

**Mary Riley Styles Public Library Board of Trustees Virtual Meeting
Wednesday July 29, 2020 at 7:00 PM**

**All members of the public may view this electronic meeting
via this Skype meeting link:**

<https://meet.lync.com/fallschurch-fallschurchva/jcarroll/S0W8CF5G?sl=1>

**The following links are materials for the meeting. Open the agenda to see
the full list of items being discussed at the meeting**

1. Public Notice July 29, 2020 Library Board Virtual Meeting

Documents:

[PUBLIC_NOTICE_07.29.2020_LIBRARY_BOARD_DIGITAL_MEETING.PDF](#)

2. Draft Virtual Special Meeting Minutes June 11 2020

Documents:

[20200729DRAFT_SPECIAL_VIRTUAL_MTG_MINUTES_JUNE_11_2020.PDF](#)

3. Draft Virtual Meeting Minutes June 17, 2020

Documents:

[20200729DRAFT_VIRTUAL_MTG_MINUTES_JUNE_17_2020.PDF](#)

4. Draft Five Year Plan 2020 To 2024

Documents:

[20200729DRAFT_FIVE_YEAR_PLAN_2020-2024.PDF](#)

5. Draft FY2020 Annual Report

Documents:

[20200729DRAFT_FY2020_ANNUAL_REPORT.PDF](#)

5.I. FY2020 Annual Report Statistics Chart

Documents:

[20200729ANNUAL_REPORT_STATS_CHART_FY2020.PDF](#)

6. Collection Statistics

Documents:

[20200729COLLECTION_STATISTICS.PDF](#)

7. Circulation Statistics

Documents:

[20200729CIRCULATION_STATISTICS.PDF](#)

8. Book Sale And Memorial Statistics

Documents:

[20200729BOOKSALE_MEMORIAL_STATISTICS.PDF](#)



PUBLIC NOTICE:

**LIBRARY BOARD OF TRUSTEES
VIRTUAL MEETING**

Meeting login link can be found at:

<http://www.fallschurchva.gov/LibraryBoard>

Thursday, July 29, 2020, 7:00 P.M.

PLEASE DO NOT REMOVE THIS NOTICE

POSTED: 6-8-20

For more information contact Jennifer Carroll jcarroll@fallschurchva.gov

Visit www.fallschurchva.gov for more information.

The City of Falls Church is committed to the letter and spirit of the Americans with Disabilities Act.

To request a reasonable accommodation for any type of disability, call 703 248-5014, (TTY 711).

MINUTES OF LIBRARY BOARD SPECIAL MEETING

PURPOSE OF MEETING: To review and approval of the Library Board of Trustees Statement related to the events of George Floyd’s death and protests.

DATE OF MEETING: June 11, 2020

LOCATION: Meeting held via Skype.

NOTICE: This virtual meeting of the Appointments Committee was held pursuant to and in compliance with the Virginia Freedom of Information Act, Section 2.2-3708.2 and state and local legislation adopted to allow for continued government operation during the COVID-19 declared emergency. All participating members of the Library Board of Trustees were present at this meeting through electronic means. All members of the public may view this video of this meeting on the City’s website at www.fallschurchva.gov/CouncilMeetings.

MEETING CALLED TO ORDER BY: Ms. Claudia Gutierrez at 7:00 PM

THOSE PRESENT:

Library Board Members

- Ms. Stephanie Oppenheimer ✓
- Mr. Jeff Peterson ✓
- Mr. Chet De Long ✓
- Ms. Molly Novotny ✓
- Mr. Don Camp ✓
- Ms. Chrystie Swiney ✓
- Ms. Kathleen Tysse ✓

OTHERS PRESENT: Library Director Jenny and Senior Administrative Assistant Claudia Gutierrez

TOPICS OF DISCUSSION:

Upon a motion duly made by Mr. DeLong and seconded by Mr. Camp, the Resolution of the Statement was adopted to be discussed by the Library Board.

- The Board discussed the content of the statement and emphasized the importance of having diversity and inclusivity in the Community.
- The library website will include a web page with the Board’s and the Director’s statement regarding the death of Mr. George Floyd and subsequent events. It will also provide resources related to anti-racism.
- Once the Board approves the statement, Susan Finarelli, Director of Communications, will release it in the Falls Church Focus Newsletter and to the Falls Church News Press. It will be posted on the library’s website and included in the weekly Library Newsletter.

- After a discussion on the content of the statement, the Board approved it as amended.

Upon a motion duly made by Mr. DeLong and seconded by Mr. Camp, the Library Board approved the revised edition of the statement.

ROLL CALL VOTE

Ms. Stephanie Oppenheimer **AYE**

Mr. Jeff Peterson **AYE**

Mr. Chet De Long **AYE**

Ms. Molly Novotny **AYE**

Mr. Don Camp **AYE**

Ms. Chrystie Swiney **AYE**

Ms. Kathleen Tysse **AYE**

MEETING ADJOURNED AT: 7:17 PM

Respectfully submitted,

Jenny Carroll
Library Director

Approved:

Stephanie Oppenheimer, Chairperson

Copies: Board of Trustees, City Manager, Library Reference Desk, Staff Bulletin Board, City Clerk, Library Web Page

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MINUTES OF LIBRARY BOARD MEETING

PURPOSE OF MEETING: Regular Library Board Meeting

DATE OF MEETING: June 17, 2020

LOCATION: Meeting held via Skype.

NOTICE: This virtual meeting of the Appointments Committee was held pursuant to and in compliance with the Virginia Freedom of Information Act, Section 2.2-3708.2 and state and local legislation adopted to allow for continued government operation during the COVID-19 declared emergency. All participating members of the Library Board of Trustees were present at this meeting through electronic means. All members of the public may view this video of this meeting on the City's website at www.fallschurchva.gov/CouncilMeetings.

1.- MEETING CALLED TO ORDER BY: Ms. Claudia Gutierrez at 7:00 PM

THOSE PRESENT:

Library Board Members

Ms. Stephanie Oppenheimer: ✓
Mr. Jeff Peterson: ✓
Mr. Chet De Long: ✓
Ms. Molly Novotny: ✓
Mr. Don Camp: ✓
Ms. Chrystie Swiney: ✓
Ms. Kathleen Tysse: ✓

OTHERS PRESENT: Councilwoman Marybeth Connelly, City Project Manager Lionel Millard, Library Director Jenny Carroll, and Senior Administrative Assistant Claudia Gutierrez

TOPICS OF DISCUSSION:

2.- RECEIPT OF PETITIONS

- The Library Director requested that the Board move the July Library Board Meeting date from the 15th to the 29th.

Upon a motion duly made by Mr. Camp and seconded by Ms. Oppenheimer, the Library Board approved moving the July 15th Board meeting to Wednesday July 29th.

ROLL CALL VOTE

Ms. Stephanie Oppenheimer **AYE**
Mr. Jeff Peterson **AYE**
Ms. Molly Novotny **AYE**
Mr. Don Camp **AYE**

Ms. Chrystie Swiney **AYE**

Ms. Kathleen Tysse **AYE**

Mr. Chet De Long **Abstained from voting since his period as a Board Member expires in June 2020.**

The Director asked if there was a quorum for the August 19th meeting. The Board decided to confirm or change the August meeting at the July 29th meeting.

- The Director asked the Board if they had any comments regarding the West End Small Area Plan Project since July 10, 2020 is the last day to submit any input to the Department of Community Planning & Economic Development Services.
- The Director updated the Board on the activity of the Gun Legislation Working Group and requested their recommendation regarding guns in the library. She reported that a majority of the Library Staff expressed their preference for having the most restrictive option for the library. After a discussion, the Board recommended supporting the most restrictive and protective policy for the library.

Upon a motion duly made by Mr. Camp and seconded by Mr. DeLong, the Library Board supports the library staff that open carry and concealed carry weapons be prohibited in the library including ammunition, firearms, and components.

ROLL CALL VOTE

Ms. Stephanie Oppenheimer **AYE**

Mr. Jeff Peterson **AYE**

Mr. Chet De Long **AYE**

Ms. Molly Novotny **AYE**

Mr. Don Camp **AYE**

Ms. Chrystie Swiney **AYE**

Ms. Kathleen Tysse **AYE**

- The Director informed the Board that to add a point to the LEED certification for the library there is a requirement to state that the library is a non-smoking building and property within 25ft. of the entrance. She is providing a signed statement to the consultants for the LEED pre-submission. In the future, the change will be made to the Library Code of Conduct to reflect the same.

3.- LIBRARY PROJECT UPDATE

- Demolition is 95% complete. Various cuts to the wall concrete inside and outside the building still need to be made.
- The entire electrical conduit installation is in process for the drops, security equipment, and lighting.
- Framing work on the layouts of the new rooms started.
- Mechanical demolition for plumbing fixtures work started.
- The construction is on schedule.

4.- APPROVAL OF MAY 20, 2020 VIRTUAL MEETING MINUTES

Upon a motion duly made by Ms. Oppenheimer and seconded by Mr. DeLong, the Library Board approved the May 20, 2020 Virtual Meeting Minutes with minor changes.

ROLL CALL VOTE

Ms. Stephanie Oppenheimer **AYE**

Mr. Jeff Peterson **AYE**

Mr. Chet De Long **YES**

Ms. Molly Novotny **AYE**

Mr. Don Camp **YES**

Ms. Chrystie Swiney **AYE**

Ms. Kathleen Tysse **AYE**

5.- LIBRARY REPORT AND ANNOUNCEMENTS

- Curbside service was implemented to deliver reserves to patrons. As of June 15th, staff completed a total 377 pickups with an average of 40 pickups per day. Patrons are very pleased with the service provided.
- The Summer Reading Program, including a city staff program, has started online through Beanstack Software and Mobile App; to date there are 637 registrations. Virtual programming will continue through the summer.
- Two consent items will be submitted to City Council on Monday, June 22nd to authorize, for fiscal year 2021, the expenditure of more than \$100,000 for Baker & Taylor (physical books) and Overdrive (e-resources).
- Circulation Supervisor Billette Ripy and Reference Supervisor Marshall Webster have created a webpage about anti-racism in response to the recent events. The webpage includes statements from the Library Board, the Library Director and access to an anti-racism collection of e-resources with unlimited check-outs. Additional information will be added regularly to the webpage about different events regarding this subject. Staff selectors are also regularly adding items to the library collection about diversity and inclusivity for both adults and youth.
- The Director and Mr. Webster will attend a meeting of the Falls Church History group panel and will offer library resources from the Local History Room. This group panel is formed by 25 people and will be discussing the importance of the history of Falls Church.

6.- LIBRARY FOUNDATION REPORT

- Don Camp, Foundation member, reported on the recent meeting including the upcoming annual solicitation drive, the new website, and their new logo. The main topic concerned their mentor and one of the founders of the Foundation, Mr. Chet DeLong. He is ending his fifth term on the library Board after 26 years of his volunteer service to the library. The Foundation wants to honor him and his services with an annual award in his honor. Mr. Camp read the Foundation statement that will

be released to the media regarding the Chet DeLong Award. The Board thanked the Foundation for recognizing all the valuable work from Mr. DeLong through all these years.

Upon a motion duly made by Mr. Camp seconded by Mr. Peterson, the Library Board officially thanked Mr. DeLong for his service to the library over these many years.

ROLL CALL VOTE

Ms. Stephanie Oppenheimer **AYE**

Mr. Jeff Peterson **AYE**

Mr. Chet De Long **ABSTAINED**

Ms. Molly Novotny **AYE**

Mr. Don Camp **YES**

Ms. Chrystie Swiney **AYE**

Ms. Kathleen Tysse **AYE**

The Library Director also thanked Mr. DeLong for all his hard work and support given to the library.

7.- COUNCIL LIAISON REPORT

The City budget has been trimmed. The CIP budget has passed first reading. COVID-19 phase II started and is preparing for phase III. There were discussions regarding the reopening of the City Government to the public. Council is also working on passing the Firearms Policy.

8.- ARTS AND HUMANITIES COUNCIL REPORT

Ms. Swiney is waiting for Council to be officially be sworn-in as a liaison. Next meeting is on Tuesday. However, she might not be able to attend all the meetings due to her lack of time. She offered to follow up with Staff Liaison Corey Jannicelli for updates. At the June 18th meeting they will discuss the Falls Church Art Policy.

9.- DRAFT POLICY CIRCULATION OF LIBRARY MATERIALS AND FINES/FEE SCHEDULE – 2ND READING

Upon a motion duly made by Mr. DeLong seconded by Ms. Swiney, the Library Board approved the Second Reading of the Draft Policy Circulation of Library Materials and Fines/Fee Schedule.

ROLL CALL VOTE

Ms. Stephanie Oppenheimer **AYE**

Mr. Jeff Peterson **YES**

Mr. Chet De Long **YES**

Ms. Molly Novotny **AYE**

Mr. Don Camp **AYE**

Ms. Chrystie Swiney **AYE**

Ms. Kathleen Tysse **No vote since she left the meeting early**

Upon a motion duly made by Mr. DeLong seconded by Mr. Peterson, the Library Board authorized the Director to wave overdue fines and fees as she sees fit.

ROLL CALL VOTE

Ms. Stephanie Oppenheimer **AYE**

Mr. Jeff Peterson **AYE**

Mr. Chet De Long **YES**

Ms. Molly Novotny **AYE**

Mr. Don Camp **AYE**

Ms. Chrystie Swiney **AYE**

Ms. Kathleen Tysse **No vote since she left the meeting early**

10.- DISCUSSION OF BROAD AND WASHINGTON DEVELOPMENT VOLUNTARY CONCESSIONS AND DRAFT LETTER

After a discussion and changes made to the draft letter, the Board approved it. The Board agreed to copy the approved letter to City Manager Wyatt Shields and to Planning Director Paul Stoddard. Councilman Connelly mentioned that this project has not been approved and there are still many steps along the way in the process of this project.

Upon a motion duly made by Mr. Camp seconded by Mr. DeLong, the Library Board approved the draft letter as amended.

ROLL CALL VOTE

Ms. Stephanie Oppenheimer **AYE**

Mr. Jeff Peterson **AYE**

Mr. Chet De Long **YES**

Ms. Molly Novotny **AYE**

Mr. Don Camp **AYE**

Ms. Chrystie Swiney **AYE**

Ms. Kathleen Tysse **No vote since she left the meeting early**

11.- BUSINESS NOT ON AGENDA

There was a question on when will be appropriate for the Board to have a tour of the library construction site with the proper safety equipment. The Director will ask Project Manager Millard and will inform the Board.

12.- ADJOURNMENT

Upon a motion duly made by Mr. Camp seconded by Mr. DeLong, the Library Board voted unanimously to adjourn the meeting at 8:43 PM.

Respectfully submitted,

Jenny Carroll
Library Director

Approved:

Stephanie Oppenheimer, Chairperson

Copies: Board of Trustees, City Manager, Library Reference Desk, Staff Bulletin Board, City Clerk, Library Web Page

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Five Year Plan, 2020-2024
Adopted by the Library Board June XX, 2020
Mary Riley Styles Public Library
120 N. Virginia Avenue
Falls Church, VA 22046
www.fallschurchva.gov/library

Vision Statement

The Mary Riley Styles Public Library is an integral part of the community's intellectual, educational, recreational, business, and cultural life. The Library Board of Trustees and staff envision a future in which all of the community's interests are well represented in the Library's collections, a future in which all Falls Church residents can make use of the library's resources to enrich their own lives, and a future in which Falls Church residents turn to the Mary Riley Styles Public Library when the need for information is greater than the resources immediately at hand.

Mission Statement

The mission of the Mary Riley Styles Public Library is to provide and promote open access to reading, educational, recreational, cultural, intellectual and informational resources that enrich and enlighten all segments of our community. The library serves, through a reciprocal agreement, citizens within the Metropolitan Washington-Council of Governments region.

The Library's Board of Trustees and staff believe that:

1. The patron comes first.
2. Reading and learning are important responsibilities of citizenship, essential to individual growth and enrichment and are among the most enjoyable forms of recreation.
3. Reliable access to information and cultural resources is a right of citizenship in a democracy and fundamental to the preservation of democracy.
4. Readily accessible programs and services of the highest quality are necessary as is the relevance of those programs and services to all current and future populations served by the library.

5. The importance and value of library services must be promoted to patrons by the staff, and creativity is encouraged.
6. It is necessary to stay abreast of social and technological change so as to always be of critical value to the community.

In light of the above, the following roles have been adopted to enable the library to fulfill its mission.

- ❖ **Learning center**, providing materials and guidance in continuing education and servicing student needs that **complement** school resources at all times, particularly when they are not available to students;
- ❖ **Children's door to reading**, fostering library and reading habits for children;
- ❖ **Information center**, providing information and information guides on a wide range of subjects and sources;
- ❖ **Popular (or recreational) library**, supplying fiction, non-fiction, DVDs, eBooks, eMagazines and eAudiobooks, as well as other materials in popular demand for leisure time, pleasure, and personal enlightenment;
- ❖ **Study center**, providing space and assistance for area students and;
- ❖ **Local History Room**, providing and preserving information on the historical and cultural aspects of Falls Church and the lives of prominent residents.

Assumptions about the City of Falls Church

1. The educational level of the community will remain above the average for the metropolitan area, but some individuals and groups within the community will continue to have an educational level significantly below the community's average.
2. Falls Church will remain a culturally diverse community, and the library's patrons will continue to represent numerous racial and ethnic groups.
3. Falls Church will remain an economically diverse community.
4. The library's financial position depends on its ability to make a strong case for the value of quality library service for the community.

5. Falls Church's population size will increase due to its proximity to Washington, D. C.

Assumptions about Learning and Education

1. Lifelong learning is and will continue to be the key to personal satisfaction as well as economic and professional success for most people. It is essential if one is to understand the world in which we live.
2. The habit of lifelong learning is the result of recognizing reading and study as necessary and pleasurable activities. That recognition is most easily developed in childhood.
3. The Mary Riley Styles Public Library will continue to have a role as a supplemental educational resource for its patrons from preschool through graduate school.
4. The Mary Riley Styles Public Library will continue to be one of the main lifelong learning resources available to those not affiliated with a school or other educational institution.

Assumptions about Information Delivery

1. For economic, aesthetic, and practical reasons, books will continue to be one of the most effective means of communication. This will be true particularly for subtle and complex ideas, narrative materials, and works of limited appeal.
2. Electronic information technology continues to alter the way in which information is delivered in fundamental ways. A successful public library must monitor these changes and be prepared to respond. The impact will be most noticeable in the provision of bibliographic data, reference service, periodical publications, and eResources such as eBooks, eAudiobooks, eMagazines, and streaming video. Proliferation of eReader devices owned by patrons will create even more demand. First-rate library service will become more and more technology based.
3. The electronic information resources available in many homes and offices will continue to grow richer and more complex. Many people, however, will continue to require the assistance of information specialists to make the most of the resources available to them whether in their home, office, or library.
4. The publishing, sound recording, and film industries produce a large number of quality works that have a limited commercial appeal. The public library has a responsibility to assist in providing access to these works.

Goals of the Library

These goals are not listed in priority order.

Goal 1: Continue to develop library automation and technology infrastructure that provides the basic core library services of an online catalog, circulation, technical services, and website capabilities as well as provide workstations for the benefit and use of the public and staff.

Goal 2: Provide excellent customer service to patrons, other City and area schools.

Goal 3: Increase the library's visibility throughout the City to make residents aware of the services and materials offered.

Goal 4: Continue to upgrade the existing facility to meet patrons' needs, technological demands, program accessibility, and facility upkeep.

Goal 5: Create cooperative efforts and partnerships by library staff with other governmental agencies, businesses, and non-profit clubs and organizations.

Goal 6: Continue to enhance the library's collection in a variety of media to meet the evolving informational, vocational, and recreational needs for all ages and interests and also provide programs of interest to all ages.

Goal 7: Continue educational opportunities for staff development and development and improvement of the library's administrative structure.

Five Year Plan

The format of this plan is formulated to more easily reflect the work in progress and as a resource document that can be quickly consulted. Many recurring tasks are accomplished each year, but the purpose of this plan is to project new tasks, not those that are recurrent in nature unless they hold particular significance for the library, staff work plan, or patrons. Tasks are grouped by fiscal years, and each task has a library department that is assigned to carry it out, a deadline for accomplishing the task, the goal the task addresses, and the results achieved. The following abbreviations have been used for the departments responsible for completing the tasks: AD, Administration; C, Circulation; IT, Automation; MT, Management Team; R, Reference Services; TS, Technical Services; and, YS, Youth Services. Please note that library automation has undergone a significant change in how it is administered, so IT related tasks, while on the plan, are not controlled by the library and what was specially IT library assigned staff.

Fiscal Year 2020 (July 1, 2019 through June 30, 2020) - Completed

Tasks (FY20)	Department	Date Due	Goal #	Results
1. Evaluate staffing and programming needs for the new building.	MT, All staff	July 2021	All	In Process. Carry forward to new FY. Significant effort put into staffing the temporary facility and during COVID-19 event.
2. Construction on the library expansion and renovation project (start in December 2019).	AD, City Staff	July 2021	4	In Process. Started March 2020. Expected completion May/June 2021.
3. Moving to the temporary locations.	MT, City Staff	Fall 2019	4	Completed.
4. Revise meeting room management policy and procedures to incorporate spaces in the new building. Including evaluating room management software.	MT	June 2020	2, 4	In Process. Carry forward to new FY.
5. Complete strategic planning for when we are in the new building. Incorporate community feedback.	MT	June 2020	All	Evaluating. Carry forward to new FY.
6. Evaluate and develop schedule for local history room in the new building.	REF	June 2020	6	In process. Carry forward to new FY.
7. Assess NEH evaluation of the Local History Room and incorporate into the work plan.	REF	Dec 2019	6	Completed. Reference staff are working on short, medium, long term goals incorporated into their work plans.
8. Evaluate the marketing plan including social media and library website.	MT	June 2020	3	In Process. Carry forward to new FY.
9. Re-evaluate technology needs for library services including time/print management, wireless printing, point of sale system.	MT	Dec 2019	1	In Process. Carry forward to new FY. Technology inventory completed prior to the move to the temporary locations.
10. Develop Emergency Support Function-Volunteers/Donation management plan.	MT	Dec 2019	5	In Process. Carry forward to new FY. Plan draft completed. To be reviewed by OEM.

Fiscal Year 2021 (July 1, 2020 through June 30, 2021)

Several tasks have been carried forward from FY20 due to impact of altered project timeline and COVID-19 crisis. Tasks are not listed in priority order.

Tasks (FY21)	Department	Date Due	Goal #	Results
1. Continue any construction necessary to complete project.	AD	April/May 2021	4	
2. Move back into the new building and prepare the building for re-opening to the public.	MT, All Staff	May/June 2021	4	
3. Planning and phasing library programs, services, staffing, and the building needs for the COVID-19 event.	MT	June 2021	All	
4. Hold a grand opening ceremony and coordinate with the Library Board and Library Foundation.	MT, All Staff	June/July 2021	4	
5. Update the vision and mission statements, assumptions, and goals to include diversity and inclusivity.	MT, All Staff, Library Board	June 2021	All	
6. Organizing and evaluating data collection and statistics including customer feedback and collection development to determine what data to collect and how to best use the information.	MT	June 2021	All	
7. Develop a technology plan – including post-COVID19 needs e.g. contactless service, time/print management, wireless printing, point of sale systems, room management software, and lending devices.	MT, ITS	June 2021	1, 4	Partial carry forward from FY2020.
8. Evaluate staffing and programming needs for the new building. Including the local history room schedule and the continuation curbside service.	MT, All staff	July 2021	All	Carry forward from FY2020.
9. Evaluate and revise policies to address changes to the new building and incorporate diversity/inclusivity. Including the code of conduct, materials selection, and meeting room policy.	MT	April 2021	2, 4	Partial carry forward from FY2020.
10. Evaluate the marketing plan including social media and library website.	MT	June 2021	3	Carry forward from FY2020.

11. Develop Emergency Support Function-Volunteers/Donation management plan.	MT	Dec 2020	5	Carry forward from FY2020. In Process. Plan draft completed. To be reviewed by OEM.
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Subsequent fiscal year tasks will be amended in the future as necessary and impacted by budget and staffing.

Fiscal Year 2022 (July 1, 2021 through June 30, 2022)

Tasks (FY22)	Department	Date Due	Goal #	Results
1. Evaluate community outreach programs and services.	MT, AD	June 2022	2	
2. Patron feedback/customer service feedback mechanism in place.	AD	June 2022	2	
3. Facilities management plan.	MT, DPW	June 2022	4	
4. Assess staffing needs.	MT	June 2022	2, 3, 5, 6, 7	

Fiscal Year 2023 (July 1, 2022 through June 30, 2023)

Tasks (FY23)	Department	Date Due	Goal #	Results
1. Complete strategic planning. Incorporate community feedback.	MT	June 2023	All	Carry forward from FY2020. Evaluating this task.
2. Solicit patron feedback/customer service feedback	AD	June 2023	2	

Fiscal Year 2024 (July 1, 2023 through June 30, 2024)

Tasks (FY23)	Department	Date Due	Goal #	Results
1. Solicit patron feedback/customer service feedback	AD	June 2024	2	

Adopted by the Library Board XX/XX/XXX



FY20 | ANNUAL REPORT

JULY 1, 2019 - JUNE 30, 2020

Library Renovation & Expansion Project



BUILDING NEWS

- Construction started on \$10.9M expansion & renovation
- Library moved to temporary trailer at 601 S. Oak Street (at TJ Elementary School) in February/March 2020
- Renovated building expected to reopen in May/June 2021

29,500 sq feet



6500 sq foot addition!



ADA compliant • LEED certified • meeting & study rooms • bathrooms on all floors • new Local History Room

Responding to COVID-19

Served over 1070 people through curbside pickup service in May and June 2020

Provided 87 virtual programs serving 930 people between April-June 2020

Issued 524 people got new cards between April-June 2020

Honoring Chet DeLong



26+ years of service to the library - and still going strong!

Served on the Library Board of Trustees

Founding member of the Library Foundation

Regular weekly volunteer

Diversity & Social Justice

Call to action to assess policies and create programming

Providing resources to the community with new social and racial justice webpage

Continual assessment of the library collection incorporating diversity audits



Mary Riley Styles Public Library

601 S. Oak St. [Temporary Location] | Falls Church, Virginia 22046 | 703-248-5030 (TTY 711) | www.fallschurchva.gov/library

FY20 | by the NUMBERS

NOTE: Some library metrics below have dropped from FY19 due to closures relating to the library renovation and COVID-19.

Top 5 Checked Out Titles



34,148

Total Cardholders

2,505

New Cards Registered



210,000

Visitors to the Library

FY20 ADOPTED BUDGET



\$1,920,585 City Contribution

\$152,000 State Aid

\$42,800 Other Revenue

\$2,115,385 Total Budget

6,147 hours

of Public Computer Use in the Library



143,904

Downloaded Ebooks, Audiobooks, Magazines, Songs, and Movies

366,603

Items Checked Out

448

Programs Offered

14,142

Program Attendance

29,016

Reference Questions Answered

333,439

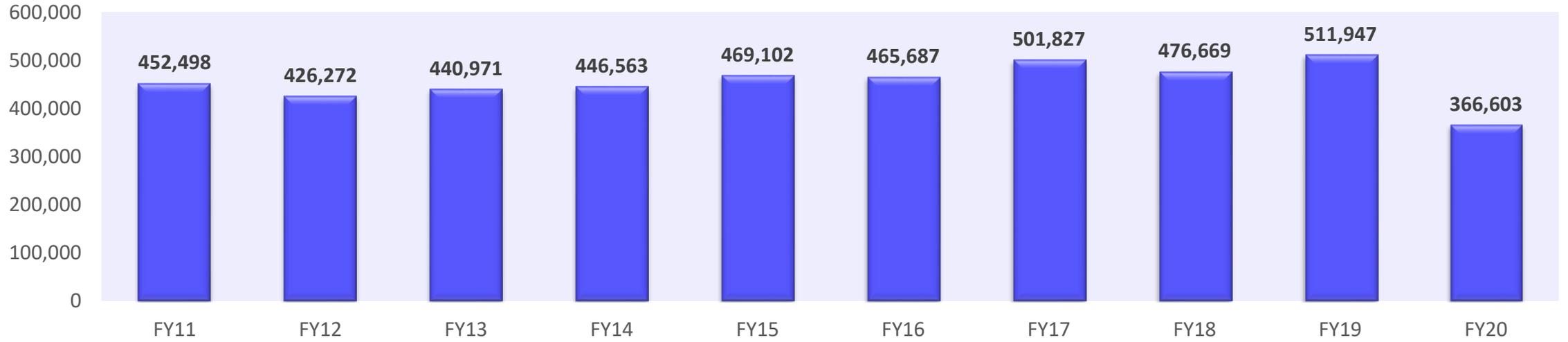
Page Views on Our Website



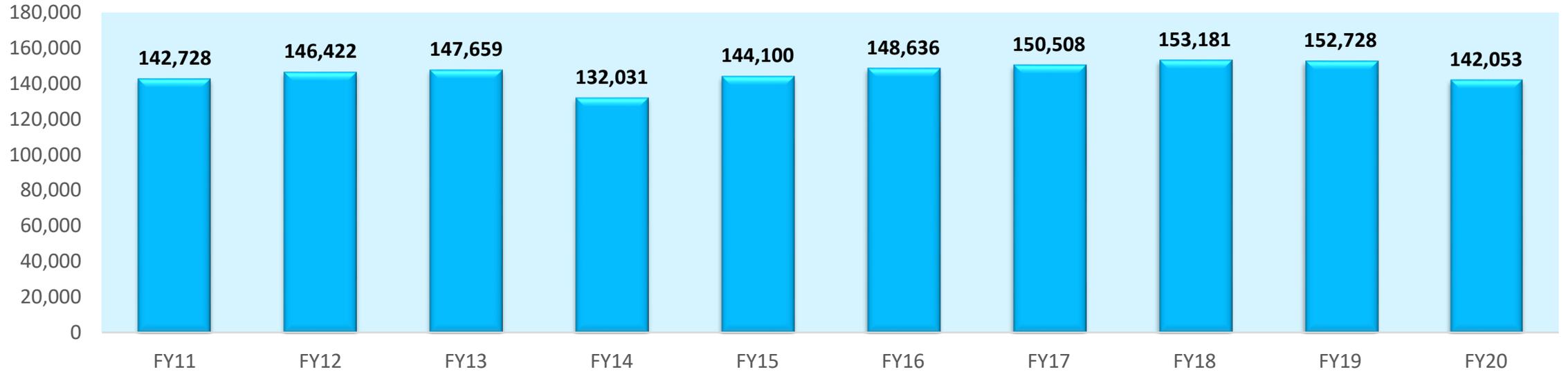
1,331

Volunteer Hours

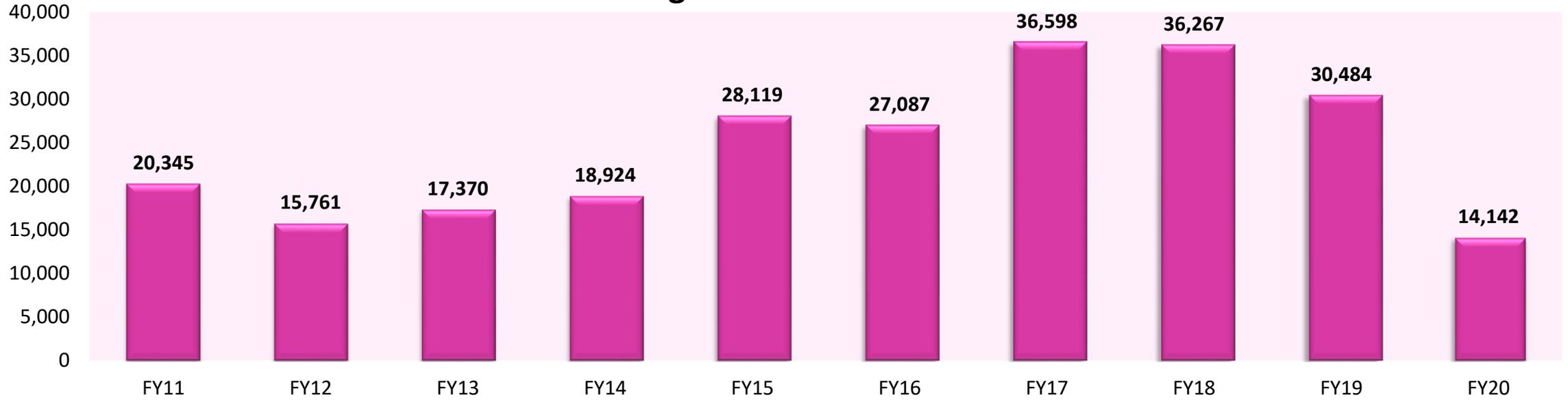
Circulation



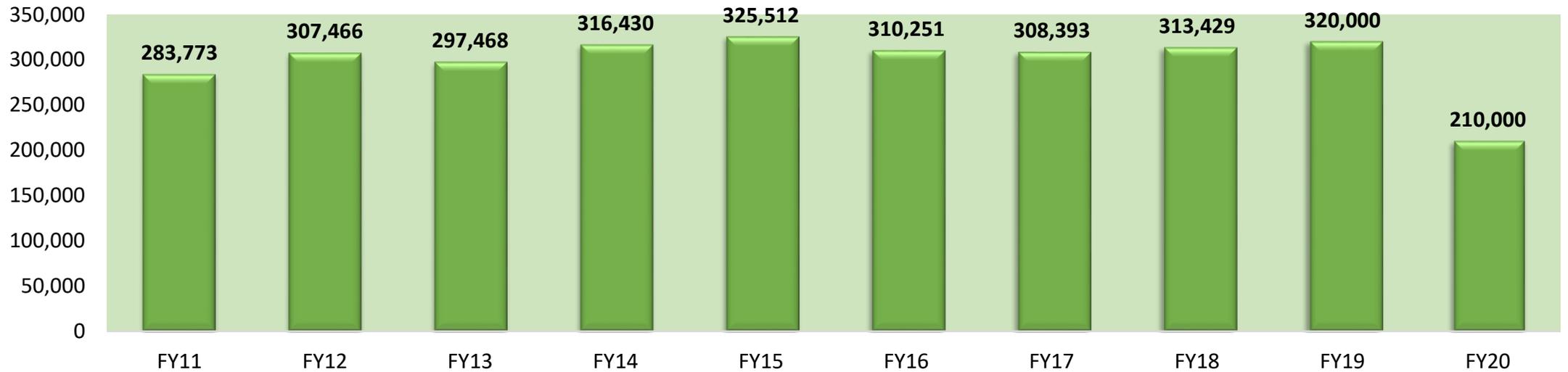
Collection Size



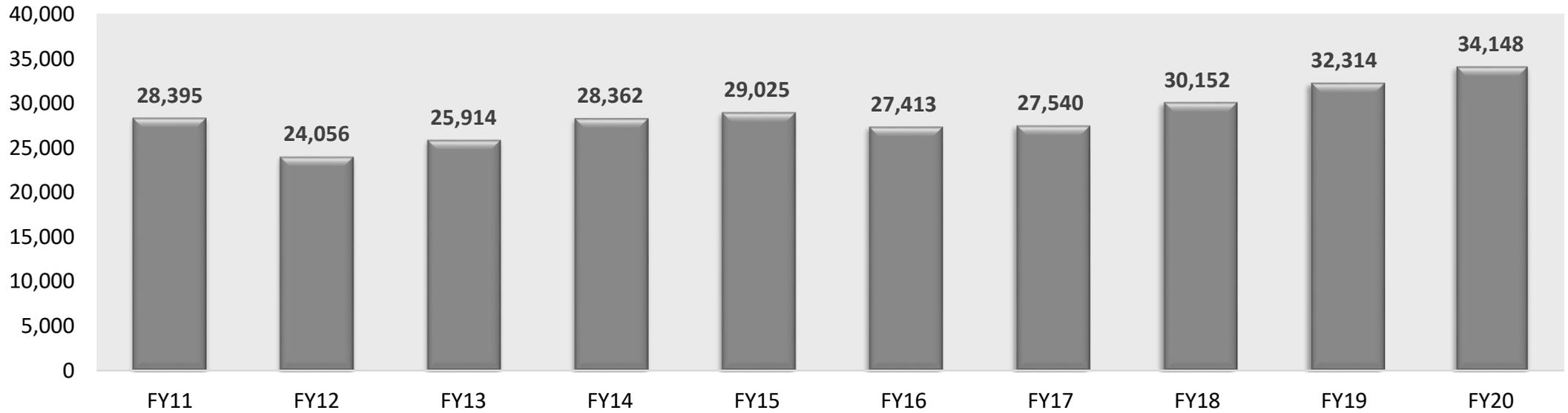
Program Attendance



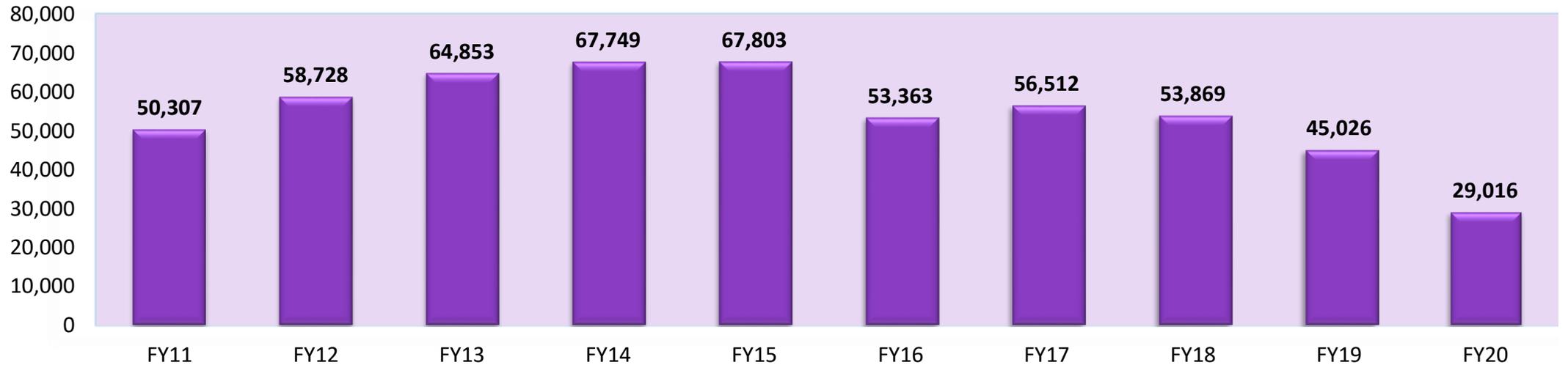
Library Visits



Registered Borrowers



Questions Answered



Collection Statistics

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Adult Count												
Fiction												
NEW*	1,173	1,195	893	905	858	952	988	937	1,030	1,183	1,045	912
Fiction	10,698	10811	10,878	10,960	11026	11132	11065	11086	11,135	11,221	11253	11252
Mystery	4,060	4054	4,071	4090	4119	4167	4186	4,198	4,235	4,255	4,259	4,258
Paperback	2	2	2	0	0	0	0	0	0	0	0	0
SF/Fantasy	1,576	1582	1,591	1600	1616	1652	1672	1,680	1,689	1,707	1,709	1,710
Romance	323	342	346	348	361	370	240	237	248	257	260	260
Graphic Novels	1,302	932	932	934	944	953	611	611	614	637	647	648
Total Fiction	17,961	17,723	17,820	17,932	18,066	18,274	17,774	17,812	17,921	18,077	18,128	18,128
Non Fiction												
NEW*	1,612	1,610	1,371	1,435	1,174	1,155	1,137	1,055	1,115	1,240	1,239	1,232
Microforms/CDROM	3	3	3	3	3	3	3	3	3	3	3	3
Ref/Off.Ref/Pro	1,814	1,626	750	683	684	684	659	559	543	546	550	551
000-099	764	766	744	748	750	753	731	737	739	742	742	743
100-199	1,840	1,852	1,866	1,810	1,829	1,829	1,841	1,834	1,840	1,850	1,868	1,870
200-299	1,619	1,593	1,599	1,606	1,614	1,615	1,617	1,540	1,543	1,548	1,562	1,562
300-399	4,227	4,191	4,158	4,120	4,096	4,096	4,109	4,116	4,157	4,180	4,214	4,226
400-499	549	554	552	432	435	439	438	439	439	451	455	457
500-599	1,292	1,300	1,314	1,322	1,148	1,150	1,154	1,160	1,170	1,176	1,179	1,181
600-699	5,190	5,139	5,157	4,707	4,435	4,468	4,514	4,540	4,567	4,601	4,616	4,621
700-799	4,335	4,330	4,354	4,380	4,232	4,045	3,790	3,816	3,823	3,839	3,884	3,890
800-899	2,379	2,044	2,056	1,841	1,757	1,765	1,753	1,765	1,777	1,781	1,789	1,789
900-999	4,564	4,497	4,484	4,351	4,385	4,395	4,409	4,411	4,463	4,042	4,507	4,512
Folios	416	416	414	399	399	400	400	174	172	170	170	169
Bio	2,151	2,145	2,147	2,157	2,166	2,172	2,172	2,173	2,171	2,171	2,174	2,175
Travel	1,568	1,506	1,163	1,154	1,117	1,116	1,010	1,000	1,016	1,045	1,079	1,063
VaC	3,114	3,114	3,113	3,069	3,073	3,096	3,175	3,179	3,018	3,014	3,014	3,014
3 Day Loan (Fed Chkbk)	2	2	2	2	2	2	2	0	0	0	0	0
Total Non Fiction	35,827	35,078	33,876	32,784	32,125	32,028	31,777	31,446	31,441	31,159	31,806	31,826
Kits (Book Club)	136	128	124	124	124	114	29	27	26	26	26	26
Large Print (Fic/NF)	1,512	1228	1,233	1,240	1,246	1,254	1,216	1,216	1,223	1,233	1,235	1,235
Total Adult Collection	55,436	54,157	53,053	52,080	51,561	51,670	50,796	50,501	50,611	50,495	51,195	51,215

Collection Statistics

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Juvenile Count												
Fiction												
J Fiction	3,592	3558	3,368	3357	3392	3,353	2,974	2,970	2,944	2,944	2,987	2,989
Books to go	232	232	232	232	238	238	237	236	230	230	229	229
Books to go bags	50	50	50	50	50	50	50	50	49	49	49	49
J Graphic Novels	881	902	916	950	968	951	967	963	961	961	984	985
Beginning Readers	1,187	1191	1,161	1167	1170	1,143	1,186	1,187	1,188	1,208	1,208	1,212
YA Fiction	1,529	1,583	1,608	1325	1,340	1,344	1,156	1,154	1,140	1,141	1,161	1,168
Storage	4	0	0	0	0	0	0	0	0	0	0	0
JE	6,924	6,716	6,444	6,358	6,269	6,132	6,136	6,141	6,122	6,152	6,166	6,198
JE-easy	1,333	1,342	1,272	1,274	1,285	1,284	1,306	1,311	1,312	1,321	1,325	1,332
Board books	793	788	805	807	819	764	677	660	676	678	694	694
Series paperbacks	1	0	0	0	0	0	0	0	0	0	0	0
Holiday	0	0	0	0	0	0	0	0	0	0	0	0
Language	439	439	439	439	400	393	329	329	326	326	327	328
Total J/YA Fiction	16,965	16,801	16,295	15,959	15,931	15,652	15,018	15,001	14,948	15,010	15,130	15,184
Non Fiction												
Ref/Pro/Off	335	335	334	334	334	333	278	265	256	255	255	255
Parents	515	516	518	520	525	526	448	447	445	445	446	446
Teachers	123	124	124	124	124	123	96	96	96	96	96	96
J000-099	74	69	71	71	64	66	65	65	67	67	68	68
J100-199	49	45	47	47	41	46	46	46	46	46	46	46
J200-299	233	190	193	193	162	163	165	165	166	166	166	166
J300-399	987	848	799	799	802	811	699	697	699	699	702	702
J400-499	90	91	90	90	90	90	90	90	90	90	90	90
J500-599	1,555	1,495	1,478	1,481	1,456	1,371	1,215	1,213	1,219	1,219	1,228	1,229
J600-699	712	708	710	710	713	713	604	603	605	605	608	608
J700-799	877	872	872	872	874	875	774	772	774	774	777	779
J800-899	365	252	253	253	255	255	208	209	208	208	210	210
J900-999	1,232	1,224	1,227	1,227	1,228	1,228	1,227	1,132	1,132	1,132	1,134	1,134
J Bio	832	827	829	828	829	827	827	813	813	813	822	822
YA Non Fiction	303	303	303	245	259	259	267	267	263	263	263	263
Total J/YA Non Fiction	8,282	7,899	7,848	7,794	7,756	7,686	7,009	6,880	6,879	6,878	6,911	6,914

Collection Statistics

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Juv Kits	2	1	1	1	1	1	1	1	1	1	1	1
Total J/YA Collection	25,249	24,701	24,144	23,754	23,688	23,339	22,028	21,882	21,828	21,889	22,042	22,099
Periodicals (Adult and J)	2,026	2,172	1,919	2,035	2,209	1,882	1,994	406	272	260	464	558
Audio Visual Count												
Audio JY sets	199	199	198	196	150	100	99	99	99	99	99	99
Compact Discs Adult	3,815	3,812	1	0	0	0	0	0	0	0	0	0
Compact Discs Juv	727	727	0	0	0	0	0	0	0	0	0	0
Total Compact Discs	4,542	4,539	1	0								
Audio Discs Adult	2,061	1,898	1,794	1,817	1,827	1,842	1,705	1,764	1,756	1,756	1,799	1,828
Audio Discs Teaching Company	963	963	963	963	962	962	961	961	879	879	880	879
Audio Discs YA	107	107	107	107	54	41	43	0	0	0	0	0
Audio Disc Juv	681	680	621	596	532	534	434	435	435	435	436	436
Total Audio Discs	3,812	3,648	3,485	3,483	3,375	3,379	3,143	3,160	3,070	3,070	3,115	3,143
DVD Adult	4,949	4,132	4,147	4,180	4,205	4,258	4,304	4,238	4,250	4,262	4,259	4,259
DVD Teaching Company	373	371	371	371	382	382	407	409	409	409	409	411
DVD Juv	2,045	1,941	1,891	1,894	1,803	1,758	1,758	1,758	1,760	1,759	1,793	1,795
Total DVD	7,367	6,444	6,409	6,445	6,390	6,398	6,469	6,405	6,419	6,430	6,461	6,465
Total AV	15,920	14,830	10,093	10,124	9,915	9,877	9,711	9,664	9,588	9,599	9,675	9,707
1 wk obj (Backpacks, umbrellas)	8	8	8	8	8	8	8	8	8	8	8	8
3 wk obj (gardening kits)	3	3	3	3	3	3	3	3	3	3	3	3
Thermal Cameras	4	4	4	4	4	4	4	4	4	4	4	4
STEM Resource Hub	0	0	0	0	0	0	0	0	0	0	0	0
Unassigned	2	1	1	0	0	0	0	1	1	3	3	0
TOTAL PHYSICAL COLLECTION	98,641	95,869	89,218	88,001	87,381	86,776	84,537	82,462	82,308	82,254	83,394	83,587
Electronic Records Count												
Overdrive ebooks	13,206	13,285	13,414	13,390	13,518	13,578	13,670	13,733	14,303	14,595	14,716	15,187
Overdrive eaudios	4,073	4,121	4,169	4,219	4,296	4,386	4,425	4,455	4,528	4,597	4,632	4,841
RBDigital	3,707	32,981	33,493	34,605	34,605	35,313	35,849	36,841	37,150	38,015	38,431	38,431
Kanopy	17,279	17,583	17,650	22,901	17,550	23,141	23,448	23,448	23,498	23,486	23,614	23,812
Total Electronic Records	38,265	67,970	68,726	75,115	69,969	76,418	77,392	78,477	79,479	80,693	81,393	82,271
Total MRSPL Collection	136,906	163,839	157,944	163,116	157,350	163,194	161,929	160,939	161,787	162,947	164,787	165,858

Circulation Statistics

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	FY Totals
ADULT COLLECTION													
Non Fiction													
NEW	1,456	1,462	1,275	1,261	1,298	1,049	1,065	458	321	10	72	138	9,865
Ref/Pro/Off Ref	8	5	1	5	0	1	1	1	6	0	0	3	31
000-099	89	90	72	77	71	74	82	42	11	0	1	5	614
100-199	196	172	124	134	170	147	154	86	26	2	3	16	1,230
200-299	108	79	101	133	90	95	102	48	19	0	3	13	791
300-399	491	430	402	434	388	368	457	223	62	3	16	44	3,318
400-499	47	51	37	39	47	31	43	15	13	0	0	3	326
500-599	124	102	128	125	128	122	98	62	14	0	4	13	920
600-699	589	567	539	455	502	511	638	314	97	1	28	61	4,302
700-799	452	360	319	285	344	295	324	189	37	1	11	33	2,650
800-899	149	120	128	146	152	135	164	68	18	0	5	17	1,102
900-999	390	325	323	290	346	394	339	161	50	1	32	54	2,705
Travel	778	800	609	462	446	383	533	194	136	0	1	26	4,368
Biography	185	183	141	146	141	138	191	63	60	0	3	22	1,273
Folio	15	17	11	12	6	10	14	12	2	0	1	1	101
3 day loan	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Adult Non Fiction	5,077	4,763	4,210	4,004	4,129	3,753	4,205	1,936	872	18	180	449	33,596
Fiction													
NEW	1,239	1,199	1,059	1,026	990	964	1,030	414	346	19	125	144	8,555
Fiction	2707	2,599	2,225	2,153	1,885	2,010	2,031	959	688	27	144	324	17,752
Mystery	806	731	592	615	611	651	668	384	194	5	29	61	5,347
SF/Fantasy	438	405	359	307	342	341	346	161	136	3	17	24	2,879
Romance	94	109	71	67	95	109	82	72	41	2	1	6	7
Graphic Novel (Adult/YA)	412	438	329	250	199	226	200	129	162	6	4	17	2,372
Total Adult Fiction	5,696	5,481	4,635	4,418	4,122	4,301	4,357	2,119	1,567	62	320	576	37,654
Other													
Book Club Kits	8	9	11	8	2	6	10	0	0	0	0	0	54
Large Print (Fic & NF)	269	240	211	201	153	139	195	82	47	4	10	28	1,579
Paperbacks	0	0	0	0	0	0	0	0	0	0	0	0	0
Periodicals (adult, J, YA)	293	266	252	249	262	270	233	90	46	0	0	42	2,003
Machine Readable Data (remove line)	0	0	0	0	0	0	0	0	0	0	0	0	0
Unassigned	1	0	0	0	0	0	0	0	0	0	0	0	1
Total Other	571	515	474	458	417	415	438	172	93	4	10	70	3,637
Total Adult Circulation	11,344	10,759	9,319	8,880	8,668	8,469	9,000	4,227	2,532	84	510	1,095	74,887

Circulation Statistics

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	FY Totals
JUVENILE COLLECTION													
Non-Fiction	2409	2,176	1,709	1,780	1,537	1,093	1,434	641	588	9	17	120	13,513
JOff/Ref/Pro	1	3	1	1	7	3	2	3	8	0	1	0	30
Parents	65	112	112	74	74	63	77	27	44	0	2	10	660
Teachers	8	22	10	9	5	4	5	7	6	0	0	0	76
Jbiography	457	420	308	400	303	184	208	191	150	3	7	30	2,661
Total JUV Non-Fiction	2,940	2,733	2,140	2,264	1,926	1,347	1,726	869	796	12	27	160	16,940
Fiction	2647	2,785	2,083	1,704	1,502	1,251	1,158	651	783	21	88	380	15,053
J Graphic Novels	1,316	1,333	1,075	1,094	978	833	869	417	416	4	35	161	8,531
J-Beg	1,709	1,599	1,353	1,201	1,204	939	1,063	538	473	0	37	145	10,261
JE Picture Books	4793	4,829	4,181	4,084	3,583	2,589	3,082	1,223	1,080	34	126	810	30,414
Books to Go	239	133	148	191	128	88	162	33	52	1	0	141	1,316
JE-easy	2,075	1,838	1,619	1,498	1,340	1,138	1,259	545	532	1	24	145	12,014
Other (Holiday/Language)													
Holiday	0	0	0	0	0	0	0	0	0	0	0	0	0
Language	148	115	167	107	92	82	80	38	37	0	0	6	872
Board Books	1,071	1,023	826	877	866	645	612	232	164	1	7	27	6,351
Series Books	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Juv Fiction	13,998	13,655	11,452	10,756	9,693	7,565	8,285	3,677	3,537	62	317	1,815	84,812
Total Juvenile	16,938	16,388	13,592	13,020	11,619	8,912	10,011	4,546	4,333	74	344	1,975	101,752
YOUNG ADULT COLLECTION													
YA Fiction	892	725	410	369	355	363	375	153	214	0	13	57	3,926
YA Non Fiction	118	116	73	51	69	72	78	26	23	1	0	10	637
Storage	0	0	0	0	0	0	0	0	0	0	0	0	0
Total YA	1,010	841	483	420	424	435	453	179	237	1	13	67	4,563
Total Juv + YA	17,948	17,229	14,075	13,440	12,043	9,347	10,464	4,725	4,570	75	357	2,042	106,315
AUDIO VISUAL COLLECTION													
Audiobooks Adult	544	580	448	479	363	390	298	197	104	11	12	48	3,474
Audiobooks Juvenile	440	328	192	216	175	146	118	51	51	2	1	440	2,160
Audiobooks YA	25	16	11	17	9	14	9	1	0	0	0	25	127
Compact Discs Adult	380	435	41	0	0	0	0	0	0	0	0	380	1,236
Compact Discs Juvenile	107	102	12	0	0	0	0	0	0	0	0	107	328
DVD Adult	3603	3,565	2,982	2,916	2,705	3,035	2,663	1,574	1,111	13	109	3,603	27,879
DVD Juvenile	1684	1,620	1,189	1,094	990	716	785	377	328	5	12	1,684	10,484

Circulation Statistics

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	FY Totals
JY Audio (Book/CD set)	50	59	93	74	54	15	18	17	8	0	0	8	396
Total AV Circulation	6,833	6,705	4,968	4,796	4,296	4,301	3,873	2,200	1,594	31	134	6,287	46,018
Overdrive eBooks	4,923	4,875	4,366	4,129	4,210	4,802	5,029	4,539	5,317	6,787	7,142	7,128	63,247
RB Digital ebooks	4	2	2	2	5	5	2	4	1	2	6	3	38
Total eBook Circulation	4,927	4,877	4,368	4,131	4,215	4,807	5,031	4,543	5,318	6,789	7,148	7,131	63,285

Freegal	1,818	1,608	1,734	1,677	1,740	1,845	1,879	1,968	2,264	2,067	1,980	2,030	22,610
Overdrive eaudiobooks	2,288	2,281	2,178	2,205	2,143	2,342	2,521	2,397	2,192	2,417	2,639	2,899	28,502
Rbdigital eaudiobooks	71	92	107	166	205	160	162	205	154	150	194	169	1,835
RB Digital Magaz. replaced Zinio 10/23	722	969	995	908	883	857	792	854	1,013	1,074	1,127	940	11,134
RB Digital Comics		9	27	4	3	0	4	16	8	34	15	-	120
RB Digital Entertainment		82	316	42	304	256	310	258	543	618	496	647	3,872
Kanopy Streaming	256	623	856	714	741	896	896	864	1,635	2,006	1,651	1,408	12,546
Total Digital Collection	10,082	10,541	10,581	9,847	10,234	11,163	11,595	11,105	13,127	15,155	15,250	15,224	143,904
1 Week Loan Obj (backpacks, umbrella)	4	4	0	7	0	0	0	0	0	0	0	0	15
3 Week Loan Object (gardening kits)	0	0	0	1	0	0	1	0	0	0	0	0	2
Thermal Cameras	5	2	3	2	3	7	2	1	2	0	0	0	27
Toy Kits													0
TOTAL Circulation	45,206	44,399	38,463	36,552	34,820	32,852	34,481	22079	21,588	15,344	16,238	24,581	366,603
Pedestrian Count	13,238	11842*	8,490	8,256	7,908	8,502	10,823	4,895	-	-	-	-	62,112
Web Site Views	33,603	31,106	29,028	27,885	25,889	24,456	30,982	25,787	26,839	21,877	22,396	33,591	333,439

Computer Use	* counter was out of commission for 8 days; often is out for an average of 8 days/mo.; one measure of visitors												
Downstairs (logons) 10 Computers	686	653	529	608	508	476	540	**	**	0	0	0	4,000
Downstairs (minutes)	55,206	46,263	38,761	40,149	37,384	34,735	36,787	**	**	0	0	0	289,285
Upstairs (logons) 8/6 Computers	211	226	193	216	158	164	173	**	**	0	0	0	1,341
Upstairs (minutes)	8,128	9,247	6,174	5,413	5,818	6,630	6,491	**	**	0	0	0	47,901
Juvenile (logons) 2 Computers	63	74	66	62	54	45	48	**	**	0	0	0	412
Juvenile (Minutes)	5,539	5,714	5,956	6,030	3,262	2,087	3,029	**	**	0	0	0	31,617
Total logons (18 workstations)	960	953	788	886	720	685	761	0	0	0	0	0	5,753
Total minutes (18 workstations)	68,873	61,224	50,891	51,592	46,464	43,452	46,307	0	0	0	0	0	368,803

**No access to Pharos Reports curenly (3/9/2020)

Note: Library Closed due to Covid 19 beginning March 16th

Circulation Statistics

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	FY Totals
Public Printers													
B&W Printer (Ricoh)--formerly "upstairs"													
Jobs	399	490	306	445	407	329	443	**	**	0	0	0	2,819
Pages	1,530	1,503	1,073	1,183	1,380	928	1,349	**	**	0	0	0	8,946
Color Printer (Xerox)--formerly "downstairs"													
Jobs	120	90	66	77	48	75	60	**	**	0	0	0	536
Pages	287	337	318	209	110	207	147	**	**	0	0	0	1,615
**No access to Pharos Reports curenly (3/9/2020)													
Amount Billed	\$197.30	\$225.10	\$152.30	\$169.75	\$179.90	\$173.10	\$181.90	**	**	\$0.00	\$0.00	\$0.00	\$1,279
Total Number of Jobs	519	580	372	522	455	404	503	0	0	0	0	0	3,355
Total Number of Pages	1,817	1,840	1,391	1,392	1,490	1,135	1,496	0	0	0	0	0	10,561
Total Reserves	3,252	2,943	2,754	2,631	2,559	2,527	3,029	891	882	0	485	3,915	25,868
Total Automatic Renewals	0	0	0	0	5,245	6,181	5,932	875	2,140	0	0	0	20,373
Self Checkout Transactions	10,423	10,210	7,785	7,503	7,862	6,899	8,069	4,250	0	0	0	0	63,001
Patron Notices													
Overdue Notices													ON HOLD
Reminder Notices													ON HOLD
Patron Statistics													
Employee/Other	168	169	168	170	176	178	179	171	170	168	175	187	
City Adult	8,244	8,345	8,415	8,451	8,496	8,532	8,565	8,593	8,598	8,614	8,600	8,612	
City Senior	1,865	1,887	1,910	1,931	1,953	1,964	1,982	1,999	2,011	2,006	2,008	2,011	
Total City Adult	10,277	10,401	10,493	10,552	10,625	10,674	10,726	10,763	10,779	10,788	10,783	10,810	10,810
City YA	1,290	1,297	1,316	1,325	1,317	1,316	1,322	1,323	1,327	1,327	1,323	1,308	
City Juv	1,251	1,247	1,384	1,367	1,358	1,350	1,337	1,324	1,308	1,285	1,272	1,259	
Total City Juv	2,541	2,544	2,700	2,692	2,675	2,666	2,659	2,647	2,635	2,612	2,595	2,567	0
Total City Patrons	12,818	12,945	13,193	13,244	13,300	13,340	13,385	13,410	13,414	13,400	13,378	13,377	13,377
* cleaned up data-- got rid of previous employees and shifted admin cards.													
Out of City Adult	14,214	14,348	14,458	14,535	14,595	14,681	14,756	14,815	14,884	14,921	14,921	14,988	
Out of City Senior	3,500	3,538	3,585	3,627	3,662	3,695	3,731	3,760	3,784	3,806	3,826	3,851	
Total Out of City Adult	17,714	17,886	18,043	18,162	18,257	18,376	18,487	18,575	18,668	18,727	18,747	18,839	18,839
Out of City YA	1,153	1,169	1,172	1,167	1,170	1,166	1,174	1,172	1,181	1,191	1,192	1,198	
Out of City Juvenile	868	863	857	843	834	825	808	799	788	768	753	734	
Total Out of City Juv	2,021	2,032	2,029	2,010	2,004	1,991	1,982	1,971	1,969	1,959	1,945	1,932	23,845
Total Non City Patrons	19,735	19,918	20,072	20,172	20,261	20,367	20,469	20,546	20,637	20,686	20,692	20,771	20,771
Total Registered Patrons	32,553	32,863	33,265	33,416	33,561	33,707	33,854	33,956	34,051	34,086	34,070	34,148	34,148
# New Patrons Added	264	301	411	210	169	157	210	134	125	159	178	187	2,505

Circulation Statistics

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	FY Totals
Gabbie													
Unique Numbers	550	576	552	525	412	380	319	68	228	51	59	137	3,857
Sucessful Renewal	361	382	370	364	260	223	161	26	90	2	0	2	2,241
Total Messages Sent/Received	2,613	2,495	2,378	2,430	1,834	1,769	1,492	305	1,119	536	474	1,147	18,592

	BOOK SALE COLLECTIONS	Book Bags COLLECTIONS
FY2020 BUDGET		
JULY	\$1,166.97	\$22.96
AUGUST	\$1,041.70	\$7.00
SEPTEMBER	\$3,338.70	\$1.00
OCTOBER	\$1,474.44	\$2.00
NOVEMBER	\$810.09	\$2.00
DECEMBER	\$453.66	\$0.00
JANUARY	\$1,117.39	\$2.00
FEBRUARY	\$328.96	\$2.00
MARCH	\$0.00	\$0.00
APRIL	\$0.00	\$0.00
MAY	\$0.00	\$0.00
JUNE	\$0.00	\$0.00
Total Book Sale	\$9,731.91	
Total Book Bag Sale	\$38.96	
TOTAL FUNDS RAISED TO DATE	\$9,770.87	

MEMORIALS FY2020	
JULY	
Misc. Cash Rung in at Register	\$41.91
AUGUST	
Misc. Cash Rung in at Register	\$48.07
SEPTEMBER	
Misc. Cash Rung in at Register	\$29.64
OCTOBER	
Neil Cohen	\$250.00
Misc. Cash Rung in at Register	\$69.41
NOVEMBER	
Frederick Winter	\$150.00
Misc. Cash Rung in at Register	\$23.41
DECEMBER	

MRSPL Foundation INC - Wowbrary, Freegal, Staff	\$4,150.00
Khyati Nayak	\$60.00
Misc. Cash Rung in at Register	\$11.59

JANUARY

Misc. Cash Rung in at Register	\$112.07
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FEBRUARY

Giant (Bags 4 My Cause and Giving Tag Program	\$13.00
Giant (Bags 4 My Cause and Giving Tag Program	\$37.00
Donald E. Wasserman	\$200.00
Misc. Cash Rung in at Register	\$21.69

MARCH

Misc. Cash Rung in at Register	\$0.00
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APRIL

Better World Books	\$541.15
Misc. Cash Rung in at Register	\$0.00

MAY

Misc. Cash Rung in at Register	\$0.00
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JUNE

Misc. Cash Rung in at Register	\$0.00
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MEMORIAL FUNDS RAISED TO DATE	\$5,758.94
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