BOARD OF TRUSTEES AGENDA  
December 5, 2018  
3:00 p.m., Kitzinger Community Room – James City County Library

I. Call to Order – Chair Miller-Moore

II. Public Comment

III. Mission Moment

IV. Report from the Auditors – Aaron Hawkins of Robinson, Farmer, Cox Associates
   • Action Item: Annual Financial Report June 30, 2018 – Binsfeld

V. Consent Calendar
   • Approval Minutes – October 24, 2018
   • October Finance Report
   • Monthly Staff Reports

VI. Chair’s Report – Miller-Moore
   • Finance Committee Update (FY 2020 Proposed Budget)

VII. Library Director’s Report – Fowler
   • Action Item: Fund Balance Appropriation – JCCL Children’s Area Project
   • Action Item: Policy Review – Volunteers

VIII. Friends WRL Foundation Update

IX. York County Update - Franz

X. Other Business

XI. Adjournment

Other Enclosures:
   • October Statistics
   • FYI Articles, Kudos, and News Items
   • October Newsletter

Next Regular Meeting:
January 23, 2019, 3:00 p.m., Meeting Room 128, Stryker Center

Attending: Natalie Miller-Moore, Pam Franz, Sally Andrews, Chris Gareis, Ted Hiller, Barry Marten, Jason Purse, Jean Stettler, Nicole Trifone, and Andrew Trivette.
Board of Trustees of the Williamsburg Regional Library

Minutes of Board Meeting October 24, 2018
Meeting Room 128, Stryker Center

Attending: Natalie Miller-Moore, Pam Franz, Sally Andrews, Jim Axtell, Chris Gareis, Ted Hiller, Barry Marten, Jean Stettler, Nicole Trifone, and Andrew Trivette;

Friends of WRL Foundation President Sam Sadler; Library Director Elizabeth B. Fowler; Assistant Library Director Janet Crowther; library staff members Carrie Binsfeld, Alicia Phinney, Melissa Simpson, Sandra Towers, Barry Trott, and Sarah App;

Greg Lukmire of RRMM Lukmire Architects.

Absent: Jason Purse.

Call to Order: Chair Miller-Moore called the meeting to order at 3:00 p.m.

Ms. Miller-Moore reintroduced the board’s newest members, Ted Hiller and Andrew Trivette.

Public Comment: None.

Mission Moment: Ms. Fowler discussed the program she attended featuring the Librarian of Congress, Dr. Carla Hayden at the VLA conference. Ms. Miller-Moore discussed the recent VLA conference held in Williamsburg. Mr. Trivette announced the Williamsburg Regional Library received numerous compliments during the VLA conference.

Presentation on Library Site Considerations: Ms. Fowler introduced Mr. Lukmire and outlined the history of the process that has led to Mr. Lukmire’s final presentation.

Mr. Lukmire reviewed the information from the Williamsburg Library assessment, focus groups, and survey results. The board discussed the five solution options given by Mr. Lukmire:

1. Do nothing and maintain existing library.
2. Renovate the existing library building.
3. Renovate and add to the existing library.
4. City of Williamsburg & James City County jointly fund a new facility in current location.
5. James City County constructs a third library facility.

Ms. Miller-Moore summarized the discussion by stating the goal of the board is to work with the jurisdictions to build a twenty-first century library to serve the regional community.

Mr. Trivette discussed the timeline for the City of Williamsburg to decide on various facility projects that could affect the Williamsburg Library location.

After further discussion, the board agreed to postpone making a final recommendation for the update of the Williamsburg Library to a twenty-first century library, until after the City of Williamsburg has made decisions on various facility projects that would affect the Williamsburg Library location.

Consent Calendar: The October 24, 2018 consent calendar was approved by a unanimous vote.

Chair’s Report:
• **Appointment of Finance Committee** – Ms. Miller-Moore nominated herself, Mr. Marten, Mr. Purse, and Mr. Trivette to serve as the Finance Committee to the board. Ms. Andrews seconded the motion; the motion was approved by a unanimous vote.

Ms. Miller-Moore encouraged board members to visit area libraries and discussed a possible field trip in January.

**Library Director’s Report:***

• **Action Item: Policy Review – Meeting Rooms** – The policy was presented with no changes recommended. Ms. Andrews moved to reaffirm the policy. Mr. Gareis seconded the motion; the motion was approved by a unanimous vote.

• **Action Item: Fund Balance Update** – Ms. Fowler presented a fund balance update to reduce the “Vehicle Replacement” budget line to $150,000. Ms. Franz moved to approve the update. Ms. Stettler seconded the motion; the motion was approved by a unanimous vote.

**Friends of WRL Foundation Updates:** Mr. Sadler discussed the planning for the fundraising campaign for the Youth Services renovations at JCCL. Mr. Sadler announced the annual appeal letters will be sent out in November.

**York County Public Library Update:** Ms. Miller-Moore stated York County is currently focusing on the upcoming budget, Yorktown Library renovation, and the possible creation of a foundation to benefit the library.

**Other Business:** Ms. Miller-Moore announced the next board meeting will be on December 5, 2018, at the James City County Library.

**Adjournment:** Mr. Axtell moved to adjourn at 4:25 p.m. All agreed.

Respectfully submitted,

Sarah App

Approved by ______________________________________________

Natalie Miller-Moore, Chair
To: WRL Board of Trustees

From: Carrie L. Binsfeld, Finance Director

Subject: October Financial Statement Analysis

<table>
<thead>
<tr>
<th>Account Name</th>
<th>Budget</th>
<th>Spent Encumbered</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contractual Services</td>
<td>$113,000</td>
<td>$102,041</td>
<td>90.3% Annual HVAC contract paid</td>
</tr>
<tr>
<td>Leases</td>
<td>$41,000</td>
<td>$41,960</td>
<td>102.3% Copier costs higher than budgeted</td>
</tr>
<tr>
<td>Library Catalog &amp; Website Services</td>
<td>$119,000</td>
<td>$100,445</td>
<td>84.4% Annual Sirsi contract paid</td>
</tr>
</tbody>
</table>

Percentage of year passed 33.3%
## EXPENDITURES

<table>
<thead>
<tr>
<th>Compensation</th>
<th>Final Budget</th>
<th>Actual</th>
<th>Encumber</th>
<th>Total</th>
<th>% Spent &amp; Encumbered</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries</td>
<td>3,144,920</td>
<td>1,021,311</td>
<td>1,021,311</td>
<td>32.5%</td>
<td></td>
</tr>
<tr>
<td>Wages</td>
<td>651,258</td>
<td>216,150</td>
<td>216,150</td>
<td>33.2%</td>
<td></td>
</tr>
<tr>
<td>FICA</td>
<td>290,414</td>
<td>91,405</td>
<td>91,405</td>
<td>31.5%</td>
<td></td>
</tr>
<tr>
<td>Virginia Retirement Systems</td>
<td>294,674</td>
<td>90,557</td>
<td>90,557</td>
<td>30.7%</td>
<td></td>
</tr>
<tr>
<td>Health Insurance</td>
<td>607,077</td>
<td>202,792</td>
<td>202,792</td>
<td>33.4%</td>
<td></td>
</tr>
<tr>
<td>Workers Comp Insurance &amp; Unemploy</td>
<td>15,000</td>
<td>5,867</td>
<td>5,867</td>
<td>39.1%</td>
<td></td>
</tr>
<tr>
<td>VRS Group Life Insurance</td>
<td>41,201</td>
<td>13,525</td>
<td>13,525</td>
<td>32.8%</td>
<td></td>
</tr>
<tr>
<td>Fringe Benefits (RM/DCM)</td>
<td>13,895</td>
<td>3,561</td>
<td>3,561</td>
<td>25.6%</td>
<td></td>
</tr>
<tr>
<td>Tuition Assistance</td>
<td>15,000</td>
<td>0</td>
<td>0</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td>Benefits Total</td>
<td>1,277,261</td>
<td>407,707</td>
<td>0</td>
<td>407,707</td>
<td>31.9%</td>
</tr>
<tr>
<td>Subtotal</td>
<td>5,073,439</td>
<td>1,645,168</td>
<td>0</td>
<td>1,645,168</td>
<td>32.4%</td>
</tr>
</tbody>
</table>

| Collection Materials | 560,000 | 212,591 | 62,548 | 275,139 | 49.1% |

| Operations | 25,500 | 5,358 | 5,358 | 21.0% |
| Bank Fees   | 6,500  | 2,553 | 2,553 | 39.3% |
| Bindery     | 2,000  | 0     | 0     | 0.0% |
| Building Maintenance | 40,000 | 16,135 | 2,430 | 46.4% |
| Communications | 50,000 | 12,859 | 12,859 | 25.7% |
| Computer Replacement | 41,000 | 1,855 | 1,752 | 8.8% |
| Computer Software & Supplies | 24,000 | 4,989 | 1,326 | 26.3% |
| Contractual Services | 113,000 | 102,041 | 280,060 | 102.3% |
| Equipment - General | 1,000 | 0 | 0 | 0.0% |
| Financial Services | 22,631 | 0 | 0 | 0.0% |
| Fund Balance Appropriations | 712,249 | 205,445 | 266,718 | 472,163 | 66.3% |
| Human Resource Services | 73,286 | 18,322 | 18,322 | 25.0% |
| Insurance | 44,000 | 16,635 | 16,635 | 37.8% |
| Leases | 41,000 | 35,356 | 6,605 | 102.3% |
| Legal Services | 8,000 | 0 | 0 | 0.0% |
| Library Board Expenses | 6,500 | 3,769 | 3,769 | 58.0% |
| Library Catalog & Website Services | 119,000 | 100,445 | 100,445 | 84.4% |
| Library Programs | 18,000 | 3,888 | 1,230 | 5,118 | 28.4% |
| Local Mileage | 4,000 | 72 | 72 | 1.8% |
| Maintenance Supplies | 14,500 | 4,401 | 4,401 | 30.4% |
| Memberships | 10,000 | 3,892 | 3,892 | 38.9% |
| Miscellaneous | 500 | 269 | 269 | 53.8% |
| Postage | 18,500 | 4,710 | 4,710 | 25.5% |
| Printing | 4,000 | 1,525 | 1,525 | 38.1% |
| Professional Services | 13,750 | 0 | 0 | 0.0% |
| Software Maintenance | 16,000 | 11,201 | 11,201 | 70.0% |
| Supplies | 78,000 | 12,872 | 12,872 | 16.5% |
| Travel & Training | 32,000 | 7,986 | 7,986 | 25.0% |
| User Refunds | 0 | 0 | 0 | N/A |
| Utilities | 179,000 | 56,605 | 56,605 | 31.6% |
| Vehicle Services | 34,000 | 2,715 | 2,715 | 8.0% |
| Subtotal | 1,751,916 | 635,896 | 280,060 | 915,956 | 52.3% |

**TOTAL** | 7,385,355 | 2,493,655 | 342,608 | 2,836,263 | 38.4% |
The Williamsburg Regional Library  
Monthly Financial Statement  
For the period ending October 31, 2018

<table>
<thead>
<tr>
<th>REVENUE</th>
<th>Budget</th>
<th>Received</th>
<th>Percentage of year past</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of Williamsburg</td>
<td>871,852</td>
<td>290,617</td>
<td>33.3%</td>
</tr>
<tr>
<td>James City County</td>
<td>4,618,401</td>
<td>1,539,467</td>
<td>33.3%</td>
</tr>
<tr>
<td>York County</td>
<td>609,350</td>
<td>609,350</td>
<td>100.0%</td>
</tr>
<tr>
<td>State Aid</td>
<td>305,276</td>
<td>155,118</td>
<td>50.8%</td>
</tr>
<tr>
<td>Lost Books</td>
<td>11,500</td>
<td>3,449</td>
<td>30.0%</td>
</tr>
<tr>
<td>Interest</td>
<td>6,500</td>
<td>8,865</td>
<td>136.4%</td>
</tr>
<tr>
<td>Copy Machines</td>
<td>28,000</td>
<td>8,924</td>
<td>31.9%</td>
</tr>
<tr>
<td>Library Fines</td>
<td>50,000</td>
<td>16,914</td>
<td>33.8%</td>
</tr>
<tr>
<td>Set Off Recovery</td>
<td>9,500</td>
<td>1,222</td>
<td>12.9%</td>
</tr>
<tr>
<td>Other Library Revenue</td>
<td>7,000</td>
<td>8,874</td>
<td>126.8%</td>
</tr>
<tr>
<td>Meeting Room Use</td>
<td>48,000</td>
<td>20,625</td>
<td>43.0%</td>
</tr>
<tr>
<td>Transfer From Fund Balance</td>
<td>107,727</td>
<td>0</td>
<td>N/A</td>
</tr>
<tr>
<td>TOTAL</td>
<td>6,673,106</td>
<td>2,663,424</td>
<td>39.9%</td>
</tr>
</tbody>
</table>

NON-BUDGETED OPERATING REPORT

<table>
<thead>
<tr>
<th>Program</th>
<th>Revenue</th>
<th>Spent</th>
<th>Encumber &amp; Encumber</th>
<th>Percentage of year past</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gifts &amp; Memorials</td>
<td>17,655</td>
<td>21,162</td>
<td>6,660</td>
<td>33.33%</td>
</tr>
<tr>
<td>Friends of WRL Foundation</td>
<td>49,100</td>
<td>49,099</td>
<td>0</td>
<td>33.33%</td>
</tr>
<tr>
<td>Library Grants</td>
<td>3,682</td>
<td>1,003</td>
<td>1,003</td>
<td>33.33%</td>
</tr>
<tr>
<td>Program Services</td>
<td>70,437</td>
<td>71,263</td>
<td>6,660</td>
<td>77,923</td>
</tr>
</tbody>
</table>

Percentage of year past 33.33%  
Payroll % of year past 33.33%
The library has seen a busy autumn with the launching of the “Year of Making” series of hands-on maker space activities each Sunday at the James City County Library. The fall maker space programs centered on arts and crafts activities and many families have expressed their pleasure at having multi-generational participatory library programs to attend. Many families are also enjoying the start-up of STEAM Saturdays, teen programming, and the new season of Dewey Decibel Concerts.

The library director continues to work closely with the Friends of Williamsburg Regional Library Foundation through grant writing, donor presentations, and monthly meetings with the Major Donor Committee to secure funding for the planned children’s “Idea Studio” at the James City County Library. On November 27, 2018, the FWRLF board approved designating $250,000 in funds for the project at their annual meeting to be made available as gift commitments are secured.

Available FWRLF funding will allow the library to move forward with ordering the large science stations, interactive learning equipment, and specialized buildouts such as the kid’s village. The library is also working with the county to provide bid specifications for CIP related renovations for the project including carpet, lighting, paint, and the glass enclosure to the room. The director held discussions with vendors, contractors, and staff and continues to work refining and developing the final specifications for the renovation which is scheduled to occur from mid-March to mid-June. The assistant director has convened a committee which is planning the move in and out of the room and the establishment of a temporary children’s library in the Kitzinger Room during the renovation.

The library director enjoyed opportunities to raise awareness of WRL through public speaking engagements at the Crown Colony Club, Windsor Meade, the Williamsburg Chapter of the Women’s Professional Networking Group, and a radio interview on WMBG, as well as by attending the Williamsburg Health Foundation Awards Breakfast.

In discussions with the Dean of Libraries for William and Mary new areas of possible cooperation have emerged including publicizing the extensive local history collections at SWEM Library which are available to the general public. Occasionally members of the public voice an interest in the Williamsburg Regional Library developing in-depth local history and genealogical collections, but the available resources of the college make establishing a separate collection redundant and an unnecessary use of local funding. Instead, the WRL will work with the college through staff and a series of public programs to educate the public on the rich availability of resources at William and Mary libraries. Other collaborative ventures under discussion include
the possibility of a combined community-wide “Big Read”, and exploring job sharing andinternships to cultivate library experiences for diverse and minority populations.

The library director also attended a series of meetings with James City County staff from
administration, human resources, finance, and community development to gather and share
information in preparation for the annual library budget submission and for planning purposes.
The JCC General Services shared plans to remove the overgrown trees along the façade of the
James City County Library building and dead trees in the parking lot islands starting December
10, 2018. These landscape improvements will prevent long-term foundation damage to the
structure, provide additional natural light inside the library, and provide increased road visibility
and public awareness of the building. The City of Williamsburg also removed all of the existing
plantings adjacent to the theater entrance in preparation for installing new landscaping.

WRL and the City of Williamsburg also received positive feedback from the pilot program of
making casual seating in the library plaza available two days a week through October. Going
forward the library will work with the City to develop plans for semi-permanent plaza seating
and boost Wi-Fi connectivity to encourage use and enjoyment of the outside spaces and
encourage vibrancy and energy between both Stryker and the Williamsburg Library facility.

Betsy Fowler, Library Director
Provide excellent programs:

October saw the launch of the Year of Making series. Jesse Kelley (AS) and Sara Meldrum (YS) coordinated the first quarter “Arts & Crafts” theme with a variety of staff and outside presenters. Some activities filled quickly, like the wreath-making and cupcake decorating. Others had plenty of room for people to walk in and join like the clay, papermaking, and “Art in the Dark” crafts.

Micah Lewis from Program Services has attended each of the sessions to provide room support for the presenter and craft support for the attendees.

Comments from participants when asked “What did you learn today” include:

![Notes: To use your imagination! Revisiting childhood memories. Art is fun for ALL! Thank you!!]

We continue with this theme through the end of December. Upcoming crafts include making comics, Henna tattoos, jewelry-making, paper folding, and string art. To continue to support crafters we also purchased the “CreativeBug” database, which has over 1,000 how-to videos for all skill levels.

Other Adult/Teen programs this month included a very well-attended lecture on the history of Merchants Square, Star Wars Reads Day, Exercise Your Brain lecture, and a Day of the Dead teen craft.

Melissa Simpson, Adult Services Director
Provide excellent service:

- I attended the FWRLF Governance Committee meeting on October 11 to provide information about board documents. I will work with the Governance Committee to compile board binders that contain policy information to be shared with board members at their annual meeting.
- On October 15, I attended the FWRLF Major Donor Committee meeting. The committee continued to plan for fundraising activities this fall and to schedule meetings with estate planning attorneys. The committee will welcome local business representatives for a tour of JCCL in early November.
- I consulted with FWRLF board members in regards to appeal letter signing, major gift updates, board policy binders, website revisions, online giving, and board member recruitment, among other topics.
- Attached to this report is the honorary and memorial gifts page that lists donations made to support the library and the FWRLF. We are responsible to ensure these funds are used as instructed by the donors. Also, recognizing our donors is an important aspect of stewarding these resources and supporters.

Provide excellent collections:

- I posted five LAP press releases to the *Daily Press* online and submitted five LAP press releases to the *Virginia Gazette* online. The *Gazette* printed one local author project press release.

Provide excellent programs:

- I anticipate sending out eight to eleven Fifty Hour Club membership letters recognizing library volunteers who reached the fifty-hour mark in October.

Provide for excellence in daily operations:

- On October 2, I attended JCC training to recognize and shun harassment.
- I supported the annual WRL Staff Recognition Breakfast on October 8 at Colonial Heritage Club House. More than 20 staff were honored for their academic achievements and service to the library.
- On October 10, I participated in the William and Mary Office of Community Engagement Community breakfast, attended by numerous nonprofit representatives from throughout the community. I also attended the GIS information session that followed.
- As chair of the Seniors as a Resource (SAAR) committee, I attended the quarterly PAA Williamsburg Advisory Committee meeting on October 12 and chaired the SAAR committee meeting on October 26.
- On October 24, I attended the SCC meeting to discuss upcoming events.
- I participated in a G.W.A.V.A. membership meeting at Avalon Center on October 30.
- Throughout October I participated in LEAD meetings.

Benjamin J. Goldberg, Library Development Officer
FOUNDATION SUPPORT
- Kiwanis Club of Williamsburg
- Kiwanis Club of Williamsburg Foundation
- Bob and Mary Lynn Logan (in memory of Charles Ruby)
- Karen and Gene Schultz (in honor of Jacob Patrick Plum)
- Karen and Gene Schultz (in honor of William Robert Plum)

Our Library - Our Future Endowments

General Fund
- Frances and Peter Derks (in memory of Richard B. Sherman)

The Next Generation Fund: Children and Teens
- Roger W. Cross III
- In honor of June Holt Iannuzzi

Viky Pedigo Endowment
- Quinn Emmett (in memory of Mrs. Pedigo “who taught me how to read, and so much more!”)

Goldberg Family Perpetual Book fund
- Benjamin Goldberg (in honor of Betty and Josh Goldberg)

Max G. Walten M.D. Perpetual Book Fund
- Dottie Gabig (in memory of Mary Lou Walten)

HONORARY & MEMORIAL GIFTS
In memory of:
- Robert Berg from Sharon Berg, Kathy Hoke, Marie and Robert Melchiori, Mrs. Melchiori’s kindergarten class, Sharon Peters, and Pamela Sue and Donald Spencer
- Sheila Burcher from WRL Adult Services Staff
- Joyce Darnton from the Woman’s Club of Williamsburg, GFWC
- Betty Jo Parker from the Woman’s Club of Williamsburg, GFWC
- Richard B. Sherman from Catherine and Braxton Allport, C. Lewis Casey, Tony Esler and Cam Walker, Barbara Fairchild, Philip Funigiello, Susan and Bill Geary, David Holmes, Pamela C. Johnson, Jim and Cathy Kimel, Shirley Leyland, Althea MacWhorter, Elizabeth and Alan Melton, Mary Louise Naylor-Zodda, Sandra Rasmussen, Shirley Roby, Mildred Stillman, Carl and Pamela Thompson and Marti K. Smith, and Mary and Allen Turnbull

In honor of:
- Barbara Morris on the occasion of her birthday from Hope M. Moore
- Logan and Paige Shepard from Connie and Jack Reitz

Local Authors Project
- William Francavilla – The Madoffs Among Us: Combat the Scammers, Con Artists, and Thieves Who Are Plotting to Steal Your Money
- Cindy Freeman – I Want To Go Home
- Joseph Freitus – Tracking Jubal Crank
- Neva Herrington – Open Season
- William Palmer – Wake (The Aquarius Project)
- William Palmer – Bake (A Ballad of Saturn and the 12th House)
- Terri Rolan and Margaret O’Brien – West: A New Direction
- Charles W. Sutherland – Prisoners of History: The Story of Dalia, A Palestinian

In-Kind
- Society of the War of 1812
IT Division Report
October 2018

Provide excellent service:
• Mark and Brett worked with ABS Technology on the network refresh project throughout the month. Installation is now complete, and the migration of staff and public computers will occur over the next couple weeks.
• Mark and Brett worked with Dell EMC on the design and submission of the new WRL hyper-converged server infrastructure that is due to be installed in mid-December 2018.
• Brett worked with Benjamin and Black Baud to resolve issues related to user accounts in the new online Raiser’s Edge product.
• Kraston resolved multiple reported issues in all libraries throughout November to include printing, hardware, and software related problems.
• The entire IT Team worked in both Williamsburg Library and James City County Library to remove old, obsolete, and broken equipment from computer rooms and sent them off for recycling with Facilities.
• Kraston is set to lead a Maker’s Space event in January to show how to disassemble, reassemble and troubleshoot computer issues.

Provide for excellence in daily operations:
• Steve created a walkthrough of steps to enable staff to pull stats on overdue items by type, collection, status set dates, location, and overdue status set date directly using the Horizon client.
• In response to a customer inquiry, Mark and Steve worked to get email notices that correctly display the library’s return email address rather than “SMTP_Relay” to ease confusion and lessen missed notices.
• Steve worked with IT staff to research a dramatic increase in WIFI usage stats and develop new workflows for gathering monthly stats by unique clients.
• Steve created four new reports for Admin tracking borrowers for fines based on borrower type and locations.
• Kraston continues to roll out active directory in the Williamsburg and James City County Libraries.

Mark Lutner, Information Technology Director.
Provide excellent programs:
- On display in the Stryker Center exhibit space, a solo show featuring Carlton Abbott.
- John Bullard opened up the month with his debut to the Dewey Decibel Concert Series with a Friday night concert on the 5th.
- On display in the Williamsburg Library Gallery, Spinners and Weavers local guild member show.
- On display in the Williamsburg Library Gallery (cases), works from the members of the Colonial Lacemakers.
- On display in the Williamsburg Library, an archaeological exhibit highlighting “The Battle of Green Spring.” The American Battlefield Protection Project (ABPP) awarded Archaeological & Cultural Solutions, Inc. (ACS) a grant to show what can be learned from battlefields beyond simply protecting "x marks the spot."
- The VaOpera’s, Arias and Duets returned with an Evening of Opera and Broadway on Wednesday the 17th.
- Nicole Zuraitis and her band made their Dewey Decibel Concert Series debut on Friday the 19th performing an evening of Jazz.
- The Higher Ground Jazz Band returned to the Williamsburg Library theatre for a Thursday evening concert on the 25th.
- The Celtic Film Series continued with the showing of Young Cassidy on Thursday the 11th.
- The Centuries of Art @ Your Library lecture series presented a full month of offerings; Oct 8 – Art of the First Cities: worship and Warfare in the Art of the Ancient Sumerians, Oct 15 – A Collector’s Guide to Prints, Oct 22 – A Beautifully Broken Virginia.

Provide excellent services:
- Promoted library programs and services through website updates, and other electronic distribution of publicity.
- Provided rooms and tech support for 15 W&M Christopher Wren classes.
- Provided room and tech support for the Williamsburg Book Festival for the third year.

Provide excellent facilities:
- Program Services staff processed 278 room bookings during the month.
- There were 484 meeting room uses by 9,827 people at all three WRL locations during the month. Rooms are checked after each use and cleaned as necessary.
- Fielded and answered 1,185 reference questions.

Provide excellence in daily operations:
- Attended James City County Preventing Workplace Harassment training.
- Coordinated and scheduled next staff AED/CPR training for Dec 3rd.

Robert Haas, Program Services Director
Communicating and raising awareness

- Elizabeth wrote two press releases that were released to the local and regional media: Year of Making (featured in the Virginia Gazette) and Making Beats.
- Elizabeth and Barry continued to work on plans for a quarterly events publication, developing and refining schedules, working on design elements, and working with staff to gather content.

Provide excellent collections:

- We added several new online resources to our collections through the Library of Virginia’s Find It VA statewide database licenses. These include:
  - General Knowledge Databases
    - Ebsco Master File Premiere (general public, high school)
    - Ebsco ReadIt! (middle school, adult basic education, ESL learners)
    - Gale Cengage Kids' Infobits (elementary)
    - World Book Early World of Learning (birth to about 2nd grade)
  - Lifelong Learning Digital Products
    - Gale Career Transitions (high school, general public)
    - Gale Legal Forms (general public)
    - Rocket Languages (high school, general public)
    - Novelist Plus (general public)
    - Novelist K-12 (k-12)
    - Universal Class (video classes on topics from bar tending to writing novels)
- Digital collection use continues to be strong, up almost 6% over FY18. In particular, ebooks and downloadable audiobooks are seeing increases while music and magazines are steady.
- Barry met with our B&T representative to discuss options and costs for preprocessing new print materials before they are sent to WRL.

Building community connections

- Elizabeth and Barry met as part of the WRL/Swem partnership team to discuss plans for upcoming projects. Elizabeth will be working with Melissa as the WRL team on a one book/one community project for 2019-20.
- We attended the annual W&M Office of Community Engagement Community Partner Breakfast where we connected with a variety of representatives from the local nonprofit world. As part of this event, we also attended a program on using GIS mapping to better understand communities and present data.

Other

- As part of the Year of Making team, both Barry and Elizabeth went on field trips to several local maker spaces from Norfolk to Williamsburg.
- Barry met with former WRL intern Elise Conradi, who now serves as Project Manager in Metadata Standards Development at the National Library of Norway, to discuss linked data, appeal, and readers’ advisory and connecting readers with library resources.
- Barry collected and entered data for the annual Bibliostat report to the Library of VA.
- Barry had an article published in Public Libraries journal on the value of the MLS degree (see attached)
- Barry began working with Janet Crowther and Alicia on looking at options for ending fines on youth materials or youth cards.

Barry Trott, Special Projects Division Director
The MLS Degree and the Future of the Library Profession

Barry Trottr, Special Projects Director, Interim IT & Technical Services Director, Williamsburg (VA) Regional Library, btrott@wrl.org

“A profession is a disciplined group of individuals who adhere to ethical standards. This group positions itself as possessing special knowledge and skills in a widely recognised body of learning derived from research, education and training at a high level, and is recognised by the public as such.”

There are lots of definitions of what it means to be “professional.” Almost all of these definitions share two components: (1) specialized knowledge and (2) adherence to a set of ethical standards. Librarians have been concerning themselves with (and agonizing about) whether librarianship is a profession since the development of the profession movement in the late nineteenth century. If we are going to continue to consider librarianship as a profession in the twenty-first century, we need to acknowledge the importance of the MLS degree in providing the requisite special knowledge and ethical foundations. This is particularly true in the public library world.

There are many pieces to working at a professional level in a library. Public services staff need to know how to best respond to user questions or offer readers’ advisory service, catalogers need to understand the intricacies of MARC, RDA, and other organizational structures, youth services staff need to be able to offer compelling storytimes, and so on. These “how” aspects of the library profession can be acquired in a variety of ways. Some librarians will pick them up from library school classes. Some will develop skills through internships during their degree program. Some will learn them on the job. Many librarians will develop their practice through a combination of all of these methods.

These vocational aspects of the profession are crucially important, and all aspiring to be good practitioners will continually seek to improve their practice in the areas of librarianship that are specific to their work. These are also the skills that are in many ways most easily acquired, or at least honed, through daily practice. So being on the reference desk, cataloging materials, and so on offer the librarian a chance to build these “how” skills and become, ideally, a reflective practitioner, as defined by Donald Schon in his book The Reflective Practitioner: How Professionals Think in Action. Schon describes the reflective practitioner as one who:

allows himself to experience surprise, puzzlement, or confusion in a situation which he finds uncertain or unique. He reflects on the phenomenon before him, and on the prior understandings which have been implicit in his behaviour. He carries out an experiment which serves to generate both a new understanding of the phenomenon and a change in the situation.

Public libraries are, in general, quite good about providing the necessary training for new staff members to do the work that they are responsible for. These ongoing, practical responsibilities are often best learned in an on-the-job situation. However, the public library does not often provide an opportunity for those who work there to take time to reflect on the “why” aspects of libraries and librarianship. Too frequently, one gets caught up in the aspects of daily practice—teaching, researching, cataloging, programming, etc.—and does not find or take the time to think about why librarianship is the way it is. These questions or thoughts are not “skills” that you can pick up by doing them or learn by repetition; they are the grounding of the institutional culture of librarianship, without which the future of the profession is endangered.

There are a number of these “why” questions that are unlikely to be considered in depth outside of the MLS degree program:

1. What does it mean to provide access to information?
2. Why are copyright, open access, and net neutrality issues for libraries?
3. What is the ethical framework in which we operate and why does that matter?
4. What is the role of information in society?
5. Where are we coming from (the history of the library profession)?
6. Why are we committed to intellectual freedom?
7. Why are confidentiality and privacy important?

The two or so years that are involved in getting the MLS degree may be the only time when a librarian has the opportunity to encounter and the energy to consider these questions. While some might argue that these are esoteric topics and not relevant to day-to-day librarianship, I would maintain that it is difficult to be a reflective practitioner in the current library world without a firm foundation in these areas.

These seven questions can be loosely grouped into the areas of access (questions 1 and 2), ethics (3), libraries and society (4 and 5), and intellectual freedom (6 and 7). The rest of this article examines these four broad areas and their importance to the concept of librarianship as a profession and to the future of libraries.

Access issues are at the heart of all that we do as librarians. From the design of our catalogs and websites to the arrangement of materials on the shelves to the layout of our facilities, we need to be concerned with how our users will experience these tools, collections, and places, and ensure that we are not creating barriers to access. The MLS degree raises these and other topics, and puts them in the context of library practice, encouraging continued evolution of that practice.

Too often we think of ethics as simply noble aspirations that have little daily impact. But we make ethical decisions every day in our libraries, whether we think about them or not. Having a firm grasp on how ethics guide all our work, from collection building (are we using public money in a fiscally responsible way?) to our interactions with users, will ensure that our decisions reflect the highest standards of practice.

Currently, information and truth are in the public eye. With good reason, libraries have been respected and trusted as
objective, fact-based institutions. An MLS degree enables the librarian to understand and differentiate between good and bad information and between opinion and fact. Most importantly, an understanding of the role of information in society allows the reflective practitioner to be able to convey these differences to the users with whom we work. We also need to understand where we are coming from in order to know where we are going. Without having read Lester Asheim, Helen Haines, Jean Preer, and John Swan, to name four writers whose thinking has undoubtedly shaped my library work, my practice would be less rich and less successful.

The MLS degree gives the librarian grounding in intellectual freedom issues. Understanding the fundamentals beyond the profession's commitment to intellectual freedom and all of its components allows for more cogent and thoughtful defense of the freedom to read and the value of confidentiality.

Twenty-one years after I received my MSLS degree from the Catholic University of America, the pieces that have served me well in my career are not the vocational aspects but rather the foundational classes that taught me how to think about libraries, information, and society. Often we hear that library schools "do not prepare their graduates to work in libraries." In library school, I spent a great deal of time looking at print reference materials, particularly in the humanities, and it was immensely interesting. I was well-prepared to work in a 1990s reference collection. But within a short period of time after I started work as a public library reference librarian, print reference use declined dramatically and rapidly. In order to thrive as librarians and to be reflective practitioners, we need to be able to think clearly and respond appropriately to changing circumstances. The foundation that the MLS degree should give in access, ethics, information in society, and intellectual freedom allows the librarian to advocate for libraries and librarianship, to reflect in practice as Schon discusses, and to ensure that the profession remains strong.

The library profession has a long and difficult relationship with the idea of what it means to be a "professional." This topic was certainly being discussed when I was in library school in the mid-1990s and judging by the heated debate over whether candidates for executive director of the American Library Association should be required to have an MLS degree, clearly it is still a topic that generates a lot of emotion. However, if we want to ensure that the reflective practice of librarianship continues, a strong MLS program, focusing on the areas discussed above, offers a valuable foundation.

References


Many Hats, One Degree: Reimagining the MLS
Becky Schneider, Reference Librarian, Person County (NC) Public Library, bschneider@personcounty.net

Few phrases are as evocative of public library work as the humble bullet point at the bottom of our job descriptions: "Other duties as assigned." As public library workers, we find ourselves moonlighting as IT specialists, telephone directory operators, and janitors. We are not lawyers, doctors, or social workers, but conveying this fact to our patrons is sometimes tricky. At the same time, "other duties as assigned" empowers us to take on next-generation library work, whether that means planting a community garden, responding to the opioid crisis, or becoming accidental 3D printing experts. What these tasks have in common is that they require skills and aptitudes that are not necessarily developed in library school. This skills gap has sparked an ongoing conversation about the role of MLS degrees in public libraries. Are MLS programs that emphasize theory and traditional job titles like reference and cataloging still relevant to public library work? Or are such programs hopelessly entrenched in a backward-looking model of librarianship that would situate public librarians behind service desks rather than out in their communities?

In recent years, there has been talk about instituting a more practical education for public librarians. This education might emphasize current technologies, real-life management skills, and on-the-job training, or might eliminate the master's degree altogether in favor of hands-on learning. "Why Is the MLS indispensable?" Michael Kelley writes in a 2013 Library Journal editorial. "What does it confer that could not be accumulated incrementally on the job just as well?"

Kelley isn't arguing that librarianship is an unskilled profession, but that a classroom might not be the best environment to develop the skills required for library work.

If there was ever a time to ask these questions, it's now, at a time when our profession is faced with seemingly existential concerns. I entered library school during a time of professional anxiety over disintermediation and a shifting information landscape. These days we can add "shifting political and cultural landscape" to this list of professional stressors. Nor is the debate over credentials a purely theoretical one for me—I'm currently the solo reference librarian at a one-branch rural public library. Our staff of seven wears many hats and observes many fewer distinctions between professional and support staff than in large libraries.

For all that, I am a dogged believer in the value of a library science education that emphasizes theory. The theoretical components of my education have prepared me for a job with competing responsibilities and enabled me to articulate a response to this long moment of professional transition. I left library school with a personal philosophy of
Technical Services Division Report
October 2018

Provide for excellence in daily operations:
- Lisa worked with Benjamin and Alicia to develop procedures for getting copies of Rotary gift titles to the Rotary for their monthly meetings.
- Christie and Lisa worked with Sandy and Alicia to adjust procedures for cataloging juvenile board books so that users can place them on hold. This change was initiated by requests from users.
- As we continue to look at processes in technical services and ways to free up staff time for projects, Linda and Barry evaluated the importance of continuing to send old items to be rebound. We discussed this with the librarians in adult services who most frequently use the binding option, and based on these discussions, decided to no longer collect items to be rebound. This change will allow Linda to focus more of her efforts on cataloging and processing items, which will get materials into users’ hands more quickly.

Provide excellent collections:
- Youth catalogers cleared the backlog of juvenile materials through mid-August and began working on cleaning up the records for the items that received quick processing. We continue to monitor the project to see if this process makes sense to implement for all items.
- Christie and Barry worked on a project to add links to our online car repair resource to all catalog records for car repair guides. This will enable users to quickly access useful car repair information even if the book that they are seeking is checked out. This is part of a larger project to connect users with our online resources through catalog records. Steve D’Amico assisted with updating the language for links in the catalog record.
- Sheila completed a project to update the records for all the audiobook biographies to the correct item type.
- Jean Marie and Christie worked on issues with subject headings and genre headings for juvenile materials to improve discovery in our Enterprise catalog.
- In October, technical services staff added 2,163 bib records comprising 2,775 items and deleted 1,562 bib records comprising 2,472 items from the library catalog.

Other
- Christie completed her third class towards a certification in XML. This series of courses will assist her in cataloging and database problem solving as we move towards records with linked data. As more catalog records are available in XML, Christie’s skills in this area will enable us to have records work seamlessly with the linked data structure we will be getting from vendors.
- Technical services members continued to provide support as needed for other public service divisions, including helping on the MLS vehicles (Christie and Linda), working with homebound clients (Linda), and covering the public service desks (Barry, Christie, Linda, and Mandy).
- Technical services staff participated in a variety of online training related to our work in October, including, Ditching Dewey, Cataloging in the Cloud, and BlueCloud Analytics.

Barry Trott, Technical Services Director
Youth Services Highlights
October 2018

Preschool Literacy Workshop for Teachers and Teacher Assistants – We were excited to offer our 12th annual training event for local preschool staff. Despite hurricane conditions in the area, 50 teachers and teacher assistants attended. Sessions included “More Giggles, Less Wiggles” presented by Via Goode, Virginia Young Audiences Teaching Artist of the Year (2015), and “New Books for Your Classroom” presented by Eletha Davis, Mobile Library Services Youth & Family Manager.

Programming – In addition to our regularly recurring programs like storytimes, Paws to Read, Hospital Outreach, Puppet Storytime (this month featuring Ghostbusters!), Preschool Dance Party, Tween Book Club, Chess, and Legos, new highlights for the month include:

• Process Art – A series program for children ages 9 – 13, Process Art features a series of arts and crafts for tweens with a focus on process and trying out different art materials. This month, participants created floating chalk prints.

• Beginner and Intermediate Spheros – Participants learned STEM skills and the basics of controlling and programming Sphero robots – app-enabled orbs that foster both creativity and computer science skills through play. In the Intermediate Spheros session, participants learned more advanced coding concepts by programming Sphero robots.

• STEAM Saturday – This popular series returned in October with activities all about things that go. Mad Science of Hampton Roads presented Up, Up and Away! which introduced children to the principles of air and pressure. Hot air balloons, vortex generators, and flying toilet paper helped children understand the power of air. Kids also had the opportunity to try their hand at flying a plane with an online flight simulation, under the tutelage of pilot John Ziegler. The Colonial Virginia Model A Ford Car Club was on hand as well with some vintage cars – including a 1931 Ford Woody Wagon.

• Family Pumpkin Carving – 15 families carved pumpkins for Halloween.

• Slightly Scary Stories Around the Campfire – Families joined us for fun and shivers as we shared seasonal stories around a (real) campfire. Kids also enjoyed roasting marshmallows.

Providing excellent programming supports our core value of offering programs that inform, enrich, and strengthen our community.

Outreach – The Mobile Library Services Youth and Family Outreach staff presented 87 programs this month for 1750 participants. Programs included storytimes in preschools as well as technology and craft programming at neighborhood stops and afterschool locations. Providing excellent programs at outreach locations supports our core value of offering programs through outreach.

Collections – Much behind the scenes work goes on in order to make the collection relevant and browse-able for our users. YS Staff members worked on reviewing their collection areas, withdrawing items that were out of date, damaged, or not circulating. Susan Kelley added new titles to our collection, using statistical data, online review sources, journals, and user requests to inform her selections. Ensuring our materials are up-to-date and in good repair supports our core function of providing excellent collections.

Sandy Towers, Youth Services Director
The Williamsburg Regional Library requests appropriation of carryover funds in the amount of $150,000 for the following project:

$ 150,000 Remodeling of the James City County Library Children’s Area
$ 150,000 Total

Remodeling of the James City County Library Children’s Area
The JCCL children’s room has not been updated since the opening of the library in 1997. The existing shelving is 7 feet high and too tall for children to access the higher shelves. The layout of the shelving blocks visual oversight of the space for security and safety. The spaces are dated and are no longer serving the needs of local residents. The library staff has prepared an innovative new design incorporating elements from children’s museums, STEAM experiences, and early childhood developmental play spaces. The director is requesting $150,000 to replace all of the existing shelving, furnishings, service desk, and to provide updated data, electrical, and technology systems for the space. The buildouts and interactive science installations are being funded by donations to the Friends of Williamsburg Library Foundation. James City County is providing funding for replacement carpeting, upgraded lighting, painting, and a glass wall for soundproofing and securing the children’s area as part of their Capital Improvement Projects.
VOLUNTEERS

Williamsburg Regional Library volunteers provide support to staff by performing duties or tasks without wages or benefits. Volunteers do not take the place of staff but provide supplemental or special services as needed.

Volunteers are accepted when their skills and abilities match specific needs within WRL. WRL does not guarantee that all volunteer applications will be accepted.

Volunteers are subject to the rules and regulations found in the Volunteer Procedure Statement.

### CIRCULATION by Locality

<table>
<thead>
<tr>
<th>Library</th>
<th>WMSB</th>
<th>JCC</th>
<th>YORK</th>
<th>OTHER</th>
<th>Monthly</th>
<th>YTD</th>
<th>%Change FY 18</th>
</tr>
</thead>
<tbody>
<tr>
<td>Williamsburg Library</td>
<td>8,237</td>
<td>30,032</td>
<td>6,087</td>
<td>285</td>
<td>44,641</td>
<td>203,693</td>
<td>-2.4%</td>
</tr>
<tr>
<td>James City County Library</td>
<td>1,382</td>
<td>21,803</td>
<td>2,238</td>
<td>237</td>
<td>25,660</td>
<td>117,792</td>
<td>2.1%</td>
</tr>
<tr>
<td>Mobile Library Services</td>
<td>399</td>
<td>2,259</td>
<td>88</td>
<td>56</td>
<td>2,802</td>
<td>11,501</td>
<td>-33.2%</td>
</tr>
<tr>
<td>Digital Collection</td>
<td>2,391</td>
<td>13,867</td>
<td>2,315</td>
<td>204</td>
<td>18,777</td>
<td>80,824</td>
<td>6.8%</td>
</tr>
<tr>
<td>Monthly Total</td>
<td>12,409</td>
<td>67,961</td>
<td>10,728</td>
<td>782</td>
<td>91,880</td>
<td>413,810</td>
<td>-0.7%</td>
</tr>
<tr>
<td>Percent of Monthly Total</td>
<td>13.51%</td>
<td>73.97%</td>
<td>11.68%</td>
<td>0.85%</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### CIRCULATION by Type

<table>
<thead>
<tr>
<th>Library</th>
<th>Print</th>
<th>Non-Print</th>
<th>Monthly</th>
<th>YTD</th>
<th>%Change FY 18</th>
</tr>
</thead>
<tbody>
<tr>
<td>Williamsburg Library</td>
<td>32,175</td>
<td>12,462</td>
<td>44,637</td>
<td>203,639</td>
<td>-2.0%</td>
</tr>
<tr>
<td>James City County Library</td>
<td>17,152</td>
<td>8,491</td>
<td>25,643</td>
<td>117,732</td>
<td>2.4%</td>
</tr>
<tr>
<td>Mobile Library Services</td>
<td>1,548</td>
<td>1,254</td>
<td>2,802</td>
<td>11,512</td>
<td>-33.0%</td>
</tr>
<tr>
<td>Digital Collection</td>
<td>N/A</td>
<td>19,058</td>
<td>19,058</td>
<td>81,423</td>
<td>7.2%</td>
</tr>
<tr>
<td>Monthly Total</td>
<td>50,875</td>
<td>41,265</td>
<td>92,140</td>
<td>414,306</td>
<td>-0.4%</td>
</tr>
</tbody>
</table>

### CIRCULATION by Audience

<table>
<thead>
<tr>
<th>Library</th>
<th>Adult</th>
<th>Youth</th>
<th>Monthly</th>
<th>YTD</th>
<th>%Change FY 18</th>
</tr>
</thead>
<tbody>
<tr>
<td>Williamsburg Library</td>
<td>28,079</td>
<td>15,239</td>
<td>1,434</td>
<td>44,752</td>
<td>-2.1%</td>
</tr>
<tr>
<td>James City County Library</td>
<td>15,692</td>
<td>9,310</td>
<td>767</td>
<td>25,769</td>
<td>2.4%</td>
</tr>
<tr>
<td>Mobile Library Services</td>
<td>1,900</td>
<td>897</td>
<td>5</td>
<td>2,802</td>
<td>-33.2%</td>
</tr>
<tr>
<td>Monthly Total</td>
<td>45,671</td>
<td>25,446</td>
<td>2,206</td>
<td>73,323</td>
<td>-2.2%</td>
</tr>
</tbody>
</table>

* ***Does not include Digital Circulation*

### COLLECTION

<table>
<thead>
<tr>
<th>Library</th>
<th>Print</th>
<th>Non-Print</th>
<th>Total</th>
<th>%Change FY 18</th>
</tr>
</thead>
<tbody>
<tr>
<td>Williamsburg Library</td>
<td>119,590</td>
<td>16,829</td>
<td>136,419</td>
<td>-3.5%</td>
</tr>
<tr>
<td>James City County Library</td>
<td>90,835</td>
<td>15,847</td>
<td>106,682</td>
<td>-4.0%</td>
</tr>
<tr>
<td>Mobile Library Services</td>
<td>5,432</td>
<td>2,979</td>
<td>8,411</td>
<td>-25.6%</td>
</tr>
<tr>
<td>Digital Collection***</td>
<td>N/A</td>
<td>27,273</td>
<td>27,273</td>
<td>7.4%</td>
</tr>
<tr>
<td>Total</td>
<td>215,857</td>
<td>62,928</td>
<td>278,785</td>
<td>-3.6%</td>
</tr>
</tbody>
</table>

* ***Digital Collection includes e-books and audio-books***

### USER CARDS

<table>
<thead>
<tr>
<th>Library</th>
<th>Number</th>
<th>%Change FY 18</th>
</tr>
</thead>
<tbody>
<tr>
<td>Williamsburg</td>
<td>10,201</td>
<td>-5.5%</td>
</tr>
<tr>
<td>James City County</td>
<td>48,857</td>
<td>-4.0%</td>
</tr>
<tr>
<td>York County</td>
<td>7,928</td>
<td>-4.8%</td>
</tr>
<tr>
<td>Other ****</td>
<td>121</td>
<td>-20.4%</td>
</tr>
<tr>
<td>Total</td>
<td>67,107</td>
<td>-4.3%</td>
</tr>
</tbody>
</table>

* ****Non residents with special recognition cards***
## User Questions

<table>
<thead>
<tr>
<th>Library</th>
<th>Adult</th>
<th>Youth</th>
<th>Monthly</th>
<th>YTD</th>
<th>%Change FY 18</th>
</tr>
</thead>
<tbody>
<tr>
<td>Williamsburg Library</td>
<td>4,205</td>
<td>1,361</td>
<td>5,566</td>
<td>23,836</td>
<td>-8.5%</td>
</tr>
<tr>
<td>James City County Library</td>
<td>2,275</td>
<td>825</td>
<td>3,100</td>
<td>13,274</td>
<td>-2.3%</td>
</tr>
<tr>
<td>Stryker Center</td>
<td>101</td>
<td>0</td>
<td>101</td>
<td>357</td>
<td>52.6%</td>
</tr>
<tr>
<td>Outreach</td>
<td>1,091</td>
<td>280</td>
<td>1,371</td>
<td>5,275</td>
<td>-10.0%</td>
</tr>
<tr>
<td><strong>Monthly Total</strong></td>
<td>7,672</td>
<td>2,466</td>
<td>10,138</td>
<td>42,742</td>
<td>-6.5%</td>
</tr>
</tbody>
</table>

## PC & Wi-Fi Use

<table>
<thead>
<tr>
<th>Library</th>
<th>PC Use</th>
<th>Wi-Fi</th>
<th>Monthly</th>
<th>YTD</th>
<th>%Change FY 18</th>
</tr>
</thead>
<tbody>
<tr>
<td>Williamsburg Library</td>
<td>5,578</td>
<td>15,708</td>
<td>21,286</td>
<td>101,415</td>
<td>30.0%</td>
</tr>
<tr>
<td>James City County Library</td>
<td>3,164</td>
<td>7,387</td>
<td>10,551</td>
<td>41,843</td>
<td>17.5%</td>
</tr>
<tr>
<td>Stryker Center</td>
<td>0</td>
<td>7,593</td>
<td>7,593</td>
<td>31,394</td>
<td>381.1%</td>
</tr>
<tr>
<td>Mobile Library Services</td>
<td>51</td>
<td>54</td>
<td>105</td>
<td>223</td>
<td>-81.1%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>8,793</td>
<td>30,742</td>
<td>39,535</td>
<td>174,875</td>
<td>44.1%</td>
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</table>

## Program Attendance

<table>
<thead>
<tr>
<th>Library</th>
<th>Adult</th>
<th>Youth</th>
<th>Monthly</th>
<th>YTD</th>
<th>%Change FY 18</th>
</tr>
</thead>
<tbody>
<tr>
<td>Williamsburg Library</td>
<td>2,371</td>
<td>1,670</td>
<td>4,041</td>
<td>19,389</td>
<td>-12.5%</td>
</tr>
<tr>
<td>James City County Library</td>
<td>256</td>
<td>1,125</td>
<td>1,381</td>
<td>8,546</td>
<td>-13.2%</td>
</tr>
<tr>
<td>Stryker Center</td>
<td>1,639</td>
<td>0</td>
<td>1,639</td>
<td>3,292</td>
<td>-1.5%</td>
</tr>
<tr>
<td>Outreach</td>
<td>488</td>
<td>1,893</td>
<td>2,381</td>
<td>13,493</td>
<td>-17.1%</td>
</tr>
<tr>
<td><strong>Monthly Total</strong></td>
<td>4,754</td>
<td>4,688</td>
<td>9,442</td>
<td>44,720</td>
<td>-13.4%</td>
</tr>
</tbody>
</table>

## Meeting Room Use

<table>
<thead>
<tr>
<th>Library</th>
<th>Monthly</th>
<th>YTD</th>
<th>%Change FY 18</th>
</tr>
</thead>
<tbody>
<tr>
<td>Williamsburg Library</td>
<td>1,582</td>
<td>4,956</td>
<td>-19.5%</td>
</tr>
<tr>
<td>James City County Library</td>
<td>922</td>
<td>2,659</td>
<td>14.5%</td>
</tr>
<tr>
<td>Stryker Center</td>
<td>214</td>
<td>512</td>
<td>-14.7%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>2,718</td>
<td>8,127</td>
<td>-10.5%</td>
</tr>
</tbody>
</table>

## Visits

<table>
<thead>
<tr>
<th>Library</th>
<th>Monthly</th>
<th>YTD</th>
<th>%Change FY 18</th>
</tr>
</thead>
<tbody>
<tr>
<td>Williamsburg Library</td>
<td>30,382</td>
<td>128,873</td>
<td>-31.2%</td>
</tr>
<tr>
<td>James City County Library</td>
<td>13,831</td>
<td>59,549</td>
<td>44.4%</td>
</tr>
<tr>
<td>Stryker Center</td>
<td>1,853</td>
<td>3,625</td>
<td>-12.4%</td>
</tr>
<tr>
<td><strong>Monthly Total</strong></td>
<td>44,213</td>
<td>188,422</td>
<td>-17.4%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Library</th>
<th>Monthly</th>
<th>YTD</th>
<th>%Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Web Page Visits</td>
<td>42,162</td>
<td>165,319</td>
<td>10.9%</td>
</tr>
<tr>
<td><strong>Monthly Total</strong></td>
<td>42,162</td>
<td>165,319</td>
<td>10.9%</td>
</tr>
</tbody>
</table>
October 2018
Williamsburg Regional Library

Library Closings

All WRL facilities will open at noon on Monday, October 8 as we celebrate staff recognition day. You can always find digital items to check out at www.wrl.org.

Classic Monster Movies

10/4 - Dracula
10/11 - The Invisible Man
10/18 - The Wolf Man
10/25 - Bride of Frankenstein***

All programs begin at 2 p.m. in the Williamsburg Library Theatre. Find complete film descriptions on our calendar at www.wrl.org/events/films.

***W&M’s Prof. Kim Wheatley will give a short talk on Frankenstein author Mary Shelley’s life and the themes of her famous novel preceding this film at 1:30 p.m.

Baseball in America

Join Mobile Library Services Assistant Connie Van Bourgondien to learn a little about the history and popular culture associated with America’s favorite pastime.

10/16, 2 p.m. Stryker Center

Talks @2

Make, Create, and Do -- Get Hands-On with Your Library

Williamsburg Regional Library is launching its “Year of Making,” a new program that gives library users a chance to try out a variety of hands-on projects and learn exciting new skills. The series, which runs from October 2018 through September 2019, is divided into four quarters featuring different making-oriented themes: Arts and Crafts (Oct.-Dec. 2018), Technology Lab (Jan.-March 2019), Textiles (April-June 2019), and Tech Zoo (July-Sept. 2019).

Here’s what we have coming up this quarter:

10/7 -- Fun with Clay**
10/14 -- Cupcake Decorating**
10/21 -- Papermaking**
10/28 -- Art in the Dark
11/4 -- Make Your Own Wreath**
11/11 -- Papermaking**
11/18 -- Draw Your Own Mini Comic**
11/25 -- Paperfolding
12/2 -- Cardmaking*
12/9 -- Make Your Own Henna Tattoo**
12/16 -- Jewelry
12/23 -- Library Closed -- No Program
12/30 -- String Art

Programs will take place every Sunday from 1-4 p.m. at the James City County Library, unless otherwise noted. All programs are limited to ages 10+ with no exceptions. All programs are free and all materials will be provided.

* This program will take place at the Stryker Center.
** This program requires registration at 757.259.4050.

Good news for those age 70 ½ and older: you can make tax-free gifts to the Friends of Williamsburg Regional Library Foundation directly from your IRA, up to $100,000 every year. Even better, these gifts count toward your Required Minimum Distribution (RMD). This popular provision of the tax code, made permanent in 2015, applies to all qualified donors whether or not you itemize.

While these charitable IRA distributions are non-deductible, they do not increase your taxable income and are therefore tax-free. They also count toward your Required Minimum Distribution (RMD), and can be used to make your annual gifts and pledge payments to the Friends of WRL Foundation for unrestricted support, endowment, and other purposes.

Only donors age 70 ½ qualify, and these gifts can only be made from Traditional or Roth IRAs. Qualified charitable distributions can be made in cumulative amounts up to $100,000 at any time during the year, but checks must be postmarked by December 31. These gifts are easy to make but there are special steps you must follow. Check with your financial advisor to determine if a Charitable IRA distribution is right for you. For more information about the Charitable IRA Rollover, contact Benjamin Goldberg, Library Development Officer at 757.259.4042 or visit us at www.wrl.org/give.
### Featured Events for Teens

**Star Wars Reads Day**  
10/13, 2-4 p.m.  
James City County Library  
Celebrate Star Wars Reads Day with trivia, games, crafts, movie clips, and more. Come in costume for a chance to win a prize.

**The Legend of Sleepy Hollow**  
10/21, 1 p.m., Williamsburg Library  
Ichabod Crane and the Headless Horseman are just spooky enough to delight any audience as the days get shorter, the air gets colder, and the nights turn long and dark. The actors of Bright Star Theatre create a perfect introduction to this literary classic by Washington Irving.

**Family Pumpkin Carving**  
10/26, 2 p.m., James City County Library  
Come to our family pumpkin carving event to spend some time together and have some fun. We’ll provide one pumpkin per family, as well as carving tools, but no outside tools will be permitted.

**Slightly Scary Stories Around the Campfire**  
10/29, 6:30 p.m., James City County Library  
Join us for fun and shivers as we share slightly scary stories around the campfire, the enjoy hot cocoa and roasted marshmallows. For ages 4+.

**Día de Los Muertos Sugar Skull Craft**  
10/21, 2 p.m.  
Williamsburg Library  
Create a sugar skull in celebration of this Latin American tradition. Register at 757.259.4050; for ages 11-18.

**Teen Tabletop Thursday**  
10/25, 6 p.m., James City County Library  
Join us for open tabletop gaming the last Thursday of each month this fall! We have several popular games on hand, and welcome you to bring your card decks (Magic the Gathering, Yu-Gi-Oh, Pokemon) or D&D dice for a game.

**Teen Campfire Night**  
10/29, 7:45 p.m., James City County Library  
Join us for an hour of teens-only campfire fun. Register at 757.259.4050 and dress for the outdoors!

### Featured Events for Kids

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10/21, 2 p.m.  
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### Featured Events for Adults

**Where to See Fall Foliage**  
10/23, 2 p.m.  
Stryker Center  
Blood red, flame orange, and sunburst yellow — the Virginia Department of Forestry will tell you where you can see all the colors this fall.

**Virginia21: Getting Out the Vote**  
10/3, 2 p.m., Stryker Center  
Join Tim Cywinski from Virginia21 as he discusses how their organization works to educate and excite people to vote.

**Devery Decibel Concert Series**  
Various Dates, 7:30 p.m., Williamsburg Library  
Mark your calendars for the amazing performances we have coming up this month! Join us on 10/5 for John Bullard, then an evening of arias and duets from the Virginia Opera on 10/17. Next up, series newcomer Nicole Zuraitis will take the stage on 10/19. Finally, Higher Ground Big Band will perform on 10/25. Check www.wrl.org/dewey for ticket info.

**Getaway Cafe: Blue Ridge Parkway**  
10/19, 2 p.m., Williamsburg Library  
Jim Orband will present a discussion of ferns that are hardy to the climate of the Tidewater area.

**Centuries of Art @ Your Library Series**  
Various Dates, 7:30 p.m., Williamsburg Library  
This popular series, presented in conjunction with the Williamsburg Contemporary Art Center and VMFA, is back and better than ever. First up, we’ll have “Art of the First Cities: Worship and Warfare in the Art of the Ancient Sumerians” on 10/3. Then on 10/15 we’ll have “A Collector’s Guide to Pints.” Finally, on 10/22 we’ll have an encore of photographer John Plachal’s “A Beautifully Broken Virginia.”

**Getaway Cafe: Blue Ridge Parkway**  
10/19, 2 p.m., James City County Library  
Join us in this relaxing program for adults with early memory loss and their care partners to meet and learn about the Blue Ridge Parkway.

**Haunted Civil War Battlefields**  
10/20, 7 p.m., Williamsburg Library  
Learn all about battlefield haunts of the Southeast.

**NaNoWriMo Kick Off: How to Get Started as a Writer**  
10/27, 10 a.m., Williamsburg Library  
Author Fran Miller again joins our NaNoWriMo event by discussing the craft of writing.

### The Great American Read

“The Great American Read” is coming to WRL! On Oct. 3 at 7 p.m. in the Williamsburg Library Theatre, join in a discussion of your favorite book on the list, watch a special screening of an upcoming PBS episode of “The Great American Read,” and learn about the importance of literacy. Vote for your favorite title on “The Great American Read” list, and stop by our social media table to be a part of our short film about what our users’ favorite books are.

There will even be a drawing for a free Kindle ereader at the end of the event -- all you have to do is fill out a card and write briefly about your favorite book. See you there!

### AARP Tax-Aide Needs Volunteers!

AARP Foundation Tax-Aide, the nation’s largest volunteer-run tax assistance program, is seeking volunteers for the upcoming tax season. The program provides free tax counseling, preparation, and filing service to taxpayers with low to moderate income, with special attention to those aged 60 and older.

This service will be offered from February 1 to April 15, 2019. Our certified tax counselors usually volunteer for one or two 4-hour sessions each week. We also need facilitators for each session to register and do the initial screening of our clients.

You do not need to be a previous tax preparer, retiree, or AARP member to volunteer. Volunteers receive free training in January at the James City County Library. It is a great way to learn new skills and be involved in your community. Tax-Aide is provided in partnership with the IRS. For detailed information about the program and training, contact George Richmond, District Coordinator, at grichmond4@live.com.

### STEAM Saturdays are back!

Join us on 10/27, when we’ll have Mad Science presenting “Up, Up and Away.” Hot air balloons, vortex generators, and flying toilet paper will help children understand the power of air — shows at 1 and 3 p.m. at the JCC Library.