

**Williamsburg Regional Library
Library Director's Report – August 2024**

James City County Library Building Project Updates:

Adult Area Renovation: Carrie Binsfeld and I met with representatives from Guernsey Tingle Architects and James City County to discuss the scope of the renovation project. The project, which is funded by James City County CIP funds, will include carpet, paint, LED lighting, data and electrical improvements, and furnishings.

Natural Playground at JCCL: The plan is in final review with James City County. The playground is supported by the FWRLF.

Summer Highlights

From June 1 – August 17, 128,908 people visited the library buildings. Digital circulation continues to increase, up 8.7% in July 2024.

This summer, I have been meeting with jurisdictional leaders and other community leaders to introduce myself and discuss the regional library system. Those meetings include:

- Mark Bellamy, York County Administrator
- Barbara Ramsey, City Council of Williamsburg
- Stacy Kern-Sheerer, City Council of Williamsburg
- Doug Holroyd, York County District 1 Supervisor
- Carrie Cooper, Dean of William & Mary Libraries
- Drew Trivette, City Manager, City of Williamsburg
- Scott Stevens, James City County Administrator

Library of Virginia staff orientations - I met with the six employees of the Library Development and Networking Division (LDND) of the Library of Virginia. The LDND provides professional consultation and support to more than 300 public libraries in Virginia, as well as to library staff in state agencies, schools, colleges, museums, corporations, and private organizations throughout Virginia. I met individually with:

- Nan Carmack, LDND Director
- Barry Trott, Adult Services Consultant
- Kim Armentrout, Grant & Data Coordinator
- Cindy Church, Continuing Education Consultant
- Reagen Thalacker, Public Library Consultant
- Sue LaParo, Youth Services Consultant

Additionally, I met with Clint Rudy, Suffolk Public Library director for an orientation to the Virginia Library Directors Association

Carrie Binsfeld and I met with Patrick Teague, James City County HR director to review the compensation study implementation.

Carrie Binsfeld and I met with James City County General Services to discuss upcoming CIP projects and requests

I participated in the Hurricane Preparedness Tabletop Exercise, hosted by the James City County Emergency Management team. The exercise included directors of all JCC departments and representatives from the Virginia Department of Health. JCCL is a potential "Refuge of Last Resort" (ROLR) because of its proximity to Interstate 64.

I had the pleasure of presenting at the WRL's Volunteer Chat with the Director event, where 23 attendees gathered. My presentation highlighted and celebrated the margin of excellence in our collections, programs, and services —achievements made possible through the unwavering dedication of our volunteers.

Carrie Binsfeld, Melissa Simpson, and I attended a Library of Virginia workshop, "Confidently Equipping Your Library for Content Challenges."

Other community engagements:

- City of Williamsburg Police Department beam signing event
- City of Williamsburg African American Heritage Trail update meeting
- Historic Triangle Recreation Facilities Authority groundbreaking event

Did you know? WRL Explore Virginia collection of museum passes now includes the Norfolk Zoo and the Children's Museum of Richmond

Board of Trustees of the Williamsburg Regional Library

**Minutes of Board Meeting June 20, 2024
Stryker Center, Meeting Room 127**

Attending: Nina Simone, Grace Boone, Gene Bruss, Christopher Gareis, Natalie Miller-Moore, Theresa Owens, and Toni Sturdivant.

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

Absent: Felicia Highland, Feather Foster, Nicole Trifone, and Andrew Trivette

Call to Order: Chair Simone called the meeting to order at 3:02 p.m.

Public Comment: None.

Mission Moment: Ms. Miller-Moore shared she is proud of the growth and variety of materials and services offered at the library since she joined the board 9 years ago. Mr. Casey-Rutland shared a friend enjoyed taking grandchildren to the Idea Studio. Ms. Towers shared a young girl said, "I will miss you" to each book she returned in the book drop.

Consent Agenda: Ms. Simone asked for any items to be pulled from the consent agenda for discussion. The consent agenda was accepted as written.

Chair's Report:

- A. Committee Reports:** Building Liaison Committee - Ms. Simone reported the City of Williamsburg Requests for Proposals for the new Williamsburg Library building will close June 27, 2024.

Ms. Simone reported James City County Board of Supervisors appointed a new WRL Board of Trustee member to replace Ms. Highland. The new member will serve a four-year term starting July 1, 2024.

B. Action Item: Resolution Honoring Felicia Highland

Ms. Simone presented the Resolution honoring Felicia Highland. The board unanimously approved the Resolution.

C. Action Item: Resolution Honoring Natalie Miller-Moore

Ms. Simone presented the Resolution honoring Natalie Miller-Moore. The board unanimously approved the Resolution.

Interim Library Director's Report:

- A. FY 2025 Proposed Budget Update:** Ms. Towers shared updated guidance on the Compensation Plan costs for the FY25 Proposed Budget is not yet available. James City County is finalizing parameters for the implementation. Ms. Towers reported the Library of Virginia released updated amounts for State Aid funding for public libraries. WRL will receive an additional \$46,333 for FY 2025 for a total of \$510,015. Revisions to the FY 2025 Budget previously approved at the January meeting will be presented at a future meeting.

- B. Action Item: Fund Balance Appropriation:** Ms. Towers shared the fund balance request for Data Center Licensing and Support for FY 2025. Ms. Towers introduced

MINUTES APPROVED 08/28/2024

Mr. Lutner, Information Technology Director, to explain in greater detail the request. The Board discussed the historical and future funding of the Data Center Licensing and Support requests and the challenges of operationalizing the costs into the annual budget.

Mr. Bruss moved to approve the Fund Balance request to appropriate \$45,000 to fund Data Center Licensing and Support for FY 2025. Ms. Owens seconded the motion; the motion was approved by a unanimous vote.

C. Williamsburg Library Building Project Update: Ms. Towers shared the City of Williamsburg's Requests for Proposals for the Construction of the New Williamsburg Library will close June 27, 2024. The Proposals will be reviewed by the City of Williamsburg. From there recommendations will be made for design-build teams to submit detailed proposals by August 27, 2024.

D. Playground Project Update: The JCCL Natural Landscape Playground continues to receive donations. The Request for Proposals will be posted soon.

Ms. Towers reported she and Ms. Simpson, Adult Services Director, attended an interest meeting of Braver Angels, an organization whose goal is to bridge the partisan divide. The meeting was organized to determine if there is interest in the area for starting a local chapter/alliance. The next public interest session is via Zoom on Saturday, July 27, 2024.

The WRL leadership team is working to update the Disaster Plan as part of hurricane readiness. Ms. Towers will be participating in James City County's tabletop exercise that will be conducted July 10, 2024.

Ms. Towers shared she attended a kickoff event hosted by the City of Williamsburg and the African American Heritage Trail Advisory Committee. The group is looking for individuals to share stories about the area.

Two new library card features discussed last month will launch July 1. These include an option for users to view their borrower history and auto-renewal of eligible non-digital materials.

Ms. Towers reported the application submitted to the Congressional Directed Spending for Vehicle Replacement has moved to the appropriations committee. The library requested \$750,000 of Federal funds supplemented with \$250,000 from the Friends and the Library to replace four Outreach vehicles.

Friends of WRL Foundation Updates: Mr. Casey-Rutland announced the FWRLF will meet on July 23, 2024.

City of Williamsburg Update: No update.

James City County Update: No update.

York County Update: No update.

Other Business: None.

Adjournment: Ms. Simone adjourned the meeting at 3:46 p.m.

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Respectfully submitted,

Approved by,

Katherine Wilkins

Nina Simone, Chair

Board of Trustees of the Williamsburg Regional Library

Agenda Item Summary - August 28, 2024

Item: – 7.A Action Item: Approval - FY 2025 Revised Budget

The Williamsburg Regional Library FY 2025 Revised Budget is attached and presented for Board approval. The budget has been updated to fund the implementation of the Compensation and Classification study conducted by James City County Human Resources in 2024. These revisions reflect necessary increases in salary, wages, and associated compensation costs.

The study resulted in an additional \$299,000 in compensation costs. To offset this amount, the library eliminated funding for two full-time professional positions and reduced 484 hours of on-call staffing, generating approximately \$150,000 in savings.

The Virginia Retirement System (VRS) required an increase to employer contributions this year for VRS Hybrid members, leading to a \$60,000 increase in this account. The Health Insurance account, initially projected with a 5% increase, has been revised downward after the finalization of rates and plan selections in early spring, resulting in \$15,000 in savings.

Several operational accounts have been revised from the previously approved budget to reflect updated annual costs or savings to support implementation of the study:

- **Collection Materials:** Decreased by \$40,000 (5.71%), with anticipated support from the Friends of WRL for funding multiple copies of digital formats.
- **Advertising:** Decreased by \$5,000, reflecting savings from in-house design work.
- **Bank/Credit Card Fees:** Decreased by \$2,500, accounting for savings from self-service electronic payment kiosks.
- **Contractual Services:** Increased by \$33,000 to cover the costs of contractual custodial services due to a reduction in Facilities staffing.
- **Leases:** Decreased by \$5,000 to reflect current contracts.
- **Catalog & Website Services:** Decreased by \$2,000 to reflect current contracts.
- **Library Programs:** Decreased by \$5,000 to reflect economies in programming.
- **Maintenance Supplies:** Increased by \$2,000 to cover rising costs.
- **Printing:** Decreased by \$5,000 to reflect economies in outside printing and banner costs.
- **Supplies:** Decreased by \$13,000 to reflect reduced purchases.
- **Travel & Training:** Decreased by \$7,000 to reflect cutbacks in conference attendance.
- **Utilities:** Decreased by \$7,000 to reflect actual forecasted costs.
- **Vehicle Services:** Decreased by \$7,000 to reflect savings due to reducing the daily book run to once per day.

Overall, the revised budget increases by \$130,478, or 1.50%.

Local jurisdiction funding calculations, based on the contract for library services formula, remain unchanged from the previously approved budget. Additionally, the Library of Virginia announced \$46,333 in additional State Aid revenue.

To help offset the overall budget increase and limit the use of the fund balance to \$56,145, additional revenues have been forecasted, including \$15,000 from Interest, \$10,000 from Copy Machines, and \$3,000 from Meeting Room Use.

Previous Relevant Action: Approved Proposed Budget in January 2024.

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Williamsburg Regional Library
Revised Budget as of August 28, 2024
Fiscal Year 2025

	FY 2024 Final Budget	FY 2024 Final YTD	FY 2025 Approved Budget	FY 2025 Revised Budget	\$\$ Change from FY25 Budget	% Change from FY25 Budget
Compensation						
Salaries & Wages	4,732,839	4,384,607	4,969,805	5,078,940	109,135	2.20%
FICA	358,784	319,249	376,723	388,539	11,816	3.14%
Virginia Retirement System	509,146	474,314	534,603	616,147	81,544	15.25%
Health Insurance	720,840	667,538	756,882	740,940	(15,942)	-2.11%
Retire Medical/Def Comp Match	13,010	11,705	13,661	14,387	726	5.31%
Unemp/Life/Workers Comp	62,901	61,029	66,046	72,746	6,700	10.14%
COMPENSATION SUBTOTAL	6,397,520	5,918,442	6,717,720	6,911,698	193,978	2.89%
Tuition Assistance	0	0	0	0	0	N/A
COMPENSATION TOTAL	6,397,520	5,918,442	6,717,720	6,911,698	193,978	2.89%
Collections						
Collections	674,014	660,694	700,000	660,000	(40,000)	-5.71%
COLLECTIONS SUBTOTAL	674,014	660,694	700,000	660,000	(40,000)	-5.71%
Operations						
Advertising	15,000	7,108	15,000	10,000	(5,000)	-33.33%
Bank/Credit Card Fees	10,000	8,312	12,000	9,500	(2,500)	-20.83%
Building Maintenance	50,000	44,180	55,000	55,000	0	0.00%
Communications	40,000	34,569	40,000	40,000	0	0.00%
Computer Replacement	45,000	13,920	45,000	45,000	0	0.00%
Computer Software & Supplies	75,000	73,487	75,000	75,000	0	0.00%
Contractual Services	140,000	178,698	147,000	180,000	33,000	22.45%
Equipment	1,000	0	1,000	1,000	0	0.00%
Financial Services (City)	28,018	28,018	28,371	28,371	0	0.00%
Fund Balance Projects	0	60,080	0	0	0	N/A
Human Resources (JCC)	89,373	81,923	95,963	95,963	0	0.00%
Insurance	40,000	37,359	42,000	42,000	0	0.00%
Leases	45,000	32,184	45,000	40,000	(5,000)	-11.11%
Legal/Recovery Services	6,000	5,322	7,500	7,500	0	0.00%
Board & Recognition Expenses	7,000	7,170	7,500	7,500	0	0.00%
Catalog & Website Services	165,000	158,994	172,000	170,000	(2,000)	-1.16%
Library Programs	25,000	18,445	30,000	25,000	(5,000)	-16.67%
Local Mileage	3,000	2,369	4,000	4,000	0	0.00%
Maintenance Supplies	15,000	17,371	16,000	18,000	2,000	12.50%
Memberships	8,000	8,004	9,000	9,000	0	0.00%
Miscellaneous	1,500	1,213	2,000	2,000	0	0.00%
Postage	15,000	15,774	19,000	17,000	(2,000)	-10.53%
Printing	10,000	2,780	10,000	5,000	(5,000)	-50.00%
Professional Services	15,500	14,000	16,000	16,000	0	0.00%
Software Maintenance	15,000	10,064	15,000	15,000	0	0.00%
Supplies	80,000	58,975	83,000	70,000	(13,000)	-15.66%
Travel & Training	30,000	21,772	32,000	25,000	(7,000)	-21.88%
Utilities	220,000	214,744	235,000	230,000	(5,000)	-2.13%
Vehicle Services	23,000	14,764	27,000	20,000	(7,000)	-25.93%
OPERATIONS SUBTOTAL	1,217,391	1,171,697	1,286,334	1,262,834	(23,500)	-1.83%
TOTAL	8,288,925	7,750,833	8,704,054	8,834,532	130,478	1.50%

Williamsburg Regional Library
Revised Budget as of August 28, 2024
Fiscal Year 2025

	FY 2024 Final Budget	FY 2024 Final YTD	FY 2025 Approved Budget	FY 2025 Revised Budget	FY 2025 from FY25 Budget	% Change from FY25 Budget
Government						
City of Williamsburg	1,011,574	1,011,574	1,085,316	1,085,316	0	0.00%
James City County	5,917,016	5,917,016	6,223,211	6,223,211	0	0.00%
York County	807,665	807,665	826,845	826,845	0	0.00%
State Aid	474,670	474,794	463,682	510,015	46,333	9.99%
Fund Balance	0	0	0	56,145	56,145	100.00%
GOVERNMENT SUBTOTAL	8,210,925	8,211,049	8,599,054	8,701,532	102,478	1.19%
Generated						
Lost Books	8,000	11,232	10,000	10,000	0	0.00%
Interest	10,000	73,618	30,000	45,000	15,000	50.00%
Copy Machines	20,000	40,094	25,000	35,000	10,000	40.00%
Other Library Revenue	10,000	7,774	10,000	10,000	0	0.00%
Meeting Room Use	30,000	34,192	30,000	33,000	3,000	10.00%
GENERATED SUBTOTAL	78,000	166,910	105,000	133,000	28,000	26.67%
TOTAL	8,288,925	8,377,959	8,704,054	8,834,532	130,478	1.50%

RESOLUTION

AUTHORIZATION OF FUNDING FOR CLASSIFICATION AND COMPENSATION STUDY **EFFECTIVE OCTOBER 1, 2024**

WHEREAS, the James City County (“County”) Board of Supervisors fully funded the implementation of the Classification and Compensation Study for FY 2025 for eligible staff effective October 1, 2024; and

WHEREAS, the Williamsburg Regional Library, by contract, follows the County’s compensation plan and will follow the County with the implementation of the study for eligible library employees; and have revised the FY 2025 budget to fund implementation of the study; and

NOW, THEREFORE, BE IT RESOLVED that the Williamsburg Regional Library Board of Trustees, hereby approves funding for the implementation of the study for eligible library employees, effective October 1, 2024.

Nina R Simone, Chair, WRL Board of Trustees

Adopted by the WRL Board of Trustees on August 28, 2024

Board of Trustees of the Williamsburg Regional Library

Agenda Item Summary - August 28, 2024

Item: 7.C – Action Item: 2025 Regular Board Meeting Schedule

Summary: Regular meeting dates (4th Wednesday) and locations beginning at 3:00 p.m.

Previously Approved: 2024 Regular Board Meeting dates and locations

September 25, 2024: James City County Library – Kitzinger Community Room

October 23, 2024: Stryker Center – Meeting Room 128

December 4, 2024: Stryker Center – Meeting Room 128

November and December meetings are combined due to Thanksgiving and Christmas holidays.

Proposed: Regular Board Meeting dates and locations for January - December 2025

January 22, 2025: Stryker Center – Meeting Room 128

February 26, 2025: Stryker Center – Meeting Room 128

March 26, 2025: Stryker Center – Meeting Room 128

April 23, 2025: James City County Library – Kitzinger Community Room

May 28, 2025: Stryker Center – Meeting Room 128

June 25, 2025: Stryker Center – Meeting Room 128

July 23, 2025: Stryker Center – Meeting Room 128 (**OPTIONAL**)

August 27, 2025: Stryker Center – Meeting Room 128 (**OPTIONAL**)

September 24, 2025: Stryker Center – Meeting Room 128

October 22, 2025: James City County Library – Kitzinger Community Room

December 3, 2025: Stryker Center – Meeting Room 128

November and December meetings are combined due to Thanksgiving and Christmas holidays.

The VLA 2024 Annual Conference (Norfolk) is scheduled for October 19-21, 2024

The ALA 2025 LibLearnX Meeting (Phoenix, AZ) is scheduled for January 24-27, 2025

The ALA 2025 Annual Conference (Philadelphia, PA) is scheduled for June 26-July 1, 2025

The PLA 2026 Annual Conference (Minneapolis, MN) is scheduled for April 1-3, 2026

Relevant Action: 2024 Calendar previously approved by WRL Board of Trustees September 20, 2023.

Adopted by the WRL Board of Trustees on August 28, 2024

Williamsburg Regional Library Statistical Report — FY 2024 ~ June 2024

<u>CIRCULATION by Locality</u>	WMSB	JCC	YORK	OTHER	Monthly	YTD	%Change FY23
Williamsburg Library	6,382	25,374	5,660	216	37,632	447,763	-6.3%
James City County Library	1,151	22,524	3,190	289	27,154	298,730	-5.4%
Bookmobile*	100	746	45	8	899	11,908	-16.9%
Adult - MLS*	129	1,129	46	28	1,332	14,584	-6.4%
Digital Collection	3,718	19,108	3,250	393	26,469	302,240	17.1%
Monthly Total	11,480	68,881	12,191	934	93,486	1,075,225	-0.6%
Percent of Monthly Total	12.28%	73.68%	13.04%	1.00%			

* Previously combined

<u>CIRCULATION by Audience**</u>	Adult	Youth	Young Adult	Monthly	YTD	%Change FY23
Williamsburg Library	20,697	15,266	1,764	37,727	449,098	-6.3%
James City County Library	11,280	14,995	970	27,245	299,786	-5.7%
Bookmobile*	105	769	25	899	11,963	-16.9%
Adult - MLS*	1,314	17	1	1,332	14,578	-6.3%
Monthly Total	33,396	31,047	2,760	67,203	775,425	-6.2%

** Does not include Digital Circulation

<u>CIRCULATION by Type</u>	Print	Non-Print	Monthly	YTD	%Change FY23
Williamsburg Library	31,098	6,536	37,634	447,538	-6.3%
James City County Library	22,427	4,717	27,144	298,578	-5.4%
Bookmobile*	784	115	899	11,941	-16.1%
Adult - MLS*	982	350	1,332	14,570	-6.1%
Digital Collection	N/A	28,341	28,341	323,342	19.8%
Monthly Total	55,291	40,059	95,350	1,095,969	0.3%

<u>COLLECTION</u>	Print	Non-Print	Total	%Change FY23
Williamsburg Library	109,359	13,966	123,325	-0.3%
James City County Library	75,624	13,071	88,695	0.1%
Bookmobile*	4,346	1,079	5,425	-1.1%
Adult - MLS*	1,334	1,689	3,023	-1.9%
Digital Collection***	0	33,464	33,464	-13.3%
Total	190,663	63,269	253,932	-2.1%

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

<u>HOLDS FILLED</u>	Monthly	YTD	%Change FY23
Williamsburg Library	9,535	120,086	-4.6%
James City County Library	6,787	78,999	-6.9%
Bookmobile*	91	1,619	4.7%
Adult - MLS*	815	8,958	3.8%
Total	17,228	209,662	-5.1%

<u>USER CARDS</u>	Number	%Change FY23
Williamsburg	7,596	-11.7%
James City County	37,998	-7.2%
York County	7,023	-3.6%
Other ^	292	1.7%
Total	52,909	-7.4%

^ Non residents with special recognition cards

Williamsburg Regional Library Statistical Report — FY 2024 ~ June 2024

<u>USER QUESTIONS</u>	Adult	Youth	Monthly	YTD	%Change FY23
Williamsburg Library	3,358	1,343	4,701	53,595	6.7%
James City County Library	1,666	1,188	2,854	30,565	8.0%
Stryker Center	359	0	359	3,898	53.7%
Bookmobile	907	801	1,708	13,126	41.7%
Adult - MLS	848	N/A	848	10,459	-12.7%
Via Electronic	357	0	357	6,056	-16.7%
Monthly Total	7,495	3,332	10,827	117,699	7.4%

<u>PC & Wi-Fi USE</u>	PC Use	YTD	%Change FY23	Wi-Fi Use	YTD	%Change FY23
Williamsburg Library	3,344	39,997	15.4%	11,620	162,655	7.2%
James City County Library	3,832	41,881	15.7%	11,682	163,532	6.3%
Bookmobile	579	4,977	12.4%	407	4,388	36.0%
Abram Frink	N/A	N/A	N/A	686	13,328	12.0%
Total	7,755	86,855	15.4%	24,395	343,903	7.2%

<u>PROGRAM ATTENDANCE</u>	Adult	Youth	Monthly	YTD	%Change FY23
Williamsburg Library	2,270	2,697	4,967	49,610	19.0%
James City County Library	218	2,575	2,793	28,159	14.7%
Stryker Center	244	336	580	7,497	4.6%
Bookmobile	49	2,546	2,595	27,616	56.8%
Adult MLS	373	0	373	3,468	3.8%
Outreach	57	3,534	3,591	34,886	52.1%
Virtual Programming	55	0	55	1,537	80.0%
Monthly Total	3,266	11,688	14,954	152,773	29.3%

<u>MEETING ROOM USE</u>	Monthly	YTD	%Change FY23
Williamsburg Library	890	9,977	-2.9%
James City County Library	491	4,432	47.2%
Stryker Center	189	1,451	13.2%
Total	1,570	15,860	8.9%

<u>VISITS</u>	Monthly	YTD	%Change FY23
Williamsburg Library	28,091	335,436	4.5%
James City County Library	16,926	194,591	10.4%
Stryker Center	603	9,768	3.2%
Total	45,620	539,795	6.5%

<u>MEDIA</u>	Monthly	YTD	%Change FY23
Website Visits	35,942	439,704	5.8%
Mobile App	11,205	110,239	-27.3%
Total	47,147	549,943	-3.1%

Williamsburg Regional Library Statistical Report — FY 2025 ~ July 2024

<u>CIRCULATION by Locality</u>	WMSB	JCC	YORK	OTHER	Monthly	YTD	%Change FY24
Williamsburg Library	7,831	32,619	6,736	333	47,519	47,519	5.5%
James City County Library	1,554	26,728	3,511	355	32,148	32,148	16.1%
Bookmobile*	382	1,485	67	1	1,935	1,935	-3.3%
Adult - MLS*	107	902	39	24	1,072	1,072	27.1%
Digital Collection	3,838	18,518	2,926	354	25,636	25,636	9.6%
Monthly Total	13,712	80,252	13,279	1,067	108,310	108,310	9.6%
Percent of Monthly Total	12.66%	74.09%	12.26%	0.99%			

* Previously combined

<u>CIRCULATION by Audience**</u>	Adult	Youth	Young Adult	Monthly	YTD	%Change FY24
Williamsburg Library	24,500	21,048	2,174	47,722	47,722	5.3%
James City County Library	13,361	17,615	1,286	32,262	32,262	15.9%
Bookmobile*	166	1,636	134	1,936	1,936	-2.9%
Adult - MLS*	1,059	13	0	1,072	1,072	24.0%
Monthly Total	39,086	40,312	3,594	82,992	82,992	9.5%

** Does not include Digital Circulation

<u>CIRCULATION by Type</u>	Print	Non-Print	Monthly	YTD	%Change FY24
Williamsburg Library	39,679	7,829	47,508	47,508	5.2%
James City County Library	26,328	5,816	32,144	32,144	15.9%
Bookmobile*	1,608	327	1,935	1,935	-3.3%
Adult - MLS*	772	300	1,072	1,072	24.3%
Digital Collection	N/A	27,299	27,299	27,299	8.7%
Monthly Total	68,387	41,571	109,958	109,958	9.2%

<u>COLLECTION</u>	Print	Non-Print	Total	%Change FY24
Williamsburg Library	109,938	14,032	123,970	-0.7%
James City County Library	75,026	13,416	88,442	0.4%
Bookmobile*	4,304	1,167	5,471	-1.2%
Adult - MLS*	1,359	1,721	3,080	-2.2%
Digital Collection***	0	38,916	38,916	7.8%
Total	190,627	69,252	259,879	0.9%

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

<u>HOLDS FILLED</u>	Monthly	YTD	%Change FY24
Williamsburg Library	11,225	11,225	-4.4%
James City County Library	7,536	7,536	-1.0%
Bookmobile*	184	184	-21.7%
Adult - MLS*	691	691	39.1%
Total	19,636	19,636	-1.7%

<u>USER CARDS</u>	Number	%Change FY24
Williamsburg	8,660	-14.5%
James City County	41,214	-9.2%
York County	7,376	-3.1%
Other ^	292	0.7%
Total	57,542	-9.1%

^ Non residents with special recognition cards

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<u>USER QUESTIONS</u>	Adult	Youth	Monthly	YTD	%Change FY24
Williamsburg Library	3,747	1,604	5,351	5,351	-9.8%
James City County Library	1,889	1,390	3,279	3,279	-6.8%
Stryker Center	336	0	336	336	0.6%
Bookmobile	537	798	1,335	1,335	39.5%
Adult - MLS	824	N/A	824	824	2.8%
Via Electronic	517	11	528	528	-23.5%
Monthly Total	7,850	3,803	11,653	11,653	-2.7%

<u>PC & Wi-Fi USE</u>	PC Use	YTD	%Change FY24	Wi-Fi Use	YTD	%Change FY24
Williamsburg Library	4,026	4,026	-1.5%	13,861	13,861	-10.9%
James City County Library	4,149	4,149	31.0%	16,545	16,545	-21.5%
Bookmobile	513	513	-6.8%	171	171	128.7%
Abram Frink	N/A	N/A	N/A	630	630	-42.1%
Total	8,688	8,688	13.7%	31,207	31,207	-16.4%

<u>PROGRAM ATTENDANCE</u>	Adult	Youth	Monthly	YTD	%Change FY24
Williamsburg Library	2,451	3,621	6,072	6,072	-12.6%
James City County Library	92	4,631	4,723	4,723	-2.9%
Stryker Center	1,141	799	1,940	1,940	-55.3%
Bookmobile	39	2,162	2,201	2,201	44.0%
Adult MLS	259	0	259	259	63.7%
Outreach	0	584	584	584	853.8%
Virtual Programming	42	11	53	53	-77.4%
Monthly Total	4,024	11,808	15,832	15,832	25.9%

<u>MEETING ROOM USE</u>	Monthly	YTD	%Change FY24
Williamsburg Library	343	343	122.4%
James City County Library	332	332	27.1%
Stryker Center	0	0	#DIV/0!
Total	675	675	88.6%

<u>VISITS</u>	Monthly	YTD	%Change FY24
Williamsburg Library	32,045	32,045	-8.7%
James City County Library	20,437	20,437	3.9%
Stryker Center	1,044	1,044	-12.8%
Total	53,526	53,526	-4.0%

<u>MEDIA</u>	Monthly	YTD	%Change FY24
Website Visits	36,113	36,113	2.7%
Mobile App	15,643	15,643	-19.5%
Total	51,756	51,756	-4.0%