

Loudoun County Public Library Board of Trustees

AGENDA: Monthly Meeting for December 2016

7:30 PM CALL TO ORDER

MOMENT OF SILENCE

COMMENTS

Public Comment

Board Comment

Director's Comment

AGENDA CHANGES

MINUTES APPROVAL

November 16, 2016 Regular Meeting Minutes

REPORTS

Library Admin Report:

Library Foundation (Drew Zenowich)

Library Admin Report:

Communications (Mary Frances Forcier)

Director's Report:

Programming & Community Engagement (Susan Vanepps)

Library Director, Chang Liu

INFORMATION ITEMS

II 01 Brain Teaser

II 02 FY18 Budget

II 03 Update on Brambleton and Sterling libraries

II 04 LCPL's material reconsideration process

II 05 Draft support groups policy

ACTION ITEMS

AI 01 Re-affirming Library Bill of Rights

ADJOURNMENT

DATE & TIME: December 21, 2016 at 7:30 p.m.

LOCATION: Rust Library, 380 Old Waterford Rd. NW. Leesburg, VA 20176

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
November 16, 2016**

The Library Board of Trustees meeting was held on Wednesday, November 16, 2016 at 7:30 P.M. at Rust Library, 380 Old Waterford Road NW, Leesburg, VA 20176. The Chair and Secretary were present.

Present: Mark Miller, Chair
Larry Stepnick, Vice Chair
Chang Liu, Library Director
Joe Maio
Sean Mallon
Sara Pensgard
Christina Olorunda
Chuong Nguyen
Christine Newton

Absent: Kathy Kuhn

I. CALL TO ORDER

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

II. PUBLIC COMMENT

There was no public comment.

III. BOARD COMMENT

Trustee Nguyen wished everyone a happy Thanksgiving.

Trustee Olorunda said she attended Staff Development Day and noted that she was very impressed and had a good time.

Trustee Newton said she also attended Staff Development Day and appreciated the State of the Library Address. She was also glad to see that the Library was leveraging staff expertise by having them breakout sessions.

Trustee Pensgard congratulated the Purcellville Library for being recognized by the Urban Libraries Council for the Library Insiders Program. Ms. Pensgard also congratulated Loudoun County Public Library for being recognized as an America's Star Library library by the *Library Journal*.

Vice Chair Stepnick commended the Library on all of the recent awards it has received. Mr. Stepnick also noted the Chicago Cubs success as the 2016 World Series champions.

Chair Miller congratulated Mr. Stepnick for the Cubs World Series win.

Mr. Miller stated he was very glad to see a large crowd at Staff Development Day and also congratulated the Library for its recognition by *Library Journal*.

IV. DIRECTOR COMMENT

Director Liu thanked all of the staff who were involved with planning Staff Development Day. Ms. Liu had the staff in the audience introduce themselves to the new Trustees.

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 16, 2016 Library Board of Trustees regular meeting. Trustee Mallon moved to approve the minutes of the November 16 2016 Library Board of Trustees regular meeting. The motion to approve the minutes was seconded and approved by a vote of 7-1-0-1 (yes/abstained/no/not present).

VI. PRESENTATIONS

Ms. Liu presented Mr. Miller with the Virginia Library Association Trustee Library Award. Mr. Miller presented Trustee Maio with a Resolution and thanked him for his years of service on the LBOT.

VII. REPORTS

A. TECHNOLOGY SERVICES

Branch Manager of Online Services John Harper reported on behalf of Technology Services. The report was received and placed on file.

B. COLLECTIONS MANAGEMENT

Collections Management Interim Division Manager Megan Avera reported on behalf of Collections Management. The report was received and placed on file.

C. DIRECTOR'S REPORT

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

VIII. INFORMATION ITEMS

II01 Brain Teaser:

Mr. Stepnick presented a brain teaser in honor of Gabriella Miller.

II02 Update on Sterling and Brambleton libraries

Director Liu stated there is no new information to present regarding the new Sterling Library. Ms. Liu also stated that she, Deputy Director Van Campen, Acting Division Manager Megan Avera and Gum Spring Manger Leah Bromser-Kloeden spent an entire day at HGA headquarters in Alexandria, fine tuning the design of the new Brambleton Library. Ms. Liu noted that nothing has changed In terms of the timetable for the opening of Brambleton.

Mr. Miller mentioned that he had been on a walk-through of the new Sterling Library and encouraged the other trustees to visit the new location.

Ms. Olorunda asked how Friends Groups are started. Ms. Liu replied that Kim Adams from the Brambleton group is the contact for people who are interested in joining the Brambleton Friends Group.

II03 FY18 Budget Talking Points

Ms. Liu stated that the budget talking points were attached to the board packet and those alongside any anecdotal information are important when presenting the library's needs to the Board of Supervisors.

II04 Food for Fines

Ms. Liu presented the idea of Food for Fines, which encourages patrons to return long overdue library materials and allows fines to be waived by donating food for a charity identified by the library. Ms. Liu noted that many libraries across the country have started a Food for Fines Program with great success. Ms. Liu formally asked the LBOT for permission to explore the program, noting that the County Administration has no objections.

Trustee Nguyen asked if the Library has ever had an amnesty day before; director Liu stated the library has never had one.

Ms. Newton asked if the library knows how many patrons have had their card disabled due to library fines; Ms. Liu responded that she would have staff research and find out.

Ms. Olorunda asked where the donated food would be stored; Ms. Liu replied that if the idea were to be accepted by the LBOT that she and her staff would determine the logistics and present them at a later date. Ms. Olorunda also asked if there were other ideas or programs such as an amnesty day or 'fine holiday' that could be considered instead of a Food for Fines program. Ms. Liu stated she and her staff would look into other options.

II05 Fines for Minors

Ms. Liu stated that libraries across the country are trying to remove barriers for minors to use libraries. In some libraries, she said, parents are not allowing their children to have their own library card for fear they will be fined for overdue materials. She also noted that some libraries have their system set so library fines are not charged to minors for materials that are checked out on the minor's card. Ms. Liu noted the County Attorney's office is fine with this idea if the LBOT approves it.

Trustee Mallon asked if having a Fines for Minors policy would send the wrong signal to both kids and parents about general rules that we live by. Ms. Liu stated that per the County Attorney's office, the library cannot legally hold minors financially responsible for overdue book fines.

Ms. Olorunda asked if we might be opening up a door to other situations such as veterans or low income families if we allowed the waiver of fines for minors. She asked if there is a report that shows the percentage of minors who are losing their library card privileges due to overdue fines; Ms. Liu replied that those situations would be something the library would have to consider and also stated the library does not have statistical information about library fines for minors but does have anecdotal information.

Ms. Liu stated she would check with surrounding Library systems to see how they handle fines for minors.

II06 Passport Acceptance

Ms. Liu reported she met with Assistant County Administrator Middaugh and Chief of Staff Weitz and presented the LBOT's proposal to have the County hire two full-time staff members to accept passports. Mr. Middaugh, Mr. Weitz, Deputy Director Van Campen, and Director Liu agreed that should the Library and the County decide to pursue the passport acceptance program, the most effective solution would be to have the Library hire necessary staff. Mr. Miller recommended the Library wait to see what Library needs would be included in the FY18 County Administrator's budget proposal before making a final decision.

IX. ACTION ITEMS

AI01 2017 Holiday Calendar

Trustee Nguyen moved to approve the 2017 Holiday Calendar as presented. The motion was seconded and approved by a vote of 8-0-0-1. (yes/abstained/no/not present).

AI02 LCPL Revised 2017 LBOT Meeting Schedule

Trustee Pensgard moved to approve the revised 2017 LBOT meeting schedule. The motion was seconded and approved by a vote of 8-0-0-1. (yes/abstained/no/not present).

AI03 Directors Evaluation

Mr. Miller moved that the LBOT award Director Liu an annual raise of 2.5% and an additional 5 days of vacation. The motion was seconded and approved by a vote of 6-2-0-1. (yes/abstained/no/not present).

X. ADJOURNMENT

The meeting was adjourned at 9:40 p.m.

Respectfully submitted by
Cheryl Granger

Secretary

Adopted by the Board in the meeting
of December 16 , 2016,

(Signature of Presiding Officer)

Director's Report
Loudoun County Library Board of Trustees Meeting
December 21, 2016

- Our annual **Staff Development Day** was held on November 4. It was a resounding success, with a keynote address by A.J. Robinson of Symphonic Strategies on managing change and leading for the future, as well as staff-led presentations on a wide variety of professional and personal development topics. One staff member commented: "It is great to experience community with all of the staff and nice to be given an opportunity for growth."

Civic/Community Engagement

- **Voices of Faith** continued its successful run at Cascades Library during the month, featuring programs on Buddhism, Sikhism, and Reform Judaism. The program runs through December 15.
- After signup for the November/December Rust Library session of **ESOL One-on-One Tutoring** was completed, six new matches were made, bringing Rust's total number of active pairs and small groups to 23.
- Purcellville Library's "**Library Insiders**" program was named one of the 2016 Urban Library Council Innovations. The program continues to provide an outstanding opportunity for cognitively and developmentally disabled citizens to participate in community life.
- The Communications Division Manager facilitated two **Envision Loudoun "listening and learning" workshops**, which gathered community input for the County's new comprehensive plan.

Economic Development

- At Middleburg Library, several patrons request daily advice and use library equipment to create their professional quality products. A professional photographer and a children's book author visit us often and are very appreciative of the staff's assistance.

Digital Learning

- At Lovettsville Library, staff worked with a patron to recover their Gmail, Facebook, and Amazon accounts after being hacked. The customer said: "I literally don't know what I would have done without the library here to help; you've made a huge mess much more manageable."
- Lovettsville staff also demonstrated our iPad microscopes for 60 children in the community center childcare programs.

Early Childhood Literacy

- LCPL was able to successfully bring back the **popular Paws to Read program** after a change in the program operator's ownership required new insurance verifications and approvals from the county attorney's office. 65 attendees enjoyed the first visit at GUM November 20, with staff remarking that the program was, "well-attended, well-run, and [an] excellent program. The children obviously enjoyed reading to the dogs and the dogs were ALL very well-behaved and gentle."

- At Sterling Library, the **bilingual Reading Buddies program** is continuing to grow in popularity. The first program in November had 9 participants and grew to 21 by the end of the month. Children from toddlers through elementary school enjoy reading with the teen volunteers.
- Lovettsville Library staff supported our partner LCPS school librarian Tansy Wetmore to host their Annual Book Fair. This help spanned 3 mornings in October and November and reached over 200 kids in November alone. Lovettsville staff also visited 2nd grade classrooms to perform storytime and promote our programs to 90 children, and also hosted a pack of 12 Tiger Cub scouts at the library for a storytime & tour of the library.

Education/Lifelong Learning

- Teen staff from Gum Spring and Rust worked with the Programming Division on a **Loudoun Advisory Council on Youth** project, making a teen survey available within the branches. The anonymous ACOY survey addressed problems facing teens. Library surveys will be tabulated in January with others collected through Loudoun County Public Schools, and data will be reported in aggregate to the Loudoun Board of Supervisors in 2017.
- A mother thanked a Rust Library staff member for **introducing her “very reluctant” reader** to the YA book, “The Crossover”. After reading the book, her son had the opportunity to watch a webinar with the author, which sparked his interest in reading more books by the author.
- In partnership with the George C. Marshall Center, where Director Liu serves as a docent, we have launched a **Foreign Policy Book Club**, which draws on the expertise of Marshall Center staff and volunteers as well as LCPL resources.

Job Skills

- Staff from Gum Spring, Purcellville and the Collections Management Division hosted six high school students for the **annual Job for a Day program**. The program, organized by Loudoun County Government, gave students behind-the-scenes training and experience with the MILL Studio, circulation, children’s services, and cataloguing.

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

SUBJECT:	Brain Teaser
CONTACT:	Library Board
ACTION DATE:	December 21, 2016
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: I102 FY18 Budget

SUBJECT:	FY18 Budget
CONTACT:	Library Director, Ms. Chang Liu
ACTION DATE:	December 21, 2016
RECOMMENDATION:	Ms. Liu will provide an update on the FY18 budget.
BACKGROUND:	
ISSUES:	
FISCAL IMPACT:	
DRAFT MOTION:	
ATTACHMENTS:	
NOTES:	
ACTION TAKEN:	

Loudoun County Public Library Board of Trustees

INFORMATION ITEM SUMMARY: 1103 Update on Brambleton and Sterling Libraries

SUBJECT:	Update on Brambleton and Sterling Libraries
CONTACT:	Library Director, Ms. Chang Liu
ACTION DATE:	December 21, 2016
RECOMMENDATION:	Ms. Liu give an update on the Brambleton and Sterling libraries.
BACKGROUND:	
ISSUES:	
FISCAL IMPACT:	
DRAFT MOTION:	
ATTACHMENTS:	
NOTES:	
ACTION TAKEN:	

Loudoun County Public Library Board of Trustees

INFORMATION ITEM SUMMARY: II 04 LCPL's Request for Reconsideration Process

SUBJECT:	LCPL's Request for Reconsideration of Library Material process.
CONTACT:	Library Director, Ms. Chang Liu
ACTION DATE:	December 21, 2016
RECOMMENDATION:	Ms. Liu will review LCPL's Request for Reconsideration of Library Material process.
BACKGROUND:	
ISSUES:	
FISCAL IMPACT:	
DRAFT MOTION:	
ATTACHMENTS:	Request for Reconsideration of Library Material form
NOTES:	
ACTION TAKEN:	

Request for Reconsideration of Library Material

The mission of Loudoun County Public Library is to provide “free and equal access to a full variety of library resources and innovative technologies to enhance the quality of life and meet the informational, educational and cultural interests of the entire community.” To accomplish this mission, the Library makes available a collection of materials and resources that is broad in inclusion, perspective, and point of view in order to meet the needs of a diverse public in an age that demands continuous learning.

If you have a concern about Library-selected materials in any format, please answer the questions and submit the form below. Your concerns will be addressed in writing after this form and the item have been reviewed. You will receive a response usually within two (2) weeks.

- Please indicate the format of the material about which you are concerned.
- Title
- Author
- What do you object to in this work/resource? (please be specific)
- Did you finish the entire work or explore the resource at length? If not, what parts did you complete?
- What do you believe is the theme of this work?
- Are you aware of the judgment of this work by critics and reviewers?
- Are there resources you wish to suggest that provide additional information or other points of view on this topic?
- Are you aware of the Library’s Collection Development Policy concerning selection of materials?
- Patron name
- Address
- City/State/Zip
- Phone
- Email
- Library Card Number

Loudoun County Public Library Board of Trustees
INFORMATION ITEM SUMMARY: II 05 Draft Support Groups Policy

SUBJECT:	Draft Support Groups Policy
CONTACT:	Library Director, Ms. Chang Liu
ACTION DATE:	December 21, 2016
RECOMMENDATION:	Ms. Liu will review with the LBOT the draft policy about the roles and responsibilities among LBOT, LLF, Friends/Advisory groups, and LCPL.
BACKGROUND:	
ISSUES:	
FISCAL IMPACT:	
DRAFT MOTION:	
ATTACHMENTS:	Draft policy
NOTES:	
ACTION TAKEN:	

LIBRARY POLICY (8)

LIBRARY SUPPORT GROUPS

Philosophy Statement

Library support groups, including Friends of the Library, library advisory boards, and library foundations, constitute an important community resource for public libraries as a fundraising and public advocacy group. As in any volunteer organization, members are provided with an opportunity to use their time, skills, resources, and contacts in a worthwhile community endeavor, while receiving recognition for their efforts. The role of the Friends or advisory group is as a support group, rather than a policy-making body. These groups may raise money through book sales, sponsorship of special events, or other means at the discretion of the Library Board of Trustees and staff. Use of library facilities and library support is dependent upon the support group following the standards listed below.

Standards

1. All Friends, advisory groups, and foundations shall conduct their fiscal affairs through non-profit, non-stock 501(c)(3) tax exempt corporations.
2. There shall be a signed operational agreement between the Library and the support group.
3. There shall be a written statement of purpose and by-laws on file which shall be in accordance with the operational agreement and with the Policies of the Library Board of Trustees.
4. Funds raised by library support groups shall not be a substitute for adequate local funding.
5. Funds raised by library support groups shall be maintained in an account separate and distinct from the Library's operating accounts. Such accounts shall be administered by the treasurer of the support group.
6. Gifts made to the Library by Friends, advisory groups, or by a library foundation shall conform to Library gift and fiscal policies, and shall not be used to dictate library policy.

Adopted 3/87

Revised 2/26/96; 2/21/07

Reaffirmed 6/17/15

Operating Agreement

Between Friends and Libraries

The following will constitute an operating agreement between the Friends of the <name of branch> **Library** (Friends) and the Loudoun County Public Library (Library). It will stand until and unless it is modified by mutual agreement of the Friends' executive board and the Loudoun County Public Library administration. The Friends' mission is to raise money and public awareness in the community to support the services and programs of the Library. As a non-profit, 501c3 organization, however, it is a legally distinct entity and is not a part of the Library.

The Library agrees to share the goals and direction of the library with the Friends.

The Library agrees to share with the Friends the library's strategic initiatives and discuss with Friends how their resources and support might help forward these initiatives.

The Library agrees to supply the Friends with the anticipated needs for Friends support each year.

The Library agrees that any and all monies requested will be spent exclusively for library programs, services, and other Library-defined needs unless otherwise agreed to by both the Friends and the Library.

The Library agrees to provide the Friends with support to assist them with marketing for fundraising events, meeting coordination, and Friends promotional materials.

The Library agrees to provide a member from the library's administration as a non-voting presence at all Friends' meetings and to provide a library report for the meeting agenda.

The Library agrees to provide public space for Friends membership brochures and promotional materials.

The Library agrees to provide the Friends with space in the Library for short-term fundraising efforts such as book sales and events. Space for ongoing fundraising may be provided based on available space and the library director and branch manager's approval.

The Friends agree to publicly support the Library and its policies.

The Friends agree to establish a written statement of purpose and bylaws that include the following components:

Name of the Friends group and its headquarters (which might be the library itself).

Mission statement

Who will be served by your organization?

Governing body, including:

- Titles of officers
- Terms of office
- How officers are selected
- Appointment and duties of standing committees
- Provisions for special or ad hoc committees

Meetings:

- Time, place, and frequency of meetings
- Method for calling regular and special meetings
- Attendance requirements
- Quorum requirements
- Order of business

Procedures for amending bylaws.

Parliamentary authority.

Dissolution clause (detailing what will happen to the group's assets if it should dissolve)

Date of adoption

The Friends agree to include a member from the library's administration as a non-voting presence at all Friends' meetings and to allow room on the agenda for a library report.

The Friends agree that any and all monies raised will be spent exclusively for library programs, services, and other Library defined needs unless otherwise agreed to by both the Friends and the Library.

The Friends agree that the library administration has the final say in accepting or declining any and all gifts made to the library.

The Friends agree to engage in advocacy efforts on behalf of the Library under the guidance of the Library and the Library's Board of Trustees.

The Friends agree to present an annual report focusing on yearly fundraising efforts and any other achievements to the Library's Board of Trustees as part of the overall branch report.

The Friends agree that if they cease to actively fundraise and promote the Library, they will disband, allowing for a new Friends group to be established in the future.

LIBRARY POLICY (4)

COLLECTION DEVELOPMENT

Summary

The goal of the Loudoun County Public Library is to provide the citizens of Loudoun County with a range of materials in a variety of print and non-print formats to meet their informational, cultural, educational, and recreational needs and interests.

To meet this goal, the Library has developed procedures for selecting, evaluating, re-evaluating, and withdrawing materials. The intents of the procedures are to assure that the collection reflects contemporary ideas as well as traditional points of view and that materials are available in diverse media.

The Library endeavors to provide a range of opinions, majority and minority, on all subjects and does not exclude materials on the basis of the author's or producer's point of view. The Library also attempts to avoid collections that reflect inordinate responsiveness to a single point of view.

Individual use of library materials is a private and personal matter. All citizens are free to reject for themselves materials of which they may disapprove; no citizen may restrict the freedom of use and access for others. Responsibility for the reading, listening, and viewing of library materials by minors rests with their parents or legal guardians and not with the library staff. Selection of library materials is not inhibited by the possibility that materials may come into the possession of children.

Suggestions from the public regarding selection, retention, or reconsideration of materials are encouraged and are reviewed promptly.

The Library Board of Trustees hereby endorses the American Library Association Library Bill of Rights and the Freedom to Read Statement on equal access for minors and interprets these statements to include all library materials regardless of format. Responsibility for the selection and removal of books and other library materials is delegated to the Director, who may delegate that responsibility to other library staff.

Books and materials are selected according to intrinsic merit, subject treatment, community interest, and contribution to a balanced collection in the Library. No single standard of suitability can be applied in all cases.

The volume and nature of requests for access to library materials by members of the public is a significant factor in selection. Flexibility, open-mindedness, and responsiveness are exercised during the evaluation process.

LIBRARY POLICY (4)

COLLECTION DEVELOPMENT

Materials are selected to present a variety of opinions on a subject and are judged as a whole rather than on isolated passages.

Collection Maintenance

The Library may dispose of any materials, cataloged or uncataloged, by transfer of ownership or discard, as staff deem appropriate. Unusable items transferred to the ownership of a library support group may be sold at the discretion of that group.

Outdated materials, unnecessary items, books no longer of interest or in demand, unused duplicates, and worn or damaged copies will be removed. Materials in poor condition or containing obsolete information discourage use of the Library.

In accordance with library guidelines, staff will make every effort to transfer items in usable condition but no longer needed in the Library to local community groups or organizations or to library support groups.

Materials that still have potential usefulness may be transferred to a larger library or special collection. Titles considered to be classics in their field will be available in the system.

Items deemed lost or missing are withdrawn from the Library's holdings.

Gifts

The Library reserves the right to decide use, condition of display, and final disposition of all gift material it receives.

Gifts are considered for acceptance on the same basis as materials for purchase. The cost of processing and the availability of shelf space are also factors in determining the acceptance of gifts.

The Library may provide a receipt acknowledging the number of donated items, but will not attempt to estimate their value.

The Library may forward items deemed unusable to library support groups or outside agencies/organizations. Gifts will not be returned to the donor.

Adopted 12/12/91
Revised 1/23/95
Reaffirmed 6/17/15

Loudoun County Public Library Board of Trustees

ACTION ITEM SUMMARY: **A101 Re-affirming Library Bill of Rights**

SUBJECT:	Re-affirming Library Bill of Rights
CONTACT:	Library Director, Ms. Chang Liu
ACTION DATE:	December 21, 2016
RECOMMENDATION:	
BACKGROUND	Every year, the LBOT reaffirms the Library Bill of Rights, to show the LBOT's support and commitment to the fundamental principles of public librarianship.
ISSUES:	
FISCAL IMPACT:	
DRAFT MOTION:	I move to re-affirm the Library Bill of Rights
ATTACHMENTS:	Library Bill of Rights
NOTES:	
ACTION TAKEN:	

Library Bill of Rights

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.

II. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.

III. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.

IV. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.

V. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.

VI. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

Adopted June 19, 1939, by the ALA Council; amended October 14, 1944; June 18, 1948; February 2, 1961; June 27, 1967; January 23, 1980; inclusion of "age" reaffirmed January 23, 1996.

LOUDOUN COUNTY PUBLIC LIBRARY CURRENT MONTH STATISTICS

November-16	ASHBURN			CASCADES			GUM SPRING			LOVETTSVILLE			MIDDLEBURG			OUTREACH		
	FY2017	FY2016	%	FY2017	FY2016	%	FY2017	FY2016	%	FY2017	FY2016	%	FY2017	FY2016	%	FY2017	FY2016	%
Visits	27,493	26,937	2%	20138	21150	-5%	26,016	25,945	0%	2,597	2,740	-5%	2,568	2,766	-7%	911	853	7%
New Registrations	247	296	-17%	170	221	-23%	232	325	-29%	25	13	92%	10	54	-81%	15	10	50%
CHECKOUTS-PRINT MATERIAL																		
Adult	9978	17130	-42%	6962	11935	-42%	5,457	8,708	-37%	942	1,651	-43%	688	1,086	-37%	1,331	1,580	-16%
Young Adult	2087	4006	-48%	1567	2460	-36%	1,757	2,560	-31%	109	258	-58%	86	160	-46%	3	42	-93%
Juvenile	41906	70584	-41%	20932	33209	-37%	41,995	67,454	-38%	2,058	3,298	-38%	625	993	-37%	44	50	-12%
Magazine	538	1242	-57%	641	1008	-36%	391	611	-36%	8	125	-94%	129	121	7%	21	115	-82%
Total Print Circulation	54509	92962	-41%	30102	48612	-38%	49,600	79,333	-37%	3,117	5,332	-42%	1,528	2,360	-35%	1,399	1,787	-22%
CHECKOUTS-NONPRINT MATERIAL																		
Audio books	1637	3301	-50%	1784	3268	-45%	968	2,106	-54%	245	522	-53%	263	392	-33%	188	142	32%
DVD/Videos	11324	20252	-44%	7213	13096	-45%	7,429	14,065	-47%	1,767	1,651	7%	620	1,262	-51%	374	469	-20%
Music CDs	1376	2502	-45%	927	2132	-57%	502	1,275	-61%	240	210	14%	31	90	-66%	22	22	0%
Digital																		
Total Nonprint Circulation	14337	26055	-45%	9924	18496	-46%	8,899	17,446	-49%	2,252	2,383	-5%	914	1,744	-48%	584	633	-8%
TOTAL CIRCULATION	68846	119017	-42%	40026	67108	-40%	58,499	96,779	-40%	5,369	7,715	-30%	2,442	4,104	-40%	1,983	2,420	-18%
CHECK-INS-PRINT MATERIAL																		
Adult	20040		-	15552		-	5,457		-	2,077		-	1325		-	2,102		-
Young Adult	4264		-	2873		-	1,757		-	262		-	191		-	26		-
Juvenile	41906		-	39153		-	41,995		-	4,036		-	191		-	44		-
Magazine	1058		-	1234		-	391		-	102		-	213		-	32		-
Total Print Checkins	67268		-	58812		-	49,600		-	6,477		-	1,920		-	2,204		-
CHECK-INS-NONPRINT MATERIAL																		
Audio books	3149		-	3273		-	1,656		-	562		-	438		-	315		-
DVD/Videos	17450		-	12538		-	9,665		-	3,371		-	1,245		-	607		-
Music CDs	2398		-	1870		-	790		-	171		-	69		-	50		-
Total Nonprint Checkins	22997		-	17681		-	12,111		-	4,104		-	1,752		-	972		-
TOTAL CHECK-INS	90265		-	76493		-	61,711		-	10,581		-	3,672		-	3,176		-
TOTAL CHECKOUTS AND CHECK-INS	159111			116519			120,210			15,950			6,114			5,159		
SELF CHECK-CHECKOUTS																		
Circulation (includes renewals)	51555	50284	3%	30604	31925	-4%	50,603	51,566	-2%	122	2,884	-96%	187					
% of Branch Circulation on Self-Cko	74%	74%		74%	74%		83%	91%		2%	66%		7%					
PROGRAMS																		
Children's (0-11) Programs (Onsite)	70	58	21%	64	56	14%	75	63	19%	19	24	-21%	7	10	-30%	-	-	-
Children's (0-11) Programs (Offsite)	0	0	-	0	0	-	-	-	-	-	-	-	-	-	-	-	-	-
Children's Attendance (Onsite)	3227	3337	-3%	2601	1829	42%	3,619	3,210	13%	200	277	-28%	126	77	64%	-	-	-
Children's Attendance (Offsite)	0	0	-	0	0	-	-	-	-	-	-	-	-	-	-	-	-	-
YA (12-18) Programs (Onsite)	7	12	-42%	11	14	-21%	7	11	-36%	6	5	20%	-	-	-	-	-	-
YA (12-18) Programs (Offsite)	1	0	-	3	1	200%	1	-	-	-	-	-	-	-	-	-	-	-
YA Attendance (Onsite)	252	240	5%	250	513	-51%	76	102	-25%	29	62	-53%	-	-	-	-	-	-
YA Attendance (Offsite)	13	0	-	55	15	267%	-	-	-	-	-	-	-	-	-	-	-	-
Adult Programs (Onsite)	17	21	-19%	26	18	44%	24	21	14%	4	5	-20%	3	3	0%	-	-	-
Adult Programs (Offsite)	5	3	67%	0	1	-100%	4	1	300%	-	-	-	-	-	-	-	-	-
Adult Attendance (Onsite)	116	345	-66%	241	415	-42%	290	179	62%	15	17	-12%	19	9	111%	-	-	-
Adult Attendance (Offsite)	24	22	9%	0	31	-100%	16	3	433%	-	-	-	-	-	-	-	-	-
Community Engagement Visits (Onsite)	17	5	240%	18	4	350%	9	6	50%	1	-	-	-	-	-	-	-	-
Community Engagement Visits (Offsite)	1	0	-	3	0	-	4	5	-20%	5	8	-38%	-	-	-	2	-	-
Community Engagement Attendance (Onsite)	164	30	447%	231	86	169%	225	149	51%	12	-	-	-	-	-	-	-	-
Community Engagement Attendance (Offsite)	70	0	-	95	0	-	114	110	4%	105	124	-15%	-	-	-	65	-	-
LCPS Visits (Onsite)	1	2	-50%	0	1	-100%	2	18	-89%	1	1	0%	5	-	-	-	-	-
LCPS Visits (Offsite)	1	1	0%	1	2	-50%	1	1	0%	3	1	200%	-	-	-	-	-	-
LCPS Visit Attendance (Onsite)	9	31	-71%	0	11	-100%	68	265	-74%	18	7	157%	111	-	-	-	-	-
LCPS Visit Attendance (Offsite)	31	7	343%	160	69	132%	12	100	-88%	290	17	1606%	-	-	-	-	-	-
TOTAL PROGRAMS	120	102	18%	126	97	30%	127	126	1%	39	44	-11%	15	13	15%	2	-	-
TOTAL ATTENDANCE	3906	4012	-3%	3633	2969	22%	4,420	4,118	7%	669	504	33%	256	86	198%	65	-	-
COMMUNITY USE OF MEETING ROOMS																		
Community Room Bookings	95	111	-14%	160	208	-23%	45	48	-6%	13	6	117%	2	5	-60%	-	-	-
Community Room Attendance	1782	1483	20%	2216	2506	-12%	716	791	-9%	86	42	105%	25	44	-43%	-	-	-
PUBLIC COMPUTER USE																		
Public Internet Sessions	2440	2667	-9%	3271	3768	-13%	3,995	4,457	-10%	288	407	-29%	474	583	-19%	-	-	-
Wi-Fi Sessions	3813	3395	12%	3313	3569	-7%	5503	4,908	12%	309	323	-4%	531	547	-3%	-	-	-
MISCELLANEOUS																		
Volunteer Hours	384	369	4%	245	246	0%	229	460	-50%	14	9	56%	20	32	-38%	18	18	0%
Proctoring Sessions	14	10	40%	3	5	-40%	4	1	300%	2	-	-	-	-	-	-	-	-
One-on-One Technology Training	22	13	69%	1	0	-	50	55	-9%	7	4	75%	18	11	64%	6	7	-14%
Attendance at Maker Activities	106	0	-	72	35	106%	777	471	65%	29	39	-26%	6	17	-65%	-	-	-

SYSTEMWIDE SERVICES	FY2017	FY2016	%
Electronic Resources	75,023	72,733	3%
Visits to Webpage	110,841	106,786	4%
Library Catalog Sessions Total	190,255	356,188	-47%
Desktop	157,288	N/A	-
Mobile	22,420	N/A	-
Tablet	10,517	N/A	-
Online Hold Requests	54,139	43,260	25%
Online Renewals	129,127	148,087	-13%
Phone Renewals	6,117	3,190	92%
Suggest A Title	272	405	-33%
Interlibrary Loans	464	553	-16%
New Items (includes ebooks)	5,634	6,080	-7%

REVENUE AND FINES	FY2017	FY2016	%
Overdue Fines	\$22,521	\$21,097	7%
Community Room Rental	\$46	\$40	15%
Printing	\$3,404	\$2,738	24%
Interlibrary Loans	\$78	\$237	-67%
Lost/Damaged Items	\$2,070	\$2,493	-17%
Total Revenues	\$28,120	\$26,605	6%

*Selfcheck at Lovettsville down most of November due to scanner malfunction
 **Renewals are no longer counted in Branch Circulation as previously in legacy system

LOUDOUN COUNTY PUBLIC LIBRARY CURRENT MONTH STATISTICS

November-2016	PURCELLVILLE			RUST			STERLING			ADMINISTRATION			ONLINE RENEWAL			SYSTEM TOTALS		
	FY2017	FY2016	%	FY2017	FY2016	%	FY2017	FY2016	%	FY2017	FY2016	%	FY2017	FY2016	%	FY2017	FY2016	%
Visits	11,522	10,778	7%	27,121	26,454	3%	6,075	5,673	7%							124,441	123,296	1%
New Registrations	62	163	-62%	161	228	-29%	41	65	-37%							963	1,375	-30%
CHECKOUTS-PRINT MATERIAL																		
Adult	4,473	7,636	-41%	8,106	12,694	-36%	1,319	2,131	-38%	291	867	-66%	24,601			64,148	65,418	-2%
Young Adult	513	926	-45%	1,253	1,922	-35%	231	351	-34%	17	56	-70%	4,813			12,436	12,741	-2%
Juvenile	8,651	9,987	-13%	20,409	30,240	-33%	3,314	5,650	-41%	214	414	-48%	71,053			211,201	221,879	-5%
Magazine	295	356	-17%	406	639	-36%	84	207	-59%		1	-100%	1,702			4,215	4,425	-5%
Total Print Circulation	13,932	18,905	-26%	30,174	45,495	-34%	4,948	8,339	-41%	522	1,338	-61%	102,169			292,000	304,463	-4%
CHECKOUTS-NONPRINT MATERIAL																		
Audio books	1,500	2,710	-45%	2,108	3,074	-31%	178	327	-46%	24	73	-67%	4,535			13,430	15,915	-16%
DVD/Videos	4,390	6,072	-28%	10,631	16,051	-34%	1,605	2,875	-44%	699	414	69%	20,143			66,195	76,207	-13%
Music CDs	700	810	-14%	1,374	2,776	-51%	244	332	-27%	10	31	-68%	2,280			7,706	10,180	-24%
Digital																41,790	41,378	1%
Total Nonprint Circulation	6,590	9,592	-31%	14,113	21,901	-36%	2,027	3,534	-43%	733	518	42%	26,958			129,121	143,680	-10%
TOTAL CIRCULATION	20,522	28,497	-28%	44,287	67,396	-34%	6,975	11,873	-41%	1,255	1,856	-32%	129,127			421,121	448,143	-6%
CHECK-INS-PRINT MATERIAL																		
Adult	8,256		-	16,554		-	2,407		-	1,611		-				75,381		-
Young Adult	1,119		-	2,505		-	507		-	124		-				13,628		-
Juvenile	14,100		-	33,127		-	6,319		-	630		-				181,501		-
Magazine	458		-	917		-	202		-	3		-				4,610		-
Total Print Checkins	23,933			53,103			9,435			2,368						275,120		
CHECK-INS-NONPRINT MATERIAL																		
Audio books	2,497		-	3,581		-	304		-	187		-				15,962		-
DVD/Videos	6,993		-	15,908		-	2,848		-	833		-				71,458		-
Music CDs	1,180		-	2,095		-	481		-	47		-				9,151		-
Total Nonprint Checkins	10,670			21,584			3,633			1,067						96,571		
TOTAL CHECK-INS	34,603			74,687			13,068			3,435						371,691		
TOTAL CHECKOUTS AND CHECK-INS	55,125			118,974			20,043			4,690			129,127			792,812		
SELF CHECK-CHECKOUTS																		
Circulation (includes renewals)	12,776	11,083	15%	39,521	40,928	-3%	3,092	4,388	-30%							188,460	193,058	-2%
% of Branch Circulation on Self-Cko	61%	63%		82%	89%			57%								89%	66%	
PROGRAMS																		
Children's (0-11) Programs (Onsite)	33	27	22%	48	51	-6%	42	37	14%							358	326	10%
Children's (0-11) Programs (Offsite)										5	4	25%				5	4	25%
Children's Attendance (Onsite)	994	651	53%	1,656	1,423	16%	887	699	27%							13,310	11,503	16%
Children's Attendance (Offsite)										93	121	-23%				93	121	-23%
YA (12-18) Programs (Onsite)	3	6	-50%	5	17	-71%	1									40	65	-38%
YA (12-18) Programs (Offsite)				3	2	50%										8	3	167%
YA Attendance (Onsite)	32	24	33%	22	158	-86%	8									669	1,099	-39%
YA Attendance (Offsite)				24	29	-17%										92	44	109%
Adult Programs (Onsite)	23	7	229%	27	37	-27%	20	9	122%	2	2	0%				146	123	19%
Adult Programs (Offsite)	3	1	200%		1	-100%										12	7	71%
Adult Attendance (Onsite)	133	43	209%	290	409	-29%	95	91	4%	20	34	-41%				1,219	1,542	-21%
Adult Attendance (Offsite)	113	5	2160%		432	-100%										153	493	-69%
Community Engagement Visits (Onsite)	15	4	275%	17	31	-45%		11	-100%							77	61	26%
Community Engagement Visits (Offsite)	3	1	200%					1	-100%	5	1	400%				23	16	44%
Community Engagement Attendance (Onsite)	330	47	602%	149	347	-57%		184	-100%							1,111	843	32%
Community Engagement Attendance (Offsite)	113	5	2160%					20	-100%	72	350	-79%				634	609	4%
LCPS Visits (Onsite)	19	19	0%	19	20	-5%	2	1	100%							49	62	-21%
LCPS Visits (Offsite)				1	2	-50%		2	-100%		6	-100%				7	15	-53%
LCPS Visit Attendance (Onsite)	93	101	-8%	118	157	-25%	22	25	-12%							439	597	-26%
LCPS Visit Attendance (Offsite)				35	90	-61%		46	-100%		1,375	-100%				528	1,704	-69%
TOTAL PROGRAMS	99	65	34%	120	161	-25%	65	61	7%	12	13	-8%				725	682	6%
TOTAL ATTENDANCE	1,808	876	106%	2,294	3,045	-25%	1,012	1,065	-5%	185	1,880	-90%				18,248	18,555	-2%
COMMUNITY USE OF MEETING ROOMS																		
Community Room Bookings	35	61	-43%	95	99	-4%	12	6	100%							457	544	-16%
Community Room Attendance	440	669	-34%	1,696	1,664	2%	223	113	97%							7,184	7,312	-2%
PUBLIC COMPUTER USE																		
Public Internet Sessions	1,313	1,421	-8%	5,258	6,213	-15%	1,629	1,734	-6%							18,668	21,250	-12%
Wi-Fi Sessions	1,192	992	20%	4,554	4,078	12%	912	706	29%							20,127	18,518	9%
MISCELLANEOUS																		
Volunteer Hours	7	127	-95%	319	397	-20%	92	17	441%							1,328	1,675	-21%
Proctoring Sessions	2	1	100%	5	2	150%										30	19	58%
One-on-One Technology Training	48	47	2%	5	11	-55%	3									160	148	8%
Attendance at Maker Activities	153	7	2086%	96	61	57%	36	39	-8%							1,275	669	91%

SYSTEMWIDE SERVICES	FY2017	FY2016	%
Electronic Resources	75,023	72,733	3%
Visits to Webpage	110,841	106,786	4%
Library Catalog Sessions Total	190,255	356,188	-47%
Desktop	157,288	N/A	
Mobile	22,420	N/A	
Tablet	10,517	N/A	
Online Hold Requests	54,139	43,260	25%
Online Renewals	129,127	148,087	-13%
Phone Renewals	6,117	3,190	92%
Suggest A Title	272	405	-33%
Interlibrary Loans	464	553	-16%
New Items (includes ebooks)	5,634	6,080	-7%

REVENUE AND FINES	FY2017	FY2016	%
Overdue Fines	\$22,521	\$21,097	7%
Community Room Rental	\$46	\$40	15%
Printing	\$3,404	\$2,738	24%
Interlibrary Loans	\$78	\$237	-67%
Lost/Damaged Items	\$2,070	\$2,493	-17%
Total Revenues	\$28,120	\$26,605	6%

LOUDOUN COUNTY PUBLIC LIBRARY YEAR-TO-DATE STATISTICS

November-2016	ASHBURN			CASCADES			GUM SPRING			LOVETTSVILLE			MIDDLEBURG			OUTREACH		
	FY2017	FY2016	%	FY2017	FY2016	%	FY2017	FY2016	%	FY2017	FY2016	%	FY2017	FY2016	%	FY2017	FY2016	%
Visits	162,675	166,885	-3%	130,798	128,847	2%	146,066	138,486	5%	16,767	17,725	-5%	15,140	15,795	-4%	5,185	4,267	22%
New Registrations	2,884	2,336	23%	1,231	1,458	-16%	2,573	2,432	6%	111	149	-26%	132	124	6%	84	92	-9%
CHECKOUTS-PRINT MATERIAL																		
Adult	59,297	99,945	-41%	40,581	67,863	-40%	33,642	53,589	-37%	5,788	9,476	-39%	3,966	5,780	-31%	7,991	8,225	-3%
Young Adult	15,231	26,981	-44%	9,003	15,684	-43%	11,821	17,614	-33%	947	1,746	-46%	524	931	-44%	146	148	-1%
Juvenile	237,574	384,427	-38%	120,014	187,697	-36%	236,829	367,533	-36%	13,009	20,267	-36%	3,873	6,333	-39%	447	222	101%
Magazine	3,846	8,068	-52%	3,204	5,292	-39%	2,618	4,655	-44%	24	737	-97%	441	665	-34%	119	942	-87%
Total Print Circulation	315,948	519,421	-39%	172,802	276,536	-38%	284,910	443,391	-36%	19,768	32,226	-39%	8,804	13,709	-36%	8,703	9,537	-9%
CHECKOUTS-NONPRINT MATERIAL																		
Audio books	10,144	19,236	-47%	9,942	17,665	-44%	6,135	10,752	-43%	1,505	3,168	-52%	1,466	2,023	-28%	1,047	806	30%
DVD/Videos	62,866	111,011	-43%	41,854	73,280	-43%	42,377	79,151	-46%	7,731	9,159	-16%	3,956	5,972	-34%	2,406	2,567	-6%
Music CDs	7,175	13,381	-46%	6,005	11,832	-49%	3,612	6,356	-43%	1,563	1,228	27%	138	428	-68%	105	114	-8%
Digital																		
Total Nonprint Circulation	80,185	143,628	-44%	57,801	102,777	-44%	52,124	96,259	-46%	10,799	13,555	-20%	5,560	8,423	-34%	3,558	3,487	2%
TOTAL CIRCULATION	396,133	663,049	-40%	230,603	379,313	-39%	337,034	539,650	-38%	30,567	45,781	-33%	14,364	22,132	-35%	12,261	13,024	-6%
CHECK-INS-PRINT MATERIAL																		
Adult	116,839		-	84,758		-	33,642		-	12,179		-	7662		-	12,461		-
Young Adult	30,109		-	18,666		-	11,821		-	2,349		-	1,114		-	234		-
Juvenile	237,574		-	208,049		-	236,829		-	23,277		-	1,114		-	447		-
Magazine	6,520		-	7,074		-	2,618		-	677		-	895		-	215		-
Total Print Checkins	391,042		-	318,547		-	284,910		-	38,482		-	10,785		-	13,357		-
CHECK-INS-NONPRINT MATERIAL																		
Audio books	18,190		-	18,131		-	9,642		-	3,082		-	2,235		-	1,662		-
DVD/Videos	100,640		-	71,837		-	55,236		-	14,050		-	6,901		-	3,262		-
Music CDs	12,120		-	10,465		-	5,508		-	1,059		-	397		-	226		-
Total Nonprint Checkins	130,950		-	100,433		-	70,386		-	18,191		-	9,533		-	5,150		-
TOTAL CHECK-INS	521,992		-	418,980		-	355,296		-	56,673		-	20,318		-	18,507		-
TOTAL CHECKOUTS AND CHECK-INS	918,125		-	649,583		-	692,330		-	87,240		-	34,682		-	30,768		-
SELF CHECK-CHECKOUTS																		
Circulation (includes renewals)	293,301	281,631	4%	173,126	188,780	-8%	289,516	286,357	1%	12,078	18,333	-34%	729	0	-			-
% of Branch Circulation on Self-Cko	74%	42%		75%	400%		86%	53%		40%	40%		5%	0				
PROGRAMS																		
Children's (0-11) Programs (Onsite)	352	352	0%	285	334	-15%	378	356	6%	112	141	-21%	38	59	-36%	-	-	-
Children's (0-11) Programs (Offsite)	-	-	-	2	-	-	2	-	-	1	-	-	-	-	-	-	-	-
Children's Attendance (Onsite)	21,339	21,899	-3%	13,573	14,011	-3%	20,390	20,947	-3%	1,723	2,390	-28%	873	884	-1%	-	-	-
Children's Attendance (Offsite)	-	-	-	34	-	-	2	-	-	71	-	-	-	-	-	-	-	-
YA (12-18) Programs (Onsite)	33	61	-46%	70	95	-26%	47	75	-37%	13	26	-50%	-	4	-100%	-	-	-
YA (12-18) Programs (Offsite)	5	1	400%	8	3	167%	3	1	200%	1	-	-	-	-	-	-	-	-
YA Attendance (Onsite)	1,227	1,388	-12%	4,033	3,813	6%	638	1,012	-37%	82	244	-66%	-	13	-100%	-	-	-
YA Attendance (Offsite)	54	9	500%	230	46	400%	2	-	-	11	-	-	-	-	-	-	-	-
Adult Programs (Onsite)	81	92	-12%	107	118	-9%	102	76	34%	40	45	-11%	11	15	-27%	-	-	-
Adult Programs (Offsite)	13	12	8%	4	3	33%	19	12	58%	1	-	-	-	-	-	-	2	-100%
Adult Attendance (Onsite)	935	1,057	-12%	1,836	2,179	-16%	1,210	742	63%	148	125	18%	56	88	-36%	-	-	-
Adult Attendance (Offsite)	76	67	13%	91	73	25%	97	142	-32%	1	-	-	-	-	-	-	-	-
Community Engagement Visits (Onsite)	35	25	40%	52	11	373%	23	35	-34%	1	-	-	1	-	-	-	-	-
Community Engagement Visits (Offsite)	11	18	-39%	8	5	60%	17	20	-15%	12	22	-45%	2	2	0%	2	1	100%
Community Engagement Attendance (Onsite)	309	509	-39%	824	229	260%	572	636	-10%	12	-	-	3	7	-57%	-	-	-
Community Engagement Attendance (Offsite)	279	445	-37%	357	169	111%	1,608	1,009	59%	261	393	-34%	16	7	129%	65	3	2067%
LCPS Visits (Onsite)	1	2	-50%	-	26	-100%	6	63	-90%	1	1	0%	14	-	-	-	-	-
LCPS Visits (Offsite)	3	11	-73%	3	29	-90%	42	48	-13%	6	5	20%	2	-	-	-	-	-
LCPS Visit Attendance (Onsite)	9	31	-71%	-	339	-100%	240	563	-57%	18	7	157%	442	-	-	-	-	-
LCPS Visit Attendance (Offsite)	86	742	-88%	293	488	-40%	216	1,631	-87%	565	107	428%	79	-	-	-	-	-
TOTAL PROGRAMS	534	574	-7%	539	624	-14%	639	686	-7%	188	240	-22%	68	80	-15%	2	3	-33%
TOTAL ATTENDANCE	24,314	26,147	-7%	21,271	21,347	0%	24,975	26,682	-6%	2,892	3,266	-11%	1,469	999	47%	65	3	2067%
COMMUNITY USE OF MEETING ROOMS																		
Community Room Bookings	392	354	11%	975	992	-2%	286	182	57%	48	40	20%	22	15	47%	-	-	-
Community Room Attendance	6,405	5,709	12%	12,768	11,328	13%	4,527	2,673	69%	374	328	14%	205	97	111%	-	-	-
PUBLIC COMPUTER USE																		
Public Internet Sessions	14,342	15,346	-7%	19,177	20,826	-8%	24,491	27,765	-12%	1,844	2,478	-26%	2,470	3,428	-28%	-	-	-
Wi-Fi Sessions	21,993	18,376	20%	22,097	19,915	11%	29,105	25,943	12%	2,065	2,090	-1%	3,133	3,120	0%	-	-	-
MISCELLANEOUS																		
Volunteer Hours	2,716	3,412	-20%	2,312	2,581	-10%	2,220	3,028	-27%	259	427	-39%	95	155	-39%	94	106	-11%
Proctoring Sessions	62	56	11%	17	26	-35%	26	5	420%	7	3	133%	1	-	-	-	-	-
One-on-One Technology Training	76	52	46%	4	6	-33%	358	284	26%	35	17	106%	89	30	197%	50	34	47%
Attendance at Maker Activities	900	4	22400%	395	497	-21%	4,119	2,754	50%	257	166	55%	114	24	375%	-	-	-

SYSTEMWIDE SERVICES	FY2017	FY2016	%
Electronic Resources	257,359	269,621	-5%
Visits to Webpage	503,936	466,917	8%
Library Catalog Sessions Total	891,605	1,683,466	-47%
Desktop	724,289		-
Mobile	117,602		-
Tablet	49,684		-
Online Hold Requests	226,473	194,609	16%
Online Renewals	541,156	647,509	-16%
Phone Renewals	30,419	19,469	56%
Suggest A Title	1,415	1,930	-27%
Interlibrary Loans	1,964	2,047	-4%
New Items (includes ebooks)	28,533	30,331	-6%

REVENUE AND FINES	FY2017	FY2016	%
Overdue Fines	\$95,392	\$108,498	-12%
Community Room Rental	\$859	\$1,550	-39%
Printing	\$14,948	\$16,844	10%
Interlibrary Loans	\$248	\$1,215	-233%
Lost/Damaged Items	\$9,364	\$14,069	-56%
Total Revenues	\$120,811	\$138,265	-16%

LOUDOUN COUNTY PUBLIC LIBRARY YEAR-TO-DATE STATISTICS

November-2016	PURCELLVILLE			RUST			STERLING			ADMINISTRATION			ONLINE RENEWAL		SYSTEM TOTALS		
Visits	69,481	67,848	2%	161,166	159,502	1%	36,317	40,161	-10%						743,595	739,516	1%
New Registrations	456	1,361	-66%	1,552	1,436	8%	486	617	-21%						9,509	10,005	-5%
CHECKOUTS-PRINT MATERIAL																	
Adult	26,369	40,939	-36%	46,977	74,034	-37%	7,069	11,483	-38%	1,518	4,378	-65%	131,594	-	364,792	375,712	-3%
Young Adult	3,847	6,567	-41%	8,975	14,009	-36%	1,413	2,521	-44%	280	207	35%	28,486	-	80,673	86,408	-7%
Juvenile	50,590	62,852	-20%	118,174	176,949	-33%	19,509	31,840	-39%	1,463	2,828	-48%	361,185	-	1,162,667	1,240,948	-6%
Magazine	1,520	2,431	-37%	2,586	4,274	-39%	601	1,095	-45%	4	4	0%	8,831	-	23,794	28,163	-16%
Total Print Circulation	82,326	112,789	-27%	176,712	269,266	-34%	28,592	46,939	-39%	3,265	7,417	-56%	530,096	-	1,631,926	1,731,231	-6%
CHECKOUTS-NONPRINT MATERIAL																	
Audio books	8,686	14,427	-40%	11,320	17,538	-35%	1,024	1,695	-40%	135	332	-59%	24,886	-	76,290	87,642	-13%
DVD/Videos	23,542	36,376	-35%	57,286	90,515	-37%	10,138	16,564	-39%	2,239	1,725	30%	108,030	-	362,425	426,320	-15%
Music CDs	3,135	4,714	-33%	7,730	12,907	-40%	1,088	2,071	-47%	28	155	-82%	11,441	-	42,020	53,186	-21%
Digital														-	216,871	210,576	3%
Total Nonprint Circulation	35,363	55,517	-36%	76,336	120,960	-37%	12,250	20,330	-40%	2,402	2,212	9%	144,357	-	697,606	777,724	-10%
TOTAL CIRCULATION	117,689	168,306	-30%	253,048	390,226	-35%	40,842	67,269	-39%	5,667	9,629	-41%	674,453	-	2,329,532	2,508,955	-7%
CHECK-INS-PRINT MATERIAL																	
Adult	50,063	-	-	94,061	-	-	13,460	-	-	9,748	-	-	-	-	434,873	-	-
Young Adult	8,036	-	-	17,481	-	-	2,965	-	-	902	-	-	-	-	93,677	-	-
Juvenile	77,880	-	-	191,148	-	-	33,958	-	-	3,827	-	-	-	-	1,014,103	-	-
Magazine	2,505	-	-	6,281	-	-	1,174	-	-	76	-	-	-	-	28,035	-	-
Total Print Checkins	138,484	-	-	308,971	-	-	51,557	-	-	14,553	-	-	-	-	1,570,688	-	-
CHECK-INS-NONPRINT MATERIAL																	
Audio books	14,498	-	-	19,154	-	-	1,995	-	-	1,032	-	-	-	-	89,621	-	-
DVD/Videos	36,569	-	-	87,754	-	-	15,614	-	-	5,062	-	-	-	-	396,925	-	-
Music CDs	4,904	-	-	11,886	-	-	2,078	-	-	217	-	-	-	-	48,860	-	-
Total Nonprint Checkins	55,971	-	-	118,794	-	-	19,687	-	-	6,311	-	-	-	-	535,406	-	-
TOTAL CHECK-INS	194,455	-	-	427,765	-	-	71,244	-	-	20,864	-	-	-	-	2,106,094	-	-
TOTAL CHECKOUTS AND CHECK-INS	312,144	-	-	680,813	-	-	112,086	-	-	26,531	-	-	674,453	-	4,435,626	-	-
SELF CHECK-CHECKOUTS																	
Circulation (includes renewals)	61,889	68,871	-10%	225,860	233,232	-3%	18,727	24,156	-22%						1,075,226	1,101,360	-2%
% of Branch Circulation on Self-Cko	53%	41%		89%	60%		46%	36%							437%	376%	
PROGRAMS																	
Children's (0-11) Programs (Onsite)	167	151	11%	265	294	-10%	211	230	-8%	-	-	-	-	-	1,808	1,917	-6%
Children's (0-11) Programs (Offsite)	7	-	-	1	-	-	-	-	-	22	18	22%	-	-	35	18	94%
Children's Attendance (Onsite)	5,425	4,262	27%	10,384	9,718	7%	5,258	6,189	-15%	-	-	-	-	-	78,965	80,300	-2%
Children's Attendance (Offsite)	243	-	-	525	-	-	-	-	-	558	585	-5%	-	-	1,433	585	145%
YA (12-18) Programs (Onsite)	31	43	-28%	55	86	-36%	11	19	-42%	-	-	-	-	-	260	409	-36%
YA (12-18) Programs (Offsite)	-	3	-100%	10	6	67%	-	-	-	4	-	-	-	-	31	14	121%
YA Attendance (Onsite)	515	318	62%	1,724	2,248	-23%	161	163	-1%	-	-	-	-	-	8,380	9,199	-9%
YA Attendance (Offsite)	-	30	-100%	663	94	605%	-	-	-	960	-	-	-	-	1,920	179	973%
Adult Programs (Onsite)	74	64	16%	165	190	-13%	101	55	84%	9	7	29%	-	-	690	662	4%
Adult Programs (Offsite)	8	5	60%	-	1	-100%	-	-	-	1	1	0%	-	-	46	36	28%
Adult Attendance (Onsite)	570	423	35%	1,611	1,488	8%	616	420	47%	90	131	-31%	-	-	7,072	6,653	6%
Adult Attendance (Offsite)	310	37	738%	-	432	-100%	-	-	-	150	24	525%	-	-	725	775	-6%
Community Engagement Visits (Onsite)	29	8	263%	114	163	-30%	1	24	-96%	-	-	-	-	-	256	266	-4%
Community Engagement Visits (Offsite)	16	5	220%	2	4	-50%	1	8	-88%	6	7	-14%	-	-	77	92	-16%
Community Engagement Attendance (Onsite)	633	103	515%	1,201	3,979	-70%	287	334	-14%	-	-	-	-	-	3,841	5,797	-34%
Community Engagement Attendance (Offsite)	561	56	902%	33	67	-51%	18	581	-97%	147	993	-85%	-	-	3,345	3,723	-10%
LCPS Visits (Onsite)	71	19	274%	115	35	229%	3	1	200%	-	-	-	-	-	211	147	44%
LCPS Visits (Offsite)	2	-	-	6	6	0%	3	3	0%	1	15	-93%	-	-	68	117	-42%
LCPS Visit Attendance (Onsite)	312	101	209%	669	636	5%	51	25	104%	-	-	-	-	-	1,741	1,702	2%
LCPS Visit Attendance (Offsite)	22	-	-	409	275	49%	153	262	-42%	600	2,545	-76%	-	-	2,423	6,050	-60%
TOTAL PROGRAMS	405	298	36%	733	785	-7%	331	340	-3%	43	48	-10%	-	-	3,482	3,678	-5%
TOTAL ATTENDANCE	8,591	5,330	61%	17,219	18,937	-9%	6,544	7,974	-18%	2,505	4,278	-41%	-	-	109,845	114,963	-4%
COMMUNITY USE OF MEETING ROOMS																	
Community Room Bookings	244	274	-11%	538	506	6%	62	20	210%	0	-	-	-	-	2,567	2,383	8%
Community Room Attendance	2,805	2,228	26%	8,870	6,518	36%	1,199	303	296%	0	-	-	-	-	37,153	29,184	27%
PUBLIC COMPUTER USE																	
Public Internet Sessions	8,230	8,783	-6%	36,497	36,656	0%	9,488	11,596	-18%	0	-	-	-	-	116,539	126,878	-8%
Wi-Fi Sessions	7,081	5,680	25%	25,843	23,419	10%	5,266	4,957	6%	0	-	-	-	-	116,583	103,500	13%
MISCELLANEOUS																	
Volunteer Hours	394	1,105	-64%	2,305	2,298	0%	201	1,196	-83%	0	-	-	-	-	10,429	14,307	-27%
Proctoring Sessions	20	22	-9%	24	12	100%	5	2	150%	0	-	-	-	-	162	126	29%
One-on-One Technology Training	294	69	326%	25	31	-19%	24	10	140%	0	-	-	-	-	955	533	79%
Attendance at Maker Activities	453	179	153%	1,030	718	43%	277	55	404%	0	-	-	-	-	7,545	4,397	72%

SYSTEMWIDE SERVICES	FY2017	FY2016	%
Electronic Resources	257,359	269,621	-5%
Visits to Webpage	503,936	466,917	8%
Library Catalog Sessions Total	891,605	1,683,466	-47%
Desktop	724,289	-	-
Mobile	117,602	-	-
Tablet	49,684	-	-
Online Hold Requests	226,473	194,609	16%
Online Renewals	541,156	647,509	-16%
Phone Renewals	30,419	19,469	56%
Suggest A Title	1,415	1,930	-27%
Interlibrary Loans	1,964	2,047	-4%
New Items (includes ebooks)	28,533	30,331	-6%

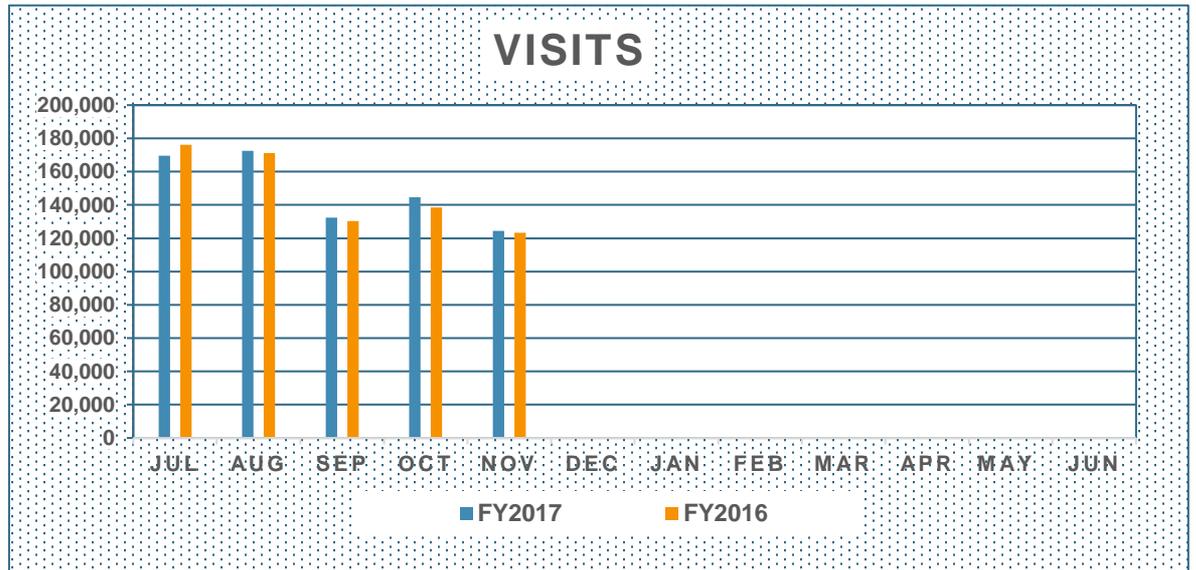
REVENUE AND FINES			%
Overdue Fines	\$95,392	\$108,498	-19%
Community Room Rental	\$859	\$1,550	-54%
Printing	\$14,948	\$16,844	-15%
Interlibrary Loans	\$248	\$1,215	-166%
Lost/Damaged Items	\$9,364	\$14,069	-39%
Total Revenues	\$120,811	\$138,265	-22%

LOUDOUN COUNTY PUBLIC LIBRARY MONTHLY STATISTICS

November-2016

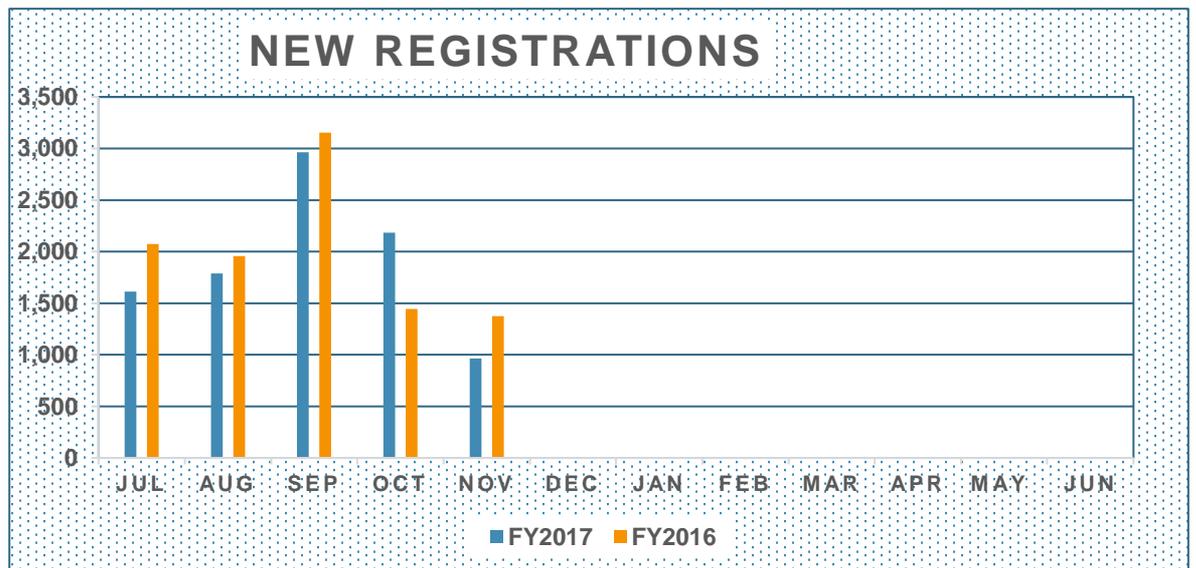
TOTAL VISITS

Month	FY2017	FY2016	%
JUL	169,578	176,165	-4%
AUG	172,521	171,144	1%
SEP	132,481	130,430	2%
OCT	144,574	138,481	4%
NOV	124,441	123,296	1%
DEC	-	-	-
JAN	-	-	-
FEB	-	-	-
MAR	-	-	-
APR	-	-	-
MAY	-	-	-
JUN	-	-	-
Total	743,595	739,516	1%



NEW REGISTRATIONS

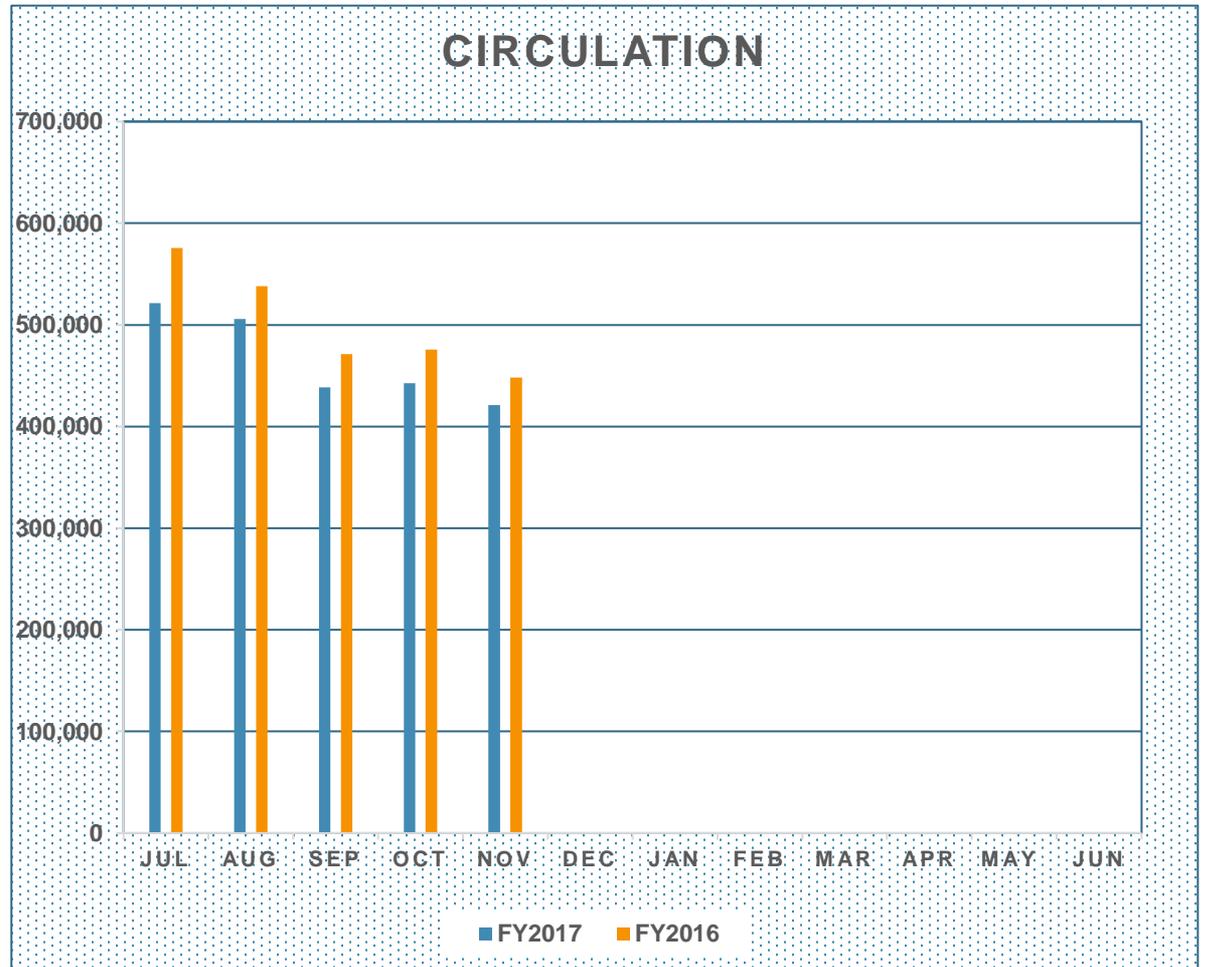
Month	FY2017	FY2016	%
JUL	1,611	2,075	-22%
AUG	1,788	1,958	-9%
SEP	2,964	3,153	-6%
OCT	2,183	1,444	51%
NOV	963	1,375	-30%
DEC	-	-	-
JAN	-	-	-
FEB	-	-	-
MAR	-	-	-
APR	-	-	-
MAY	-	-	-
JUN	-	-	-
Total	9,509	10,005	-5%



LOUDOUN COUNTY PUBLIC LIBRARY MONTHLY STATISTICS

CIRCULATION

Month	FY2017	FY2016	%
JUL	521,289	575,516	-9%
AUG	505,790	538,283	-6%
SEP	438,536	471,259	-7%
OCT	442,796	475,754	-7%
NOV	421,121	448,143	-6%
DEC	-	-	-
JAN	-	-	-
FEB	-	-	-
MAR	-	-	-
APR	-	-	-
MAY	-	-	-
JUN	-	-	-
Total	2,329,532	2,508,955	-7%

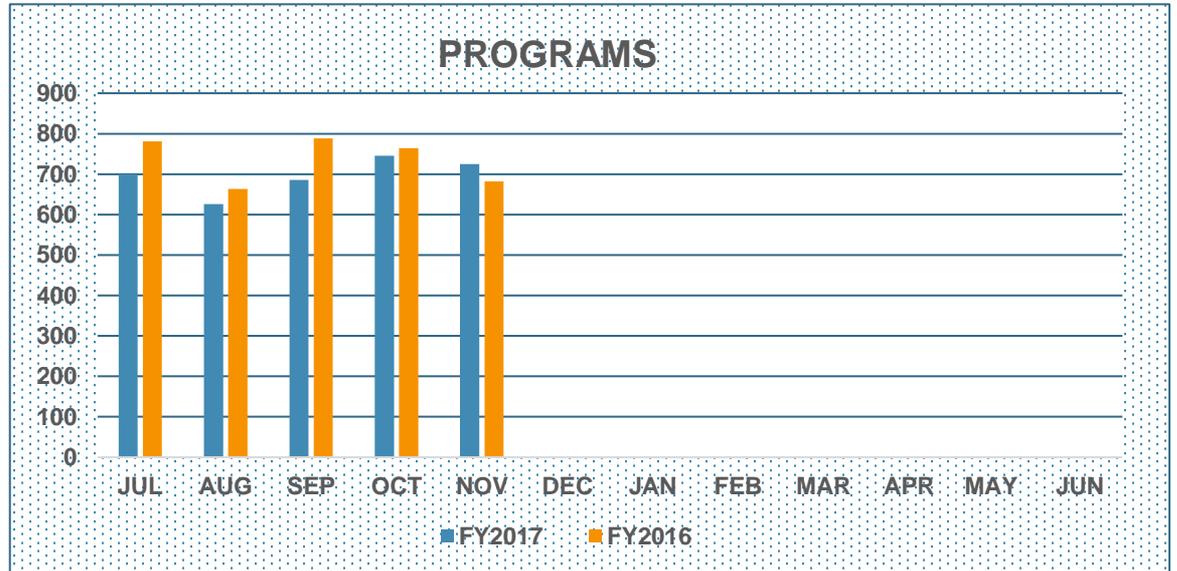


Note: Circulation includes electronic downloadables
New ILS impletement March 29, 2016

LOUDOUN COUNTY PUBLIC LIBRARY MONTHLY STATISTICS

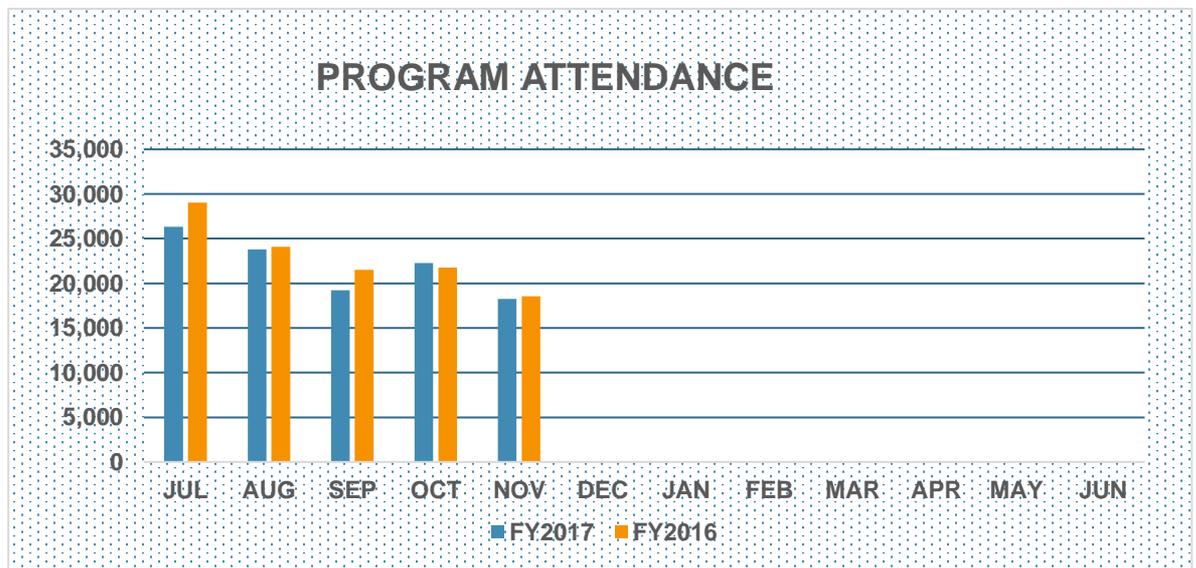
PROGRAMS

Month	FY2017	FY2016	%
JUL	700	781	-10%
AUG	626	663	-6%
SEP	686	788	-13%
OCT	745	764	-2%
NOV	725	682	6%
DEC	-	-	-
JAN	-	-	-
FEB	-	-	-
MAR	-	-	-
APR	-	-	-
MAY	-	-	-
JUN	-	-	-
Total	3,482	3,678	-5%



PROGRAM ATTENDANCE

Month	FY2017	FY2016	%
JUL	26,310	29,041	-9%
AUG	23,777	24,067	-1%
SEP	19,236	21,519	-11%
OCT	22,274	21,781	2%
NOV	18,248	18,555	-2%
DEC	-	-	-
JAN	-	-	-
FEB	-	-	-
MAR	-	-	-
APR	-	-	-
MAY	-	-	-
JUN	-	-	-
Total	109,845	114,963	-4%



**James Horton Prog for the Arts Trust Fund
Fund 1222
FY17**

Month	Beginning Balance	Revenue (Donations)	Expenses	Ending Balance Oracle-Interest*	Interest Earned*	Ending Balance Oracle+Interest	Average LGIP Rate
July	\$ 20,373.48	\$ -	\$ -	\$ 20,373.48	\$ 8.49	\$ 20,381.97	0.5000%
August	\$ 20,381.97	\$ -	\$ 700.00	\$ 19,681.97	\$ 8.91	\$ 19,690.88	0.5430%
September	\$ 19,690.88	\$ 1,500.00	\$ -	\$ 21,190.88	\$ 10.33	\$ 21,201.21	0.5850%
October	\$ 21,201.21	\$ -	\$ -	\$ 21,201.21	\$ 10.69	\$ 21,211.90	0.6050%
November	\$ 21,211.90	\$ -	\$ -	\$ 21,211.90	\$ 10.78	\$ 21,222.68	0.6100%
December	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
January	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
February	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
March	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
April	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
May	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
June	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total FY	\$ 20,373.48	\$ 1,500.00	\$ 700.00	\$ 21,173.48	\$ 49.20	\$ 21,222.68	

*Interest Earnings Based On Average LGIP Rate For the Month

Symington Trust
Fund 1223
FY17

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	\$ 4,030,303.99	\$ 1,541.55	\$ -	\$ 4,031,845.54	\$ 23.82	\$ -	\$ 4,031,869.36	0.5000%
August	\$ 4,031,869.36	\$ 1,217.02	\$ -	\$ 4,033,086.38	\$ 26.43	\$ -	\$ 4,033,112.81	0.5430%
September	\$ 4,033,112.81	\$ 592.24	\$ 40.73	\$ 4,033,664.32	\$ 28.75	\$ -	\$ 4,033,693.07	0.5850%
October***	\$ 4,033,693.07	\$ 1,163.94	\$ -	\$ 4,034,857.01	\$ 30.34	\$ -	\$ 4,034,887.35	0.6050%
November	\$ 4,034,887.35	\$ 541.67	\$ -	\$ 4,035,429.02	\$ 30.88	\$ -	\$ 4,035,459.90	0.0000%
December	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0000%
January	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0000%
February	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0000%
March	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0000%
April	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0000%
May	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0000%
June	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0000%
Total FY	\$ 4,030,303.99	# \$ 5,056.42	# \$ 40.73	\$ 4,035,319.68	\$ 140.22	\$ -	\$ 4,035,459.90	

CDS

\$ 819,000.00	<i>John Marshall Bank</i>	03/31/16	03/31/21	2.000%
\$ 772,000.00	<i>Access National</i>	03/19/15	03/17/20	1.950%
\$ 790,612.34	<i>Access National</i>	02/18/14	02/17/19	1.500%
\$ 818,070.97	<i>Cardinal Bank</i>	03/22/13	03/22/18	1.342%
\$ 775,000.00	<i>Virginia Commerce</i>	03/30/12	03/29/17	1.740%
\$ 3,974,683.31				

**Irwin Uran Trust Fund
Fund 1220
FY17**

Month	Beginning Balance	Prior Mo Adjustment	Revenue (Donations)	Expenses	Ending Balance Oracle-Interest*	Interest Earned*	Ending Balance Oracle+Interest	Average LGIP Rate
July	\$ 202,921.72	\$ -	\$ -	\$ 178.45	\$ 202,743.27	\$ 84.48	\$ 202,827.75	0.5000%
August	\$ 202,827.75	\$ -	\$ -	\$ 25,661.94	\$ 177,165.81	\$ 80.17	\$ 177,245.98	0.5430%
September	\$ 177,245.98	\$ -	\$ -	\$ 1,398.39	\$ 175,847.59	\$ 85.73	\$ 175,933.32	0.5850%
October**	\$ 175,933.32	\$ -	\$ -	\$ 963.87	\$ 174,969.45	\$ 88.21	\$ 175,057.66	0.6050%
November	\$ 175,057.66	\$ -	\$ -	\$ 76.30	\$ 174,981.36	\$ 88.95	\$ 175,070.31	0.6100%
December	\$ 175,070.31	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0000%
January	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0000%
February	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0000%
March	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0000%
April	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0000%
May	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0000%
June	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0000%
Total FY	\$ 202,921.72	\$ -	\$ -	\$ 28,278.95	\$ 174,642.77	\$ 427.54	\$ 175,070.31	

*Interest Earnings Based On Average LGIP Rate For the Month

Library Trust Funds Holdings

as of 11/30/2016

Irwin Uran Trust Fund	\$ 175,070.31	LGIP*	0.6100%
Symington Trust Fund	\$ 60,776.59	LGIP*	0.6100%
		CD**	Trade Date Maturity Yield
	\$ 819,000.00	<i>John Marshall Bank</i>	03/31/16 03/31/21 2.000%
	\$ 772,000.00	<i>Access National</i>	03/19/15 03/17/20 1.950%
	\$ 790,612.34	<i>Access National</i>	02/18/14 02/17/19 1.500%
	\$ 818,070.97	<i>Cardinal Bank</i>	03/22/13 03/22/18 1.342%
	\$ 775,000.00	<i>Virginia Commerce</i>	03/30/12 03/29/17 1.740%
\$ -			
Symington Total	\$ 4,035,459.90		
James Horton Trust Fund	\$ 21,222.68	LGIP*	0.6100%

*LGIP balances available for expenses

**CD balances subject to penalty for early withdrawal

Symington Trust notes

new