

Williamsburg Regional Library Interim Director's Report – May 2024

James City County Library Building Project Updates:

- Restroom Renovation: All restrooms are completed.
- Recording Studio: The security camera has been installed. Program Services staff are receiving training on using the equipment. The Recording Studio is supported by the Friends of WRL Foundation (FWRLF).
- Natural Playground: The plan is in final review with James City County. The architect reports that the project is still on track to issue the request for proposals in summer, with construction beginning in the fall. The playground is supported by the FWRLF.

May Highlights

Library of Virginia Board Resolution – WRL received a resolution honoring the Commonwealth's Tidewater Area Public Libraries for their exemplary commitment and service to the citizens of the Tidewater region and the commonwealth.

WRL received a **Tourism Development Fund Grant** (\$35,000) to enhance the Williamsburg Regional Library Gallery at Stryker Center by adding dynamic features, including an interactive, electronic display, pedestal displays, and participatory elements. The grant funding also provides a door counter for Stryker Center, which was installed in May.

Over 100 library donors attended the annual Friends of WRL Foundation **Best Friends Reception**, held May 4 at Stryker Center. The theme of this year's celebration was supporting children in our community and highlighted programs and spaces that the Friends have funded that benefit children, including 1000 Books Before Kindergarten, the Youth Art Show, Summer Reading for children and teens, the Kiwanis Kids Idea Studio, and the Teen Room.

JCCL Natural Landscape Playground funding update:

\$37,559.17 received from the Kiwanis Club of Williamsburg, the Kiwanis Club of the Colonial Capital, and the Kiwanis Club of Toano. They have committed to an additional \$54,441.00 (total \$92,000)

\$55,590.70 from 40 individuals and organizations in the community.

A local hardscape contractor has committed to creating the story circle (in-kind value \$5,000)

Total support received to date = \$98,149.87

Total support received and commitments to date = \$152,590.87

Library staff across all divisions are gearing up for the busiest time of the year – Summer. Users of all ages can participate in summer reading by logging books and attending programs. One unique feature of WRL's summer reading program for children is title sharing. Children come to library buildings or outreach locations once a week to pick up

their weekly reading incentive and talk with a staff member about what they have been reading. This title sharing increases their reading comprehension and helps their oral language skills. Not to be left out, Adults and Teens can also participate in summer reading and earn prizes.

User comment: A library staff member was browsing and selecting non-fiction DVDs for a home delivery client when a ~4/5-year-old child came strolling towards the children's room. She overheard this child talking to himself... "There is the best place on the planet earth... the Kiwanis Kids Idea Studio."

Did you know? Do you remember Dial a Story from when you were a kid? It's back! Dial 833-690-0646 to hear a story read in both English and Spanish. Each Wednesday, a new story will be available to listeners around the state. This program is offered 24/7 from the Library of Virginia.

Board of Trustees of the Williamsburg Regional Library

Minutes of Board Meeting April 24, 2024 Stryker Center, Meeting Room 128

Attending: Nina Simone, Felicia Highland, Feather Foster, Gene Bruss, Christopher Gareis, Natalie Miller-Moore, Toni Sturdivant, Nicole Trifone, and Andrew Trivette

Friends of WRL Foundation (FWRLF) President Randy Casey-Rutland and Interim Library Director Sandy Towers; library staff members Carrie Binsfeld, Lisa Hilleary, Desiree Parker, Alicia Phinney and Katherine Wilkins

Absent: Grace Boone and Theresa Owens

Call to Order: Chair Simone called the meeting to order at 3:03 p.m.

Public Comment: None.

Mission Moment: Ms. Simone and her family enjoyed the Survival Fest event and commended the library staff for organizing it so well.

Consent Calendar: Ms. Simone asked for any additions, corrections, or deletions to the minutes. The March 27, 2024 consent calendar was accepted as written.

Chair's Report:

- A. Action Item: Memorandum of Understanding between Friends of Williamsburg Regional Library Foundation and WRL Board of Trustees**
Ms. Simone presented the revised Memorandum of Understanding (MOU). The Friends of WRL Foundation (FWRLF) board recently approved the revisions made by FWRLF governance committee.

Ms. Miller-Moore moved to accept the proposed revisions to the Memorandum of Understanding between Friends of WRL Foundation and WRL Board of Trustees. Ms. Highland seconded the motion. The motion was approved by a unanimous vote.

- B. Building Liaison Committee Update:** Mr. Trivette shared the City of Williamsburg anticipates releasing the Request for Proposals (RFP) for the new Williamsburg Library Building in early May.

- C. Director Search Committee Update:** Ms. Simone updated the board on the library director interview schedule.

Ms. Simone updated the board on changes made to the WRL board webpage for contacting board members. Personal contact information has been removed and a new email address of ChairWRLBoard@wrl.org has been listed for contacting the Chair and Vice Chair.

Library Director's Report:

- A. FY25 Proposed Budget Update:** Ms. Binsfeld updated the board on the status of the budget. The recently released James City County (JCC) proposed budget includes a 5% salary increase for eligible staff effective July 1. The WRL Proposed Budget for FY25 included funding to cover the increase. JCC anticipates implementing the Bolton Compensation Study in the fall. Once the final parameters and costs for the study are set, the WRL Finance Committee will meet to discuss a revised budget. No additional funding would be available from the localities with their budgets set for

FY25. The library will need to provide funding to implement the study from the library budgeted funds and fund balance.

B. Action Item: Policy Review – Safe Child Policy

Ms. Towers presented and discussed the proposed amendments to the Safe Child Policy. The main change was to increase the age in which a child must be supervised by a parent, legal guardian or caregiver from 8 and under to 11 and under. The board discussed the amendments.

Ms. Foster moved to accept the proposed amendments to the Safe Child Policy. Mr. Bruss seconded the motion; the motion was approved by a unanimous vote.

C. Action Item: Policy Review – Holiday Closing

Ms. Towers presented and discussed the proposed amendments to the Holiday Closing Policy. The change is to align with the current closing schedule which was adopted by the board last year in April 2023. At the board's request from the January 24, 2024 board meeting, Ms. Towers provided additional information on the rationale for closing on Veterans and Presidents' days. The board discussed the amendments.

Mr. Gareis moved to accept the proposed amendments to the Holiday Closing Policy. Ms. Highland seconded the motion. The motion was approved by a unanimous vote.

D. Action Item: Proposed FY 2025 Holiday Closing Schedule

Ms. Towers presented the FY 2025 Proposed Holiday Closing Schedule for board consideration. The board considered the schedule.

Ms. Foster moved to accept the proposed FY 2025 Holiday Closing Schedule. Mr. Bruss seconded the motion; the motion was approved by a unanimous vote.

Ms. Towers shared comments she received from staff on a survey asking, "Why they choose to work at WRL". The comments are a tribute to the staff's dedication to the library and the work they do for the community.

Ms. Towers provided updates on various building projects. The JCCL restrooms is nearing completion with the floor work to begin next week. The restrooms are anticipated to open by the end of May. The JCCL Recording Studio conversion is completed. Staff are receiving training on the recording equipment and expect to open in May. The JCCL Natural Landscape Playground planning is progressing with an upcoming meeting with the architect and engineers.

Friends of WRL Foundation Updates: Mr. Casey-Rutland announced the FWRLF will meet on May 21, 2024 at the James City County Library to have a planning retreat. The Kiwanis Clubs are working to raise money for the JCCL Natural Landscape Playground. He reminded trustees to participate in any of the local Kiwanis Club events as this actively supports their fundraising for the library.

City of Williamsburg Update: Mr. Trivette recapped the RFP for the Williamsburg Library Building is anticipated to be released in early May.

James City County Update: No report.

York County Update: No report.

Other Business: None.

Adjournment: Ms. Miller-Moore moved to adjourn at 3:59 p.m. All agreed.

Respectfully submitted,

Approved by,

Katherine Wilkins

Nina Simone, Chair

Board of Trustees of the Williamsburg Regional Library

**Minutes of Director Search Committee Meeting May 6, 2024
Stryker Center, Conference Room 113**

Attending: Nina Simone (Committee Chair), Natalie Miller-Moore, Toni Sturdivant and Nicole Trifone

Call to Order: Committee Chair Simone called the meeting to order at 10:04 a.m.

Public Comment: None.

Closed Session: Ms. Simone moved the committee go into closed session pursuant to Section 2.2-3711(A) (1) of the Code of Virginia to review the virtual interview candidates for the Library Director position. Ms. Miller-Moore seconded the motion. The motion was approved by all. The committee began discussion at 10:04 a.m. and concluded at 10:59 a.m. Ms. Trifone moved the board end the closed session. Ms. Miller-Moore seconded the motion. The motion was approved.

At the conclusion of the closed meeting, Ms. Trifone moved Certification of the Closed Meeting as follows:

Whereas, the Williamsburg Regional Library Board of Trustees Director Search Committee has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Code of Virginia; and

Whereas, Section 2.2-3707 (D) of the Code of Virginia require a certification by this committee that such closed meeting was conducted in conformity with Virginia law;

Now, therefore, be it resolved that the Williamsburg Regional Library Board of Trustees Director Search Committee hereby certifies that to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (2) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Williamsburg Regional Library Board of Trustees Director Search Committee.

Ms. Miller-Moore seconded. The motion was approved with a unanimous vote.

A roll call vote was taken.

| VOTES | AYE | NAY | ABSTAIN | ABSENT |
|--------------|------------|------------|----------------|---------------|
| SIMONE | X | | | |
| MILLER-MOORE | X | | | |
| STURDIVANT | X | | | |
| TRIFONE | X | | | |

Ms. Simone reported the committee discussed only items pertinent to the review of the library director candidate interviews.

Other Business: None.

Adjournment: Ms. Simone moved to adjourn at 11:01 a.m. All agreed.

Respectfully submitted,

Approved by,

Katherine Wilkins

Nina Simone, Committee Chair

Board of Trustees of the Williamsburg Regional Library

**Minutes of Director Search Committee Meeting May 13, 2024
Stryker Center, Conference Room 113**

Attending: Nina Simone (Committee Chair), Natalie Miller-Moore, Toni Sturdivant and Nicole Trifone

Call to Order: Committee Chair Simone called the meeting to order at 10:04 a.m.

Public Comment: None.

Closed Session: Ms. Simone moved the committee go into closed session pursuant to Section 2.2-3711(A) (1) of the Code of Virginia to review the virtual interview candidates for the Library Director position. Ms. Miller-Moore seconded the motion. The motion was approved by all. The committee began discussion at 10:10 a.m. and concluded at 11:01 a.m. Ms. Trifone moved the board end the closed session. Ms. Miller-Moore seconded the motion. The motion was approved.

At the conclusion of the closed meeting, Ms. Simone moved Certification of the Closed Meeting as follows:

Whereas, the Williamsburg Regional Library Board of Trustees Director Search Committee has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Code of Virginia; and

Whereas, Section 2.2-3707 (D) of the Code of Virginia require a certification by this committee that such closed meeting was conducted in conformity with Virginia law;

Now, therefore, be it resolved that the Williamsburg Regional Library Board of Trustees Director Search Committee hereby certifies that to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (2) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Williamsburg Regional Library Board of Trustees Director Search Committee.

Ms. Sturdivant seconded. The motion was approved with a unanimous vote.

A roll call vote was taken.

| VOTES | AYE NAY ABSTAIN ABSENT |
|--------------|-------------------------------|
| SIMONE | X |
| MILLER-MOORE | X |
| STURDIVANT | X |
| TRIFONE | X |

Ms. Simone reported the committee discussed only items pertinent to the review of the library director candidate surveys.

Other Business: None.

Adjournment: Ms. Simone moved to adjourn at 11:01 a.m. All agreed.

Respectfully submitted,

Approved by,

Katherine Wilkins

Nina Simone, Committee Chair

May 3, 2024

To: WRL Board of Trustees
From: Carrie L. Binsfeld, Assistant Library Director
Subject: April Financial Statement Analysis

| <u>Account Name</u> | <u>Budget</u> | <u>Spent-Encumbered</u> | | <u>Explanation</u> |
|------------------------------------|---------------|-------------------------|--------|--|
| Contractual Services | \$160,000 | \$165,527 | 103.5% | Paid annual HVAC contract and monthly Custodial Services |
| Library Catalog & Website Services | \$165,000 | \$159,161 | 96.5% | Annual Sirsi Catalog contract paid |
| Maintenance Supplies | \$15,000 | \$15,849 | 105.7% | Expenses higher than budgeted Year End required |
| Memberships | \$8,000 | \$7,955 | 99.4% | Annual Memberships Paid |

Percentage of year passed 83.3%

The Williamsburg Regional Library
 FY 2024 - Monthly Financial Statement
 For the period ending April 30, 2024

| EXPENDITURES | Final Budget | FY 2024 Actual | Encumber | FY 2024 Total | % Spent & Encumbered |
|------------------------------------|------------------|------------------|---------------|------------------|----------------------|
| Compensation | | | | | |
| Salaries | 3,808,160 | 3,002,893 | | 3,002,893 | 78.9% |
| Wages | 904,679 | 643,731 | | 643,731 | 71.2% |
| FICA | 358,784 | 268,392 | | 268,392 | 74.8% |
| Virginia Retirement Systems | 509,146 | 397,254 | | 397,254 | 78.0% |
| Health Insurance | 720,840 | 555,047 | | 555,047 | 77.0% |
| Workers Comp Insurance & Unemploy | 14,047 | 13,339 | | 13,339 | 95.0% |
| VRS Group Life Insurance | 48,854 | 39,852 | | 39,852 | 81.6% |
| Fringe Benefits | 13,010 | 9,722 | | 9,722 | 74.7% |
| Tuition Assistance | 0 | 0 | | 0 | N/A |
| Benefits Total | 1,664,681 | 1,283,606 | 0 | 1,283,606 | 77.1% |
| Subtotal | 6,377,520 | 4,930,231 | 0 | 4,930,231 | 77.3% |
| Collection Materials | | | | | |
| Collection Materials | 674,014 | 534,673 | 47,019 | 581,692 | 86.3% |
| Subtotal | 674,014 | 534,673 | 47,019 | 581,692 | 86.3% |
| Operations | | | | | |
| Advertising | 15,000 | 6,178 | | 6,178 | 41.2% |
| Bank Fees | 10,000 | 6,983 | | 6,983 | 69.8% |
| Bindery | 0 | | | 0 | N/A |
| Building Maintenance | 50,000 | 38,372 | | 38,372 | 76.7% |
| Communications | 40,000 | 28,688 | | 28,688 | 71.7% |
| Computer Replacement | 45,000 | 11,113 | | 11,113 | 24.7% |
| Computer Software & Supplies | 75,000 | 70,020 | | 70,020 | 93.4% |
| Contractual Services | 160,000 | 165,527 | | 165,527 | 103.5% |
| Equipment - General | 1,000 | 0 | | 0 | 0.0% |
| Financial Services | 28,018 | 0 | | 0 | 0.0% |
| Fund Balance Appropriations | 164,343 | 57,451 | | 57,451 | 35.0% |
| Human Resource Services | 89,373 | 59,580 | | 59,580 | 66.7% |
| Insurance | 40,000 | 37,359 | | 37,359 | 93.4% |
| Leases | 45,000 | 31,172 | | 31,172 | 69.3% |
| Legal/ Recovery Services | 6,000 | 3,907 | | 3,907 | 65.1% |
| Library Board Expenses | 7,000 | 5,795 | | 5,795 | 82.8% |
| Library Catalog & Website Services | 165,000 | 159,161 | | 159,161 | 96.5% |
| Library Programs | 25,000 | 16,125 | | 16,125 | 64.5% |
| Local Mileage | 3,000 | 1,671 | | 1,671 | 55.7% |
| Maintenance Supplies | 15,000 | 15,849 | | 15,849 | 105.7% |
| Memberships | 8,000 | 7,955 | | 7,955 | 99.4% |
| Miscellaneous | 1,500 | 957 | | 957 | 63.8% |
| Postage | 15,000 | 12,999 | | 12,999 | 86.7% |
| Printing | 10,000 | 2,311 | | 2,311 | 23.1% |
| Professional Services | 15,500 | 14,000 | | 14,000 | 90.3% |
| Software Maintenance | 15,000 | 8,040 | | 8,040 | 53.6% |
| Supplies | 80,000 | 44,740 | | 44,740 | 55.9% |
| Travel & Training | 30,000 | 21,772 | | 21,772 | 72.6% |
| User Refunds | 0 | 82 | | 82 | N/A |
| Utilities | 220,000 | 172,333 | | 172,333 | 78.3% |
| Vehicle Services | 23,000 | 11,859 | | 11,859 | 51.6% |
| Subtotal | 1,401,734 | 1,012,000 | 0 | 1,012,000 | 72.2% |
| TOTAL | 8,453,268 | 6,476,903 | 47,019 | 6,523,922 | 77.2% |

The Williamsburg Regional Library
 FY 2024 - Monthly Financial Statement
 For the period ending April 30, 2024

| REVENUE | FY 2024 Budget | FY 2024 Received | Total Received | % Received |
|-----------------------|---------------------------|-----------------------------|---------------------------|-----------------------|
| City of Williamsburg | 1,011,574 | 842,978 | 842,978 | 83.3% |
| James City County | 5,917,016 | 4,930,847 | 4,930,847 | 83.3% |
| York County | 807,665 | 673,054 | 673,054 | 83.3% |
| State Aid | 474,670 | 474,794 | 474,794 | 100.0% |
| Lost Books | 8,000 | 8,497 | 8,497 | 106.2% |
| Interest | 10,000 | 61,176 | 61,176 | 611.8% |
| Copy Machines | 20,000 | 33,946 | 33,946 | 169.7% |
| Other Library Revenue | 10,000 | 7,173 | 7,173 | 71.7% |
| Meeting Room Use | 30,000 | 27,835 | 27,835 | 92.8% |
| TOTAL | 8,288,925 | 7,060,300 | 7,060,300 | 85.2% |

NON-BUDGETED OPERATING REPORT

| Program | Revenue | Spent | Encumber | Total Spent & Encumber |
|---------------------------|----------------|--------------|-----------------|---------------------------------------|
| Gifts & Memorials | 54,636 | 49,894 | | 49,894 |
| Friends of WRL Foundation | 173,066 | 147,987 | | 147,987 |
| Library Grants | 45,000 | 11,624 | 16,090 | 27,714 |
| Program Services | 6,483 | 2,893 | | 2,893 |
| Subtotal | 279,185 | 212,397 | 16,090 | 228,487 |

| | |
|-------------------------|--------|
| Percentage of year past | 83.33% |
| Payroll % of year past | 83.33% |

RESOLUTION

AUTHORIZATION OF JULY 1 SALARY INCREASE

WHEREAS, the James City County (“County”) Board of Supervisor approved a 5% increase for full and part time staff as well as temporary and on call staff effective July 1, 2024; and

WHEREAS, the Williamsburg Regional Library, by contract, follows the County’s compensation plan and these increases will be implemented for eligible library employees; and

NOW, THEREFORE, BE IT RESOLVED that the Williamsburg Regional Library Board of Trustees, hereby approves eligible library staff in these increases, as approved by the James City County Board of Supervisors, effective July 1, 2024.

Felicia Highland, Vice Chair, WRL Board of Trustees

Adopted by the WRL Board of Trustees on May 22, 2024

Williamsburg Regional Library Statistical Report — FY 2024 ~ April 2024

| <u>CIRCULATION by Locality</u> | WMSB | JCC | YORK | OTHER | Monthly | YTD | %Change FY23 |
|---------------------------------|---------------|---------------|---------------|--------------|---------------|----------------|-----------------|
| Williamsburg Library | 6,420 | 23,943 | 5,518 | 196 | 36,077 | 375,091 | -5.9% |
| James City County Library | 1,131 | 18,519 | 2,868 | 229 | 22,747 | 249,158 | -4.3% |
| Bookmobile* | 174 | 826 | 78 | 29 | 1,107 | 10,164 | -16.1% |
| Adult - MLS* | 144 | 1,139 | 42 | 31 | 1,356 | 12,038 | -8.7% |
| Digital Collection | 3,635 | 17,970 | 3,118 | 452 | 25,175 | 249,508 | 17.7% |
| Monthly Total | 11,504 | 62,397 | 11,624 | 937 | 86,462 | 895,959 | 0.0% |
| Percent of Monthly Total | 13.31% | 72.17% | 13.44% | 1.08% | | | |

* Previously combined

| <u>CIRCULATION by Audience**</u> | Adult | Youth | Young Adult | Monthly | YTD | %Change FY23 |
|----------------------------------|---------------|---------------|--------------|---------------|----------------|-----------------|
| Williamsburg Library | 21,080 | 13,713 | 1,380 | 36,173 | 376,213 | -5.9% |
| James City County Library | 10,757 | 11,148 | 883 | 22,788 | 250,034 | -4.7% |
| Bookmobile* | 189 | 895 | 28 | 1,112 | 10,220 | -16.1% |
| Adult - MLS* | 1,341 | 11 | 3 | 1,355 | 12,033 | -8.6% |
| Monthly Total | 33,367 | 25,767 | 2,294 | 61,428 | 648,500 | -5.7% |

** Does not include Digital Circulation

| <u>CIRCULATION by Type</u> | Print | Non-Print | Monthly | YTD | %Change FY23 |
|----------------------------|---------------|---------------|---------------|----------------|-----------------|
| Williamsburg Library | 29,369 | 6,707 | 36,076 | 374,866 | -6.0% |
| James City County Library | 18,258 | 4,481 | 22,739 | 249,046 | -4.3% |
| Bookmobile* | 927 | 180 | 1,107 | 10,197 | -15.8% |
| Adult - MLS* | 991 | 365 | 1,356 | 12,025 | -8.4% |
| Digital Collection | N/A | 26,829 | 26,829 | 267,023 | 21.0% |
| Monthly Total | 49,545 | 38,562 | 88,107 | 913,157 | 0.9% |

| <u>COLLECTION</u> | Print | Non-Print | Total | %Change FY23 |
|---------------------------|----------------|---------------|----------------|-----------------|
| Williamsburg Library | 108,866 | 13,959 | 122,825 | -0.7% |
| James City County Library | 75,114 | 13,014 | 88,128 | -1.7% |
| Bookmobile* | 4,381 | 1,044 | 5,425 | -1.0% |
| Adult - MLS* | 1,314 | 1,685 | 2,999 | -1.3% |
| Digital Collection*** | 0 | 41,364 | 41,364 | 8.6% |
| Total | 189,675 | 71,066 | 260,741 | 0.3% |

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

| <u>HOLDS FILLED</u> | Monthly | YTD | %Change FY23 |
|---------------------------|---------------|----------------|-----------------|
| Williamsburg Library | 9,579 | 100,712 | -4.4% |
| James City County Library | 6,190 | 65,878 | -7.1% |
| Bookmobile* | 121 | 1,416 | 11.8% |
| Adult - MLS* | 814 | 7,330 | 1.2% |
| Total | 16,704 | 175,336 | -5.1% |

| <u>USER CARDS</u> | Number | %Change FY23 |
|-------------------|---------------|-----------------|
| Williamsburg | 8,334 | -2.6% |
| James City County | 39,260 | -2.5% |
| York County | 7,178 | 0.7% |
| Other ^ | 336 | 21.3% |
| Total | 55,108 | -2.0% |

^ Non residents with special recognition cards

Williamsburg Regional Library Statistical Report — FY 2024 ~ April 2024

| <u>USER QUESTIONS</u> | Adult | Youth | Monthly | YTD | %Change FY23 |
|------------------------------|--------------|--------------|----------------|---------------|-------------------------|
| Williamsburg Library | 4,136 | 1,122 | 5,258 | 45,354 | 14.6% |
| James City County Library | 2,045 | 785 | 2,830 | 25,823 | 15.6% |
| Stryker Center | 324 | 0 | 324 | 3,180 | 45.7% |
| Bookmobile | 717 | 953 | 1,670 | 9,858 | 35.3% |
| Adult - MLS | 868 | N/A | 868 | 8,756 | -14.1% |
| Via Electronic | 554 | 0 | 554 | 5,251 | -15.0% |
| Monthly Total | 8,644 | 2,860 | 11,504 | 98,222 | 11.9% |

| <u>PC & Wi-Fi USE</u> | PC Use | YTD | %Change FY23 | Wi-Fi Use | YTD | %Change FY23 |
|----------------------------------|---------------|---------------|-------------------------|------------------|----------------|-------------------------|
| Williamsburg Library | 3,413 | 33,230 | 15.6% | 14,048 | 138,379 | 9.8% |
| James City County Library | 3,375 | 35,079 | 20.7% | 12,747 | 139,690 | 10.5% |
| Bookmobile | 419 | 3,970 | 9.4% | 381 | 3,600 | 29.3% |
| Abram Frink | N/A | N/A | N/A | 1,027 | 11,432 | 19.8% |
| Total | 7,207 | 72,279 | 17.6% | 28,203 | 293,101 | 10.7% |

| <u>PROGRAM ATTENDANCE</u> | Adult | Youth | Monthly | YTD | %Change FY23 |
|----------------------------------|--------------|---------------|----------------|----------------|-------------------------|
| Williamsburg Library | 2,287 | 2,866 | 5,153 | 41,224 | 19.6% |
| James City County Library | 550 | 1,423 | 1,973 | 23,625 | 22.1% |
| Stryker Center | 708 | 41 | 749 | 6,541 | 5.7% |
| Bookmobile | 331 | 2,823 | 3,154 | 23,037 | 58.9% |
| Adult MLS | 312 | 0 | 312 | 2,783 | 1.5% |
| Outreach | 59 | 4,256 | 4,315 | 28,765 | 73.9% |
| Virtual Programming | 152 | 0 | 152 | 1,371 | 92.3% |
| Monthly Total | 4,399 | 11,409 | 15,808 | 127,346 | 34.7% |

| <u>MEETING ROOM USE</u> | Monthly | YTD | %Change FY23 |
|--------------------------------|----------------|---------------|-------------------------|
| Williamsburg Library | 1,213 | 8,257 | 6.6% |
| James City County Library | 377 | 3,646 | 37.9% |
| Stryker Center | 134 | 1,088 | 9.0% |
| Total | 1,724 | 12,991 | 14.1% |

| <u>VISITS</u> | Monthly | YTD | %Change FY23 |
|---------------------------|----------------|----------------|-------------------------|
| Williamsburg Library | 31,592 | 279,896 | 5.4% |
| James City County Library | 17,479 | 162,432 | 12.8% |
| Stryker Center | 930 | 8,605 | 9.1% |
| Total | 50,001 | 450,933 | 8.0% |

| <u>MEDIA</u> | Monthly | YTD | %Change FY23 |
|---------------------|----------------|----------------|-------------------------|
| Website Visits | 36,669 | 365,724 | 4.6% |
| Mobile App | 9,117 | 88,901 | -28.3% |
| Total | 45,786 | 454,625 | -4.0% |