



County of Fairfax, Virginia

To protect and enrich the quality of life for the people, neighborhoods and diverse communities of Fairfax County

**PLACE: George Mason Regional Library
7001 Little River Turnpike
Annandale, VA 22003
(703) 256-3800**

TIME: 7:00 P.M.

DATE: June 8, 2016

LIBRARY BOARD OF TRUSTEES MEETING AGENDA

I. PUBLIC COMMENT

1. Deb Smith-Cohen, President, Fairfax County Public Library Employees' Assoc.

II. MINUTES – May meeting

III. CHAIR'S REPORT

IV. COMMITTEE REPORTS

- A. Library Foundation – Willard Jasper
- B. Finance Committee – Karrie Delaney
- C. Planning Committee – Priscille Dando
- D. Ad Hoc MOU Committee – Miriam Smolen
- E. Publicity Committee – Fran Millhouser

V. FY2017 OFFICER ELECTIONS

VI. DIRECTOR'S REPORT

- A. Passing of Liz Rhodes
- B. Summer Reading Challenge
- C. No Kid Hungry
- D. Celebrate Fairfax
- E. Early Literacy Program for Hispanic Families

VII. CONSIDERATION ITEMS

VIII. ACTION ITEM

IX. ROUNDTABLE

X. INFORMATION ITEMS

- A. Monthly Statistical Snapshot, May 2016 – available at meeting
- B. Incident Report, May 2016

June 8, 2016 Director's Report

A. Passing of Liz Rhodes

As you know, Liz Rhodes, FCPL's Collection Manager, passed away unexpectedly on May 19. A visitation was held on June 1 and the County flag was lowered that day in honor of Liz. Library IT established a blog on FairfaxNET for colleagues to post remembrances about her and a hard copy of those posts has been delivered to her family. Grief counselors were at Tech Ops on Monday, May 23 and staff have been reminded of available EAP services. Staff at Technical Operations are working to ensure continuity of services and will be advising all FCPL staff of these processes in the coming days. Recruitment for Liz's replacement will likely be in the July/August timeframe.

B. Summer Reading Challenge

This year's Summer Reading Challenge (SRC) runs from June 23 to September 3. The program is for children and teens from preschool to grade 12. The SRC features fun events and performances at library branches and a coupon book prize for completing the reading challenge. SRC cosponsors include the Friends of the George Mason Regional Library, the Fairfax Library Foundation and the Friends of the Kings Park Library. The program's #1 goal is to keep kids reading during the months when they are not in school, a goal we share with our partners at Fairfax County Public Schools. FCPS just launched its own summer reading program, "Book Your Summer" and we are pleased that both organizations will be promoting reading this summer. You received a packet of the materials.

C. No Kid Hungry

As reported at a previous meeting, FCPL will be promoting and supporting the No Kid Hungry program this summer. FCPL staff will visit lunch sites and provide some programs to encourage library visits and reading fun. We will not be serving lunch in any branches but will refer families to nearby FCPS sites.

D. Celebrate Fairfax

Representatives from FCPL's 3D printing team will have a booth at Celebrate Fairfax June 10-12 to publicize FCPL's new 3D printers and the upcoming technology programs.

E. Early Literacy Program for Hispanic Families

This FCPS program focuses on interactive parenting and leadership skills, along with early literacy concepts to help prepare children for kindergarten. FCPL hosts this program at Herndon and John Marshall libraries plus provides staffing, story times, volunteer opportunities and library cards. Parents and children attend sessions two times per week during the school year and for a few weeks in the summer.

Memorandum

June 6, 2016

To: Library Management Staff
From: Doug Miller, SP&CRS
Martha Sue Hess, SP&CRS
Subject: Monthly Statistical Snapshot, May 2016

Attached is the monthly statistical snapshot for May 2016.

- Monday May 30 all libraries and offices were closed in observance of Memorial Day.
- Circulation for FY2016 is less than 1% above FY2015 levels.
- Library visits for FY2016 are 1% below FY2015 levels.
- Several branches experienced power outages, phone problems, and computer issues during the month.

Please call Strategic Planning and Customer Research Services if you have any questions.

Monthly Statistical Snapshot May 2016

Site	Circulation	
	May	% Change Cumulative FY15 - FY16
OVD	122,943	39%
RR	53,401	0%
CH	45,795	-2%
KP	43,301	40%
FX	36,804	1%
CE	36,312	-4%
GM	34,927	-6%
BC	34,323	66%
DM	32,444	15%
PH	32,206	6%
SH	23,702	-6%
RB	22,923	25%
OK	21,397	2%
TJ	17,537	1%
KN	17,221	4%
MW	12,337	3%
JM	12,134	-3%
HE	12,068	-4%
GF	8,495	-8%
LO	8,111	-4%
WW	6,419	82%
TY	3,611	-35%
AS	1,972	4%
PO		
FCPL	943,825	0.2%

Site	Door Count	
	May	% Change Cumulative FY15 - FY16
FX	40,347	-6%
KP	37,262	94%
RR	32,446	-2%
GM	26,320	-4%
CH	24,194	-10%
CE	23,446	-5%
DM	21,380	20%
BC	19,036	45%
SH	18,783	* -5%
PH	17,427	-0.1%
RB	15,043	* 11%
HE	14,848	14%
KN	12,835	4%
WW	12,546	* 82%
TJ	12,004	-0.1%
OK	11,883	2%
GF	10,953	-1%
JM	9,130	-3%
LO	8,457	-6%
MW	8,378	* -3%
TY	2,177	-36%
AS	655	-7%
PO		
FCPL	379,550	-1%

* Door Count is an estimate

Monthly Statistical Snapshot May 2016

	May		Year-to-date	
Customers				
Program Attendance *	12,239		140,067	
Database Usage *	1,245,439		13,699,831	
Collection:				
Check In / Check Out	588,220	518,219	6,921,150	6,216,937
In-house Use	64,643		837,874	
Transfers In / Out	9,448	9,448	130,343	130,343
Discards by Category: *	23,645		260,093	
Damage	67%		67%	
Lease	6%		6%	
Inaccurate	9%		9%	
Low Demand	11%		11%	
Magazines	8%		8%	
Phone Renewal	6,646		90,335	
Community				
Early Literacy Outreach Office:				
Number	174		1,539	
Attendance	3,383		29,720	
Technology				
Internet Sessions	111,351		1,240,879	
WiFi Usage:				
Client Count *	235,162		2,441,462	
Website:				
Visits	376,792		4,293,409	
Catalog Logins	983,011		8,347,576	
Remote Renewals	302,663		3,489,715	

* Figures for May are estimates, data not available at time of printing

Incident Report May 2016

Branch	Type of Incident	Number of Incidents	Brief Description
CE	Customer Injured	1	Customer slipped in the rain and fell on the outside plaza
FX	Parking Garage	1	Customer ran into the fire extinguisher on level 1.
GM	Stalking	1	Customer making unwanted inquiries of staff member.
	Trespassing *	1	Banned customer in the library.
RR	Customer Complaint	1	Complaint of man bathing in the men's restroom.
	Physically Threatening Behavior	1	Customer yelled at and threatened another customer.
	Trespassing *	1	Banned customer on library property.
	Disruptive Behavior	1	Customer loudly arguing with another customer and then staff.
	Solicitation *	1	Panhandling in parking lot.
	Camping *	1	Mr. McKee sleeping in front of book drop.
SH	Building Emergency	1	Delivery man injured while delivering furniture.
	Vandalism	1	Graffiti found in first floor men's restroom.
BC	Building Emergency	1	SCRAM team left exposed light bulb that fell and shattered.
DM	Building Emergency *	1	Water leak in the non-fiction area.
HE	Theft of Personal Property *	1	Customer's wallet stolen and he became disruptive.
JM	Customer Injured	1	Customer tripped and struck his head on the holds shelf.
LO	Theft of Library Materials	1	13 empty DVD cases.
OK	Customer Injured	1	Customer cut leg on sharp corner of Friends bookcase
WW	Disruptive Behavior	1	Someone dialed 911 from courtesy phone and hung up.
	Building Emergency	1	Fire alarm was pulled again.
	Police Activity *	1	Missing child escorted from the building by police
Archives	Building Emergency	1	Wooden door split around lock and will no longer latch.
Total Incidents May 2016		22	

* Police, Fire Department, or FMD notified

Deb Smith-Cohen
Fairfax County Public Library Employee Association President
Statement to Library Board of Trustees
June 8, 2016

It is June already! Students and teachers across the county are counting down the days before summer vacation. Library staff across the county are gearing up for the Summer Reading Challenge. We are energized in anticipation of book talks, new teen volunteers, summer reading sign-ups and finishers, summer programming, empty shelves, and general busy-ness.

Adults in the county can take part in similar reading programs at most branches. Whether it is the warm weather, the federal work cycle, the anticipation of an actual vacation, or just a memory of the school cycle: summer means the freedom to read more, and that is always a boon for public libraries.

In the past month, our efforts to get community insights toward a robust and ambitious strategic plan have moved forward. Staff very much appreciate the opportunity to be part of those surveys. Our new director arrives in less than a week. These are reasons for rising energy and increased hope. Where will we go?

We need to define our mission and our performance metrics in new ways -- by outcomes and not just transactions. We are still trying to be all things to all people. We cannot succeed in that mission with our current funding. Together, we need to identify practical priorities.

We will need to understand the diverse segments of our current and potential user population in more personal ways. It may make sense to identify strategic engagement targets each year. Could 2017 be the year FCPL targets New Americans in the county and works to identify the needs, outcomes, and priorities THOSE populations expect from libraries? Could 2019 be the year of the Young Professional? How do we balance the need to engage new users with the expectations of our core/continuing users?

The LOBs evaluation process will and should embolden us to develop collaborative service models with other county agencies and articulate more forcefully the areas where our activities represent unique and uniquely valuable services.

Several years ago the Board of Supervisors provisionally agreed to provide FCPL with \$250,000 from the carryover budget for four years for a total of \$1,000,000 to address specific acquisition shortfalls for our collection. While the funds were provided in the first summer, they were not last summer. Staff hope that, with the help of our Trustees, those funds can be confirmed again during the carryover process this summer.

Finally, I speak for every branch in the system when I invite you each to come in, see our energy, share your hopes with us and hear ours. It's going to be a great summer!

Thank you.

