April	483,601	469,720	-3%
May	484,118	466,809	-4%
June	570,343	534,667	
Total	5,342,072	5,987,870	12%

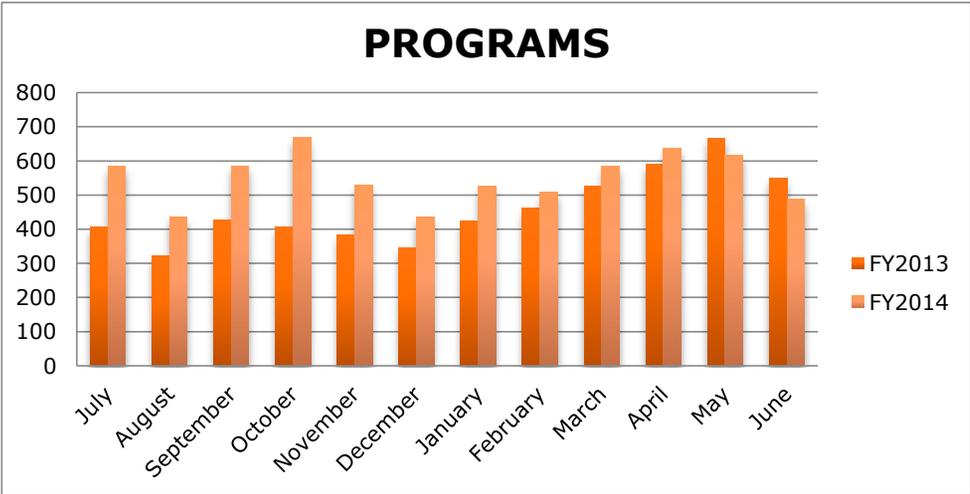
Note: Circulation includes electronic downloads



LOUDOUN COUNTY PUBLIC LIBRARY

PROGRAMS

Month	FY2013	FY2014	%
July	406	585	44%
August	323	435	35%
September	426	584	37%
October	406	669	65%
November	382	530	39%
December	346	436	26%
January	424	525	24%
February	462	508	10%
March	526	584	11%
April	591	638	8%
May	665	617	-7%
June	549	488	-11%
Total	5,506	6,599	20%



PROGRAM ATTENDANCE

Month	FY2013	FY2014	%
July	15,737	22,328	42%
August	11,216	17,386	55%
September	12,608	19,317	53%
October	12,351	21,326	73%
November	11,202	13,979	25%
December	7,882	9,567	21%
January	11,072	11,954	8%
February	15,046	13,749	-9%
March	17,021	16,157	-5%
April	17,852	16,900	-5%
May	37,563	21,249	-43%
June	30,558	34,059	11%
Total	200,108	217,971	9%

