BOARD OF TRUSTEES AGENDA
October 30, 2019
3:00 p.m., Meeting Room 128, Stryker Center

1. Call to Order – Chair Miller-Moore
2. Public Comment
3. Mission Moment
4. Presentation – Virginia Public Library Trustee Handbook – Kim Armentrout
5. Consent Calendar
   A. Approval Minutes – September 25, 2019
   B. September Finance Report
   C. Monthly Staff Reports
6. Chair’s Report – Miller-Moore
   A. Appoint Finance Committee
   B. Appoint Evaluation Committee
   C. Action Item: Strategic Plan – Extension of Current Plan
   D. Action Item: Revised 2020 Regular Board Meeting Schedule
7. Library Director’s Report – Fowler
   A. Action Item: Library Director FY 2020 Goals
8. Friends WRL Foundation Update
9. City of Williamsburg Update – Trivette
10. James City County Update – Purse
11. York County Update – Owens
12. Other Business
13. Adjournment

Other Enclosures:
   A. September Statistics
   B. FYI Articles, Kudos, and News Items
   C. September Newsletter

Next Regular Meeting:
December 4, 2019, 3:00 p.m., Meeting Room 128, Stryker Center

Attending: Christopher Gareis, Barry Marten, Natalie Miller-Moore, Jason Purse, Nicole Trifone, and Andrew Trivette.
Board of Trustees of the Williamsburg Regional Library
Minutes of Board Meeting September 25, 2019
Meeting Room 128, Stryker Center

Attending: Natalie Miller-Moore, Jean Stettler, Sally Andrews, Chris Gareis, Ted Hiller, Barry Marten, Theresa Owens, Jason Purse, Nicole Trifone, and Andrew Trivette;

Friends of WRL Foundation (FWRLF) President Sam Sadler; Library Director Elizabeth B. Fowler; library staff members Carrie Binsfeld, Mark Lutner, Alicia Phinney, Melissa Simpson, Sandra Towers, and Sarah App;

Former Board of Trustees member Pam Franz;

Absent: Jim Axtell.

Call to Order: Chair Miller-Moore called the meeting to order at 2:58 p.m.

Public Comment: None.

Mission Moment: Mr. Marten shared the quote “A truly great library, has something in it to offend everyone.”

Consent Calendar: The September 25, 2019 consent calendar was approved as written.

Chair’s Report: Ms. Miller-Moore apologized for recent spam emails that were associated with her name. Ms. Miller-Moore congratulated Ms. Fowler on being selected as a honorable mention in the Local Scoop Spark Plug Award.

- Action Item: Pamela Franz Resolution – Ms. Miller-Moore presented the following resolution:

Whereas, Pamela Franz has faithfully served the Williamsburg Regional Library as a member of the board of trustees for six years with attentiveness, fairness, and generosity; and

Whereas, Pamela has served the board with dedication as vice-chair for two years, demonstrating an immeasurable commitment to the welfare of the library, its staff, and the community it serves, and Pamela has been a supportive and active member of the board serving on the Finance Committee, Executive Committee, Strategic Planning Committee, and Library Director Search Committee; and

Whereas, Pamela’s diligence, commitment, and attention to detail have contributed significantly to the revision of library policies and the board of trustees’ by-laws, as well as the creation of the resolution for a new James City County library facility; and

Whereas, Pamela’s willingness to serve and her excellent judgment greatly contributed to the success of our nationwide search for a library director and the adoption of the 2016-2018 Strategic Plan and Financial Framework; now therefore

Be it resolved, that the Williamsburg Regional Library Board of Trustees wishes to express its most sincere thanks, appreciation, and great affection to Pamela for her exceptional support and dedicated service to the Williamsburg Regional Library during her six years as a trustee. We, her friends and colleagues on the board, salute and honor Pamela Franz and
express our collective gratitude for a job well done. We will truly miss her good humor and loyalty but wish her continued success and happiness in her current and future endeavors. Be it further resolved, that this recognition is recorded in the minutes of the library board and that copies be sent to each member of the governing bodies.

Ms. Andrews moved to approve the resolution as presented. Ms. Stettler seconded the motion; the motion was approved by a unanimous vote.

- **Action Item: Revised 2019 Regular Board Meeting Schedule** – Ms. Miller-Moore moved to approve the revised meeting schedule for 2019 which included the location change for the December 4, 2019 meeting. Dr. Hiller seconded the motion; the motion was approved by a unanimous vote.

- **Action Item: Proposed 2020 Regular Board Meeting Schedule** – Ms. Miller-Moore moved to approve the proposed meeting schedule for 2020. Ms. Andrews seconded the motion; the motion was approved by a unanimous vote.

- **Library Director’s FY 2020 Goals** - Ms. Miller-Moore presented the FY 2020 Library Director Goals which will be brought as an action item at the October 30, 2019 board meeting.

- **Virginia Library Association (VLA) Conference Registration Update** – Ms. Miller-Moore recommended all board members attend the annual VLA Conference on October 23-25, 2019.

- **Training and Onboarding Committee Update** – Mr. Gareis reviewed the mission of the Training and Onboarding Committee. The committee has implemented the following changes; each new board member will have a separate meeting with the Library Director and the Board of Trustees Chair, the board member handbook materials will be brought to the meetings to be updated annually, the committee has created an annual calendar, and is in the process of creating a Frequently Asked Questions document. Mr. Gareis encouraged all members to review the previously presented ALA Short Takes information.

- **Strategic Planning Update** – Ms. Miller-Moore announced the members of the Strategic Planning Committee; herself, Ms. Andrews, Ms. Binsfeld, Ms. Fowler, Mr. Sadler, Ms. Stettler, and the future Assistant Director.

Ms. Miller-Moore introduced newly appointed board member Theresa Owens. Ms. Owens gave a brief introduction of herself.

- **Evaluation Committee Update** – Ms. Trifone discussed the information she has gathered in researching various evaluation techniques. Ms. Trifone announced James City County (JCC) Human Resource Department will be helping to organize the FY 2020 Library Director Evaluation. Ms. Miller-Moore appointed Ms. Trifone as chair for the Evaluation Committee for FY 2020. Mr. Marten recommended involving the FWRLF in the Library Director evaluation process. Mr. Sadler recommended seeking the City of Williamsburg’s (COW) Human Resource departments input as well.

**Library Director’s Report:** Ms. Fowler announced the success of the summer reading programs. Ms. Fowler announced the selection of Sandra Towers as the Assistant Library Director. Ms. Fowler welcomed Ms. Owens to the board. Ms. Fowler announced as ex-officio, Sam Sadler will be included in the board email list and will receive a handbook. Ms. Fowler
discussed her recent class at Harvard on designing libraries in the digital age. Ms. Fowler suggested the board visit the new library in Henrico County. Ms. Fowler discussed her involvement in the Complete Count Committee for the COW. She plans to ask other jurisdictions if they would like to work with the library during the census process. Ms. Fowler announced she is a member of the Greater Williamsburg Chamber & Tourism Alliance Business Council Legislative Affairs Committee which will be bringing recommendations to the state. Ms. Fowler discussed which staff is included in the Leading, Education, and Developing (LEAD) team. The LEAD team is currently discussing updates needed for the strategic plan. Ms. Fowler announced she is a member of the Greater Williamsburg Chamber & Tourism Alliance Business Council Legislative Affairs Committee which will be bringing recommendations to the state. Ms. Fowler announced the James City County Board of Supervisors awarded the contract at their September 10, 2019 meeting to the Virtexco Corporation for the Idea Studio. After a meeting with the representatives from the Virtexco Corp, the official start day of construction will be November 4, 2019, with a 16-week construction period. The Kiwanis Kid’s Idea Studio will have an estimated March 2020 grand opening. The Finance Division has begun ordering various items for the project. Ms. Fowler announced the book drops have been installed at the Williamsburg Library (WL). Ms. Fowler discussed a complaint from a user involving the book “Beyond Magenta.” The board discussed the process for complaints to come to the board level including the procedure for staff and the definition of a hearing. The board requested the procedure be re-written to specify the board’s involvement. Ms. Fowler reviewed her presented Library Director goals, these goals will be presented for adoption at the October 30, 2019 meeting and she will update the board on the various goals progress at each board meeting.

- **Fund Balance Summary and FY 2020 Plan** – Ms. Binsfeld reviewed the fund balance summary and FY 2020 plan including an explanation of the source of the fund balance funds and a review of each of the line items and board assigned categories.

- **Action Item: Fund Balance Appropriation** – Ms. Fowler presented a fund balance appropriation request for $175,000 for the WRL phone system upgrade. Mr. Lutner reviewed the factors for the needed change, the current phone system, what would be included in the new system, and how it addresses the needs of the library. Ms. Andrews moved to approve the appropriation not to exceed $175,000. Mr. Marten seconded, the motion was approved by a unanimous vote.

- **Action Item: Youth Services Bookmobile Award** – Ms. Fowler presented the bid for $157,361 from Summit Bodyworks Specialty Vehicles for the youth services outreach vehicle. The final amount will include additional fees for blind-spot detection and graphics. Mr. Marten moved to award the bid to Summit Bodyworks for a customized 2019 Sprinter vehicle per IFB WRL#20-01 in the amount of $157,361 and authorize the Library Director to enter into a contract. Ms. Trifone seconded, the motion was approved by a unanimous vote.

- **Action Item: Revised WRL Holiday Closing Schedule FY 2020** – Ms. Fowler presented the revised holiday closing schedule for FY 2020. The revision includes the addition of an early closing on December 23, 2019, at 5:00 p.m. Ms. Miller-Moore moved to approve the revised schedule. Ms. Stettler seconded; the motion was approved by a unanimous vote.

- **Staff Recognition Breakfast** – Ms. Fowler invited the members of the board to attend the annual staff recognition breakfast on October 11, 2019, at 9:00 a.m. at the Colonial Heritage Country Club.
**Friends of WRL Foundation Updates:** Mr. Sadler discussed the articles announcing the Idea Studio renovation project. Mr. Sadler announced the FWRLF approved five applications to support the WRL margin of excellence at the September 24, 2019 meeting. The applications approved were for the adult winter reading program, a Harry Potter holiday event, the “One Book, One Community” community read project, program enhancements, and the summer reading program, phase II. Mr. Sadler discussed the partnership involved in the “One Book, One Community” project. Mr. Sadler announced the FWRLF voted to end the annual book sale. The FWRLF will work towards increasing the proceeds in the book nooks to compensate for the loss in income from the book sale. The FWRLF has recruited the help of the W&M Business School student group “Agency 1693” to review the book nook and give suggestions on its practices. The FWRLF annual appeal letters will be sent out in November. Mr. Sadler reminded the board members how important one hundred present participation from all members is to the mission of the FWRLF.

**City of Williamsburg Update:** None.

**James City County Update:** None.

**York County Public Library Update:** None.

**Other Business:** Dr. Hiller praised the hard work of the volunteers in the book nooks. Dr. Hiller asked for board members to send their thanks and appreciation to the Kiwanis club for their fund-raising efforts.

**Adjournment:** Ms. Stettler moved to adjourn at 5:01 p.m. All agreed.

Respectfully submitted,

Approved by ________________________________________________

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

From: Carrie L. Binsfeld, Finance Director

Subject: September 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>$118,000</td>
<td>$111,698 94.7%</td>
<td>Annual termite, pest control and HVAC contracts paid</td>
</tr>
</tbody>
</table>

The Contractual Services account funds the annual termite, pest control and HVAC (Heating Ventilation and Air Conditioning) full-service maintenance contracts for both library buildings (WL & JCCL). These contracts are paid in one annual installment at the beginning of the year to receive a 5% discount off the annual contract price. Other contracts charged to this account include the fire alarm monitoring services and safety sprinkler inspections.

Percentage of year passed 25%
The Williamsburg Regional Library  
FY 2020 - Monthly Financial Statement  
For the period ending September 30, 2019

### EXPENDITURES

<table>
<thead>
<tr>
<th></th>
<th>Final FY 2020</th>
<th>FY 2020</th>
<th>FY 2020 %Spent &amp; Encumbered</th>
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</thead>
<tbody>
<tr>
<td><strong>Compensation</strong></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Salaries</td>
<td>3,307,375</td>
<td>770,710</td>
<td>770,710 23.3%</td>
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<tr>
<td>Wages</td>
<td>664,597</td>
<td>147,174</td>
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<td>FICA</td>
<td>303,324</td>
<td>67,732</td>
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<td>Virginia Retirement Systems</td>
<td>333,678</td>
<td>78,165</td>
<td>78,165 23.4%</td>
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<td>Health Insurance</td>
<td>656,232</td>
<td>155,915</td>
<td>155,915 23.8%</td>
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<tr>
<td>Workers Comp Insurance &amp; Unemploy</td>
<td>13,303</td>
<td>6,638</td>
<td>6,638 49.9%</td>
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<td>VRS Group - Life Insurance</td>
<td>43,235</td>
<td>10,109</td>
<td>10,109 23.4%</td>
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<tr>
<td>Fringe Benefits (RM/DCM)</td>
<td>13,727</td>
<td>3,147</td>
<td>3,147 22.9%</td>
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<tr>
<td>Tuition Assistance</td>
<td>15,000</td>
<td>2,980</td>
<td>2,980 19.9%</td>
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<td>Benefits Total</td>
<td>1,378,499</td>
<td>324,686</td>
<td>324,686 23.6%</td>
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<tr>
<td><strong>Subtotal</strong></td>
<td>5,350,471</td>
<td>1,242,570</td>
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<tr>
<td><strong>Collection Materials</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Collection Materials</td>
<td>580,000</td>
<td>165,674</td>
<td>165,674 38.0%</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>580,000</td>
<td>165,674</td>
<td>165,674 38.0%</td>
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<tr>
<td><strong>Operations</strong></td>
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<tr>
<td>Advertising</td>
<td>22,000</td>
<td>10,940</td>
<td>10,940 49.7%</td>
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<td>Bank Fees</td>
<td>8,000</td>
<td>1,935</td>
<td>1,935 24.2%</td>
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<td>Bindery</td>
<td>2,000</td>
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<td>0 0.0%</td>
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<tr>
<td>Building Maintenance</td>
<td>40,000</td>
<td>3,749</td>
<td>3,749 9.4%</td>
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<td>Communications</td>
<td>40,000</td>
<td>10,770</td>
<td>10,770 26.9%</td>
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<tr>
<td>Computer Replacement</td>
<td>70,000</td>
<td>34,407</td>
<td>34,407 49.2%</td>
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<td>Computer Software &amp; Supplies</td>
<td>45,000</td>
<td>21,048</td>
<td>21,048 46.8%</td>
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<td>Contractual Services</td>
<td>118,000</td>
<td>111,698</td>
<td>111,698 94.7%</td>
</tr>
<tr>
<td>Equipment - General</td>
<td>1,000</td>
<td>0</td>
<td>0 0.0%</td>
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<td>Financial Services</td>
<td>23,995</td>
<td>0</td>
<td>0 0.0%</td>
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<td>Fund Balance Appropriations</td>
<td>690,826</td>
<td>60,294</td>
<td>60,294 31.8%</td>
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<td>Human Resource Services</td>
<td>76,102</td>
<td>12,414</td>
<td>12,414 16.3%</td>
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<tr>
<td>Insurance</td>
<td>44,000</td>
<td>17,198</td>
<td>17,198 39.1%</td>
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<tr>
<td>Leases</td>
<td>43,000</td>
<td>6,264</td>
<td>6,192 29.0%</td>
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<tr>
<td>Legal Services</td>
<td>6,000</td>
<td>0</td>
<td>0 0.0%</td>
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<tr>
<td>Library Board Expenses</td>
<td>6,500</td>
<td>2,817</td>
<td>2,817 43.3%</td>
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<tr>
<td>Library Catalog &amp; Website Services</td>
<td>150,000</td>
<td>22,589</td>
<td>22,589 32.6%</td>
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<tr>
<td>Library Programs</td>
<td>20,000</td>
<td>3,421</td>
<td>248 18.3%</td>
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<tr>
<td>Local Mileage</td>
<td>3,000</td>
<td>157</td>
<td>157 5.2%</td>
</tr>
<tr>
<td>Maintenance Supplies</td>
<td>14,500</td>
<td>2,416</td>
<td>2,416 16.7%</td>
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<tr>
<td>Memberships</td>
<td>8,000</td>
<td>2,978</td>
<td>2,978 37.2%</td>
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<tr>
<td>Miscellaneous</td>
<td>500</td>
<td>101</td>
<td>101 20.2%</td>
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<tr>
<td>Postage</td>
<td>15,000</td>
<td>3,239</td>
<td>3,239 21.6%</td>
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<tr>
<td>Printing</td>
<td>4,000</td>
<td>771</td>
<td>771 19.3%</td>
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<tr>
<td>Professional Services</td>
<td>14,500</td>
<td>0</td>
<td>0 0.0%</td>
</tr>
<tr>
<td>Software Maintenance</td>
<td>16,000</td>
<td>8,197</td>
<td>8,197 51.2%</td>
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<tr>
<td>Supplies</td>
<td>78,000</td>
<td>18,731</td>
<td>18,731 24.0%</td>
</tr>
<tr>
<td>Travel &amp; Training</td>
<td>42,000</td>
<td>3,429</td>
<td>3,429 8.2%</td>
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<tr>
<td>User Refunds</td>
<td>0</td>
<td>0</td>
<td>0 N/A</td>
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<tr>
<td>Utilities</td>
<td>179,000</td>
<td>41,281</td>
<td>41,281 23.1%</td>
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<tr>
<td>Vehicle Services</td>
<td>30,000</td>
<td>1,610</td>
<td>1,610 5.4%</td>
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<tr>
<td><strong>Subtotal</strong></td>
<td>1,810,923</td>
<td>402,455</td>
<td>192,204 32.8%</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td>7,741,394</td>
<td>1,810,698</td>
<td>247,117 2,057,816 26.6%</td>
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</tbody>
</table>
The Williamsburg Regional Library
FY 2020 - Monthly Financial Statement
For the period ending September 30, 2019

<table>
<thead>
<tr>
<th>REVENUE</th>
<th>FY 2020 Budget</th>
<th>FY 2020 Received</th>
<th>Total Received</th>
<th>% Received</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of Williamsburg</td>
<td>904,244</td>
<td>226,061</td>
<td>226,061</td>
<td>25.0%</td>
</tr>
<tr>
<td>James City County</td>
<td>4,933,357</td>
<td>1,233,339</td>
<td>1,233,339</td>
<td>25.0%</td>
</tr>
<tr>
<td>York County</td>
<td>644,301</td>
<td>644,301</td>
<td>644,301</td>
<td>100.0%</td>
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<tr>
<td>State Aid</td>
<td>325,590</td>
<td>81,398</td>
<td>81,398</td>
<td>25.0%</td>
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<tr>
<td>Lost Books</td>
<td>11,500</td>
<td>3,034</td>
<td>3,034</td>
<td>26.4%</td>
</tr>
<tr>
<td>Interest</td>
<td>13,000</td>
<td>7,139</td>
<td>7,139</td>
<td>54.9%</td>
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<tr>
<td>Copy Machines</td>
<td>28,000</td>
<td>6,926</td>
<td>6,926</td>
<td>24.7%</td>
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<td>Library Fines</td>
<td>50,000</td>
<td>11,992</td>
<td>11,992</td>
<td>24.0%</td>
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<tr>
<td>Set Off Recovery</td>
<td>9,500</td>
<td>808</td>
<td>808</td>
<td>8.5%</td>
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<tr>
<td>Other Library Revenue</td>
<td>7,000</td>
<td>550</td>
<td>550</td>
<td>7.9%</td>
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<tr>
<td>Meeting Room Use</td>
<td>52,000</td>
<td>17,240</td>
<td>17,240</td>
<td>33.2%</td>
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<tr>
<td>Transfer From Fund Balance</td>
<td>72,076</td>
<td>0</td>
<td>0</td>
<td>N/A</td>
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<tr>
<td>TOTAL</td>
<td>7,050,568</td>
<td>2,232,787</td>
<td>2,232,787</td>
<td>31.7%</td>
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NON-BUDGETED OPERATING REPORT

<table>
<thead>
<tr>
<th>Program</th>
<th>Revenue</th>
<th>Spent</th>
<th>Encumber</th>
<th>Total Spent &amp; Encumber</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gifts &amp; Memorials</td>
<td>2,825</td>
<td>26,030</td>
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<td>26,030</td>
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<tr>
<td>Friends of WRL Foundation</td>
<td>76,419</td>
<td>76,918</td>
<td>4,500</td>
<td>81,418</td>
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<tr>
<td>Library Grants</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Program Services</td>
<td>5,118</td>
<td>1,959</td>
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<td>1,959</td>
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<tr>
<td>Subtotal</td>
<td>84,362</td>
<td>104,907</td>
<td>4,500</td>
<td>109,407</td>
</tr>
</tbody>
</table>

Percentage of year past  25.00%
Payroll % of year past    25.00%
WRL welcomed a new Assistant Director, Sandy Towers, on October 1, 2019. Sandy has served as the Youth Services Director for five years and has been instrumental in breathing new life into the children’s division and the library system with her enthusiasm, energy, and innovative programming. The Youth Services Director position is currently being advertised. The library also welcomed a new reference librarian, Allison Norfolk, who will be coordinating adult programming and helping to develop a plan and programming for a Maker/Create Space under the guidance of Melissa Simpson, Adult Services Director. Christine Hurlock in Youth Services was recently promoted to the Librarian II position to oversee children’s programming under the direction of the Youth Services Director.

In October, the library staff moved the entire children’s collection, shelving, and furniture out of the James City County Children’s Room. A new “Mini Children’s Library” has been installed in the large Kitzinger Community Room and the remainder of the collection is being stored on-site in the children’s programming room. The Youth Services staff has made the new space fun, cozy, and functional with the help of the facilities staff and graphics. A video experience of the new children’s library has been installed on an iPad as users enter the temporary children’s area so they can view what the new space will offer.

During the next few months, a temporary plywood partition will separate the construction area from the rest of the building and the library administration is working closely with the contractor and county staff to minimize disruptions and coordinate activities. The library is planning for a grand opening of the newly renovated Kiwanis Kids Idea Studio in the spring if the project progresses on schedule. Actual construction will begin November 4th and the contractor is creating peepholes in the plywood partition wall to allow children to view the construction activities and changes as the project progresses.

The new library webpage development project is reaching substantial completion. The next step will be another staff review and testing followed by a public test group before the page is finalized for launching. The new page enables the library to easily update information and offers clean, attractive landing pages with dropdown menus for users interested in finding more in-depth information.

The library is also in the process of printing the first welcome brochure to showcase the offerings of WRL. Used in combination with the quarterly programming guide Beyond the Shelves and the new webpage these three important information pieces will offer the public a consistent, contemporary, and compelling overview of WRL collections, programs, and services. The new WRL welcome brochure will be given to each new library cardholder and available for all interested users. The Friends have also been working with library designers to produce an
informational marketing card and banner to promote interest and membership as part of their annual appeal campaign.

Following the lead of the American Library Association, the Williamsburg Regional Library is actively working with the City of Williamsburg on a 2020 Census Complete Count Committee to promote awareness and participation in the upcoming census. The library has also reached out to our partners in James City County and York County to collaborate with upcoming census efforts. Libraries are expected to play an important role this year nationally in helping to get the word out and offering access and assistance for the first electronic filing of census forms.

Betsy Fowler, Library Director
Provide Excellent Programs

The Year of Making series concluded at the end of September. For the past year, librarians have coordinated technology and craft “making” programs every Sunday. Participants were age 10-adult. The average attendance for these maker events was 22, which was sometimes limited by the number of participants the presenter requested. It is difficult to determine average age of participants. There were some 10-years-olds who came regularly, but almost all sessions also included adults. Arts and Textiles activities revealed that adults have an appetite to come to the library to learn or practice handcrafts. And some activities, like green screen photography and making cards, were definitely family affairs.

We held a Year of Making Fair on September 21 with over 20 activities for participants including cake decorating, rocket making, sewing, paper folding, butter making, calligraphy, VR, robotics, 3D printing, a group art project, and more. Several of the adults commented that they loved how many activities they could try and asked that we do this again.

Youth Services and Adult Services librarians will continue to incorporate these types of making activities in the regular programming schedule, and we continue to discuss where and how we can create a making or creation space in the library buildings.

The other program ending this month was the weekly Thursday Music on City Square. We started this weekly lunchtime concert series in July. Over the course of the 3 months, about 560 people attended. We plan to offer this program again next summer.

We are finalizing details of the One Book, One Community program with Swem Library featuring “There There” by Tommy Orange for January 2020. The author will be speaking in the library theatre on January 24.

Two different Getaway Café participants told staff members how much they looked forward to coming to the Café because this was one of the only activities the couple could attend together. They want to do things together, and not many programs entertain and inform both the caregiver and the one with early memory loss like the library program.

Teen programming included Teen Advisory Board meetings, tabletop games, and an informative talk by Dana Johnson, author of “Will This Be on the Test?” about what college professors expect from their students.

Provide Excellent Collections

We started removing the plastic security cases on the DVD collection. We knew removing the cases would give us more room on the shelves, but the added benefit was it gave us SO MUCH room that all the DVDs waiting for shelving in the back workroom were able to be put out. This is a huge help to both users and staff. We will finish removing the cases in both library locations cases in October.

Melissa Simpson, Adult Services Director
Development Officer Report  
September 2019

Provide excellent service:
- On September 23 I attended the Friends of Williamsburg Regional Library Foundation (FWRLF) Major Donor Committee meeting. Discussion focused on Kids Idea Studio fundraising efforts and a luncheon for major donors.
- The same day I participated in an FWRLF Finance and Endowment Committee meeting. The committee reviewed margin of excellence support applications and discussed disbursements related to the Kids Idea Studio.
- I attended the FWRLF board meeting on September 24. The board considered issues relating to the annual book sale, appeal letters, and promoting more Friends.
- During the month I implemented updated letters for Friends thank you notes and letters related to an annual appeal. I also submitted a sales tax exemption application to the state of Virginia, on behalf of FWRLF.
- 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 two Local Authors Project (LAP) press releases to the Daily Press online and submitted two LAP press releases to the Virginia Gazette online. The Gazette printed two LAP press releases.

Provide excellent programs:
- I anticipate sending out seven to nine Fifty Hour Club membership letters recognizing library volunteers who reached the fifty-hour mark in September.
- I will forward two 100 hour volunteer recognition lapel pins to WRL volunteers who gave over 100 hours each between April and September 2019. The pins are a part of James City County's efforts to recognize county volunteers and became available starting in April.

Provide for excellence in daily operations:
- I support a Staff Connections Committee (SCC) pizza and ice cream lunch on September 12. Staff were appreciative of the treats and the conversations.
- SCC met on September 17 to review the recent lunch and plan for October 11th Staff Recognition Breakfast.
- During September I met with two individuals interested in learning more about grant writing and/or local fundraising.
- I attended three presentations made by candidates for the position of WRL Assistant Director.
- I chaired the Peninsula Agency on Aging Seniors as a Resource committee meeting on September 20. Discussion focused on review of the September 12, 2019 job fair.
- On September 19 I participated in a James City County Volunteer Council meeting. The council discussed summer volunteers, continuing volunteer needs and recruitment, and volunteer onboarding.
- Throughout September I participated in LEAD meetings. I attended a monthly staff update meeting on September 30 (JCCL).

Benjamin J. Goldberg, Library Development Officer
FOUNDATION SUPPORT
- Kathy and Fritz Klausner
- Lara and Rick Overy

ANNUAL APPEAL
Coleman-Chapman Founder’s Circle
- Barbara and Theodore Du Puy

Ambassador
- Jean Bruce
- Lara and Rick Overy

Our Library - Our Future Endowment
General Fund
- Sarah House

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

Richard and Isi Dawson Perpetual Book Fund
- Bertie DeLorey (in honor of Ishilde’s birthday)

Pauline G. Totty Perpetual Book Fund
- Linda T. Hunt

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

HONORARY & MEMORIAL GIFTS
In memory of:
- John Alden from C. Van Bourgondien
- Ellen Horine from the Ford’s Colony Wednesday Book Group
- Ruth Jones from C. Van Bourgondien
- Jackie Livingston from Karen Rose and Robert E. Welsh
- Eugene Maxey from the Kingsmill Yacht Club

Given by:
- Sabreen M. Shakir

Local Authors Project
- Robert Archibald – Roundabout Revenge
- J. K. Brandau – Lions of the Dan
- Tempie W. Wade – The Complicated Life of Maggie MacGregor
Excellent service provided by the IT team:

- IT and Special projects continued to work with Sirsi-Dynix to test and modify the new Bluecloud Mobile application which should go live in the next few months.
- IT replaced several outdated computer systems in both libraries to address concerns with speed, availability, and performance.
- IT successfully completed the migration of the Horizon ILS database server to server 2016 and Microsoft SQL. This standardized the library’s system on vendor supported software and hardware
- IT created new images for use in staff workrooms, to provide standardization of software and allow for more efficient troubleshooting.
- IT received funding to move forward with the new VoIP system to replace the aging telephone PBXs in both libraries. The initial kickoff calls were completed, and work will begin on November 11th with the repair and addition of data cabling in the Williamsburg Library.

Provide for excellence in daily operations:

- IT successfully staged and upgraded all WRL staff PCs for the migration to SQL prior to the deployment. With the staging in place, the recovery time after server migration was minimal.
- IT successfully performed upgrades on the data center cluster to ensure protection against known threats and exploits.
- IT successfully imaged and configured the new PCs purchased last month and began their deployment in the James City County Library staff work areas.
- IT has worked with Facilities and Dominion Power to identify the cause and solution to ongoing power-related issues in the James City County Library. Currently, monitoring is in place to narrow down the cause.
- IT worked diligently with Virginia Business Systems to address ongoing printing issues in both

Mark Lutner, Information Technology Director
Program Services Monthly Report
September 2019

Provide excellent programs:

- On display in the Stryker Center, *Williamsburg Contemporary Arts Center Members’ Works*.
- On display in the Williamsburg Library Gallery, Williamsburg Spinners and Weavers Exhibit featuring artwork from the Williamsburg Spinners and Weavers Guild.
- Jae Sinnett’s Americana Groove Project kicked off the start of the Dewey Decibel Concert Series with a weekend of blues Friday the 13th and Saturday the 14th.
- North Sea Gas returned to the Dewey Decibel Concert Series performing for a sellout crowd on Friday the 20th.
- Celtic Film Series kicked off on September 19, with the classic *The Quiet Man*.

Provide excellent services:

- Promoted library programs and services through website updates, and other electronic distribution of publicity.
- Provided tech support for the opening performances of the Tidewater Classical Guitar Society and Williamsburg Chamber Music Society.
- Provided rooms and tech support for 7 College of William and Mary Osher Lifelong Learning Institute classes. Serving over 850 lifelong learners.
- Served on the Virginia Commission for the Arts touring artists’ panel.

Provide excellent facilities:

- Program Services staff processed 233 room bookings during the month.
- There were 418 meeting room uses by 7,669 people at all three WRL locations during the month. Rooms are checked after each use and cleaned as necessary.
- Fielded and answered 814 reference questions.

Provide excellence in daily operations:

- Kristen McAlister, continues her training as P/T Program Services Assistant.

Robert Haas, Program Services Director
Communicating and raising awareness

- We continued working on the WRL website redesign, moving content, creating new pages, designing new web forms, and updating redirects.
- We compiled and edited content for the next issue of the quarterly program guide, Beyond the Shelves and began work with the designer on the final 2019 issue. The fall issue has proven popular enough that we needed to order additional copies to meet demand.
- We created, developed, implemented, monitored, and provided updates for seven media plans: Centuries of Art (compiled and consulted on promotional materials for Fall 2019 season); Book Groups; Dewey Decibel (consulted on promotional materials for Fall 2019 Season and drafted press release); Getaway Café; Year of Making (consulted on promotional materials for Year of Making Fair and drafted press release picked up by Virginia Gazette); MLS at Frink (consulted on promotional materials for FunFest Saturdays); Idea Studio (consulted on promotional materials for Idea Studio and drafted press release picked up by Virginia Gazette and WYDaily).

Provide excellence in daily operations

- After much research, we identified a tool to manage WRL’s growing collection of images for marketing and publicity. We worked with IT staff to set up the new digital asset management tool and began moving content over. It now contains over 2,700 images available for staff to utilize in a variety of print and online resources.
- Barry compiled FY19 WRL statistics for the state of Virginia’s Bibliostat report. Data reported here goes to the Institute of Library and Museum Services, an independent federal agency that provides library grants, museum grants, policy development, and research, as well as to other national library statistics services.
- We negotiated a new annual contract with our web hosting service that will save the library almost $500 annually in web hosting fees.

Provide excellent collections:

- The use of digital collections (ebooks, music, video, magazines, and audiobooks) continues to be strong, running 12% ahead of the first quarter of last year. Users are enjoying the new streaming video collections as well as the established ebook and audiobook collections.

Strengthening community connections and partnerships:

- We began a pilot project working with Literacy for Life as they offered a class on how to use the library. We offered students a tour of WRL facilities and an opportunity to get WRL cards.

Other

- Elizabeth served on the committee to evaluate challenged book Beyond Magenta and drafted a report to the director on the committee’s findings.
- As chair of the Staff Connections Committee, Elizabeth led the planning for the annual Staff Recognition Breakfast to be held in October.

Barry Trott, Special Projects Division Director
Technical Services Division Report
September 2019

Provide for excellence in daily operations:
- Following a change in SQL software, Tech Services staff worked with IT to ensure that all SQL queries used in acquisitions and cataloging were running correctly.
- We worked on several cross-training projects in the division to ensure that staff could assist with various pieces of the acquisitions and cataloging process beyond their normal work responsibilities.

Provide excellent collections:
- TS staff added 1190 bib records comprising 1953 items in August.
- As part of the YS renovation at JCCL, we worked on plans for handling the children’s collection during the project, including shadowing stored items so they will not appear in the catalog to users and developing processes for storing new materials for the opening day collection.

Other
- Based on a request from Central Rappahannock Regional Library, Christie consulted with Adriana Puckett from CRRL’s Technical Services Department about WRL’s processes for utilizing subject headings when downloading Kanopy streaming video records for the catalog.

Barry Trott, Technical Services Director
Youth Services Report
September 2019

Programming – We continued to offer educational and fun programming for children and families in our library buildings. In addition to our regularly recurring programs like storytimes, Paws to Read, Hospital Outreach, Puppet Storytime, Preschool Dance Party, Tween Book Club, Chess, and Legos, we added Painting with Spheros this month. Participants created a work of art by steering programmable Sphero robots through puddles of paint.

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 provided collections, programs, and services to 1,397 people in our community this month. Programs included storytimes in preschools as well as technology and craft programming at neighborhood stops and Abram Frink Jr. Community Center.

Funfest Saturdays at Abram Frink Jr. Community Center – We continued this outreach program with a visit from Mad Scientist Maggie presenting Up, Up, and Away! Families were amazed by her “magic” and learned all about the principles of air and pressure using hot air balloons, vortex generators and flying toilet paper. Children also enjoyed more STEAM-related crafts and activities, including Ozobots, TinkerToys, and Makey-Makey Banana Pianos.

Providing excellent programs at outreach locations supports our core value of offering programs through outreach.

Quote from a user at WL who moved to the area after being widowed five years ago: “I haven’t walked in a library in years, but this is beautiful. I love books, and I go to Barnes & Noble all the time to hang out there, but this is just lovely. I’ll have to open a card here now.”

Sandy Towers, Assistant Director
Agenda Item Summary
Item 6.D – Revised 2020 Regular Board Meeting Schedule

Summary: Revised Regular Board meeting dates and locations for January – December 2020 beginning at 3:00 p.m.

January 22, 2020 Stryker Center – Meeting Room 128

February 19, 2020 Stryker Center – Meeting Room 128 *Moved – conflict with PLA

March 25, 2020 Stryker Center – Meeting Room 128

April 22, 2020 Stryker Center – Meeting Room 128

May 27, 2020 Stryker Center – Meeting Room 128

June 24, 2020 Stryker Center – Meeting Room 128

July 22, 2020 Stryker Center – Meeting Room 128 (OPTIONAL)

August 26, 2020 Stryker Center – Meeting Room 128 (OPTIONAL)

September 23, 2020 James City County Library - Kitzinger Community Room

October 21, 2020 Stryker Center – Meeting Room 128 *Moved - conflict with VLA

December 2, 2020 James City County Library - Kitzinger Community Room

The November and December meetings are combined to accommodate the Thanksgiving and Christmas holidays.

- The ALA 2020 Midwinter Conference is scheduled for January 24-28, 2020
- The PLA 2020 Annual Conference is scheduled for February 25-29, 2020
- The ALA 2020 Annual Conference is scheduled for June 25-30, 2020
- The VLA 2020 Annual Conference is scheduled for October 28-30, 2020

Previous Relevant Action: Originally approved on September 25, 2019.

Staff Recommendation: Approval.

Approval Requirements: 1st Motion, 2nd, Discussion, Vote

Sample Motion: I move to approve the revised 2020 regular board meeting schedule.

Attachments: None.
Board of Trustees of the Williamsburg Regional Library

Agenda Item Summary
Item: 7.A – Library Director’s FY 2020 Goals

Public Service
- **Complete and launch new WRL webpage**
  
  Objective: Create a fresh, modern, welcoming, and user-friendly digital library location and experience.

- **Launch New Bookmobile – Youth and Neighborhood Mobile Services**
  
  Objective: Retool delivery of library services into disadvantaged neighborhoods with a mix of walk-aboard collections, technology, outside space and programming. Combine outreach vehicle service delivery and use of neighborhood community spaces through collaborations.

- **Stryker Center Exhibits**
  
  Objective: Market the exhibits in the Stryker Center and enhance the experience with artists in residence and other interactive features to attract more visitors and offer a more robust experience.

- **Explore and plan for Create/Maker Space**
  
  Objective: Develop services focusing on creating intellectual and physical content utilizing technology and equipment. Provide opportunities to learn new skills with hands-on learning experiences for all age groups.

Public Spaces and Facilities
- **Long-term Capital Projects – Williamsburg Library/Possible JCC 3rd Library**
  
  Objective: Work closely with the Library BOT, James City County, and the City of Williamsburg to plan for modern library facilities capable of meeting the needs of the expanding population that enable the library to offer evolving public library services.

- **Renovation, Opening, and Operation of the Kiwanis Kids Idea Studio – JCC Library**
  
  Objective: Create an innovative interactive children’s library that incorporates great collections, programs, children’s services experts, and interactive learning experiences for a multi-generational educational and enriching family destination.

- **Exploration of Phase II of Kids Idea Studio Project – Natural Landscape Playground**
  
  Objective: To establish the state’s first natural landscape playground adjacent to the JCC Library Kiwanis Kids Idea Studio to encourage creative play in collaboration with James City County Parks and Recreation and the Friends of the Williamsburg Regional Library.

- **City Square Programming and Seating Areas (formerly known as Library Plaza)**
  
  Objective: Enhance the City Square between the Williamsburg Library and the Stryker Center with a variety of outdoor seating, activities, and programs to promote a vibrant community outdoor space. In collaboration with the City of Williamsburg.
Technology Infrastructure

- **Installation of new VOIP phone system**
  Objective: Install new phone system in both libraries capable of offering upgraded services and security features.

- **Begin Implementation of RFID (Radio-frequency identification)**
  Objective: Transition library circulation functions to an automated system that will deliver streamlined self-help features and staff efficiencies that incorporate additional software for self-help payment of fees, self-pickup of holds, and self-checks automating up to 95% of circulation functions. Improved customer service and long-term staff savings.

Management/Staff

- **Updated Strategic Plan**
  Objective: A relevant and updated strategic plan that accurately reflects the mission, goals, and objectives of the institution.

- **Improve Staff Communications**
  Objective: Enhance two-way communications between staff and library management to strengthen teamwork and staff satisfaction and engagement to improve institutional culture and encourage participation and opportunities for all staff.

**Previous Relevant Action:** Library Director Evaluation

**Staff Recommendation:** Approval

**Approval Requirements:** 1st Motion, 2nd, Discussion, Vote

**Sample Motion:** I move to approve the FY 2020 Library Director’s goals.

**Attachments:** None.
illsburg Regional Library Statistical Report — FY 2020 ~ September 2019 (Revised 11/11/201

<table>
<thead>
<tr>
<th>CIRCULATION by Locality</th>
<th>WMSB</th>
<th>JCC</th>
<th>YORK</th>
<th>OTHER</th>
<th>Monthly</th>
<th>YTD</th>
<th>%Change FY19</th>
</tr>
</thead>
<tbody>
<tr>
<td>Williamsburg Library</td>
<td>7,881</td>
<td>30,311</td>
<td>5,597</td>
<td>196</td>
<td>43,985</td>
<td>155,862</td>
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<td>James City County Library</td>
<td>1,051</td>
<td>20,217</td>
<td>1,807</td>
<td>223</td>
<td>23,298</td>
<td>85,411</td>
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<td>Mobile Library Services</td>
<td>309</td>
<td>1,816</td>
<td>66</td>
<td>104</td>
<td>2,295</td>
<td>7,532</td>
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<td>Digital Collection</td>
<td>2,696</td>
<td>16,533</td>
<td>3,766</td>
<td>155</td>
<td>23,150</td>
<td>68,991</td>
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<td>Monthly Total</td>
<td>11,937</td>
<td>68,877</td>
<td>11,236</td>
<td>678</td>
<td>92,728</td>
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<td>Percent of Monthly Total</td>
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<td>74.28%</td>
<td>12.12%</td>
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<tr>
<th>CIRCULATION by Type</th>
<th>Print</th>
<th>Non-Print</th>
<th>Monthly</th>
<th>YTD</th>
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<tr>
<td>Williamsburg Library</td>
<td>31,973</td>
<td>12,097</td>
<td>44,070</td>
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<td>James City County Library</td>
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<td>7,401</td>
<td>23,330</td>
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<td>Mobile Library Services</td>
<td>1,434</td>
<td>849</td>
<td>2,283</td>
<td>7,502</td>
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<td>Digital Collection</td>
<td>N/A</td>
<td>23,465</td>
<td>23,465</td>
<td>69,795</td>
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<tr>
<td>Monthly Total</td>
<td>49,336</td>
<td>43,812</td>
<td>93,148</td>
<td>318,694</td>
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<tr>
<th>CIRCULATION by Audience</th>
<th>Adult</th>
<th>Youth</th>
<th>Young</th>
<th>Adult</th>
<th>Monthly</th>
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<th>%Change FY19</th>
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<td>Williamsburg Library</td>
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<td>Mobile Library Services</td>
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<td>4</td>
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<tr>
<td>Monthly Total</td>
<td>43,960</td>
<td>24,199</td>
<td>1,832</td>
<td>69,991</td>
<td>249,887</td>
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*** Does not include Digital Circulation

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<th>COLLECTION</th>
<th>Print</th>
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<tr>
<td>Williamsburg Library</td>
<td>119,127</td>
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<td>James City County Library</td>
<td>89,873</td>
<td>15,068</td>
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<td>Mobile Library Services</td>
<td>5,256</td>
<td>2,848</td>
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<td>Digital Collection***</td>
<td>N/A</td>
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<td>27,472</td>
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<tr>
<td>Total</td>
<td>214,256</td>
<td>61,584</td>
<td>275,840</td>
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*** Digital Collection includes e-books and audio-books

<table>
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<th>%Change</th>
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<tbody>
<tr>
<td>USER CARDS</td>
</tr>
<tr>
<td>Number</td>
</tr>
<tr>
<td>--------</td>
</tr>
<tr>
<td>Williamsburg</td>
</tr>
<tr>
<td>James City County</td>
</tr>
<tr>
<td>York County</td>
</tr>
<tr>
<td>Other **</td>
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<td>Total</td>
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</table>

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

<table>
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<tr>
<th>Library</th>
<th>Adult</th>
<th>Youth</th>
<th>Monthly</th>
<th>YTD</th>
<th>%Change</th>
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<tr>
<td>Williamsburg Library</td>
<td>3,311</td>
<td>1,217</td>
<td>4,528</td>
<td>18,536</td>
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<td>James City County Library</td>
<td>1,708</td>
<td>530</td>
<td>2,238</td>
<td>8,821</td>
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<td>Stryker Center</td>
<td>140</td>
<td>0</td>
<td>140</td>
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<td>Outreach</td>
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<td>58</td>
<td>1,085</td>
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<tr>
<td><strong>Monthly Total</strong></td>
<td>6,186</td>
<td>1,805</td>
<td>7,991</td>
<td>31,340</td>
<td>-3.9%</td>
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</table>

### PC & Wi-Fi Use

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<thead>
<tr>
<th>Library</th>
<th>PC Use</th>
<th>Wi-Fi</th>
<th>Monthly</th>
<th>YTD</th>
<th>%Change</th>
</tr>
</thead>
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<td>5,666</td>
<td>15,865</td>
<td>21,531</td>
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<td>James City County Library</td>
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<td>5,867</td>
<td>8,624</td>
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<tr>
<td>Mobile Library Services</td>
<td>48</td>
<td>0</td>
<td>48</td>
<td>163</td>
<td>38.1%</td>
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<tr>
<td><strong>Total</strong></td>
<td>8,471</td>
<td>21,732</td>
<td>30,203</td>
<td>99,818</td>
<td>-10.5%</td>
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</table>

### Program Attendance

<table>
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<tr>
<th>Library</th>
<th>Adult</th>
<th>Youth</th>
<th>Monthly</th>
<th>YTD</th>
<th>%Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Williamsburg Library</td>
<td>2,449</td>
<td>1,001</td>
<td>3,450</td>
<td>17,509</td>
<td>14.1%</td>
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<tr>
<td>James City County Library</td>
<td>109</td>
<td>28</td>
<td>137</td>
<td>6,925</td>
<td>-3.3%</td>
</tr>
<tr>
<td>Stryker Center</td>
<td>1,243</td>
<td>312</td>
<td>1,555</td>
<td>3,348</td>
<td>102.5%</td>
</tr>
<tr>
<td>Outreach</td>
<td>573</td>
<td>1,420</td>
<td>1,993</td>
<td>10,116</td>
<td>-9.0%</td>
</tr>
<tr>
<td><strong>Monthly Total</strong></td>
<td>4,374</td>
<td>2,761</td>
<td>7,135</td>
<td>37,898</td>
<td>7.4%</td>
</tr>
</tbody>
</table>

### Meeting Room Use

<table>
<thead>
<tr>
<th>Library</th>
<th>Monthly</th>
<th>YTD</th>
<th>%Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Williamsburg Library</td>
<td>1,743</td>
<td>4,358</td>
<td>29.2%</td>
</tr>
<tr>
<td>James City County Library</td>
<td>453</td>
<td>1,538</td>
<td>-11.5%</td>
</tr>
<tr>
<td>Stryker Center</td>
<td>331</td>
<td>687</td>
<td>130.5%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>2,527</td>
<td>6,583</td>
<td>21.7%</td>
</tr>
</tbody>
</table>

### Visits

<table>
<thead>
<tr>
<th>Library</th>
<th>Monthly</th>
<th>YTD</th>
<th>%Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Williamsburg Library</td>
<td>28,955</td>
<td>102,551</td>
<td>4.1%</td>
</tr>
<tr>
<td>James City County Library</td>
<td>11,207</td>
<td>44,617</td>
<td>-2.4%</td>
</tr>
<tr>
<td>Stryker Center</td>
<td>2,004</td>
<td>3,715</td>
<td>109.7%</td>
</tr>
<tr>
<td><strong>Monthly Total</strong></td>
<td>42,166</td>
<td>150,883</td>
<td>3.4%</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>39,667</td>
<td>124,871</td>
<td>1.4%</td>
</tr>
<tr>
<td><strong>Monthly Total</strong></td>
<td>39,667</td>
<td>124,871</td>
<td>1.4%</td>
</tr>
</tbody>
</table>
**Holiday Closings**

All WRL facilities will be closed on September 1-2 for Labor Day. You can always check out digital resources, including ebooks and downloadable audiobooks, at www.wrl.org/digital.

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**Career Girls**

9/5 - The Girl in White  
9/12 - Woman’s World  
9/19 - The Thrill of it All  
9/26 - 9 to 5  

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.

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**Getaway Cafe**

Share conversation, experiences, and memories in WRL’s program for adults with early memory loss and their care partners. This month, jazz up your fall dinner line-up with a new meal idea. Chef Tammy, owner of The Green Kitchen, will prepare a tasty fall dinner for us to sample.

9/20, 2-3:30 p.m., Stryker Center

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**Music on City Square**

If you have stopped by the plaza on City Square between the Williamsburg Library and the Stryker Center on Thursday afternoons this summer, you may have heard our exciting new program underwritten by the Friends of WRL.

Music Thursdays on City Square has brought the sounds of French accordion, mandolin, guitar and fiddle, and more to lunchtime listeners. Featuring local musicians, this innovative program offers the opportunity to enjoy lunch under the wisteria along with a mix of musical styles from 11:30 a.m. to 1 p.m. every Thursday through September. So pack a lunch and stop by the plaza on City Square.

Find out how you can become a Friend of WRL and support exciting programs like Music Thursdays at www.wrl.org/give.

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**Dewey Schedule at a Glance**

**Americana Groove Project:** 9/13 & 9/14  
**North Sea Gas:** 9/20  
**Frank Vignola’s Hot Jazz Guitar Trio:** 10/19  
**The Runaway String Band & The Cary Street Ramblers:** 10/25  
**Virginia Opera:** 10/29  
**Charm City Junction:** 11/3  
**Ford’s Colony Dance Band:** 11/21*  
**Peninsula Concert Band:** 12/3*  
**The Jae Sinnett Zero To 60 Quartet:** 12/13  
**LCV Project:** 12/18*

All shows take place at 7:30 p.m. at the Williamsburg Library Theatre. Tickets for all shows at $5 for general admission, $4 for Friends, unless listed with an *, which indicates a free show.

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**Dewey Decibel Celebrates 20 Years**

The Dewey Decibel Concert Series is back, and this fall we’re celebrating a big anniversary: Dewey has been running for 20 years this month! The festivities include a great line-up of new and returning acts that are sure to have you dancing in your seat.

Though the series as we know it today launched in 1999, live music has been a library staple since the 1970s. It wasn’t until a visiting musical act, Eddie from Ohio, coined the phrase “Dewey Decibel” (a pun on the well-known library classification system, Dewey Decimal) that the series was rebranded with the name we all know and love today.

Since its inception, the Dewey Decibel Concert series has always been focused on bringing high caliber local, regional, and national musicians to Williamsburg Regional Library. This fall’s season is no exception, with a line-up that spans diverse genres including jazz, folk, bluegrass, and big band.

Though the quality of the musical acts and the venue has remained consistent across the years, one thing has changed. Concert goers can now enjoy these exceptional shows for a flat $5 price for all ticketed performances. This relatively recent initiative, underwritten by a grant from the Friends of Williamsburg Regional Library, has made the series more accessible than ever before (and members of the Friends can enjoy an even further discounted rate of $4 a ticket). The slate of ticketed shows is complemented by several free shows to round-out the line-up.

“It is exciting to be celebrating the 20th year of the Dewey Decibel Concert Series,” said Rob Haas, WRL’s program services director. “The series has a long history of presenting world class musicians, including Tommy Emmanuel, Leon Russell, Mike Seeger, and many more. This fall’s lineup carries on that tradition with series’ newcomer Frank Vignola, far-travelled North Sea Gas from Scotland, and series stalwart Jae Sinnett. We couldn’t be more appreciative of our performers and our concert goers, as well as the Friends of WRL, who underwrite this phenomenal series.”

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**Friends of Williamsburg Regional Library Foundation**

Music Thursdays on City Square has brought the sounds of French accordion, mandolin, guitar and fiddle, and more to lunchtime listeners. Featuring local musicians, this innovative program offers the opportunity to enjoy lunch under the wisteria along with a mix of musical styles from 11:30 a.m. to 1 p.m. every Thursday through September. So pack a lunch and stop by the plaza on City Square.

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Find out how you can become a Friend of WRL and support exciting programs like Music Thursdays at www.wrl.org/give.
Featured Events for Teens

Toddler Storytime
Tuesdays at the Williamsburg Library, Wednesdays at the Stryker Center, 11 a.m.
Toddler Storytime is designed for children aged 18 months to 3 years and their caregivers. It features brief stories, rhymes, songs, fingerplays, and other activities. A short, optional playtime follows. Please note that this fall our usual toddler storytime at the James City County Library will move to the Stryker Center.

Preschool Dance Party
9/14, 11 a.m., Williamsburg Library
What do you get when you add balloons and bubbles to music? A fantastic preschool dance party! Put on your dancing shoes and join us for an exciting hour of songs, movement, rhymes, and just plain fun.

Painting with Spheros
9/24, 4:30 p.m., Williamsburg Library
It’s a rainbow of rolling robots! Create a work of art by steering programmable Sphero robots through puddles of paint, mixing art and technology. For ages 6+.

Yinyang and Bagua Boxing: The Art of Balance
9/3, 2 p.m., Williamsburg Library
Explore the philosophy and practice of yinyang boxing, as well as the essence of Chinese martial arts. Register at 757.259.4050.

Open Mic with Chesapeake Bay Writers
9/15, 1 p.m., Williamsburg Library
Bring your poetry or prose, fiction or nonfiction, and share your writing. There is a five-minute time limit per person.

Tie One On: Part Two!
9/16, 6:30 p.m., Stryker Center
Learn a variety of cool-weather scarf tying techniques to keep you warm this fall and winter. A limited selection of practice scarves will be available. Register at 757.259.4050.

软件在的Achievement of Artificial Intelligence
9/18, 2 p.m., Stryker Center
Software plays an increasingly central role in all aspects of our daily lives. In the latest talk in our Emerging Scholars series, learn about the potential benefits and drawbacks of artificial intelligence in our everyday lives from Dr. Kevin Moran, postdoctoral fellow in Computer Science at W&M.

Celtic Film Series: The Quiet Man
9/19, 7 p.m., Williamsburg Library
Retired boxer Sean Thornton returns to the village of his birth in Ireland to reclaim his home and escape his past.

Find all of this month’s library programs & classes at www.wrl.org/events.

Featured Events for Adults

Marie Antoinette’s Library
9/10, 2 p.m., Stryker Center
Have you ever wondered what books you would find on Marie Antoinette’s nightstand? If so, join William & Mary Professor of History Ronald Schechter as he uncovers the inner life of the infamous monarch.

Yinyang and Bagua Boxing: The Art of Balance
9/3, 2 p.m., Stryker Center
Join the William & Mary Confucius Institute for this interactive workshop about the history and characteristics of Yinyang and Bagua Boxing, as well as the essence of Chinese martial arts. Register at 757.259.4050.

The Best – Williamsburg: The Story of a Patriot
9/9, 7 p.m., Williamsburg Library
Filmed in 1956, Williamsburg: The Story of a Patriot was never your average “you are here” tourist-attraction film. Hear inside stories about the making of the movie and consider how the film has been used and restored.

Tie One On: Part Two!
9/16, 6:30 p.m., Stryker Center
Learn a variety of cool-weather scarf tying techniques to keep you warm this fall and winter. A limited selection of practice scarves will be available. Register at 757.259.4050.

Software in the Age of Artificial Intelligence
9/18, 2 p.m., Stryker Center
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9/19, 7 p.m., Williamsburg Library
Retired boxer Sean Thornton returns to the village of his birth in Ireland to reclaim his home and escape his past.

This School Year Succeed with Your Library Card

As students are heading back to school, one of the most important tools they need to ensure a successful year is a WRL library card. With a library card, students can not only check out print and digital materials, they can also access a wide range of online resources from home, school, or wherever they happen to be.

Did your child just remember an English paper is due tomorrow and it is 8:45 p.m.? No worries. You can access the Literary Reference Center with literary criticism, author bios, and other information to make that paper shine. Need some facts about American or world history? WRL has you covered with a great collection of online encyclopedias and history reference books. What about that opinion project that is due soon? Take a look at the Points of View Reference Center, which presents multiple perspectives on over 400 contemporary, hot-button topics. The rich content here helps users of all ages build persuasive arguments and essays. Need to polish up your language skills? Mango Languages is a complement to classroom study for over 70 world languages. Younger students can access World Book’s Early World of Learning or Encyclopaedia Britannica for Kids for kid-friendly information for school projects on almost any topic. To access these and many other student-focused resources, go to wrl.org/find.

In addition to great resources for students, WRL supports academic success through our partnership with the Williamsburg-James City County Public Schools. Now starting its 17th year, this collaboration brings these two strong organizations together as community partners to (a) bring a love of reading and books to area students; (b) teach students to access and analyze information in all formats; and (c) support individuals in their goals for lifelong learning. From author visits to teacher cards to training, the WRL/WJCC partnership builds a more literate and informed community.

Year of Making Fair
Our Year of Making is coming to a close this month, and what a year it’s been! Over the past 12 months we’ve offered a variety of activities ranging wreath-making to weaving to 3D printing, and everything in between. We’re wrapping up this adventure with a Year of Making Fair, which will feature awesome opportunities to both watch and try your hand at some of our most popular making activities. We’ll have a variety of demonstrations, including a robotics demo from Menchville High School, a rice paper calligraphy demo from William & Mary’s Confucious Institute, an embroidery demo from the Embroidery Guild, and more. You can also try some of our crafts and making activities for yourself, including button-making and green screen photography. We’ll even be offering a look at some making activities not previously explored during our Year of Making, such as a stained glass demonstration and a look at how James City County’s media van is equipped to make videos on the go.

Don’t miss this final chance to get in on the Year of Making fun! Saturday, September 21, 1-4 p.m. at the Stryker Center.

Check out all this month’s great kids events and more at www.wrl.org/kids.

Check out all this month’s great teen events and more at www.wrl.org/events.