



Prince William  
Public Libraries

# ANNUAL REPORT FY 2021



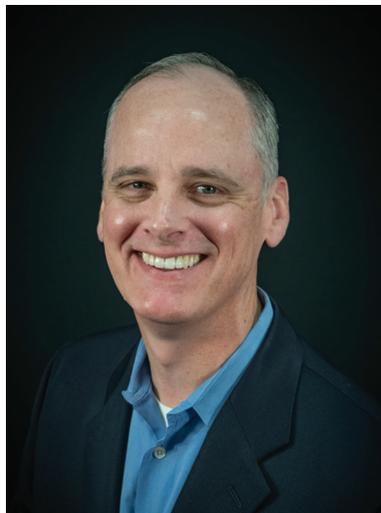
**PRINCE  
WILLIAM**  
— Public Libraries

## MESSAGE FROM THE CHAIR AND DIRECTOR

When reflecting on the past year and the challenges and obstacles presented by the COVID-19 pandemic, Prince William Public Libraries (PWPL) truly lived up to our mission to bring people, information, and ideas together to enrich lives and build community in a welcoming, inclusive environment. Yes, there were many hurdles to overcome, but our amazing staff, the Library Board of Trustees, community partners and sponsors, and the greater Prince William community came together to make great strides and achieve so much. This inaugural Annual Report is just a small glimpse of what has been accomplished this fiscal year, and what possibilities are ahead of us as we move forward, together.

We want to thank everyone for their support over the past year. The Library Board of Trustees continued to provide valuable advice and counsel, and the Library Foundation helped fund continuing and new programs, including 1,000 Books Before Kindergarten and Summer Reading, through securing sponsorships and grants. We want to thank our staff – from the Administrative Support Center to the hardworking staff in our libraries – for your commitment, dedication, and perseverance this past year. Lastly, we want to thank our community. From the local businesses who helped fund key programs to our patrons whose smiles and presence often provided the motivation we needed to keep going, thank you for helping to make this year as transformative as it was.

Please take a moment to read through the contributions from all the different divisions that make up your Prince William Public Libraries and share your own stories by tagging us on social media ([facebook.com/princewilliampubliclibraries](https://www.facebook.com/princewilliampubliclibraries), [instagram.com/pwpls](https://www.instagram.com/pwpls), [twitter.com/princewmlibrary](https://www.twitter.com/princewmlibrary)) using #pwplibraries.



Brian Murphy  
*Chair, Library Board of Trustees*



Deborah L. Wright  
*Director, Prince William  
Public Libraries*

# Prince William Public Libraries

## 2019–2023 Strategic Plan

### Vision

We are the hub connecting people to the transforming power of information.



### Mission

Prince William Public Libraries (PWPL) brings people, information, and ideas together to enrich lives and build community in a welcoming, inclusive environment.

### Strategic Goals

#### Future-Ready, Easily Accessible Technology

PWPL will provide access to state of the art technology (following industry best practices) to address both internal and external customer expectations.

#### Community Building

PWPL will expand activities to connect communities and schools to library resources.

#### Approachable, Adaptive Experts

PWPL will strengthen and broaden staff development and competencies to provide excellent user experiences.

#### Versatile, Inviting Spaces

PWPL will enhance the mix of multi-functional, inviting spaces to create attractive, modern community destinations.

#### Community-Responsive Enrichment

PWPL will provide programming that grows the system's user base and reflects our evolving community.

#### Lifelong Learning

PWPL will reach more adult users by providing more lifelong learning and workforce development opportunities.

#### Physical & Virtual Media Collections

PWPL will develop 24/7 access to robust collections in all available media that respond to public interest and demand.

# FUTURE-READY, EASILY ACCESSIBLE TECHNOLOGY

**Makerspace Studio 8601:** Central Library's Makerspace first opened its doors to the public in January 2021. A Makerspace is an independent workspace inside the library that provides patrons with a variety of machines, tools, and technology to explore, build, collaborate and create. The Makerspace has everything from 3D printers, Cricut and sewing machines, AV recording equipment, and tech and coding toys. Central Library staff have been hosting virtual and in-person programs – such as Sewing Machine Basics and Pincushion Take-and-Make in collaboration with Potomac Library and Makerspace Time for Teens: Vinyl Stickers – in the Makerspace.

**Mobile Wi-Fi Hotspots:** When mobile Wi-Fi hotspots were first introduced last fiscal year, only 37 were available. Prince William Public Libraries added more than 200 mobile Wi-Fi hotspots into circulation this fiscal year.

**New Self-Checkouts Installed:** Twenty-five self-checkouts have been installed at select libraries to support efforts to go contact-free and leverage new features to enhance the patron library experience.



"My mom said to thank you profusely for the mobile hotspot I checked out for her. She really loved having internet in her house," said one of the first users of mobile Wi-Fi hotspot device.

## COMMUNITY BUILDING

**Reopening Libraries Safely:** After being open for Contact-Free Curbside Pickup only since the start of the pandemic, PWPL reopened five of its libraries at the beginning of the fiscal year with increased safety and cleaning measures in place.

**Rededicating Library Staff to the COVID-19 Vaccine Call Center:** From February 1 through mid-April, PWPL staff was rededicated to help provide support to the Prince William Health District and Prince William County COVID-19 Vaccine Call Centers. Staff from all 12 PWPL branches volunteered to support the rollout of COVID-19 vaccines by helping to schedule vaccine appointments and provide general phone support. In response to staff hours being put towards vaccine call centers, PWPL offered Contact-Free Curbside Pickup Service only during that time. While the physical buildings were closed to the public, other services—including phone assistance and mobile Wi-Fi hotspot checkouts—remained available.

**Collaborating with—and Supporting—Prince William County Public Schools:** Prince William Public Libraries donated more than 3,000 books to local elementary schools in October 2020. PWPL's Office of Programming and Outreach and the Language Arts Division at Prince William County Schools coordinated on the distribution of the donation to rehome the books to 23 Title I elementary schools in Prince William County at the start of the 2020-2021 school year. The new books were perfect for emerging and young readers and were ideally suited for small reading groups at the elementary level.





## APPROACHABLE, ADAPTIVE EXPERTS

**Census 2020:** Despite the challenges presented by the pandemic, PWPL staff held 19 “Census Saturday” outreach events to help educate the public about the importance of completing the census. Libraries around the county also made space available for the U.S. Census Bureau to host 26 Mobile Questionnaire Assistance (MQA) to answer questions and help patrons complete the census at our branches.

**Library Card Drives:** Pre-pandemic, library staff held library card drives at local schools and community events on a monthly basis. While this past year was difficult to hold library card drives, more than 15 were held at Sudley Elementary School, Saunders Middle School, and Woodbridge Senior High School (among others) to sign up area residents for library cards.

"My daughter and I pre-bagged library materials and pens to hand to families in their cars. This helped tremendously to get the message out about our libraries' resources and support of our schools."—Aaren, Haymarket Gainesville Library Staff

"Thank you, @PrinceWmLibrary for making library books safe and still accessible! Love our neighborhood Chinn Park Library!"—Patron on Instagram

"Your librarians are incredible... They were doing pickups with literal freezing rain pouring down with kindness and smiles."—Marcia, Facebook

*Braving the Elements: Rain, shine, or freezing rain - PWPL staff were available for curbside pickup and to welcome the community to our libraries*

# VERSATILE, INVITING SPACES

**Central Library Ribbon Cutting:** A small gathering, including local dignitaries, library officials, and staff, attended the ribbon cutting ceremony of Central Library on Wednesday, November 18, 2020. Held outside the well-known building, presenters shared opening remarks, then invited attendees to tour the facility – an entirely different Central Library since it closed in early 2020 for extensive renovations.

**Central Library Celebrates 50 Years:** Central Library first opened its doors on January 21, 1971. While celebrations were modest due to the pandemic, photos were compiled by RELIC to share on PWPL's social media.

**Manassas City Library Welcomed as 12<sup>th</sup> Branch:** First opened for Contact-Free Curbside Pickup only in February 2021 due to staffing of the COVID-19 Vaccine Call Center, a ribbon cutting and community event was held on June 7, 2021. Located at the Wellington Station Shopping Center in the City of Manassas, the opening of the newest library addresses all seven strategic goals.



*Central Library Ribbon Cutting*



*First patron at Central Library, 1971*



*Manassas City Library Ribbon Cutting*



*Young patron enjoys outdoor, in-person program*

**Bringing Back In-Person Programming:** Just in time for the start of the Summer Reading Program and more than a year after we suspended in-person programming, Bull Run Library had a Story Walk and tie-dye program and Haymarket Gainesville Library held a Sidewalk Chalk and Mask Making program. Other libraries began introducing in-person programs for all ages.



PWPL introduced foldable cane seats for patrons' comfort and support.

# COMMUNITY-RESPONSIVE ENRICHMENT

**Summer Reading 2021:** In total, more than 4,000 people of all ages participated in this year's Summer Reading program and-together-more than 42,000 books were read!

**Delivering Smiles:** More than 200 Holiday Smiles and 50 Valentines for Veterans postcards were delivered to area assisted living facility residents and local veterans, respectively. PWPL staff coordinated with Girl Scout Troop 3799, Montclair, to help deliver the postcards.

## Creative Teens Making a Scene:

**Chinn Park Library's Creative Arts Contest:** The contest was designed for teens in grades 6 – 12 to submit art, photography, poetry, and short stories. In total, Chinn Park Library received 16 entries and grand prize winners included:

Middle School Art: "Untitled" by Samira H.

High School Art: "And so it Begins" by Isabel L.

Middle School Photography: "Garden Fairy Dreams" by Rachel D.

High School Photography: "A Waterman's Home" by Vincent F.

High School Poetry: "Move On" by Rebecca S.

High School Short Story: "12 Walls, 2 Doors, 3 Windows" by Elizabeth E.

**Teen Writing Contest:** Sponsored by the Prince William Library Foundation, high school juniors and seniors were encouraged to write a 350-word essay answering the question, "What has the library meant to me in my preparation to becoming a new adult?"

Hosaena, PWPL's first-ever Writing Contest Winner's essay was chosen from 26 entries to win a \$300 cash prize.



"My access to engaging stories from the local library helped me envision a future for myself. This intimate experience fuels my vision to engineer spaces that foster deep-rooted recognition, curiosity, and belonging."



"Thank you for the access to Creativebug and Lynda [now LinkedIn Learning]! I've picked up a new hobby and solved a software problem I had at work." Kathleen, Independent Hill Library Patron



# PHYSICAL AND VIRTUAL MEDIA COLLECTIONS

## Improving User Experience:

**RBDigital Magazines Included in OverDrive Collection:** In February 2021, RBDigital announced that its magazines would be moving to Libby, OverDrive's mobile app. Libby remains one of Prince William Public Libraries' most popular Digital Library resources, giving patrons more access to reading materials with fewer apps.

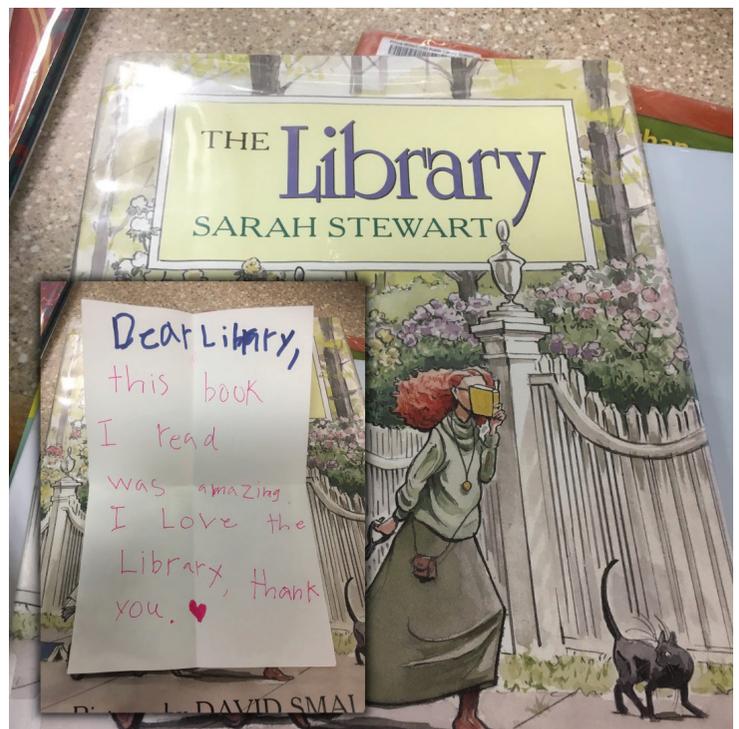
**Lynda.com Launched as LinkedIn Learning:** Available through PWPL's Digital Library, the new LinkedIn Learning continues to offer the same high-quality courses as Lynda.com, but also provides personalized course recommendations and new features like Q&A and Learning Groups.

**Providing Access Outside Our Libraries:** Starting in mid-2020, PWPL began offering remote limited access to the "Foundation Directory Online Database," previously only available at Chinn Park Library.

**Ancestry.com Library Edition Provides Access from Anywhere:** The online resource temporarily changed its permissions to allow patrons with a PWPL card to access the database from home.

**Wonderbooks Introduced for Young Readers:** Wonderbooks, a new addition to PWPL's juvenile collection, are books with an audio player bound to the inside of the front cover, allowing the reader to listen to the story, without the need for a CD player or other equipment. There are two modes, Regular and Learning, to keep children engaged while they read along.

**Kanopy Added to Digital Library, Offering 30,000 Free Streaming Videos:** Kanopy is committed to streaming high-quality films that inspire, educate, and entertain to libraries around the globe. Kanopy's unique selection offers something for everyone, from award winning indie films to important and timely documentaries, to foreign films, popular cinema, children's shows, and more. Many of Kanopy's videos are not available on any other streaming video platform, and the experience is easy to use and completely advertisement-free.



*This adorable note was found by one of our librarians in a book at Chinn Park Library*





Mossi is one of our first scholarship recipients. Here's what he says about the program: "I would like to thank everybody who has helped me to get this scholarship. I love the program a lot because I do my studies whenever I have time and also the program is not too difficult. I may fail my test one time, and I try again till I pass. I am confident that I will be graduating soon. My goal is to go to college and get a degree, maybe in healthcare or Mechanical Engineering."

Mossi was so appreciative for this opportunity that he wrote a letter of recommendation to support PWPL's nomination for the National Medal for Museum and Library Service.

## LIFELONG LEARNING PROGRAMS

**Focus on Lifelong Learning Programs:** PWPL offered 438 Lifelong Learning programs in FY2021 for young adults and adults, including:

- Declutter 101
- Getting Started: After Effects Basics and Beyond Basics: Lightroom 102
- Intro to Composting
- Supporting Remote Workers, funded by a grant from ChangeX

**Programming for Older Adults:** PWPL staff designed courses that would specifically interest older adults, including:

- Access to Genealogy Research
- Avoiding Coronavirus Frauds and Scams
- Getting Started in Gardening
- Medicare 101

**Partnering with Grow with Google:** These programs, offered through MAGIC, focus on building strong businesses by teaching digital skills and include topics such as:

- Digital Skill Building
- Entrepreneurial Trends
- Job Hunting
- Resume Building

**Career Online High School:** In FY2021, five scholarships were given to qualified adult students to begin pursuing their high school diploma. Career Online High School is an online high school diploma and career certification program available through Prince William Public Libraries.

# MAGIC (Management and Government Information Center)

During FY2021, MAGIC provided research support and programming to all Prince William County agencies and the general public with information to complete essential tasks along with providing in-depth research on time-sensitive issues. MAGIC is heavily used by Prince William County's Public Works, County Attorney, Community Services, Schools, Development Services, County Executive, Finance, Housing, Social Services, Sheriff, Health, Fire and Rescue, and Parks and Recreation, to name a few.



# RELIC (Ruth E. Lloyd Information Center)

RELIC is a special collection devoted to genealogy and local history with a focus on Virginia and Prince William County.

RELIC responded to a total of 3,509 reference questions, an average of 292 questions per month. Questions ranged from property title searches, to finding missing relatives, to The Who concert at Nissan Pavilion in 1997. Six volunteers, all working remotely on indexing and transcription projects, contributed a total of 275.5 hours of service.

RELIC offered a total of 16 virtual programs in FY2021, currently with a total of 1,887 views on YouTube.com/PrinceWilliamPublicLibraries.

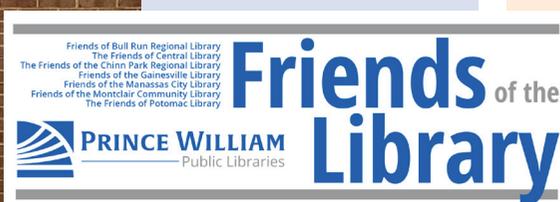
## FRIENDS OF THE LIBRARIES

**Prince William Public Libraries Welcomes Newest Friends Group, Friends of Manassas City Library:** The Friends of Manassas City Library joins six other Friends Groups in supporting Prince William Public Libraries:

- Friends of Bull Run Regional Library
- Friends of Central Community Library
- Friends of the Chinn Park Regional Library
- Friends of the Haymarket Gainesville Library
- Friends of Montclair Community Library
- Friends of Potomac Community Library

In FY2021, the Friends of the Libraries collectively donated \$40,000 to help support library programs like Summer Reading and purchase supplies, equipment, and other items for their designated library.

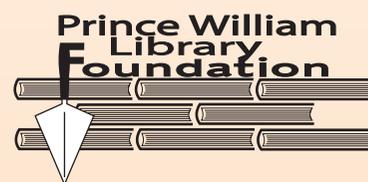
**Friends of Central Community Library Awarded 2020 Friends of the Library Award:** The Awards & Recognition Committee of the Virginia Library Association announced that the Friends of Central Community Library were chosen for the 2020 Friends of the Library Award recognizing their efforts in supporting Central Library.



## PRINCE WILLIAM LIBRARY FOUNDATION

The Prince William Library Foundation—a 501(c)3 nonprofit organization, was established in 1997 to encourage community-minded citizens, organizations, and businesses to support Prince William Public Libraries. The Foundation's mission is to serve as a catalyst to develop innovative library services, to serve as a conduit to acquire grants to provide programs and services, and to raise funds through community interaction, all which support programs which may otherwise be unavailable to PWPL.

In FY2021, the Prince William Library Foundation was awarded 19 grants totaling \$74,300 in grant funds. Thirty-one sponsors supported Summer Reading and other library initiatives by donating \$41,482 in monetary and in-kind donations.



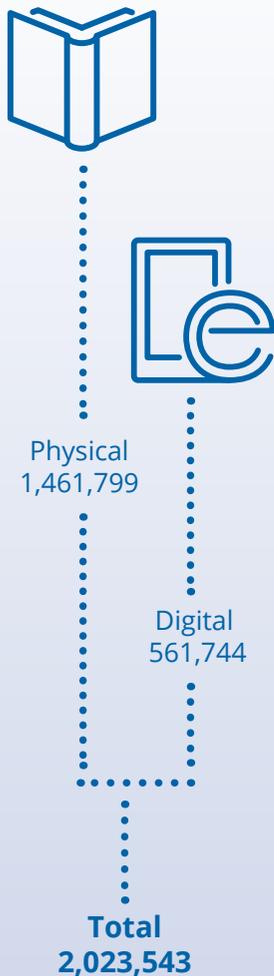
# PRELIMINARY FY2021 FINANCIAL REPORT

## Expenditure and Revenue Summary

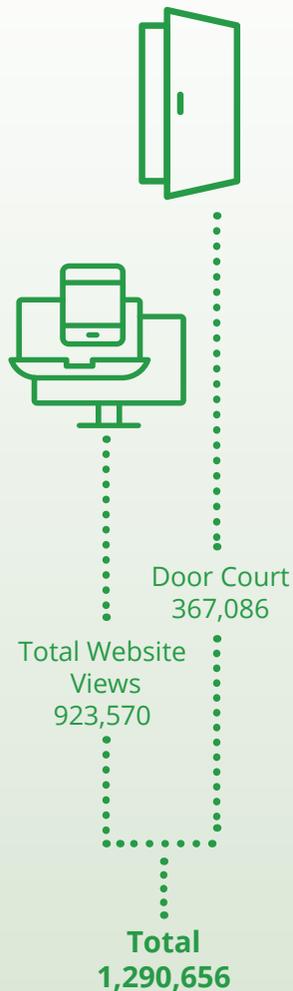
<b>TOTAL REVENUE</b>	<b>\$1,517,759.76</b>
<b>FUNDING SOURCES:</b>	
Revenue from Other Localities	\$1,115,413.45
Miscellaneous Revenue	\$17,090.61
Charges for Services	\$118,433.70
Revenue from Commonwealth	\$266,822.00
<b>TOTAL EXPENDITURES</b>	<b>\$17,856,091.06</b>

## PRINCE WILLIAM PUBLIC LIBRARIES STATS AT A GLANCE

### CIRCULATION



### LIBRARY VISITS



### PROGRAMS



### COMPUTER USE



### HOLDS REQUESTS





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