



PERFORMANCE
OVERSIGHT
HEARING
FY2021 AND FY2022 YTD

February 9, 2022



DC Public Library

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DC Public Library

February 9, 2022

Councilmember Trayon White, Sr.
Chairperson, Committee on Recreation, Libraries & Youth Affairs
Council of the District of Columbia
1350 Pennsylvania Avenue, NW, Suite 400
Washington, DC 20004

Dear Councilmember White, Sr.,

Thank you for the courtesy of making your questions available in advance of the Library Performance Oversight Hearing scheduled for 12:00 p.m. on Wednesday, February 9, 2022 via a virtual platform from the John A. Wilson Building.

Responses to the questions are enclosed in this electronic booklet and divided into sections for ease in reading. I look forward to meeting with you and other members of the Committee on Recreation, Libraries and Youth Affairs to respond to these and any other questions you may have.

Together with Monte Monash, Chair of the Board of Library Trustees, and all members of the Board, we thank you for your support. We look forward to working with you and members of the Committee to continue the transformation of the District's public library system into one of the best in the nation.

Sincerely,

Richard Reyes-Gavilan
Executive Director



DC Public Library

**DISTRICT OF COLUMBIA PUBLIC LIBRARY
Performance Oversight Hearing
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DC Public Library

DISTRICT OF COLUMBIA PUBLIC LIBRARY
Performance Oversight Hearing
FY2021 and FY2022 YTD
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A. LIBRARY PROGRAMMING

- Q1. Provide a description of all programs offered by DCPL in FY21 and to date in FY22. In your response, include the following:
- A narrative description of each program;
 - The number of sessions of each program that were held, if applicable, broken down by library; and
 - The number of individuals enrolled in each program, or the number of individuals that participated in each session of a program.

TAB A1

- Q2. Provide a description for the process to obtain and renew a library card.
- Was the process modified or changes as a result of the pandemic?
 - If the process for obtaining or reviewing a library card requires any in-person contact what would be necessary for the process to be completely virtual?

TAB A2

- Q3. Provide the rationale for the following:
- Why do library cards expire?
 - Why is there a 3 hour time block limitation to reserve rooms?
 - Why is there a 2 times a month limit for reserving space?
 - Why is there a limit to how far in advance you are allowed to reserve rooms?
 - If you partner with the library to provide programming do the limitations above still apply?

TAB A3

- Q4. How did DCPL connect with and provide services to vulnerable populations, including seniors, in FY21 and FY22 to date?

TAB A4

- Q5. Provide an update on the summer challenge program at DCPL including targeted age demographics. In your response, include the number of individuals enrolled in the

program in FY19, as well as the age demographic breakdown, any changes made to the program in FY19 or to date in FY20, and the results/outcomes from the program.

TAB A5

- Q6. Provide an update on the Adult Literacy Resource Center run by DCPL. In your response, include the number of individuals enrolled in the program in FY21 and to date in FY22 and the number of GED practice tests administered. Also include the attendance at Teacher Training Workshops administered by the program in FY21 and to date in FY22.

TAB A6

- Q7. Provide an update on DCPL's early childhood literacy campaign, Sing Talk and Read (STAR) and Books from Birth. Include the number of caregivers reached in FY20, FY21, and FY22 to date; how DCPL promotes STAR and Books from Birth; the number of participants in both programs; and plans for the future. For Books from Birth, include statistics on the program including the number of children enrolled, the number of books distributed in FY19, FY20, FY21 and FY22 to date, and anticipated growth in the program.

TAB A7

- Q8. How has the usage of library meeting rooms in FY21 and in FY22 to date compared with usage in FY18? How does DCPL measure attendance for programming and community meetings? How frequently are meeting rooms used after library hours? How many community groups use meeting rooms after hours?

TAB A8

- Q9. Describe the Center for Accessibility, including its purpose, goals, and targeted populations. How many patrons were served by the Center for Accessibility Department in FY21 and FY22 to date? Has DCPL conducted computer classes for seniors in the last fiscal year? If so, how many participants were there? How has the closure of MLK for modernization impacted the Center for Accessibility?

TAB A9

- Q10. Provide an update on DCPL's authority to raise and retain revenue. How much money was DCPL able to raise and retain in FY21 and to date in FY22? Describe how the revenue will be spent?

TAB A10

- Q11. Provide an update on the work of the Oral History Project at DCPL in FY21 and to date in FY22. Please include descriptions of relationships with organizational partners and objectives achieved. Also include the number of oral histories captured in FY20, FY21 and FY22 to date, and how these oral histories are made available to the public.

TAB A11

B. Circulation and Acquisition

Q12. What are the current circulation statistics? Provide FY19, FY20, FY21 and to date in FY22, in a comparison chart, by type and by location. In locations where circulation has trended downwards, indicate what new measures have been taken to encourage community engagement and usage of library resources.

TAB B12

Q13. Please provide circulation or download statistics for digital collections for FY19, FY20, FY21 and to date in FY22, broken down by category of media (e.g. books, magazines, video, periodicals, etc.) if possible.

TAB B13

Q14. What future trends in circulation does DCPL expect? How is DCPL adapting to meet any expected changes? What additional funding may be required to meet future circulation trends?

TAB B14

Q15. Were funds adequate in the circulation budget for FY21 and to date in FY22? If not, please explain. Does the circulation budget change to account for inflation year-over-year? What is the expected annual increase in cost for both digital and physical collections? Include aggregate wait lists broken down by type of media. To the extent possible, describe the demand for various types of media, DCPL's ability to meet that demand, and estimate the additional cost required to meet demand in FY21 and to date in FY22.

TAB B15

C. Technology

Q16. Provide an update on the computer training programs offered by DCPL. How many people attended computer classes during FY21 and FY22 to date? How many public access computers are offered by DCPL? Does the number of public access computers meet demand? Does the number of training programs offered by DCPL meet demand?

TAB C16

Q17. Describe the usage and demand of DCPL's wired and wireless internet. Does DCPL have the necessary wired and wireless bandwidth to meet demand? Describe any investments to the wired and wireless infrastructure that are needed to meet demand? Describe any challenges DCPL experiences providing and meeting customer demand for wired and wireless internet access.

TAB C17

D. Facilities, Facility Planning, and Capital Projects

Q18. List the branch libraries that have not yet been renovated or modernized. What are the current capital plans regarding the remaining branch libraries? Provide updates on

branch libraries currently in the Capital Improvement Plan. Include updates on planning, community engagement, estimated construction timelines, and approximate completion dates.

TAB D18

- Q19. Describe the current status of the process to construct a free-standing Parklands-Turner branch library, and next steps to begin planning and construction. Also describe any challenges associated with land acquisitions. Include any analysis on the opportunity to construct the library as part of a mixed-use public private partnership.

TAB D19

- Q20. Provide an update on the Facilities Master Plan development process, how the FMP will inform decisions of future renovations, opening new branches, and how public private partnerships could be utilized for DCPL locations.
- a. How will the FMP inform lifecycle planning for DCPL capital projects? Also provide any lifecycle planning for projects completed in FY21 or to date in FY22.
 - b. How will the FMP address problems and challenges associated with newly renovated facilities, including chronic maintenance issues, design or construction flaws, or other defects stemming from the modernization?
 - c. Describe any recommendations made in the FMP regarding upgrades to library branches that were among the first to receive modernizations.

TAB D20

- Q21. How does DCPL budget for maintenance, both in capital and operating dollars? Was the maintenance budget (both capital and operating) sufficient in FY20 and FY21 and to date in FY22? If insufficient, please explain and include DCPL's maintenance needs, estimated costs, and appropriated capital or operating budget amount.

TAB D21

- Q22. Provide a current list of all properties supported by the DCPL budget. Indicate whether the property is owned by the District or leased and which agency program utilizes the space. If the property is leased, provide the terms of the lease. For all properties provide an accounting of annual fixed costs (i.e. rent, security, janitorial services, and utilities).

TAB D22

- Q23. Do the facilities owned or operated by DCPL meet current Americans with Disabilities Act requirements? If not, describe the facilities and situations that do not comply.

TAB D23

- Q24. Provide an update on the implementation of the District of Columbia Public Library Lease and Permitting Authority Amendment Act of 2018.

TAB D24

- Q25. Provide the capital budget for DCPL and all programs under its purview during FY21 and FY22, including amount budgeted and actual dollars spent. In addition, provide:
- a. An update on all active capital projects in FY21 and FY22.
 - b. Whether active capital projects in FY21 or FY22 had an impact on the operating budget of the agency? If so, provide an accounting of such impact.

- c. A description regarding how the agency decided the FY21 proposed capital budget and the sequencing of projects.
- d. Specifically for current projects, provide all anticipated Operating Impact on Capital costs upon the reopening of the facility, including FTE's, collections, maintenance, etc.

TAB D25

E. Community Engagement and Outreach

Q26. How has DCPL received feedback from guests in FY21 and to date in FY22? Has DCPL adopted any new ways to solicit feedback from guests in the last fiscal year? In your response, include the most frequently received feedback and how that feedback facilitated a change in programs or practices.

TAB E26

Q27. The following questions are related to "Friends of the Library" organizations:

- a. Have any new "Friends of the Library" organizations been formed in the last fiscal year?
- b. How much funding did DCPL receive from the support of the Friends in FY21 and FY22, to date?
- c. What kinds of programs have been made possible through the participation of the Friends?

TAB E27

Q28. Provide an update on the implementation of the District of Columbia Public Library Partnership and Sponsorship Amendment Act of 2019. Include a list and summary of agreements between the library and partners as a result of this Act in FY21 and FY22. Include any funding associated with this agreement and for what purpose those funds were used.

TAB E28

Q29. How many volunteers does the DCPL currently have? Have there been any changes in the last fiscal year to the selection and training process for volunteers?

TAB E29

Q30. Describe any efforts undertaken by DCPL in FY21 and to date in FY22 to identify and engage corporate partners to enhance the operations and collections of DCPL.

TAB E30

F. Personnel

Q31. What is the current staffing at branch libraries? Provide the number of staff assigned to each library, including job titles.

TAB F31

Q32. Is staff adequately supported with sufficient training and employee development programming? Please describe the existing training and employee development

program, the number of staff who have went through training and employee development in FY21 and FY22 to date. Were funds sufficient for training and employee development in FY21 and FY22 to date? If not, please describe how much funding is needed for DCPL to sufficiently provide training and employee development, and how it would be used.

TAB F32

Q33. Are all branch libraries currently sufficiently staffed to accommodate staff absences due to illness, vacation, or extended leaves of absence? Have such absences resulted in reduced service or unplanned closures in the last fiscal year? How have staff absences affected DCPL's budget in FY21 and to date in FY22? How has the overall staffing level changed in the last fiscal year?

TAB F33

Q34. Has DCPL changed their policies with regard to hiring District residents in the last fiscal year? What is DCPL's compliance rate for the *First Source* and *Apprenticeship* program requirements? How was this compliance monitored and evaluated in FY21 and FY22, to date?

TAB F34

Q35. Has the agency adhered to all non-discrimination policies in regard to hiring and employment?

TAB F35

Q36. Have there been any allegations that the agency has violated hiring and employment nondiscrimination policies in FY21 or to date in FY22? If so, what steps were taken to remedy the situation or ensure that the violation does not occur in the future?

TAB F36

Q37. Please list all settlements entered into by the agency or by the District on behalf of the agency in FY21 or FY22, to date, and provide the parties' names, the amount of the settlement, and if related to litigation, the case name and a brief description of the case. If unrelated to litigation, please describe the underlying issue or reason for the settlement (e.g. administrative complaint, etc.).

TAB F37

Q38. Please describe the agency's procedures for investigating allegations of sexual harassment or misconduct committed by or against its employees. List and describe any allegations received by the agency in FY21 and FY22, to date, whether or not those allegations were resolved.

TAB F38

Q39. Please list the administrative complaints or grievances that the agency received in FY21 and FY22, to date, broken down by source. Please describe the process utilized to respond to any complaints and grievances received and any changes to agency policies or procedures that have resulted from complaints or grievances received. For any complaints or grievances that were resolved in FY21 or FY22, to date, describe the resolution.

TAB F39

- Q40. Provide a narrative description of the security personnel and procedures currently utilized by DCPL. Emphasize any changes in the security situation that have occurred within the last fiscal year. At a minimum, include:
- a. The number of library security guards currently employed by DCPL;
 - b. The number of vehicles currently associated with DCPL security;
 - c. New security initiatives or technologies instituted in FY21 and to date in FY22; and
 - d. Any areas of concern as it relates to Library security.

TAB F40

G. Government Management and Oversight

- Q41. Provide an update on the implementation of DCPL's strategic plan.

TAB G41

- Q42. Discuss any changes made in the last fiscal year to DCPL's emergency management process or its receipt of information about emergencies from the District and/or the Homeland Security and Federal Emergency Management Agency.

TAB G42

- Q43. Provide an updated list of each branch library within DCPL that includes the following, if available:

- a. Name of the library;
- b. Head librarian;
- c. Hours of operation;
- d. Unique programs, offers, or collections;
- e. Contact information; and,
- f. President of the Friends Group.

TAB G43

- Q44. Describe any partnerships or collaborations currently underway between DCPL and other District government agencies, including the target populations to service. In particular, describe any new partnerships or collaborations developed, planned, or implemented over the last fiscal year. Include the following agencies:

- a. DC Public Schools;
- b. DC Public Charter Schools;
- c. DC Department of Parks and Recreation;
- d. DC Department of Employment Services;
- e. DC Office on Aging;
- f. DC Department of Human Services;
- g. Department of Health;
- h. Department of Behavioral Health;
- i. Office of the Chief Technology Officer; and
- j. University of the District of Columbia and UDC Community College.

TAB G44

- Q45. Provide an update on DCPL's offering of library services at the D.C. Jail including staffing and the state of the collection.
TAB G45
- Q46. Describe how the DCPL Foundation supports programming, operations, capital projects, collections, and general library activity.
TAB G46
- Q47. What existing bequests, trusts, or other gifts does Library have? Provide details about the creation, status, and use of such monies.
TAB G47
- Q48. Identify all legislative requirements (both local and federal) that the agency lacks sufficient resources to implement properly.
TAB G48
- Q49. Identify any statutory or regulatory impediments to your agency's operations.
TAB G49

H. Board of Trustees

- Q50. Provide a list of the Board of Library Trustees' current members. For each member, provide the following:
- The member's name;
 - When the member's term began;
 - When the member's term expires; and
 - Number of Board meetings missed in FY21 and to date in FY22.
- TAB 50**
- Q51. Are there any vacancies on the Board? If yes, how long has the position or positions been vacant?
TAB H52
- Q52. Provide a list of the Board's meeting dates, times, and locations for FY21 and FY22 to date. If accessible, provide a copy of the minutes from each meeting, any presentations or documents that were presented and discussed, and any current pending action items.
TAB H52
- Q53. Describe the Board's practices for soliciting feedback from residents. How has resident feedback assisted or impacted the Board's decision-making process in FY21 or FY22 to date?
TAB H53

I. General Questions

- Q54. Please provide the number of visitors to DCPL, broken down by quarter and location in FY20, FY21 and to date in FY22.
TAB I54
- Q55. Provide a current organizational chart for DCPL and the name of the employee responsible for the management of each office/program. If applicable, provide a narrative explanation of any organizational changes made during FY21 or to date in FY22.
TAB I55
- Q56. Provide the agency's performance plan for FY21. Did DCPL meet the objectives set forth in the FY21 performance plan? Provide a narrative description of what actions the agency undertook to meet the key performance indicators, including an explanation as to why any indicators were not met.
TAB I56
- Q57. Provide the agency's performance plan for FY22. What steps has the agency taken to date in FY22 to meet the objectives set forth in the FY22 performance plan?
TAB I57
- Q58. Provide the following budget information for DCPL, including the approved budget, revised budget, and expenditures, for FY21 and to date in FY22:
- At the agency level, provide the information broken out by source of funds and by Comptroller Source Group and Comptroller Object;
 - At the program level, provide the information broken out by source of funds and by Comptroller Source Group and Comptroller Object.
 - At the activity level, provide the information broken out by source of funds and by Comptroller Source Group.
- [NOTE: for electronic submission submit raw data - (i.e. CFO data dump)]
TAB I58
- Q59. Provide a complete accounting of all intra-district transfers received by or transferred from DCPL during FY21 and to date in FY22. For each, provide a narrative description as to the purpose of the transfer and which programs, activities, and services within DCPL the transfer affected.
TAB I59
- Q60. Provide a complete accounting of all reprogrammings received by or transferred from DCPL during FY21 and to date in FY22. For each, provide a narrative description as to the purpose and reason of the transfer and which programs, activities, and services within the agency the reprogramming affected. In addition, provide an accounting of all reprogrammings made within the agency that exceeded \$100,000 and provide a narrative description as to the purpose and reason of the transfer and which programs, activities, and services within the agency the reprogramming affected.

TAB I60

Q61. Provide a list of all DCPL's fixed costs budget and actual dollars spent for FY21 and to date in FY22. Include the source of funding and the percentage of these costs assigned to each DCPL program. Provide the percentage change between DCPL's fixed costs budget for these years and a narrative explanation for any changes.

TAB I61

Q62. Describe any spending pressures that existed in FY21. In your response provide a narrative description of the spending pressure, how the spending pressure was identified, and how the spending pressure was remedied.

TAB I62

Q63. Identify potential areas where spending pressures may exist in FY22. Provide a detailed narrative of the spending pressure, including any steps that are being taken to minimize the impact on the FY22 budget.

TAB I63

Q64. Provide a list of all FY21 and to date for FY22 full-time equivalent positions for DCPL, broken down by program and activity. In addition, for each position note whether the position is filled (and if filled, the name of the employee) or whether it is vacant. Finally, indicate the source of funds for each FTE (local, federal, special purpose, etc.).

TAB I64

Q65. How many vacancies were posted for DCPL during FY21? To date in FY22? Which positions? Why was the position vacated? In addition, note how long the position was vacant, what steps have been taken to fill the position, whether or not the position has been filled, and the source of funding for the position.

TAB I65

Q66. How many employee performance evaluations were completed in FY21 and how was performance measured against position descriptions? To date in FY22? What steps are taken to correct poor performance and how long does an employee have to correct their performance?

TAB I66

Q67. Provide the Committee with the following:

- a. A list of all vehicles owned, leased, or otherwise used by the agency and to whom the vehicle is assigned;
- b. A list of employee receiving bonuses, special pay, additional compensation, or hiring incentives in FY21 and to date in FY22, and the amount;
- c. A list of the total overtime and workman's compensation payments paid in FY21 & FY22 to date; and
- d. A list of travel expenses for FY21 and to date in FY22, arranged by employee. Include the travel schedule (location and purpose of travel) and budget for each member in the agency's executive team, including the agency director.

TAB I67

- Q68. Provide the following information for all grants awarded to or accepted by DCPL during FY21 and to date in FY22:
- a. Grant Number/Title;
 - b. Approved Budget Authority;
 - c. Expenditures (including encumbrances and pre-encumbrances);
 - d. Purpose of the grant;
 - e. Grant deliverables;
 - f. Grant outcomes, including grantee performance;
 - g. Any corrective actions taken or technical assistance provided;
 - h. DCPL program and activity supported by the grant;
 - i. DCPL employee(s) responsible for grant deliverables; and
 - j. Source of funds.

TAB I68

- Q69. Provide the following information for all grants/subgrants awarded by DCPL during FY21 and to date in FY22:
- a. Grant Number/Title;
 - b. Approved Budget Authority;
 - c. Expenditures (including encumbrances and pre-encumbrances);
 - d. Purpose of the grant;
 - e. Grant deliverables;
 - f. Grant outcomes, including grantee/subgrantee performance;
 - g. Any corrective actions taken or technical assistance provided;
 - h. DCPL employee/s responsible for overseeing the grant; and
 - i. Source of funds.

TAB I69

- Q70. Provide the following information for all contracts awarded by DCPL during FY21 and to date in FY22:
- a. Contract number;
 - b. Approved Budget Authority;
 - c. Funding Source;
 - d. Whether it was competitively bid or sole sourced;
 - e. Expenditures (including encumbrances and pre-encumbrances);
 - f. Purpose of the contract;
 - g. Name of the vendor;
 - h. Contract deliverables;
 - i. Contract outcomes;
 - j. Any corrective actions taken or technical assistance provided; and
 - k. DCPL employee/s responsible for overseeing the contract.

TAB I70

- Q71. Provide the following information for all contract modifications made by DCPL during FY21 and to date in FY22, broken down by agency program and activity:
- a. Name of the vendor;
 - b. Purpose and reason of the contract modification;
 - c. Employee/s responsible for overseeing the contract;

- d. Modification cost, including budgeted amount and actual spent; and
- e. Funding source.

TAB I71

- Q72. Provide the following information for all purchase card transactions during FY21 and to date in FY22:
- a. Employee that made the transaction;
 - b. Transaction amount; and
 - c. Transaction purpose.

TAB I72

- Q73. Provide copies of any investigations, reviews or program/fiscal audits completed on programs and activities within DCPL during FY21 and to date in FY22. This includes any reports of the DC Auditor or the Office of the Inspector General. In addition, provide a narrative explanation of steps taken to address any issues raised by the program/fiscal audits.

TAB I73

J. District of Columbia Public Library Trust Fund General Questions

- Q74. Please provide history to establish the District of Columbia Public Library Trust Fund.

TAB J74

- Q75. Please explain the mission of the District of Columbia Public Library Trust Fund?

TAB J75

- Q76. Please provide a list of resources used or needed to manage the District of Columbia Public Library Trust Fund?

TAB J76

- Q77. Provide an update on public usage rates of each library facility.

TAB J77

**A. LIBRARY PROGRAMMING
TABS A1 – A11**

LIBRARY PROGRAMMING

Question Number 1

Provide a description of all programs offered by DCPL in FY21 and to date in FY22. In your response, include the following:

- a. A narrative description of each program;
- b. The number of sessions of each program that were held, if applicable, broken down by library; and
- c. The number of individuals enrolled in each program, or the number of individuals that participated in each session of a program.

The DC Public Library (DCPL) supports residents with services and programming, books, and other library materials that, in line with the Library's *Know Your Neighborhood* strategic plan, prioritize:

- Reading: supporting new readers and cultivating a love of reading
- Digital Citizenship: preparing residents for life online
- Strong Communities: ensuring neighborhood libraries are vital centers of community learning and civic engagement
- Local History & Culture: fostering understanding and appreciation of what makes D.C. unique

The DC Public Library includes a central library and 25 neighborhood libraries and also provides library services inside the DC Jail. Most library buildings are flexibly designed to accommodate a variety of programs that support community learning. In addition, the Library continues to reach residents in non-traditional settings that include schools, restaurants, houses of worship, and – significantly – online at dclibrary.org.

At the beginning of the public health emergency the Library began shifting many of its programmatic offerings to a virtual environment, and now offers regular programs ranging from storytimes to American Sign Language (ASL) classes as well as special lectures and presentations by local and nationally acclaimed authors. We recognize that those programs are accessible only to those who have the technology to participate, and have endeavored to provide take-away programming kits for youth as well as significant book giveaways. The Library has also partnered with organizations leading technology giveaway programs, such as SNAP (Supplemental Nutrition Assistance Program) and DACL (Department of Aging and Community Living), to connect new technology owners with library resources and programs.

In FY21, DCPL was able to begin re-introducing in-person programming, initially focusing on outdoor programming and eventually indoor programming. Indoor programming has targeted audiences who are eligible for a COVID-19 vaccine. As such programming for children under five has remained virtual and / or outdoors during seasonable weather.

In FY21, the Library offered 2,427 virtual and in-person programs attended by 67,603 people. All library programs are planned and implemented through the Public Services Division, directed by Tiffany Alston.

	FY21 Q1	FY21 Q2	FY21 Q3	FY21 Q4
Number of programs	410	496	683	838
Program Attendance	18,627	17,906	15,876	15,194

Program Highlights

Reading: support new readers and cultivate a love of reading

The Library offers a wide range of programming designed to support new readers of all ages and to cultivate a love of reading. The Library places particular emphasis on supporting the reading needs of the District's youngest residents. The Library strives to instill a passion for books and reading that will last a lifetime. In addition, the Library attempts to help adult new readers through original programming and by connecting them to formal learning programs offered throughout the city.

Key FY21 programs that supported the Reading priority include:

- **High-Profile Author Talks.** DCPL was able to host a number of high-profile author talks to inaugurate the new auditorium and event spaces at the modernized Martin Luther King Jr. Memorial Library. These include events with Colson Whitehead for his new novel *Harlem Shuffle* and Nikole Hannah-Jones for the launch of the book version of *The 1619 Project*. These events celebrate the works and achievements of major authors and provide District residents unique access to hearing directly from nationally renowned writers. These programs and others were held in-person at the MLK library and streamed so that residents from across the District could participate.
- **Virtual Programming.** DCPL continued to offer an array of virtual programs, including author talks, book clubs, and writing workshops among others. In FY21, the Library hosted a total of 1,924 virtual activities with 60,906 participants.
- **Know Your Power Ceremony and Author Talk with Tyler Gordon.** We recognized all of the youth who submitted art, writing, photography, and music to the Know Your Power civic engagement arts contest in a special event at MLK Library on September 25, 2021. In partnership with Politics and Prose, the DC Public Library Foundation, and Politics and Prose, the Library hosted youth artist and author Tyler Gordon virtually for a talk and Q&A about passion, art, and his journey as an artist. With training and direction from library staff, Teen Council members hosted this portion of the event. They interviewed Tyler with their own questions and facilitated questions from the audience. All who attended this event were able to receive a free copy of the book courtesy of the Library Foundation and Pepco. Afterward, there was a ceremony recognizing the youth artists who submitted to Know Your Power and an announcement of the winners. This provided young artists with recognition and an opportunity to learn more about a potential career path related to their personal interests. 140 people attended this program.
- **Virtual Story Time.** In FY21, library staff held 200 virtual story times on Facebook Live for children ages birth to five and their caregivers, planned and implemented by trained DC Public Library staff. Approximately 23,100 total viewers tuned into these story times, which allowed children to continue to engage with books and songs on a weekly basis and staff to model early literacy practices to caregivers, at a time when flexibility was necessary for so many families.

Digital Citizenship: preparing residents for life online

Support digital citizenship by providing technology, internet access, and training.

Key FY21 programs that supported the Digital Citizenship priority include:

- **Device distribution with the Department of Aging and Community Living.** DCPL partnered with DACL on a device distribution program to supply 500 District seniors with iPads to stay connected and engage and combat isolation. Through the partnership, the iPads were pre-loaded with DCPL applications to provide participants with quick and easy access to free library resources. The 500 participants also received library cards and specialized training opportunities led by DCPL staff.
- **Microsoft Office Suite.** Excel, Word, and PowerPoint are just a few of the application staples in Microsoft Office. The programs are the foundation of any work or educational environment and are a cornerstone of workforce development. Every year DCPL offers dozens of classes focusing on the Office applications, whether you're a beginner, intermediate, or advanced user of these programs.

Strong Communities: ensure neighborhood libraries are vital centers of community learning and civic engagement

The Library strengthens communities through services, programs, outreach and increased use of the Library's physical campus.

Key FY21 programs that supported the Strong Communities priority include:

- **Our City, Our Stories.** This monthly series featured one virtual program around local government and governance and one virtual literary program featuring authors or books about Washington, D.C. Programs around local government included: a presentation by the City Council's Communications Director on the Council's structure and operations, a presentation by the Fair Budget Coalition, and the ABC's of the ANC. The literature events included an author talk by Paula Young Shelton on MLK Day, a Black History Month themed author talk with local short story collection authors Rion Amilcar Scott & Camille Acker, and a Women's History Month themed author talk with Marita Golden & Sadeqa Johnson. The Library also had an Emancipation Day program with the Anacostia based Playback Theater around the theme of 'what does freedom mean to me'. The programs were broadcast on the Library's Facebook and YouTube pages and had high engagement.
- **Know Your Power Open Mic.** In July of 2021, under the guidance and direction of the Teen Services Coordinator, the Teen Council organized and hosted an open mic for teens on the roof top of the Martin Luther King Jr. Memorial Library in promotion of the Know Your Power arts contest. Seven young people performed personal works of poetry or music, including two of our Teen Council members. Each Teen Council member had a role either promoting the program, doing outreach to performers, MCing the event, or documenting it for the Library's website and social media. This helped them gain confidence, leadership, and administrative skills. The youth performers had an outlet for their creativity and voice and all who participated had the opportunity to socialize and connect with their peers.

Local History & Culture: foster understanding and appreciation of what makes D.C. unique

The Library connects residents to the District's past, present, and future by providing access to, experiences in, and support for local history and culture.

Key FY21 programs that supported the Local History & Culture priority include:

- **DCPL 125th Birthday Celebration.** DCPL hosted events system-wide to celebrate its 125th birthday on Thursday, June 3. Despite the threat of rain, 647 total attendees participated in 14 events both virtual and in person throughout the city, including a children's parade at the Southeast Neighborhood Library. The first 125 customers at each branch received a commemorative tote bag, balloons and other giveaways.
- **Go-Go Preservation Week.** In November 2021, DCPL celebrated Go-Go Preservation Week in partnership with the Go-Go Museum. This included the Go-Go's Next Chapter Panel discussion featuring advocates and artists discussing how to continue the momentum since Go-Go became the official music of D.C. The panel moderator was Charles C. Stephenson, Jr. Co-author, "The Beat" and panelists included Councilmember Kenyan McDuffie, Edward M. Jones, Kokayi, and DCPL Library Trustee Shanel Anthony. This was followed by a live performance by Rare Essence. Approximately 200 people participated in the in-person activities.

LIBRARY PROGRAMMING

Question Number 2

Provide a description for the process to obtain and renew a library card.

- a. Was the process modified or changes as a result of the pandemic?**
- b. If the process for obtaining or reviewing a library card requires any in-person contact what would be necessary for the process to be completely virtual?**

Provide a description for the process to obtain and renew a library card.

The DC Public Library currently offers four types of library cards to customers:

Adult Card: Ages 20 and older. Access to all services including borrowing physical and digital items, access to digital resources, computer reservations, meeting and study room reservations. Free with proof of residency in the District or one of the following counties or cities in our reciprocal areas: Montgomery, Prince George's, Alexandria, Arlington, Falls Church, Fairfax, Frederick, Loudoun and Prince William. Card is renewable every three years.

Student Card: Ages birth-19. Access to borrowing physical and digital items, access to digital resources, and computer reservations in Children and Teen areas only. At 13 years old, Student Cards can be used to reserve Study Rooms. When a student ages out of a Student Card, it automatically becomes an Adult Card. Free with proof of residency in the District or one of the following counties and cities in the reciprocal area: Montgomery, Prince George's, Alexandria, Arlington, Falls Church, Fairfax, Frederick, Loudoun and Prince William. Card is renewable every three years.

Out-of-Area Card: Ages 20 and older. Access to all items in the Library's digital collection including all digital resources. Cost is \$20.00 per card for one year. Card-holders may renew annually, but must pay the \$20.00 fee to renew. Out-of-area is any location in the United States that is outside of the District of Columbia or one of the reciprocal borrowing counties or cities: Montgomery, Prince George's, Alexandria, Arlington, Falls Church, Fairfax, Frederick, Loudoun and Prince William.

Educator Card: Available to any educator living and/or working in the District of Columbia. Access to extended borrowing privileges (able to check out up to 100 physical items at a time for a nine-week period), and all digital items and resources. Free with proof of employment in education. Renewable annually.

Obtaining a Library Card

All library card types can be obtained at any library location by filling out a library card form and presenting a staff member with appropriate proof of residency or employment in education per the card type. Out-of-Area applications require a \$20.00 fee to be paid by credit card as no cash is accepted at any library location.

After review of information, a staff member will provide a physical library card, pin number, and welcome packet to the customer. The customer will also receive an email with their account information.

Additionally, Adult Cards can be obtained online through the Library's website using the Get A Card form at <https://www.dclibrary.org/getacard>. Once the form is submitted, the customer receives a temporary card number and pin they can use to access digital items and resources. They have 30 days to bring the temporary card and their proof of residency into a library location to have it converted to a full-access Adult Card. Currently, only the Adult Card can be obtained online.

Renewing Cards

All card renewals must be done in person. The library card database sends an email renewal reminder notification a month before card expiration reminding the customer to visit a location to renew their card.

a. Was the process modified or changes as a result of the pandemic?

At various times throughout the pandemic, the Library issued library cards in-person and online. In March 2020, cards that expired beginning in 2017 were automatically renewed. The 30-day timeframe for temporary cards was eliminated which enabled customers who created library accounts online to gain full access to the digital collections. We will continue to automatically renew privileges for expiring cards and temporary cards until it is safer for people to return in person to show proof of residency.

b. If the process for obtaining or reviewing a library card requires any in-person contact what would be necessary for the process to be completely virtual?

DC Public Library is in the process of redesigning its website. Part of the redesign is to make the online Get A Card process easier for customers. With this new process, customers will be able to enter residency and/or employment information and be verified automatically, pay for out-of-area fees if necessary, and be issued a card number that they can begin using online immediately, or print the card with barcode/QR code for use in-person. Customers will be able to request a physical library card at any library location if they choose.

Customers will still be able to sign up for a library card in person by either talking with someone at the information desk or using a library computer to sign up and walking to the desk to get a physical card if they want one.

Currently, residents who are unhoused need to provide proof of residency to obtain a card by showing documentation from a social services agency or shelter. The Library will be adding an option in the online form to use a USPS General Delivery address to obtain a library card so users will not have to wait to establish connections with social services or shelters to enjoy the Library's full range of services.

This new Get A Card process is still being designed and is expected to launch in Fall 2022 alongside the new website launch.

LIBRARY PROGRAMMING

Question Number 3

Provide the rationale for the following:

- a. Why do library cards expire?**
- b. Why is there a 3 hour time block limitation to reserve rooms?**
- c. Why is there a 2 times a month limit to reserving space?**
- d. Why is there a limit to have far in advance you are allowed to reserve rooms?**
- e. If you partner with the library to provide programming do the limitations above still apply?**

a. Why do library cards expire?

Accurate customer records are extremely important for DC Public Library because it is how the Library understands library usage. As customers use their library account to do most everything in a library (borrow materials, use online databases, log into computers, make room reservations), this data is critical in helping the Library understand usage patterns and identify needs across the system.

It is important for library customer records to be as accurate as possible, and because residents move within the city and region and sometimes out of the area, the Library has established an account renewal process that helps to verify library account status.

Asking customers to renew their accounts every three years allows customers to share with the Library their updated mailing address and home library location, or remove themselves from the system if they've moved out of the area or no longer want a library account.

b. Why is there a 3 hour time block limitation for to reserve rooms?

c. Why there is a 2 times a month limit to reserving space?

d. Why is there a limit to have far in advance you are allowed to reserve rooms?

Meeting and Study Room spaces are one of the Library's most popular services as they are free to use with a library account.

Customers can reserve Meeting Rooms

- 2 months in advance
- Up to 3 reservations within a 30 day period, and
- Up to 3 consecutive hours.

Customers can reserve Study Rooms

- Up to 2 times per day for up to 3 hours per reservation

Reservation rules are in place to provide an equitable use of space allowing more individuals and organizations the opportunity to use the Library's meeting spaces.

Since the opening of the MLK Library, there is the ability for individuals and groups to rent space for a private event for a fee. Rented spaces can be reserved further in advance and can be used for longer than three consecutive hours.

e. If you partner with the library to provide programming do the limitations above still apply?

Organizations or individuals that have partnerships with the Library for programs or services that will take place in a meeting room will have the dates and times outlined in the written agreement between the partner and the Library. This agreement process is done outside of the room reservation process. As such, the reservation rules do not apply. However, if a Library partner wishes to reserve a meeting space for an activity not associated with the partnership agreement the organization or individual will follow the room reservation process.

LIBRARY PROGRAMMING

Question Number 4

How did DCPL connect with and provide services to vulnerable populations, including seniors, in FY21 and FY22 to date?

The most critical service the DC Public Library (DCPL) provides for vulnerable residents is the seven-day-a-week operation of safe, welcoming and inspiring learning spaces to be enjoyed at no cost. DCPL, like public libraries across the country, naturally serves as a place of refuge and a place to form connections for people in all circumstances. Throughout the pandemic library staff have worked tirelessly to connect with customers during the Library's modified operating hours and services.

The Library's strategic plan identifies Strong Communities as one of the four core areas of work, with an intent to "strengthen communities through services, programs, outreach and increased use of the Library's physical campus." Longstanding initiatives related to this work include the Library's Center for Accessibility (see response to Question 9 for service details), the Adult Literacy Resource Center (see response to Question 6 for service details), and the D.C. Jail Library (see response to Question 45 for service details). In FY21 and FY22 to date the Library has invested in the following programs and services to support vulnerable populations.

Peer Outreach Program

DCPL continued to employ three Department of Behavioral Health Certified Peer Specialists to engage with customers experiencing homelessness or at risk of homelessness who spend time in library buildings accessing materials and services. Peers have been working in libraries since 2017 and this is the second year DCPL Peer Specialists have been funded through the federal grant from the Institute of Museum and Library Services (IMLS). Peers work a total of 30 hours per week, and in FY21 peers have connected with customers at the following libraries: Martin Luther King Jr. Memorial, Shaw (Watha T. Daniel), Benning (Dorothy I. Height), Anacostia, Petworth, Northeast, and Woodridge.

Libraries have long been places that serve people experiencing homelessness or at risk of homelessness because they offer information on services in the community, access to computers, warmth in the winter, access to restrooms, and much more. With the DCPL Peer Outreach Program, customers with life challenges such as homelessness, those with mental health challenges, returning citizens, and customers with substance use challenges can meet with someone who has overcome the same challenges. Peers guide interested individuals through the process of recovery by example and through connections to services in the community, from shelter to food to support getting critical documents like ID and birth certificates, and in some cases to housing.

In FY21 the DCPL Peer Outreach Program consisting of three Certified Peer Specialists:

- Had 740 engagements with customers at branches, over the phone, and at shelters;
- Engaged with 375 individuals;
- Completed 160 housing assessments;
- Referred and had 20 people move into PEP-V (Pandemic Emergency Shelter for people at high-risk of dying from COVID);
- Moved 10 people into transitional housing programs such as Calvary Women's Services and Emery work-bed program run through the Coalition for the Homeless; and
- Assisted 60 people with getting critical documents such as birth certificates, ID's, and social security cards.

DCPL Peer Specialists participate in the City's Coordinated Housing Assessment Program and utilize and track consumers through the Homeless Management Information System.

DCPL continues to lead the way nationally, as a model for libraries employing peers. DCPL peers participate monthly in a national call with other peers working at library systems around the country. Peers working in library systems are creating a national network of peer support to learn from each other.

Neighborhood Legal Services Program

For the sixth consecutive year, DC Public Library partnered with Neighborhood Legal Services Program (NLSP) to provide pro bono legal assistance. In FY21, DCPL partnered with NLSP to offer six virtual COVID-related legal information sessions on two critical issues: new protections for student loan borrowers and information on tenants rights during the pandemic.

Opioid Response

In support of the District-wide response to the ongoing opioid crisis, and as outlined in Mayor Bowser's plan to end the opioid epidemic, Live.Long.DC, DCPL worked with the Department of Behavioral Health, to ensure narcan kits, available at most branches, were up-to-date with unexpired Naloxone to ensure compliance when administering narcan. Training of managers and public safety officers took place in FY19 and training of frontline staff took place in FY20 Q1. In FY21 DCPL focused on replacing expired Naloxone. FY22 will focus on distributing narcan kits to all libraries and providing staff training in partnership with the Department of Behavioral Health.

Outreach & Inclusion Department

The Outreach and Inclusion Department embeds and expands library services beyond the library walls to provide services to District residents who have barriers to accessing library buildings. In FY21, the team provided 145 programs, and interacted with more than 5,790 residents. The team also distributed 8,300 free books, and issued 183 new library cards.

Outreach and Inclusion works heavily with youth in Wards 5, 6, 7, and 8. Regular partners include D.C. Metropolitan Police Department, D.C. Housing Authority, and the Department of Human Services.

For the fourth year, the Library partnered with the D.C. Housing Authority for the national Book Rich Environment program. Despite COVID-related restrictions on in-person programs, the Outreach & Inclusion Department was able to coordinate with several partner locations to deliver more than 7,900 books for youth and related information and activity suggestions. These are books for youth to keep and add to their personal libraries. Partner locations included community food distribution sites working with the D.C. Department of Parks and Recreation, the Mayor's Office of Latino Affairs, and D.C.'s Short Term Family Housing sites. To enhance the literacy experience, Outreach staff created activity kits based on the books. During the COVID-19 restrictions, the Library offered services to children and youth virtually and by providing books and resources for our partners to distribute.

The Outreach & Inclusion Department has worked closely with the following partners:

- Bi-monthly craft kits and in person programs with CoreDC, Ward 7 Short-Term Housing, The Horizon,
- Virtual Presentation at bi-weekly team meeting for DHS Youth Division TPAP & Youth HOPE programs in October 2020 with DC DHS Family Services Administration Youth Division,
- Virtual Presentation at District Connect 2020 in November 2020 with Department of Small and Local Business Development (DSLBD),
- Virtual Presentation: SNAP E&T grantee meeting in March 2021 with D.C. Department of Human Services SNAP Program,
- Weekly Virtual Story Time with Health Services for Children with Special Needs in March and October 2021 with collaboration from the Library's Center for Accessibility,
- Virtual job seeking and in-person library pop-up services with DC Job Placement Planning Session in April 2021 with Maximus staff and customers. Maximus, TANF training and education provider,
- Virtual Presentation at ESA Listening Session: Triumphant in 2021 with D.C. Department of Human Services' SNAP and TANF programs in July 2021
- Weekly visits in July 2021 to the DC Housing Authority Outdoor Summer Program at St Luke's Catholic Church Ward 7 for Summer Reading promotion and STEAM programming

- Weekly visits in July and August of 2021 at the DPR summer camps: Ft Stanton, Ridge Road, Lamond, Woody Ward, Barry Farm, Riggs LaSalle, Rosedale; for Summer Reading promotion, STEAM programming, and story time.
- Provided 300 themed books and craft kits to the Metropolitan Police Department, Murdermistaken Annual Children's Christmas Party for Survivors of Homicide.
- Provided library assistance, free books, and STEAM kits for the 7th District Metropolitan Police Department story times at Oxon Run Park in July through August 2021.

Age-Friendly City Initiatives

The Library is once again supporting the Age-Friendly DC Initiative by connecting D.C. residents over the age of 50 with library resources, including books clubs, movie groups, job seekers programs, art workshops, and fitness programs, such as yoga and Tai Chi. During the health emergency, library staff worked closely with DACL and senior service agencies to lead technology-focused workshops aimed at keeping residents 50 years old and above connected and active. DCPL partnered on DACL's annual "Cupid's Kids" program, inviting community members to create Valentine's cards to be distributed to seniors. Cards could be dropped at DCPL locations, making it convenient for people to participate wherever they live in the District. Finally, DCPL partnered with DACL on a technology distribution program, ensuring that the iPad's that DACL is distributing will be pre-loaded with key library software like the DCPL app and the Libby app. All participants received library cards, and DCPL hosted technology training sessions to help participants get up and running with library materials.

LIBRARY PROGRAMMING

Question Number 5

Provide an update on the summer challenge program at DCPL including targeted age demographics. In your response, include the number of individuals enrolled in the program in FY21, as well as the age demographic breakdown, any changes made to the program in FY21 or to date in FY22, and the results/outcomes from the program.

In FY21, DC Public Library (DCPL) continued the work of realigning its summer programming to match national best practices which include viewing all the library offers families between June 1 and August 31st as the Library's contribution to summer learning. Read 20 is the Library's reading campaign which includes a traditional summer reading program that encourages all D.C. residents to read at least 20 minutes a day in June, July, and August. Sustained reading practice over time has proven to be an effective way to stem "summer slide," the loss in reading comprehension skills that developing readers can experience over the summer. In addition to this traditional summer reading program which is self-directed and incentive based, DC Public library presents programs that engage customers in activities that help them see the importance of reading and learning under the umbrella title Summer Challenge.

Summer Challenge 2021 was a combination of virtual and in-person events in addition to the traditional reading program. DCPL hosted 864 events with 19,650 attendees. Summer Challenge Read20 participants were able to register, track their progress, contact the Library for help and receive their prizes all from home. There were 4,187 participants' system-wide in the reading program. Together participants read a total of 84,472 days and read for 1,689,440 minutes. While the Library's limited service capabilities as a result of the pandemic contributed to the decrease in participation in the self-directed reading program, there were several encouraging trends and takeaways from Summer Challenge FY21.

- The DCPL outreach team conducted 68 visits throughout the summer and gave books to more than 2,455 participants. This outreach allowed children in the most vulnerable neighborhoods to complete the program, receive books and engage with the Library. Outreach established relationships with many of the housing communities in D.C. and hosted programs in nontraditional settings.
- DCPS students had the ability to sign up for the reading program through their Clever accounts. The partnership between DCPS and DCPL strengthened school participation.
- DCPL supported Amira: the virtual reading platform pilot endorsed by other child-focused government agencies to combat learning loss and offered free to 20,000 students.
- DCPL continued to use the email address (readingprograms@dc.gov) for customers to correspond with the Library directly about the reading program, with emails coming in daily. Several people participated in the program by emailing their progress. The Library provided printable game boards for customers with limited computer access.
- DCPL created partnerships to support local businesses during a difficult time by purchasing gift cards for incentives for the Summer Challenge program. Expanded partnerships included Politics and Prose, Labyrinth Games, Shop Made in DC, Futuremakers, and Fresh Farm Markets.

In addition to the reading program, Summer Challenge offered a variety of learning opportunities during the summer. Highlights include:

- DCPL participated in the Marion S. Barry Summer Youth Employment Program in an all virtual capacity. Participants helped create book reviews and other promotional material for the Library.
- The Library continued the Know Your Power workshop series and arts contest for teens. By shifting the program online, teens were able to easily participate and engage with their peers all over the city as well as host an open mic night to share their talents with their peers, all while learning new skills.
- DCPL hosted 864 programs for more than 19,000 people during summer 2021. Family Learning covered fun topics such as June is Cat Month, Tasty Trivia, Teen Tuesdays and Mad Lib Mondays with interactive quizzes.
- STEM kits and take-home materials were distributed at all open branches and customers shared their results and gratitude with the Library via pictures sent to readingprograms@dc.gov.
- Systemwide virtual programs were conducted for all age groups.
- The Library hosted online Family Learning STEM videos that have garnered hundreds of views.
- The GoGo Sound of the Summer virtual series has reached more than 1,000 customers.
- The Dinosaur Roaring Contest was a major hit with a high participation rate and more than 3,000 views.
- Virtual programs in many ways allow for an expanded audience since they often remain online for extended periods of time and remove the barriers of transportation and scheduling restraints.
- Customers checked out more than 300,000 physical materials during the summer months (books, DVDs, scores, and Audiobooks)

FY20 and FY21 Summer Reading: Percentage of registrants who completed the program

	Registrations		Completions		% Completion	
	FY20	FY21	FY20	FY 21	FY20	FY 21
Birth-5	668	776	307	295	46%	38%
6-12	1,737	1688	572	399	33%	24%
13-19	329	491	123	72	37%	14%
19+	1,604	1232	610	94	38%	8%
Total	4,338	4,187	1,612	850	37%	20%

In FY21's Summer Challenge the Library discovered new ways to connect with customers. Thousands of children under age 12 engaged with the Library through virtual programs and the first year of the DCPS tandem login was a success accounting for almost half of the birth-12 participants in the reading challenge. Plans for FY22 include:

- Create opportunities for more interactive virtual learning experiences for school-aged kids through STEAM Take and Make Kits and outdoor environmental programming.
- Alter the reading tracker design to allow participants to complete reading goals at their own pace

- Provide D.C.-centered incentives that are accessible to all customers.
- Increase efforts to collaborate and do meaningful outreach with sister agencies such as DCPS, DCPCS, DPR, and other community-based organizations serving youth.
- Strengthen partnerships with local organizations that provide specialized services to appeal to the interests of all customers and assist the Library with cross promotion of events and services.
- Continue age-specific programs.
- Create mindful and interactive ways families can interact with the Library while remaining safe (utilizing outdoor spaces, outdoor story walks, interactive window displays, etc.)
- Build even more partnerships with cultural organizations and local D.C. establishments to provide experiential incentives for families.

LIBRARY PROGRAMMING

Question Number 6

Provide an update on the Adult Literacy Resource Center run by DCPL. In your response, include the number of individuals enrolled in the program in FY21 and to date in FY22 and the number of GED practice tests administered. Also include the attendance at Teacher Training Workshops administered by the program in FY21 and to date in FY22.

The Adult Learning Department (formerly known as the Adult Literacy Resource Center) is a specialized department housed within the Martin Luther King Jr. Memorial Library. The name Adult Learning reflects the department's expansion of focus to include digital literacy for adults (such as the Library's free computer classes), along with adult basic literacy education. The department serves diverse populations with needs that can encompass learning English, acquiring basic computer skills and learning the joy and utility of reading.

The Adult Learning Department (ALD) provides tutoring services for adult learners who are working toward obtaining a high school diploma. This includes skills assessment using the GED Ready practice test, GED Academy and Learning Express assessments. In FY21, tutoring was offered exclusively as a virtual service for the first three quarters. This work required several program changes, including creation of a virtual orientation, online registration, office hours for technical support for customers, staff training on use of web conferencing tools, identifying online coursework software for adult learners and offering tutoring as scheduled appointments. The transition was a success and the department reported more tutoring sessions in FY21 than in the last three fiscal years. In FY22, tutoring is offered both virtually and in-person as scheduled appointments for customers who want to prepare for the GED exam. The Library has found this flexibility is particularly beneficial to customers who don't want to, or cannot travel. For example, a virtually tutored customer passed all four subjects of the exam as a result of the Library's services and now has earned a high school diploma.

The Adult Learning Department staff actively responds to phone calls and emails on a daily basis, answering questions concerning high school equivalency options and making referrals to literacy providers/programs within the District. In FY21, the number of phone inquiries about high school attainment information more than doubled compared to previous fiscal years. As a result of this increase, the ALD added the service of administering the GED Ready Practice Test at the start of FY22. The GED Ready Practice test is offered twice a week in support of customers preparing for the GED exam. This service includes a technology assessment to determine if customers have the skills to take a computerized test, assistance with GED account creation, vouchers to access the practice test, and counseling services to discuss scores, next steps and/or referrals for test takers.

One of the Adult Learning Department's most popular programs is its ESL (English as Second Language) Conversation Circles. In FY21, the in-person program transitioned to virtual maintaining the same twice-on-Monday-and-Wednesday schedule. Without the constraints of traveling, participation in the ESL Conversation Circles also more than doubled. In FY21, there were 2,439 participants, compared to an average of 900 total participants FY18-FY20. Part of the increase can be attributed to improvement with welcoming new participants to the sessions by creating a Google Classroom that stores previous topics, links to articles/videos, announcements and other resources. The Library now offers post-session activities for participants by providing opportunities to comment on posts, share presentations/resources and continue the conversation.

In addition, in FY21, the Library piloted a new program for English language learners called Meeting Masters, where a cohort of 12 participants met once weekly to improve their public speaking skills. Customers who finished the course were recognized with certificates of completion. To date in FY22, the Library is on track to meet or exceed last year's numbers.

As part of its commitment to digital literacy, the Adult Learning Department offers a robust selection of free computer classes and certifications. Classes range from computer basics for customers new to using computers to providing exams to earn Microsoft certifications. In the last quarter of FY21, the Library offered a new class called Computer Comfort, which is a guided session for customers to spend more time practicing the basic functions of a computer. The Computer Comfort was so successful, it is now offered in FY22 as a series.

A Digital Literacy Coordinator was hired to further enhance the department's services. The Coordinator launched a Grow with Google (GWG) series that, unlike other classes that are walk-in, first-come first-served, GWG is a class for a cohort of learners who meet each week to build their skills and knowledge of Google Docs, Sheets and Slides. Nearly 90 people applied for the 12 available slots and the eight-week program concluded with an 83 percent retention rate. Participants were recognized in a ceremony at the central library.

In FY21 the Adult Learning Department started offering the Microsoft Office (MOS) Certiport exams remotely. Most impressive is how four of the 2021 Microsoft Office D.C. state champions received their certifications through the department's remote proctoring, each earning first-, second- and third-place recognition in the areas of Microsoft Word, Excel and Powerpoint. One customer earned one first place and two second place certificates. In addition, ALD offered the Northstar Digital Literacy Assessments remotely in FY21.

The Adult Learning Department supports the ABE community through an expansive listserv, which is used to promote literacy initiatives and other types of announcements. ALD promotes the department's programs and services by participating in outreach events that include a variety of literacy-, community- and workforce-themed events. In FY21 the department hosted three virtual Best Practice workshops for ABE education led by guest speakers from Virginia Commonwealth University on a presentation about volunteer tutors, a representative from COABE (Coalition of Adult Basic Education) on Adult Learner Ambassadors, and staff from the D.C. Education Opportunity Center on their programs and services. So far in FY22, the department has hosted one Best Practice session at the newly renovated central library which included a tour of the library and a presentation about the Adult Learning Department and the Library's digital resources.

FY21 and FY22 to date

Program	FY21 Attendance	FY22 to date Attendance	FY21 and FY22 to date Total Attendance
AFFB (A Feel for Books)	22	12	34
A Feel For Movies	33	9	42
Best Practices Workshops	53	4	57
Outreach Events	286	23	309
Learning Lab Tutoring	827	158	985
Learning Lab Assessments	38	22	60
English Conversation Circles	2439	619	3058
Referrals to Adult Literacy Instruction Programs	261	166	427
Questions about High School Completion/GED	1536	288	1824
Digital Literacy classes	1423	667	2090

LIBRARY PROGRAMMING

Question Number 7

Provide an update of DCPL’s early childhood literacy campaign, Sing Talk and Read (STAR) and Books from Birth. Include the number of caregivers reached in FY20, FY21, and FY22 to date; how DCPL promotes STAR and Books from Birth; the number of participants in both programs; and plans for the future. For Books from Birth, include statistics on the program including the number of children enrolled, the number of books distributed in FY19, FY20, FY21, and FY22 to date, and anticipated growth of the program.

The Library’s Books from Birth (BFB) program continues to thrive and grow each year. The ongoing partnership with the Department of Health (DOH) helps the Library reach hundreds of families each month including families in targeted communities across the city. In addition, library staff advertises the program to register new families.

Books from Birth Program Statistics

Metric	FY19	FY20	FY21	FY22 (to date)
Number of Active Children Enrolled	35,736	37,058	37,217	34,155
Total Number of Books Delivered	1,032,957	1,469,993	1,621,404	2,058,618

Number of Graduates (to date): 27,790

The Library emails a monthly newsletter to families enrolled in Books from Birth. The newsletter reaches about 10,000 people, on average, and there is a 20 percent click through rate. The newsletter promotes early literacy programs and services offered at DC Public Library and provides tips for incorporating singing, talking and reading into caregivers’ busy lives. It also provides a connection to the Library and age appropriate programming during a time when visiting the physical library is not as easy.

During FY21 the Library expanded the outreach and awareness campaigns for STAR and Books from Birth spotlighting DCPL’s 125th birthday celebration and graduates of the program. More than 150 children received graduation kits, diplomas, and backpacks at the first Books from Birth graduation outreach table. The well-attended family fun day at MLK Library on September 25th featured age appropriate activities, performances, giveaways, and partnership with agencies to provide caregivers with additional takeaways to support early literacy skills at home. STAR and Books from Birth advertisements had a total of 2,125,949 impressions with unique views and clicks totaling 259,362. 14,433 BFB

advertisements were emailed to D.C. households and promotion of the DCPL Family Festival resulted in 1,089,829 impressions with 11,165 unique views and clicks.

In addition to registration and graduation rates in target areas, enriched engagement with Books from Birth participants and graduates continues to be a focus for the program. Several initiatives and programs are in development on how to connect Books from Birth families to other library services and continue the relationship with children after they graduate at age five. Text-related extensions to encourage caregivers to create at-home literacy rich environments through their library are also being produced. Graduation recognition and developing readers program work is being done to encourage graduates to continue to use the Library.

STAR and Books from Birth Partnerships

The Library has worked with a variety of key partners to deliver messaging and training to caregivers and educators as well as spread awareness of Books from Birth and deliver books to families, including:

Government Agencies	
<ul style="list-style-type: none"> ● Child and Family Services (CFSA) ● DCPS Early Stages ● D.C. Department of Health (Vital Records, Help Me Grow & Healthy Start) ● Department of Parks and Recreation ● Department of Youth Rehabilitation Services (DYRS) ● Mayor’s Office of Community Relations and Services ● DC Fire & EMS 	<ul style="list-style-type: none"> ● MySchoolDC ● Office of the Chief Technology Officer (OCTO) ● Office of the Mayor - Safer, Stronger DC ● Office of the State Superintendent of Education (OSSE) (Strong Start & DC Child Care Connections) ● Thrive By Five ● US Postal Service ● Office of Neighborhood Safety and Engagement (ONSE)
Cultural Institutions	
<ul style="list-style-type: none"> ● National Building Museum ● Smithsonian Air and Space Museum ● Smithsonian Natural History Museum 	<ul style="list-style-type: none"> ● Smithsonian Hirshhorn Museum
Healthcare Organization	
<ul style="list-style-type: none"> ● National Children’s Hospital 	<ul style="list-style-type: none"> ● Public Benefit Corporation (CSW) ● Unity Health Care
Nonprofits and Educational Organizations	

- Arcadia Food
- Briya Public Charter School
- Friends of Deanwood Library
- Good Projects, Inc.
- Thrive DC
- DCAEYC

- Junior League of Washington
- Martha's Table
- Washington Nationals Youth Baseball Academy
- Reach Out and Read

LIBRARY PROGRAMMING

Question Number 8

How has the usage of library meeting rooms in FY21 and in FY22 to date compared with usage in FY18? How does DCPL measure attendance for programming and community meetings? How frequently are meeting rooms used after library hours? How many community groups use meeting rooms after hours?

Usage of library meeting rooms for library programs and community meetings have been impacted by the ongoing pandemic. Like all city services, libraries have had limited service over the past nearly two years prioritizing those services that have promoted social distancing. Because of the difficulties of promoting social distancing, indoor programs and public booking of meeting rooms didn't resume until later in the city's re-opening. Attendance is measured by the number of individuals that attend programs and community meetings as provided by the individual or group organizing the program or meeting. Prior to the pandemic, ANC meetings at some library locations have been the only meetings that have been held after hours.

Year	Library Program Attendance	Community Meeting Attendance	Total Attendance
FY18	310,374	230,536	540,910
FY19	295,817	263,972	559,789
FY20	189,978	117,460	307,438
FY21	*68,516	**N/A	68,516
FY22 Q1	*25,376	**N/A	25,376

* The pandemic limited the number of programs with most taking place outdoors.

**Community meetings were suspended various times during the pandemic. As a result, attendance was not tracked.

LIBRARY PROGRAMMING

Question Number 9

Describe the Center for Accessibility, including its purpose, goals, and targeted populations. How many patrons were served by the Center for Accessibility Department in FY21 and FY22 to date? Has DCPL conducted computer classes for seniors in the last fiscal year? If so, how many participants were there? How has the closure of MLK for modernization impacted the Center for Accessibility?

The Center for Accessibility is committed to providing customers with disabilities equal access to library resources and services at all DC Public Library (DCPL) locations. The Center staff work to provide disability-related cultural programming, book clubs, and accessible game nights throughout the year as well as classes in American Sign Language and Assistive Technology. The Center fulfills public reasonable accommodation requests for DCPL-sponsored events and programs. In its role as the designated State Library for the Blind and Print Disabled, under the Library of Congress' National Library Service for the Blind and Print Disabled, Center for Accessibility meets the needs of customers from a vast collection of items, including talking books, large print, braille books and magazines, music scores, and downloads. The Center trains staff throughout the library system on accessibility and disability acceptance and provides recommendations for accommodations and guidance related to accessibility.

The Center for Accessibility held 126 programs attended by 5,432 patrons who attended 126 programs in FY21 and to date in FY22, 86 programs have been held with 927 patrons attending. The Center for Accessibility offers American Sign Language (ASL) classes of varying levels and ASL Story Times throughout the District, reaching 1,262 people. These classes are highly sought after in part due to the large population of individuals who are deaf and hard of hearing in the region and the need for residents and professionals to effectively communicate.

Additionally, the Center offers courses in adaptive and assistive technology for individuals with disabilities of all ages. The classes include demonstrations of magnification and screen reader technology for computers, phones, iPads, and other platforms, allowing individuals with disabilities (including blind, low vision, cognitive, learning, and other) to learn technology with the same level of independence and privacy as those without disabilities. These courses are offered in both a classroom setting and one-on-one to individuals who may need more time and support, especially those learning to navigate their daily activities with the help of assistive technology for the first time.

Thanks to the Washington Volunteer Readers for the Blind (WVRB), whose recording booth is housed and run by the Center for Accessibility, the Library offered registered users free audio recordings of print publications not otherwise offered through the National Library Service for the Blind and Print Disabled (NLS). Currently, the WVRB offers recordings of the National Active and Retired Federal Employees Association Magazine, the Washingtonian magazine, and the New York Review of Books, as well as specific individual requests.

The MLK Library reopened after a three-year modernization in late FY20. As such, there was no closure of the MLK Library related to the modernization in FY21 and thus, no impact on the Center for Accessibility.

In FY21, the first full fiscal year of service after the library's modernization, and the first quarter of FY22, the Center for Accessibility:

- Served 35 patrons with the Library By Mail program, which provides standard print materials sent via USPS for those with a permanent or temporary disability that prevents them from visiting a DC Public Library location;

- Continued to offer courses and programs on virtual platforms and in-person, in response to the changing stages of the public health emergency;
- Trained staff on accessible use of virtual platforms;
- Hired an adaptive technology specialist to facilitate trainings, classes and acquisition of new technologies.

The Center's portfolio of programs and services includes:

- American Sign Language (ASL) classes, and ASL story times and book club.
- Adaptive meditation sessions.
- Children's book discussions with characters and authors with disabilities.
- Programs on disability culture and inclusion including, employment rights, voting rights, workforce development and community-based resources.
 - Fair Housing Rights for People with Disabilities, with Nick Adjami from the Equal Rights Center (ERC).
 - I Came, I Saw, I Wrote: Today's Autistic Creators explored autistic creativity and the status of disability inclusion in the arts today with author and disability rights advocate Alec Frazier.
 - Celebrating Pride: An Evening with Chella Man celebrated Pride and the anniversary of the ADA with Chella Man, a deaf, genderqueer, Chinese, and Jewish advocate who shared his advocacy, story, and book, *Continuum*.
- Technology Talks on the latest adaptive technologies and how to access them, such as:
 - iOS Curriculum, teaching students how to use an iphone, ipad, and Apple products with built-in adaptive technology.
 - Android, teaching students how to use androids with built in adaptive technology.
- Sign language interpreting and CART translation services for library-sponsored events and programs.
- DC Talking Book and Braille Service, audio, braille, and large print materials to District residents who cannot read standard print due to a disability.
- National Federation of the Blind (NFB) Newslines, an electronic system that allows users to listen to newspapers and magazines through synthetic voice output via any touch-tone telephone.
- Library By Mail, for individuals unable to leave their home due to a short-term or long-term disability -- helpful during the current public health emergency.
- Staff training on:
 - adaptive technology;
 - disability culture and inclusion, including appropriate language use, guidance, assistance, and interaction;
 - captioning on web platforms.
- Participation in the District's Olmstead Plan with focus on healthcare and wellness supports, and the District's Disability Integration Emergency Management Working Groups.

The Center for Accessibility provided direct assistance to customers in FY21 and Q1 FY22 as follows:

- The Center's 133 programs at Martin Luther King Jr. Memorial Library, other neighborhood libraries and outreach locations, reached 5,454 people.
- 13 programs for youth ages birth to 19, including family and sensory storytimes and ASL Story Time at various library branches and outreach locations, included 428 attendees.
- 18 author talks, presentations and discussions on disability culture and inclusion, reaching 3,020 people.
- Visitations to senior wellness centers and older adult outreach centers totaled 18 sessions with 130 attendees.
- The Center provided 66 ASL classes offered throughout branch libraries at varying levels reaching 1,262 people with an average of 19 people per class.
- Technology courses, including introduction to JAWS and voiceover on Apple products reached 307 attendees, offered at branch libraries and during outreach events.
- 518 registered customers requested 3,165 talking books from the Center's talking book collection.

- A total of 2,156 downloads of talking and braille books and magazines were made by registered users through BARD: Braille and Audio Reading Download for FY22 to date.
- The National Federation of the Blind (NFB), NFB Newslite was accessed a total of 3,227 times by 539 subscribers.

Many seniors take advantage of the full range of computer classes offered by DC Public Library, as well as sessions designed just for them. In FY21 and FY22 to date, there were more than 205 programs recorded focused specifically on seniors. Most of them were either virtual programs or led by DCPL's outreach team. Most of these programs have a focus on instruction around technology and basic computing. A great deal of these online classes and workshops focused on showing seniors how to use social media and other platforms like WebEX and Zoom to keep in touch with friends and family. Many were also conducted through collaborations with the D.C. Department on Aging and Community Living (DACL), Iona Senior Services, and WildTech.

The DACL/WildTech collaboration in particular focused on a group of 500 low-income seniors who received free iPad tablets at no cost. Each tablet was pre-loaded with Library digital resources. These apps provided access to DCPL's online collections of ebooks, audiobooks, movies, music, and educational courses. DCPL staff led a total of 448 targeted technology programs for adults ages 50 and older and served more than 8,019 individuals through those programs. These programs focused mostly on mobile devices, hardware and software, as well as general software help and troubleshooting.

The Center for Accessibility also engaged in 18 outreach visits in FY21 through Seabury Resources for Aging, reaching 130 older adults in assistive technology training.

LIBRARY PROGRAMMING

Question Number 10

Provide an update on DCPL’s authority to raise and retain revenue. How much money was DCPL able to raise and retain in FY21 and to date in FY22? Describe how the revenue will be spent?

DC Public Library (DCPL) was able to generate \$75,671.50 in FY21 from event space rentals as part of the Library’s authority to generate revenue. FY21 was the first year for events generating revenue. As the city continues to recover from the pandemic, DCPL expects to be able to generate revenue from the following activities: catering, café leasing, percentage of sales from cafe lessee, event space rental, passport services, on-line book sales, and pop up retail. Per Library Board guidelines, the revenue will be spent on library cultural programs, library arts and exhibitions and supplies and equipment needed to maintain the event rental program.

In FY20, the revenue generating authority legislation was amended to designate the Revenue Generating Fund (Fund 6160) as non-lapsing allowing DCPL to keep unspent revenue beyond the end of each fiscal year. The amendment also added the revenue from online book sales of outdated materials to the revenue generating fund.

For FY22 Q1, the Library has generated \$33,756.89 (all of it coming from space rentals). The Library anticipates revenues to increase as the city rebounds from the pandemic.

DCPL Revenue	FY 2021	FY 2022 (1st Quarter)
Copy Fund (6108)	200.00	-
E-Rate Fund (6150)	477,079.22	-
Revenue Gen Fund (6160)	75,671.50	33,756.89
On-Line Book Sales (6170)	182.61	-
	553,133.33	33,756.89

Please note that Fund 6170 will be transferred to Revenue Generating, per the change in legislation in FY20.

Note:

Revenue from the E-Rate Fund (6150) is reimbursement from the FCC’s E-Rate program that makes telecommunications and information services more affordable for schools and libraries. DCPL uses these funds for hardware and software technology needs at locations across the city.

LIBRARY PROGRAMMING

Question Number 11

Provide an update on the work of the Oral History Project at DCPL in FY21 and to date in FY22. Please include descriptions of relationships with organizational partners and objectives achieved. Also include the number of oral histories captured in FY20, FY21 and FY22 to date, and how these oral histories are made available to the public.

In FY21 and FY22 to date, the DC Oral History Collaborative (DCOHC), which comprises representatives and resources from DC Public Library (DCPL) and Humanities DC, met a number of objectives, including continued oral history workshops for grantees and volunteers; public virtual events highlighting the oral history projects created by the partnership; awarding of new projects grants, extension grants, and grants for public projects; and, creating administrative forms, policies and procedures to ensure all oral histories collected meet best practice standards for access and long term preservation.

The grant application deadline for the next cohort of projects was January 28, 2022. The Collaborative expects to award 19 grants in FY22.

Awarded 23 New Partnership Grants in FY21

The DCOHC awarded 23 grants to organizations and individuals in FY21. More than 100 interviews are expected to be created as a result of these grants.

- Grants for New Oral History Projects
 - Beth Geglia - A Right to Sell: Street Vendors, Space, and a Changing City
 - Capitol Jazz Foundation - DC Jazz History as Told by Those Who Made it
 - Claude L. Elliott - African American Artist Community Supports
 - Darby Hickey - Transgender Histories of D.C.
 - Edgewood/Brookland Family Support Collaborative - A Grassroots Response to a Child Welfare Crisis
 - Hola Cultura - DC Dreamers: Our Voices and Stories
 - Mexican Cultural Institute - We're Glad You're Here
 - Michael Haack - 1978 Metro Strike Oral History Project
 - New Community Church - Stories of the Mott School in LeDroit Park: What the School Meant Then and What it Means Now
 - Paul Grant - We are Penn Branch DC
 - Rhizome DC - Where is My Place? Experimental Arts Community Building and Re-building in Washington, DC
 - Sari Leigh - Mind, Body, and Justice: Voices of Revolutionary Health East of the Anacostia
 - St. George's Episcopal Church - St. George's Episcopal Church Oral History
 - The National Hand Dance Association - Let's Talk Hand Dance
- Extension Grants
 - Akua Femi Kouyate - The Day Arthur Ashe and Robert Kennedy Played Tennis on Our Block
 - Asbury United Methodist Church - Asbury United Methodist Church Oral History Project 2021
 - Darcy Courteau - If Misunderstood Was a Person: The Life and Times of Cary Miles, Jr. Also Known as C.J.
 - Grassroots DC - DC Youth: Perpetrators or Misperceived
 - Shaw Mainstreets, Inc. - From Pandemic to Protest: Black Bartenders in Washington, DC

- Trabajadores Unidos de Washington, DC - History of the First Latin American Festival on the Mall: 1989-1990
- Public Projects and Events Grants
 - Hyun Jung Rie - District of Cuisines: Mapping DC's Asian American Culinary History
 - Judith Cohall - Fresh Convos: Voices of U Street HipHop Culture - Then and Now
 - SNCC Legacy Project - D.C. Black Power Chronicles

More Than 100 Completed Interviews Posted in FY21

In FY21, more than 100 interviews were completed and posted to Dig DC, DC Public Library's online repository for archival collections. Some of the projects were from earlier grant years, but had metadata completed in 2021:

- Where is My Place? Experimental Arts Community Building and Re-Building in Washington DC: 11 interviews
- Transgender Histories of DC: 8 interviews
- Over the Rivers and Through the Woods, Longtime Residents and Parklands of Ward 8: 6 interviews
- History of the First Latin American Festival on the Mall: 5 interviews
- From Pandemic to Protest: Black Bartenders in Washington, DC: 7 interviews
- Flowers and Families: Stories of the Kenilworth Aquatic Gardens: 5 interviews
- Voices of the DC Fort Totten Storytellers: 11 interviews
- Davis Center Oral History Project: 7 interviews
- Empower DC: Barry Farm Oral History Project: 10 interviews
- Marshall Heights: Civic Mindedness and Engagement Incarnate, pre-DC Home Rule Oral History Interview: 5 interviews
- Women of the WIRE: Stories of D.C.'s Formerly Incarcerated Women: 5 interviews
- Chinatown Voices: 5 interviews
- Anthology of Booty: 5 interviews
- Asbury United Methodist Church Oral History Project: 5 additional interviews
- Federal City College: 4 interviews

Additional interviews were added to pre-existing projects, including:

- Brookland Literary And Hunting Club (BLAHC): It's Not What You Think!
- D.C. Jazz Festival Oral History Project
- Federal City College Oral History Project
- Oral History of DanceAfrica, D.C.

Access to Collections

Interviews generated through the DCOHC are made available on DC Public Library's DigDC online platform on the Library's website. DCPL's archives staff has created an initial evaluation of the submitted materials, and in FY21, Humanities DC contracted with an editor to produce additional metadata, descriptions and biographical information allowing more of the interviews to be added. In addition, Humanities DC has dedicated a full-time project manager to the DCOHC to better facilitate the transfer of oral histories and required metadata to DCPL staff for processing and access in DigDC. The Library is prioritizing and planning future acquisition to ensure a diverse collection.

Public Project and Events

Creating and posting oral histories is only one facet of the work of the DCOHC; another goal is to find creative ways for the public to engage with oral histories from the Collaborative. The Public Project and Events (PP&E) grant opportunity is one way the DCOHC addresses that. The grant is for individuals and organizations creating public humanities projects that aim to engage the public with existing interviews.

Three of the six PP&E grantees from FY20 worked with collections they helped create with DCOHC New Projects grants. Asbury United Methodist Church created a podcast series based on the interviews they conducted in 2018 and 2019. Whitman-Walker Health created a youth program in which participants listened to oral histories, met (virtually) with narrators, and produced an art exhibit based on the encounter. And Crystal Rie, a project director who has received two grants to record oral histories with D.C.'s Asian-American restaurateurs, produced an online story map project.

FY21 PP&E grants include:

Crystal Rie, awarded a second Public Projects and Events grant in 2021, created additional story maps for her website District of Cuisines. The project uses oral histories she conducted under a DCOHC grant in 2018 with Asian American restaurateurs. Rie expects to continue adding story maps to bring new attention to the stories she has collected. The site can be viewed at <http://www.districtofcuisines.com/>.

The SNCC Legacy Project was awarded the grant to create a permanent online home for the oral histories they have conducted with leaders of the Black Power movement in D.C. This ongoing project called the DC Black Power Chronicles has been conducted over several years. The oral histories were not conducted under a DCOHC grant, but the new website will ensure that they are more accessible to researchers, students, and the general public: <https://www.blackpowerchronicles.org/dc-oral-histories/>

Throughout 2020, the AMPHBNS, a D.C.-based hip-hop group from the 1990s and 2000s, recorded oral histories with one another as a way to connect during the pandemic. Over the course of the year, they ended up with a large archive of these interviews, recorded through Instagram, that painted a fascinating picture of the state of the D.C. music scene 20 years ago. Beyond that, the stories reflected the massive changes the city was undergoing during that period. Judith Cohall received a grant to work with the AMPHBNS to produce a short film based on the oral histories they collected. The premiere party was held via Zoom on November 18, 2021.

Virtual coffee chats

The Collaborative has held monthly coffee chats since April 2021 to increase awareness of the collections being created. The programs typically highlight a past DCOHC project with the project team to share clips, talk about the impact the project has had, and discuss the oral history process. The programs are recorded and made available on the HumanitiesDC Youtube Channel:

https://www.youtube.com/playlist?list=PLnppvCNLg7lu6O4fV8cm_xEYdhFeQ9esJ5.

Coffee Chat Topics:

- April 2021 - Asbury United Methodist Church Oral History Project
- May 2021 - The Day Arthur Ashe Played Tennis on Our Block
- June 2021 - Marshall Heights: Civic Mindedness and Engagement Incarnate, pre-Home Rule DC
- July 2021 - Anthology of Booty DJ Collective Oral History
- August 2021 - Mapping Segregation in DC
- September 2021 - From Pandemic to Protest Black Bartenders in DC
- October 2021 - Heurich House Museum Home/Brewed Oral History Project
- November 2021 - The Davis Center Oral History Project
- December 2021 - From Training to Practice

Number of Oral Histories captured in FY20, FY21, and FY22

FY20 – project partners created 75 interviews.

FY21 – project partners created more than 100 interviews from 23 awarded grants.

FY22 – grant applications recently closed and approximately 19 grants are expected to be awarded. This round of grants will include increased funding for individual projects, and translation funding for projects in other languages.

**B. CIRCULATION AND ACQUISITION
TABS B12 – B15**

CIRCULATION AND ACQUISITION

Question Number 12

What are the current circulation statistics? Provide FY19, FY20, FY21 and to date in FY22, in a comparison chart, by type and by location. In locations where circulation has trended downwards, indicate what new measures have been taken to encourage community engagement and usage of library resources.

As the pandemic continues it is getting harder to predict what the future of library collections looks like. However, it is clear that the adoption of E-books and E-Audio books has sped up and allowed the Library to reach customers it might not have been reaching before.

The Library is adding new resources where it can and negotiating to allow more access. In FY22 the Library worked with the New York Times and the Washington Post to make their websites available to both DCPS students at school and at Library branches. In addition, supply chain issues have resulted in longer wait times to receive materials for the Library and library customers. To reduce the number of customers waiting for materials, the Library plans to purchase more copies and start purchasing as soon as the waitlist begins to grow. Lastly, to attract more users and new users, the Library plans to create a tool library and offer for check out items people may need occasionally, such as a portable battery to jump start a car.

Library	FY19	FY20	FY21	FY22 Q1
MLK Jr. Memorial	1,382	1,942	123,773	89,812
Anacostia	43,699	30,760	57,741	15,337
Bellevue (William O. Lockridge)	35,790	24,454	38,420	10,321
Benning (Dorothy I. Height)	50,334	29,842	43,508	11,231
Capitol View	35,326	25,941	42,265	13,593
Chevy Chase	200,291	119,845	156,183	62,438
Cleveland Park	324,057	223,357	267,987	85,197
Deanwood	29,716	13,686	13,502	8,027
Francis Gregory	52,382	32,158	48,477	13,956

Georgetown	166,475	90,103	103,923	34,643
Lamond-Riggs	63,358	34,765	24,305	9,707
Library Express	33,455	17,941	3,517	-
Mt. Pleasant	274,795	177,512	206,707	56,437
Northeast	207,733	154,962	298,748	72,248
Northwest One	42,978	22,956	12,530	6,455
Palisades	134,509	68,754	76,768	31,859
Parklands-Turner	34,829	19,326	22,409	11,496
Petworth	175,059	105,320	185,970	62,291
Rosedale	43,807	26,088	22,018	11,214
Shaw (Watha T. Daniel)	203,709	125,138	153,598	45,859
Shepherd Park (Juanita E. Thornton)	72,680	58,665	122,888	28,212
Southeast	183,453	102,056	75,466	42,917
Southwest	58,820	34,015	47,477	29,832
Takoma Park	74,388	40,891	32,375	27,357
Tenley-Friendship	278,864	176,183	244,342	76,267
West End	202,472	131,035	149,281	42,135
Woodridge	196,193	119,036	201,638	71,775
Library Total	3,220,554	2,006,731	2,775,816	970,616
Digital Library	1,582,457	2,025,903	2,240,812	565,242
Total	4,803,011	4,032,634	5,016,628	1,535,858

CIRCULATION AND ACQUISITION

Question Number 13

Please provide circulation or download statistics for digital collections for FY19, FY20, FY21 and to date in FY22, broken down by category of media (e.g. books, magazines, video, periodicals, etc.) if possible.

Media	FY19	FY20	FY21	Change from FY20 to FY21	FY22 to date
eBooks	673,265	847,619	1,002,857	18.31%	252,281
Video	64,000	160,006	168,624	5.38%	39,976
Music	394,790	466,082	463,532	-54%	116,330
Audiobooks	343,805	407,748	454,322	11.42%	130,582
Magazines	106,597	144,448	151,477	4.86%	26,073
Digital Library Totals	1,582,457	2,025,903	2,240,812	10.6%	565,242

CIRCULATION AND ACQUISITION

Question Number 14

What future trends in circulation does DCPL expect? How is DCPL adapting to meet any expected changes? What additional funding may be required to meet future circulation trends?

As the pandemic continues it is getting harder to predict what the future of library collections looks like. However, it is clear that the adoption of E-books and E-Audio books has sped up and allowed the Library to reach new customers. The demand for digital items has increased. And while demand for physical materials decreased early in the pandemic, it has increased significantly as libraries reopen and expand hours and services.

The Library is adding new resources where it can and negotiating to allow more access to digital materials to meet demand. In FY22 the Library worked with the New York Times and the Washington Post to make their websites available to both DCPS students at school and at branches. In addition, supply chain issues have resulted in longer wait times to receive materials for the Library and library customers. To reduce the number of customers waiting for materials, the Library plans to purchase more copies and start purchasing as soon as the waitlist begins to grow. Lastly, to attract more users and new users, the Library plans to create a tool library and offer for check out items people may need occasionally, such as a portable battery to jump start a car. The City Council has added \$1.5 million in one-time funding for collections in FY21 and FY22. Making this funding permanent will allow the Library to meet the demand residents have for physical and digital materials.

CIRCULATION AND ACQUISITION

Question Number 15

Were funds adequate in the circulation budget for FY21 and to date in FY22? If not, please explain. Does the circulation budget change to account for inflation year- over-year? What is the expected annual increase in cost for both digital and physical collections? Include aggregate wait lists broken down by type of media. To the extent possible, describe the demand for various types of media, DCPL’s ability to meet that demand, and estimate the additional cost required to meet demand in FY21 and to date in FY22.

Format	FY20 Holds	FY21 Holds	Increase in Holds	FY20 Checkouts	FY21 Checkouts	Increase in Checkouts
eBook	690,419	761,903	9.38%	847,619	1,002,857	15.48%
eAudiobook	242,801	288,897	15.96%	407,748	454,322	10.25%

Format	FY22 to date Checkouts	FY22 to date Holds
eBook	296,644	236,277
eAudiobook	153,691	101,791

The Library’s collections budget has been sufficient over the past few years thanks, in part, to the \$1.5 million one-time funding allocation by Council in FY21 and FY22. Currently the average holds to copy ratio for print titles is 1.63 holds for every one copy. Popular titles have longer waits, with the Library generally following a ratio to purchase one copy for every five holds. The increase in holds on electronic formats is not as high as it was in FY20, at the beginning of the pandemic, but it is growing. Ebooks and eAudiobooks tend to be more expensive than print material. An electronic copy of a popular title can cost \$85.00 compared to \$30.00 for a physical copy.

Early in the pandemic when libraries were closed or open with very limited service the demand for physical materials decreased allowing the Library to shift its resources to purchase more digital copies which saw a significant increase in demand. Now that libraries have more open hours and materials are more accessible customers have returned to library buildings resulting in more borrowing of physical materials. The Library strives to find the right balance between the purchase of physical and digital

materials to meet the growing demand. The price of physical books has remained fairly consistent but the ability to get materials has changed dramatically due to supply chain issues. There are more holds on titles before an item arrives resulting in the Library buying more copies early on to shorten wait times.

**C. TECHNOLOGY
TABS C16 – C17**

TECHNOLOGY

Question Number 16

Provide an update on the computer training programs offered by DCPL. How many people attended computer classes during FY21 and FY22 to date? How many public access computers are offered by DCPL? Does the number of public access computers meet demand? Does the number of training programs offered by DCPL meet demand?

DC Public Library (DCPL) provides an array of computer training programs for all ages and abilities. Whether an individual needs help using a computer for the first time, learning Microsoft applications such as Excel for workforce development, or learning about the future of technology through advanced software and devices, DCPL aims to provide a full suite of offerings for District residents. The public health emergency has limited in-person classes and services.

As online digital training continued to be sought after, the popular NorthStar Digital Literacy Assessments were remotely conducted for the first time in May 2021, based on the newly introduced remote platform developed by NorthStar for both customer and proctor access. A registration process and detailed instructions for participating in the remote proctored sessions of the 14 NorthStar Assessments were created and publicized. Customer adoption of the remote sessions was slow due to the comfort levels with basic digital navigation. The customers who were successful were able to earn their NorthStar Badges and Certificates with passing scores of 85 percent or better.

In-person computer classes and NorthStar Digital Literacy Assessments resumed at the Martin Luther King Jr. Memorial Library in the Adult Learning Department in FY21 Q3 and continued into the first quarter of FY22 led by six volunteer computer instructors. From June – December 2021, 242 in-person classes were conducted, attended by 1,588 customers. In response to a surge in customer class attendance from June to July (62 to 182) and from July to August (182 to 364), the Library expanded the computer stations available per class and added an overflow lab.

The in-person computer classes offered included PC Basics, Intro to Windows 10, Mavis Beacon Typing Clinics, Techy Tuesdays, Word Basics, Word Intermediate, Mail Merge, Excel Basics, Excel Intermediate, Excel Advanced, PowerPoint Basics, Google Docs, Google Sheets, Google Slides, Web Basics, and Email Basics. The most popular classes were PC Basics, Techy Tuesdays (assistance with mobile and tablet devices), all Excel classes, and all Google application classes.

In FY22 Q1, a Grow with Google series of onsite training featuring Google tools such as Docs, Sheets and Slides was conducted by the Adult Learning Department which saw an 83 percent customer retention rate of the eight-week training session. The Grow with Google Series will continue in FY22.

DCPL continued its partnership with the Office of the State Superintendent of Education (OSSE) in FY21 and FY22 and hosted the remote administration of the Microsoft Imagine Academy through the Certiport Exams from Home platform. Customers were able to earn the industry-standard Microsoft Office Specialist (MOS) certification in the 2016, 2019 and Office 365 Suite of Microsoft applications from the convenience of their home computers. In FY21 443 MOS exams were remotely administered to 185 customers. In first quarter FY22, 59 MOS exams were remotely administered to 29 customers. The Library is seeing a growing number of registrants in FY22 Q2 due to promotion of the exam in the Library's electronic newsletter, Beyond Words.

Currently there are 1,000 public computers across the system. In FY21 there were 129,990 computer sessions, and in FY22 Q1 there were 94,590. In FY21 there were 1,140,588 WiFi sessions, and in FY22 Q1 there were 246,989 WiFi sessions.

TECHNOLOGY

Question Number 17

Describe the usage and demand of DCPL's wired and wireless internet. Does DCPL have the necessary wired and wireless bandwidth to meet demand? Describe any investments to the wired and wireless infrastructure that are needed to meet demand? Describe any challenges DCPL experiences providing and meeting customer demand for wired and wireless internet access.

All D.C. public libraries, administrative office and operations center are outfitted with 1-Gigabit Per Second (Gbps) data circuits for wired and wireless Internet connectivity. All locations are interconnected by Gigabit wide area network across the District. DC Public Library (DCPL) provides 1,000 public access computers in 26 libraries across the District. In addition, DCPL's public, free Wi-Fi connects a rapidly growing number of devices to the wireless network. A monthly average of 19,000 wireless devices are connected to the wireless network. All libraries are equipped with public access multifunction devices for free scanning, copying, and printing services to customers. Customers log a monthly average of 11,000 hours on public access computers and 62,000 pages of photocopy and print jobs.

The bandwidth capacity of 1G data circuits across the gigabit wide area network is adequate to meet current demand. The wired and wireless infrastructure is under continuous improvement and upgrade to support growth and future needs as dictated by customer demand and technology trends. The wired and wireless infrastructure will continue to be funded through the annual IT modernization capital budget and e-rate discounts. There are no immediate challenges to meeting customer demand for wired and wireless Internet access.

**D. FACILITIES, FACILITY PLANNING,
AND CAPITAL PROJECTS
TABS D18 – D25**

FACILITIES, FACILITY PLANNING AND CAPITAL PROJECTS

Question Number 18

List the branch libraries that have not yet been renovated or modernized. What are the current capital plans regarding the remaining branch libraries? Provide updates on branch libraries currently in the Capital Improvement Plan. Include updates on planning, community engagement, estimated construction timelines, and approximate completion dates.

There are currently six libraries that have not been rebuilt or undergone major renovations:

- Chevy Chase Library
- Shepherd Park (Juanita E. Thornton) Library
- Southeast Library
- Lamond Riggs Library
- Parklands-Turner Library

Chevy Chase and Shepherd Park (Juanita E. Thornton) libraries had minor improvements in FY16. There is currently \$24 million in fiscal years 23, 24 & 25 for Chevy Chase Library and \$25 million in FY27 for a new Ward 4 library of the FY22 - FY27 Capital Improvement Plan. The Library's Facilities Master Plan recommends a new library to replace the Shepherd Park (Juanita E. Thornton) Library. The Plan suggests exploring the possibility of relocating the branch further south to address an identified service gap. More exploration is needed including community engagement to determine the feasibility.

In collaboration with Deputy Mayor for Planning and Economic Development, Parcel 16 at St. Elizabeth's East Campus has been designated as the site for the new library in Congress Heights to replace the Parklands-Turner Library. The site zoning allows for a full service standalone library. Design team selection is underway and following award of contract, site due-diligence and concept design will validate and inform land development costs.

Below table provides updates on current library projects

Library	CIP Funding	Status
Southeast	\$23,500,000	Funded FY19 - FY20. Community meetings -- October 2018 and March 3, July 23, Dec 16, 2020; November 5, July 21, 2021. Design-Build contract awarded December 9, 2019. Building program development, sub surface and structural due diligence completed April 2020. Concept Design discussions with regulatory entities progressed. Estimated construction completion - Late 2024

Lamond Riggs	\$20,000,000	Funded FY18 - FY20. Design is complete Demolition started January 4, 2021 Estimated opening - Spring 2022
New Library in Congress Heights to replace Parklands-Turner Library	\$20,148,000	Funded FY 22-23 Design Build team selection is underway. Design Completion anticipated- Fall 2024 Construction completion - Spring 2027 Community meetings - initial community meeting held December 9, 2021

Community Engagement

Extensive community engagement was done or is planned for all neighborhood libraries slated for modernization.

Engagement completed or underway:

- **Lamond-Riggs Library** – A community meeting was held in October 2017 to introduce the project and outline the design and community engagement process. Community surveys and focus groups were conducted throughout the summer and fall 2018. Four additional community meetings during the design process were held on October 23, 2018, January 17, 2019, June 12, 2019, and November 2019. Design was also presented to ANC 5A at their December 2019, May 2020 and November 2020 meetings and to ANC 4B at their November 2020 meeting. Construction updates were shared with the ANC 5A at their January 27, 2021 meeting and bimonthly electronic construction updates continue being issued to ANC and community members.
- **Southeast Library** – First community meeting to introduce the project held in October 2018. Meetings with the Capitol Hill Restoration Society, Capitol Hill Village, Barracks Row Main Street, and Southeast Library Friends were held. Additional meetings as well as surveys and focus groups were conducted in February 2020, followed by community meetings on March 3, 2020, July 23, 2020 and Dec 16, 2020. Additional community meetings to present schematic design were held on May 5, 2021 and July 21, 2021.
- **New Library in Congress to replace Parklands-Turner Library** – DC Public Library has been participating in the small area plan shepherded by the Office of Planning (OP). In advance of site finalization the Library presented the highlights of site study to the community at an OP hosted virtual community meeting on March 18, 2021. Following announcement of site finalization and receipt of project funding, the Library hosted a community meeting on December 9, 2021 to go over the project plan including touchpoints for planned community engagement.

FACILITIES, FACILITY PLANNING AND CAPITAL PROJECTS

Question Number 19

Describe the current status of the process to construct a free-standing Parklands-Turner branch library, and next steps to begin planning and construction. Also describe any challenges associated with land acquisitions. Include any analysis on the opportunity to construct the library as part of a mixed-use public private partnership.

In collaboration with Deputy Mayor for Planning and Economic Development, Parcel 16 at St. Elizabeth's East Campus has been designated as the site for the new library in Congress Heights to replace the Parklands-Turner Library. The site zoning allows for a full service standalone library.

Design team selection is underway and following award of contract, site due-diligence and concept design will validate and inform land development costs.

In December 2021, the Library held a community information session with the Congress Heights community to outline the Library's approach to designing and constructing the new library, including plans for community engagement. Also, two community members have been identified to serve on the design team selection panel. Thank you Councilmember Trayon White for your assistance in identifying the community representatives for the selection panel and for your ongoing support for this project.

FACILITIES, FACILITY PLANNING, AND CAPITAL PROJECTS

Question Number 20

Provide an update on the Facilities Master Plan development process, estimated completion of the FMP, how the FMP will inform decisions of future renovations, opening new branches, and how public private partnerships could be utilized for DCPL locations.

The 10-year Library Facilities Master Plan (FMP) is complete; it was released in October 2020. Titled *Next Libris*, the FMP recommendations are organized around three planning goals that are in close alignment with the Mayor's vision for the District. These goals will be used to inform decisions surrounding future renovations, opening new branches and how public-private partnerships can be utilized. The planning goals are:

1. Manage assets wisely -- The Library will be a good steward of District resources and protect existing assets by proactively addressing aging building systems.
2. Design and build responsively -- The Library will tailor future projects to meet local neighborhood needs. Tailoring will be both data driven and community informed.
3. Grow smartly and equitably -- The Library will seek ways to provide equitable and adequate services across the District.

a. How will the FMP inform lifecycle planning for DCPL capital projects? Also provide any lifecycle planning for projects completed in FY21 or to date in FY22.

The Facilities Master Plan includes a comprehensive facilities condition assessment (FCA) that identifies life cycle planning through 2030. Lifecycle projects completed in FY21, and to date in FY22, include parking lot resealing/restriping at the Anacostia, Woodridge, Shepherd Park (Juanita E. Thornton) and Benning libraries; component replacements of the MEP system at the Bellevue (William O. Lockridge), Tenley, Chevy Chase, Francis Gregory, Shaw (Watha T. Daniel) and Shepherd Park (Juanita E. Thornton) libraries; general maintenance interior and exterior work such as gypsum wall repairs and repainting and window frame repairs at the Georgetown and Petworth libraries; skylight recaulking at the Anacostia Library; and total door replacement at the Shepherd Park (Juanita E. Thornton) Library. Work to date in FY22 includes building and envelope assessment and remediation work that will be completed by the end of the fiscal year. Scopes are in development for additional MEP work such as water heater replacement, fire alarm panel replacement, and myriad other component replacement work.

b. How will the FMP address problems and challenges associated with newly renovated facilities, including chronic maintenance issues, design or construction flaws, or other defects stemming from the modernization?

The FMP includes a comprehensive facilities condition assessment that identifies life cycle planning through 2030. While the FMP and the FCAs do not address design or construction flaws and chronic maintenance issues, it does outline a process and timetable for addressing building systems as they age. Additionally, the plan articulates an approach, including a timeline, to assess the functionality of library buildings and determine whether existing libraries continue to meet the needs of residents. These assessments can result in reconfiguration of library buildings to address changing needs of communities.

c. Describe any recommendations made in the FMP regarding upgrades to library branches that were among the first to receive modernizations.

Functional assessments were conducted for five libraries as part of the FMP. The plan includes recommendations for functional refreshes or reconfigurations to the following projects which were among the first to receive modernizations:

- **Petworth Library** should be reconfigured to provide better and more space for teens. With the library's close proximity to a middle school and a high school and with more than 181,000 total visits in FY19, there is a need to reconfigure spaces to better accommodate teens and adults. In addition, the cork flooring needs to be replaced and acoustical improvements are recommended in the large meeting room. Throughout the pandemic, all branch libraries served as sites to pick up COVID tests. Several, including Petworth Library, also served as vaccine sites, an example of the need for ensuring buildings are designed with maximum flexibility to meet community needs.

Funding for this project is included in the FY22-27 CIP for FY23. Scope and budget reconciliation will inform the ultimate timeline for this project.

- **Shaw (Watha T. Daniel) Library** Since the library was designed 13 years ago, the Shaw neighborhood has seen significant growth that could not have been anticipated with the current library design. A reconfiguration is needed in order to improve sightlines to make it easier to view activity across spaces and throughout the library and to enhance spaces, particularly for young children, a population that has grown significantly over the past decade. Additionally, the relocation of Banneker High School may result in even more teens using the library, so a reconfiguring of the teen space is recommended.

The Library has \$4 million to conduct a refresh of the Shaw Library. The project scope is in development. Design work will begin in summer 2022 with construction anticipated to take 6-9 months.

- **Anacostia Library** serves a large number of children and families, as well as residents seeking workforce and career development. The building welcomed 176,000 visits in FY19, with many customers using the building as a business center/coworking space. A functional refresh will be able to accommodate more adults and children while improving sightlines.
- **Benning (Dorothy I. Height) Library** saw 193,000 visits in FY19, making it the busiest library east of the Anacostia River. Its location near a busy shopping center encourages a diverse user group including children and families, as well as residents seeking access to technology and workforce development opportunities. A reconfiguration will provide more seating, more computers and the addition of an interactive early childhood space for young families.
- **Tenley-Friendship Library** saw a remarkable 213,000 visits in FY19. The building's original design did not sufficiently consider the more than 3,500 middle and high school students in the immediate neighborhood. A functional refresh would expand space for teens, and improve the adult space as well as make acoustical and lighting upgrades.

FACILITIES, FACILITY PLANNING, AND CAPITAL PROJECTS

Question Number 21

How does DCPL budget for maintenance, both in capital and operating dollars? Was the maintenance budget (both capital and operating) sufficient in FY20 and FY21 and to date in FY22? If insufficient, please explain and include DCPL's maintenance needs, estimated costs, and appropriated capital or operating budget amount.

As part of its Capital Improvement Plan (CIP), DC Public Library determines the six-year budget through the review of past and anticipated costs for any structural or mechanical, electrical and plumbing needs. Data is reviewed based on past years spending and includes Department of Labor (DOL) mandatory wage and labor rates, in addition to increases within the specific industry and increased insurance requirements. We also use the Library's Facilities Master Plan that includes facility conditions assessments for every library to inform when library building systems need replacement.

Additionally, and for the operating budget, DCPL prepares a capital impact on operating cost estimate for each new capital project that is due to be completed and opened in the budget formulation year. Costs for routine and preventative maintenance are included and generally determined by the requirements set forth within the building's Operation and Maintenance Manual.

The maintenance budgets for FY20 and FY21 were sufficient and the FY22 budget to date is sufficient.

FACILITIES, FACILITY PLANNING AND CAPITAL PROJECTS

Question Number 22

Provide a current list of all properties supported by the DCPL budget. Indicate whether the property is owned by the District or leased and which agency program utilizes the space. If the property is leased, provide the terms of the lease. For all the properties provide an accounting of annual fixed costs (i.e rent, security, janitorial services, utilities).

FY21

Code	Building Name	LEASED/ OWNED	LEASE TERMS	RENT*	WATER	GAS	ELECTRICITY	STEAM	ANNUAL FIXED COSTS
CE	Anacostia Library	Owned	N/A	N/A	\$ 13,411.74	\$ 7,907.90	\$ 47,895.87	\$ -	\$ 69,215.51
CE	Bellevue (William O. Lockridge) Library	Owned	N/A	N/A	\$ 6,499.16	\$ 1,211.89	\$ 64,628.83	\$ -	\$ 72,339.88
CE	Benning (Dorothy I. Height) Library	Owned	N/A	N/A	\$ 13,827.44	\$ -	\$ 130,032.21	\$ -	\$ 143,859.65
CE	Capitol View Library	Owned	N/A	N/A	\$ 7,880.43	\$ 8,802.40	\$ 29,770.46	\$ -	\$ 46,453.30
CE	Chevy Chase Library	Owned	N/A	N/A	\$ -	\$ -	\$ 47,964.88	\$ -	\$ 47,964.88
CE	Cleveland Park Library	Owned	N/A	N/A	\$ 4,380.43	\$ 1,115.25	\$ 85,299.64	\$ -	\$ 90,795.32
CE	Deanwood Library	Owned - Shared with DPR	N/A	N/A	\$ 4,844.11	\$ 1,540.10	\$ 16,076.02	\$ -	\$ 22,460.23
CE	Francis Gregory Library	Owned	N/A	N/A	\$ 2,145.99	\$ 15,022.19	\$ 51,609.80	\$ -	\$ 68,777.98
CE	Georgetown Library	Owned	N/A	N/A	\$ 11,932.22	\$ 8,127.12	\$ 51,563.21	\$ -	\$ 71,622.55
CE	Lamond-Riggs Library	Owned	N/A	N/A				\$ -	\$ -
CE	M.L. King Jr. Library	Owned	N/A	N/A	\$ 204,283.18	\$ -	\$ 500,864.54	\$ -	\$ 705,147.72
CE	Mt. Pleasant Library	Owned	N/A	N/A	\$ 24,168.52	\$ 6,499.38	\$ 50,936.31	\$ -	\$ 81,604.20
CE	Northeast Library	Owned	N/A	N/A	\$ 3,931.10	\$ -	\$ 46,621.80	\$ -	\$ 50,552.89
CE	Northwest One Library	Owned - Shared with DCPS	N/A	N/A	2,306.72	0.00	16,389.51	\$ -	\$ 18,696.23
CE	Palisades Library	Owned	N/A	N/A	\$ 7,351.64	\$ 1,147.27	\$ 34,442.65	\$ -	\$ 42,941.56
CE	Parklands-Turner Library	Leased	Seven (7) years with 2 one-year options. Lease commencement date - May 14, 2009. Lease costs - \$34.35/sq. ft. Total square feet - 4,925	\$ 249,221.38	\$ -	\$ 2,635.75	\$ 6,727.26	\$ -	\$ 258,584.39
CE	Petworth Library	Owned	N/A	N/A	\$ 5,186.88	\$ 4,094.86	\$ 55,455.41	\$ -	\$ 64,737.15
CE	Rosedale Library	Owned - Shared with DPR	N/A	N/A	Shared Facility	\$ -	\$ 6,150.63	\$ -	\$ 6,150.63
CE	Shepherd Park (Juanita E. Thornton) Library	Owned	N/A	N/A	\$ 7,544.34	\$ 3,455.02	\$ 34,714.49	\$ -	\$ 45,713.85
CE	Southeast Library	Owned	N/A	N/A	\$ 2,678.57	\$ 2,282.70	\$ 15,085.45	\$ -	\$ 20,046.72
CE	Southwest Library	Owned	N/A	N/A	\$ -	\$ 10,701.12	\$ 64,163.00	\$ -	\$ 74,864.12
CE	Takoma Park Library	Owned	N/A	N/A	\$ 3,172.28	\$ 5,928.48	\$ 21,163.95	\$ -	\$ 30,264.72
CE	Tenley Library	Owned	N/A	N/A	\$ 15,530.80	\$ 4,454.50	\$ 57,795.44	\$ -	\$ 77,780.74
CE	Watha T. Daniel (Shaw) Library	Owned	N/A	N/A	\$ 8,839.71	\$ 3,125.21	\$ 124,773.67	\$ -	\$ 136,738.59
CE	West End Library	Owned	N/A	N/A	\$ -	\$ 941.31	\$ 43,226.83	\$ -	\$ 44,168.14
CE	Woodridge Library	Owned	N/A	N/A	\$ 9,271.76	\$ 4,885.71	\$ 47,276.78	\$ -	\$ 61,434.25
CE	425 M STREET SW- MODULAR	Leased	2,900 square feet. Lease extended to 3/31/21.	\$ 20,287.53	\$ 3,409.53	\$ 3,948.69	\$ 3,779.26	\$ -	\$ 31,425.01
CE	Penn Center: Operations Center	DGS	N/A		\$ 14,742.85	\$ 17,751.15	\$ 20,564.01	\$ -	\$ 53,058.01
Leases Not Continuing into FY 2022 (MLK Interim locations during renovation)									
CE	9893 Brewers Court	Leased	Storage	\$ 10,644.38	\$ -	\$ -	\$ -	\$ -	\$ 10,644.38
CE	Reeves Center (Lab)		CLOSED		\$ 127.90	\$ -	\$ 2,241.87		\$ 2,369.77
CE				\$ 280,153.29	\$ 377,467.31	\$ 115,578.00	\$ 1,677,213.78	\$ -	\$ 2,450,412.38

Two locations (9893 Brewers Court and Reeves Center) with residual costs in FY2021 was part of MLK Jr. Library Interim Services during the renovation. These locations have been closed.

FACILITIES, FACILITY PLANNING, AND CAPITAL PROJECTS

Question Number 23

Do the facilities owned or operated by DCPL meet current Americans with Disabilities Act requirements? If not, describe the facilities and situations that do not comply.

All DC Public Library facilities comply with or meet the intent of current ADA requirements. The Library continues to participate in discussions with the Office of Disability Rights and the Office of Risk Management about how library facilities can go beyond ADA requirements and ensure library buildings are truly a welcoming place for all.

FACILITIES, FACILITY PLANNING, AND CAPITAL PROJECTS

Question Number 24

Provide an update on the implementation of the District of Columbia Public Library Lease and Permitting Authority Amendment Act of 2018.

The DC Public Library Director of Capital Planning and Construction completed lease acquisition certifications shortly after the Lease and Permitting Authority Amendment Act of 2018 went into effect.

DC Public Library (DCPL) worked closely with Cafritz Properties, Inc. and Consigli Construction to acquire a leased space for an interim library while the Lamond Riggs Library is under construction. While DCPL is not technically the lessee, providing a turn-key interim library is part of Consigli Construction's existing contract, the Library Lease and Permitting Authority Amendment Act of 2018 significantly streamlined the leasing process. DCPL's ability to work directly with the Lessor allowed routine lease formation and administration issues to be addressed in a timely and efficient manner that sharply reduced administrative overhead costs. DCPL anticipates that future leasing actions, where DCPL is the named lessee, will result in additional gains in efficiency.

FACILITIES, FACILITY PLANNING, AND CAPITAL PROJECTS

Question Number 25

Provide the capital budget for DCPL and all programs under its purview during FY21 and FY22, including amount budgeted and actual dollars spent.

DC Public Library (CE0) - Capital Budgets vs Expenditures by Project Summary as of February 2, 2022

(Index and PCA profiles may change - check SOAR screens 24 and 26 before using attributes)

	A	B	C	D	E	F	G = C+D+E+F	H = B-G	I = A-G	J = B-C-D
Project No	Budget	Allotments	Expenditures	Intra-District Advances	Encumbrances	Pre-encumbrances	Total Obligations	Allotment Balance	Authority Balance	Cash Available to Pay
0FPLAN - CAPITAL ID - FACILITIES & SERVICES PLAN	71,185.00	-	71,185.00	-	-	-	71,185.00	(71,185.00)	-	-
0GEOHP - CAPITAL ID - GEORGETOWN HISTORICAL POOL	14,406,872.94	-	14,406,872.94	-	-	-	14,406,872.94	(14,406,872.94)	-	-
0SOWPR - CAPITAL ID - SOW PARK IMPROV FROM DCPR	500,000.00	-	500,000.00	-	-	-	500,000.00	(500,000.00)	-	-
0STBEG - DDOE STIMULUS - GREEN ROOF - BENNING	274,540.00	-	274,540.00	-	-	-	274,540.00	(274,540.00)	-	-
0STDSG - DDOE STIMULUS - GREEN ROOF - WTD/SHAW	333,798.00	-	333,798.00	-	-	-	333,798.00	(333,798.00)	-	-
0STRCC - DDOE STIMULUS - ENERGY EFFCY - CCH	164,906.62	-	164,906.62	-	-	-	164,906.62	(164,906.62)	-	-
0STRCP - DDOE STIMULUS - ENERGY EFFCY - CPK	122,070.00	-	122,070.00	-	-	-	122,070.00	(122,070.00)	-	-
0STRCV - DDOE STIMULUS - ENERGY EFFCY - CAV	102,772.82	-	102,772.82	-	-	-	102,772.82	(102,772.82)	-	-
0STRKL - DDOE STIMULUS - ENERGY EFFCY - MLKML	408,333.00	-	408,333.00	-	-	-	408,333.00	(408,333.00)	-	-
0STRLR - DDOE STIMULUS - ENERGY EFFCY - LAR	98,512.00	-	98,512.00	-	-	-	98,512.00	(98,512.00)	-	-
0STRNE - DDOE STIMULUS - ENERGY EFFCY - NOE	42,550.00	-	42,550.00	-	-	-	42,550.00	(42,550.00)	-	-
0STRPL - DDOE STIMULUS - ENERGY EFFCY - PAL	193,650.00	-	193,650.00	-	-	-	193,650.00	(193,650.00)	-	-
0STRSW - DDOE STIMULUS - ENERGY EFFCY - SOW	134,332.80	-	134,332.80	-	-	-	134,332.80	(134,332.80)	-	-
0STRTP - DDOE STIMULUS - ENERGY EFFCY - TPK	34,550.00	-	34,550.00	-	-	-	34,550.00	(34,550.00)	-	-
0STRWD - DDOE STIMULUS - ENERGY EFFCY - WOD	94,360.00	-	94,360.00	-	-	-	94,360.00	(94,360.00)	-	-
0STRWE - DDOE STIMULUS - ENERGY EFFCY - WEE	73,127.56	-	73,127.56	-	-	-	73,127.56	(73,127.56)	-	-
0STTEG - DDOE STIMULUS - GREEN ROOF - TENLEY	267,492.00	-	267,492.00	-	-	-	267,492.00	(267,492.00)	-	-
0WAHDH - CAPITAL ID - WASHINGTON HIGHLANDS LIBR	1,990,197.00	-	1,990,197.00	-	-	-	1,990,197.00	(1,990,197.00)	-	-
0WTDPA - CAPITAL HT ID - WTD PUBLIC ART FROM DDOT	149,999.55	-	149,999.55	-	-	-	149,999.55	(149,999.55)	-	-
ANL01C - ANACOSTIA NEIGHBORHOOD LIBRARY	15,442,015.14	15,442,015.14	15,442,015.14	-	-	-	15,442,015.14	-	-	-
BEN37C - NEW BENNING BRANCH LIBRARY	14,863,895.97	14,863,895.97	14,863,895.97	-	-	-	14,863,895.97	-	-	-
CAV37C - CAPITOL VIEW LIBRARY	8,158,256.07	8,158,256.07	8,153,144.98	-	5,111.09	-	8,158,256.07	-	-	5,111.09
CCL37C - CHEVY CHASE LIBRARY	24,000,349.00	-	-	-	-	-	-	-	24,000,349.00	-
CLR01C - CARNEGIE LIBRARY REPAIRS	1,000,000.00	1,000,000.00	1,000,000.00	-	-	-	1,000,000.00	-	-	-
CPL38C - CLEVELAND PARK LIBRARY	19,719,437.38	19,719,437.38	19,710,352.77	-	-	-	19,710,352.77	9,084.61	9,084.61	9,084.61
CVM01C - AFRICAN AMERICAN CIVIL WAR RECORDS & ART	3,099,150.82	3,099,150.82	3,099,150.82	-	-	-	3,099,150.82	-	-	-
DNL37C - DEANWOOD LIBRARY	24,000,558.00	-	-	-	-	-	-	-	24,000,558.00	-
FGR37C - FRANCIS A. GREGORY LIBRARY	18,531,080.17	18,531,080.17	18,531,080.17	-	-	-	18,531,080.17	-	-	-
FLT01C - DCPL FLEET REPLACEMENT	255,360.00	255,360.00	255,360.00	-	-	-	255,360.00	-	-	-
FS237C - PETWORTH RENOVATION	12,819,316.03	12,819,316.03	12,819,316.03	-	-	-	12,819,316.03	-	-	-
FS337C - RENOVATION AT GEORGETOWN LIBRARY	8,220,568.73	8,220,568.73	8,220,568.73	-	-	-	8,220,568.73	-	-	-
ITM37C - INFORMATION TECHNOLOGY MODERNIZATION	2,392,000.00	2,392,000.00	2,023,834.20	-	-	-	2,023,834.20	368,165.80	368,165.80	368,165.80
LAR37C - LAMOND RIGGS LIBRARY	19,552,680.31	19,552,680.31	11,254,916.38	-	6,332,543.92	-	17,587,460.30	1,965,220.01	1,965,220.01	8,297,763.93
LB2CEC - LIBRARY IMPROVEMENTS	5,508,684.27	5,508,684.27	5,508,684.27	-	-	-	5,508,684.27	-	-	-
LB310C - GENERAL IMPROVEMENT- LIBRARIES	33,349,260.46	31,599,260.46	26,751,919.96	-	351,377.36	-	27,103,297.32	4,495,963.14	6,245,963.14	4,847,340.50
LB337C - MT PLEASANT LIBRARY	18,022,110.08	18,022,110.08	18,022,110.08	-	-	-	18,022,110.08	-	-	-
MCL03C - MARTIN LUTHER KING JR. MEMORIAL CENTRAL	211,306,899.43	211,306,899.43	207,823,506.21	-	1,143,748.85	-	208,967,255.06	2,339,644.37	2,339,644.37	3,483,393.22

FACILITIES, FACILITY PLANNING, AND CAPITAL PROJECTS

Question Number 25

Provide the capital budget for DCPL and all programs under its purview during FY21 and FY22, including amount budgeted and actual dollars spent.

DC Public Library (CE0) - Capital Budgets vs Expenditures by Project Summary as of February 2, 2022

(Index and PCA profiles may change - check SOAR screens 24 and 26 before using attributes)

	A	B	C	D	E	F	G = C+D+E+F	H = B-G	I = A-G	J = B-C-D
Project No	Budget	Allotments	Expenditures	Intra-District Advances	Encumbrances	Pre-encumbrances	Total Obligations	Allotment Balance	Authority Balance	Cash Available to Pay
MLK37C - MARTIN LUTHER KING MEMORIAL LIBRARY	1,283,611.35	1,283,611.35	1,283,611.35	-	-	-	1,283,611.35	-	-	-
NEL38C - NORTHEAST LIBRARY	9,563,462.33	9,563,462.33	9,563,462.33	-	-	-	9,563,462.33	-	-	-
NL637C - RENOVATIONS/RECONSTRUCT. NEIGHBORHOOD LI	199,735.05	199,735.05	199,735.05	-	-	-	199,735.05	-	-	-
NWL37C - NORTHWEST LIBRARY	24,500,571.00	-	-	-	-	-	-	-	24,500,571.00	-
NW013C - NORTHWEST ONE	2,250,000.00	2,250,000.00	2,250,000.00	-	-	-	2,250,000.00	-	-	-
PAL37C - PALISADES LIBRARY	7,546,409.89	7,546,409.89	7,546,409.89	-	-	-	7,546,409.89	-	-	-
PTL03C - PARKLANDS TURNER COMMUNITY CAMPUS	20,980,207.15	2,886,958.16	832,069.16	-	-	-	832,069.16	2,054,889.00	20,148,137.99	2,054,889.00
PTW37C - PETWORTH LIBRARY	1,000,000.00	-	-	-	-	-	-	-	1,000,000.00	-
ROS37C - ROSEDALE LIBRARY	24,500,571.00	-	-	-	-	-	-	-	24,500,571.00	-
SEL37C - SOUTHEAST LIBRARY	23,576,189.85	23,576,189.85	1,839,506.32	-	18,383,387.25	-	20,222,893.57	3,353,296.28	3,353,296.28	21,736,683.53
SPL37C - NEW 4A LIBRARY	25,000,582.00	-	-	-	-	-	-	-	25,000,582.00	-
SWL37C - SOUTHWEST LIBRARY	17,716,869.00	17,716,869.00	17,364,354.69	-	188,899.76	-	17,553,254.45	163,614.55	163,614.55	352,514.31
TAK37C - TAKOMA PARK	1,740,280.19	1,740,280.19	1,740,280.19	-	-	-	1,740,280.19	-	-	-
TEN37C - TENLEY-FRIENDSHIP BRANCH LIBRARY	17,819,105.66	17,819,105.66	17,819,105.66	-	-	-	17,819,105.66	-	-	-
TPL01C - TEMP SPACE FOR DC PUBLIC LIBRARY	4,495,081.53	4,495,081.53	4,495,081.53	-	-	-	4,495,081.53	-	-	-
WAH38C - WASHINGTON HIGHLANDS	16,697,029.86	16,697,029.86	16,697,029.86	-	-	-	16,697,029.86	-	-	-
WOD37C - WOODRIDGE LIBRARY	19,610,531.23	19,610,531.23	19,610,531.23	-	-	-	19,610,531.23	-	-	-
WTD37C - WATHA T. DANIEL RENOVATION	15,665,019.16	15,665,019.16	15,665,019.16	-	-	-	15,665,019.16	-	-	-
Summary	693,850,127.40	531,540,998.12	509,849,301.42	-	26,405,068.23	-	536,254,369.65	(4,713,371.53)	157,595,757.75	41,154,945.99

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FACILITIES, FACILITY PLANNING, AND CAPITAL PROJECTS

Question Number 25

Provide the capital budget for DCPL and all programs under its purview during FY21 and FY22, including amount budgeted and actual dollars spent.

DC Public Library (CE0) - Capital Budgets vs. Expenditures by Project Summary with FY 2021 FILTER

as of February 2, 2022

(Index and PCA profiles may change - check SOAR screens 24 and 26 before using attributes)

	A	B	C	D	E	F	G = C+D+E+F	H = B-G	I = A-G
Project No	Budget	Allotments FY21	Expenditures	Intra-District Advances	Encumbrances	Pre-encumbrances	Total Obligations	Allotment Balance	Authority Balance
0SOWPR - CAPITAL ID - SOW PARK IMPROV FROM DCPR	-	-	419,725.49	-	(419,725.49)	-	-	-	-
CAV37C - CAPITOL VIEW LIBRARY	(41,743.93)	(41,743.93)	169,722.19	-	(151,389.20)	-	18,332.99	(60,076.92)	(60,076.92)
CCL37C - CHEVY CHASE LIBRARY	18,128,349.00	-	-	-	-	-	-	-	18,128,349.00
CPL38C - CLEVELAND PARK LIBRARY	(50,562.62)	(50,562.62)	13,245.00	-	(13,482.10)	-	(237.10)	(50,325.52)	(50,325.52)
FLT01C - DCPL FLEET REPLACEMENT	-	-	255,360.00	-	-	-	255,360.00	(255,360.00)	(255,360.00)
LAR37C - LAMOND RIGGS LIBRARY	368,308.31	368,308.31	6,220,354.70	-	(3,561,797.60)	-	2,658,557.10	(2,290,248.79)	(2,290,248.79)
LB310C - GENERAL IMPROVEMENT- LIBRARIES	(750,000.00)	1,000,000.00	699,098.59	-	(414,782.05)	-	284,316.54	715,683.46	(1,034,316.54)
MCL03C - MARTIN LUTHER KING JR. MEMORIAL CENTRA	-	-	3,246,549.71	-	(3,082,429.40)	-	164,120.31	(164,120.31)	(164,120.31)
PAL37C - PALISADES LIBRARY	(25,607.12)	(25,607.12)	1,968.00	-	(1,969.01)	-	(1.01)	(25,606.11)	(25,606.11)
PTL03C - PARKLANDS TURNER COMMUNITY CAMPUS	20,148,137.00	-	-	-	-	-	-	-	20,148,137.00
SEL37C - SOUTHEAST LIBRARY	-	-	615,208.17	-	18,153,683.33	-	18,768,891.50	(18,768,891.50)	(18,768,891.50)
SWL37C - SOUTHWEST LIBRARY	-	-	3,898,925.94	-	(3,495,445.80)	-	403,480.14	(403,480.14)	(403,480.14)
WOD37C - WOODRIDGE LIBRARY	(394.64)	(394.64)	-	-	(394.64)	-	(394.64)	-	-
Summary	37,776,486.00	1,250,000.00	15,540,157.79	-	7,012,268.04	-	22,552,425.83	(21,302,425.83)	15,224,060.17
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FACILITIES, FACILITY PLANNING, AND CPAITAL PROJECTS

Question Number 25

Provide the capital budget for DCPL and all programs under its purview during FY21 and FY22, including amount budgeted and actual dollars spent.

DC Public Library (CE0) - Capital Budgets vs. Expenditures by Project Summary with FY 2022 FILTER

as of February 2, 2022

(Index and PCA profiles may change - check SOAR screens 24 and 26 before using attributes)

	A	B	C	D	E	F	G = C+D+E+F	H = B-G	I = A-G
Project No	Budget	Allotments FY22	Expenditures	Intra-District Advances	Encumbrances	Pre-encumbrances	Total Obligations	Allotment Balance	Authority Balance
CCL37C - CHEVY CHASE LIBRARY	5,872,000.00	-	-	-	-	-	-	-	5,872,000.00
CPL38C - CLEVELAND PARK LIBRARY	-	-	-	(9,084.61)	-	-	(9,084.61)	9,084.61	9,084.61
DNL37C - DEANWOOD LIBRARY	24,000,558.00	-	-	-	-	-	-	-	24,000,558.00
ITM37C - INFORMATION TECHNOLOGY MODERNIZATI	350,000.00	350,000.00	-	-	-	-	-	350,000.00	350,000.00
LAR37C - LAMOND RIGGS LIBRARY	-	-	2,687,828.30	-	(2,668,148.30)	-	19,680.00	(19,680.00)	(19,680.00)
LB310C - GENERAL IMPROVEMENT- LIBRARIES	750,000.00	1,000,000.00	45,692.67	-	65,239.09	-	110,931.76	889,068.24	639,068.24
MCL03C - MARTIN LUTHER KING JR. MEMORIAL CEN	-	-	381,189.25	(763,938.68)	183,768.59	-	(198,980.84)	198,980.84	198,980.84
NWL37C - NORTHWEST LIBRARY	24,500,571.00	-	-	-	-	-	-	-	24,500,571.00
PTL03C - PARKLANDS TURNER COMMUNITY CAMPUS	0.99	2,054,889.00	-	-	-	-	-	2,054,889.00	0.99
PTW37C - PETWORTH LIBRARY	1,000,000.00	-	-	-	-	-	-	-	1,000,000.00
ROS37C - ROSEDALE LIBRARY	24,500,571.00	-	-	-	-	-	-	-	24,500,571.00
SEL37C - SOUTHEAST LIBRARY	-	-	76,335.09	-	(65,814.67)	-	10,520.42	(10,520.42)	(10,520.42)
SPL37C - NEW 4A LIBRARY	25,000,582.00	-	-	-	-	-	-	-	25,000,582.00
SWL37C - SOUTHWEST LIBRARY	-	-	361,385.04	(18,033.32)	(361,385.04)	-	(18,033.32)	18,033.32	18,033.32
Summary	105,974,282.99	3,404,889.00	3,552,430.35	(791,056.61)	(2,846,340.33)	-	(84,966.59)	3,489,855.59	106,059,249.58
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FACILITIES, FACILITY PLANNING, AND CAPITAL PROJECTS

Question Number 25a

a. An update on all active capital projects in FY21 and FY22

Southwest Library - Construction was completed in February 2021 and the library reopened May 15, 2021.

Southeast Library - Design-Build contract was awarded December 9, 2019. Site due diligence for subsurface conditions, and the building program formulation were completed in April 2020. Community engagement is ongoing; five design phase community meetings occurred in March, July, December 2020, and May and July 2021. Construction is projected to be complete in Fall 2024.

Lamond-Riggs Library - Project finished final design, interim library construction was completed in June 2020 but opening was delayed due to the public health emergency. The interim library ultimately opened on June 28, 2021. Main library was closed for construction in June 2020 and demolition began January 4, 2021. Construction is underway and projected to be complete Spring 2022.

New Library in Congress Heights to replace Parklands-Turner Library - This project is funded in FY22 (\$2,055,000 million) and FY23 (\$18,093,000). The new full-service library in Congress Heights to

replace the Parklands-Turner library will be located on Parcel 16 at St. Elizabeth's East campus, adjacent to the Congress Heights metro station. A two-step process to select a design-build firm is underway. Step 1 Request for Qualifications (RFQ) was issued on November 23, 2021. Responses from Design-Build teams have been received for the Step 1 RFQ. Following evaluation of the responses, the highest ranked firms will be shortlisted and issued the Step 2 Request for Proposals. The Library held its first community meeting in December 2021 to introduce the project to the community and outline its approach to community engagement. Two community representatives were identified by Council member Trayon White to serve on the selection panel for the design-build team.

FACILITIES, FACILITY PLANNING, AND CAPITAL PROJECTS

Question Number 25b

b. Whether capital projects undertaken in FY21 or FY22 have an impact on the operating budget of the agency? If so, please provide an accounting of such impact.

CAPITAL IMPACT ON DCPL OPERATING BUDGET		
	MLK	Lamond-Riggs
FY21		
Contractual Services ¹	\$911,700	
Equipment ²		
Fixed Costs ³		
Information Technology ⁴		
Materials/Supplies ⁵		
Staffing ⁵	\$1,450,235	
FTEs	35.5	
FY21 TOTAL	\$2,361,935	
FY22		
Contractual Services ¹		250,000
Equipment ²		
Fixed Costs ³		
Information Technology ⁴		
Materials/Supplies		
Staffing ⁵		136,799
FTEs		5.00
FY22 TOTAL		386,799
¹ Includes security surveillance, HVAC, storm-water management, and maintenance.		
² Includes 3D printers, book trucks, and AV and laptop carts.		
³ Includes connection fees and hook-ups of utilities.		
⁴ Includes computers and IT/data systems hardware and software		
⁵ Remaining half-year funding for 35.5 FTEs at MLK & partial-year funding for 5 FTEs at Lamond-Riggs scheduled to open Spring 2022.		

FACILITIES, FACILITY PLANNING, AND CAPITAL PROJECTS

Question Number 25c

c. A description regarding how the agency decided the FY21 proposed capital budget and the sequencing of the projects.

The Library's proposed budget for capital projects was prioritized by the Mayor and City Council as part of the budget formulation for the FY21-26 Capital Improvement Plan (CIP). In the FY21 CIP, \$1 million was allocated towards general improvements.

The following projects were allocated funds in the CIP:

- Chevy Chase Library FY23 and FY24
- Parklands-Turner Library FY22 & 23
- General Improvements FY21

FACILITIES, FACILITY PLANNING, AND CAPITAL PROJECTS

Question Number 25d

c. Specifically for current projects, provide all anticipated Operating Impact on Capital costs upon the reopening of the facility, including FTEs, collections, maintenance, etc.

CAPITAL IMPACT ON DCPL OPERATING BUDGET CIP 22-27			
	Lamond-Riggs	Southeast	Congress Heights/ Parklands Turner
	FY22	FY25	FY26
Contractual Services ¹	\$250,000	\$225,000	\$225,000
Equipment ²			
Fixed Costs ³			
Information Technology ⁴		\$15,000	\$15,000
Materials/Supplies		\$10,000	\$10,000
Staffing ⁵	\$136,799	\$391,640	\$393,485
FTEs requested	5.0	5.0	5.0
TOTAL Operating	\$386,799	\$641,640	\$643,485
Opening Day Collection (receive as Capital)	\$250,000	\$200,000 - FY24	\$200,000 - FY24
¹ Includes maintenance agreements not covered under warranty.			
² Includes 3D printers, book trucks, and AV and laptop carts.			
³ Includes connection fees and hook-ups of utilities.			
⁴ Includes computers and IT/data systems hardware and software			
⁵ Partial-year funding for Lamond-Riggs; full-year funding for Southeast and Congress Heights			

**E. COMMUNITY ENGAGEMENT AND
OUTREACH
TABS E26– E30**

COMMUNITY ENGAGEMENT AND OUTREACH

Question Number 26

How has DCPL received feedback from guests in FY21 and to date in FY22? Has DCPL adopted any new ways to solicit feedback from guests in the last fiscal year? In your response, include the most frequently received feedback and how that feedback facilitated a change in programs or practices.

DC Public Library (DCPL) has a long history of capturing and responding to customer feedback. In FY21, the Library added to a customer experience toolkit to increase qualitative customer research to provide a deeper understanding of library customers. Below is an overview of the various ways customers provide feedback:

Contact Us

The Contact Us feature is available on the Library's website, <https://www.dclibrary.org/contactus>. In addition to responding to customer inquiries, the Library tracks and tags feedback to better understand trends and make changes where appropriate.

The Library received 3,483 inquiries via the Contact Us form in FY21 and 894 to date in FY22. The most frequently asked questions are: how to place a hold on and renew a book; how to reset a PIN; what to do about an expired account and forgotten card numbers; also questions about ebooks and accessing the digital collection. Most common feedback is about hours of operation, the holds process, and interactions with library staff.

AskDCPL

AskDCPL is the Library's very popular chat feature available on the website that launched early in the pandemic. It is staffed by librarians and library associates to help customers use the library virtually. The main use of AskDCPL is helping customers with account issues, providing library information, and recommending materials to customers. However, it has also become a channel to receive feedback, which is logged, tagged, and sent to various departments for follow up. At the end of every chat session, customers can offer feedback about their interaction with AskDCPL.

In FY21, AskDCPL operators answered a total of 17,125 chat questions for an average of 1,427 interactions per month. There were 25 operators, averaging 685 chats each over the course of the year. On average, AskDCPL operates about 25 hours per week and is available Monday-Friday 10 a.m. - 3 p.m., except holidays.

Of the 17,125 chats, 30 percent were about library services, 29 percent were about user accounts, 12 percent were about digital resources, 10 percent were about library collections, six percent were reference requests, three percent were new card signups, and the remaining 10 percent were about room reservations and library programs.

Voice of the Patron

Voice of the Patron is a user experience feedback tool that captures usage data and pairs it with customer sentiment about using the DCPL website. This tool captures data periodically throughout the year. This information is used to better understand what parts of the site are most used and have the most issues, and how to improve the site's features and functionality.

Social Media

Library customers also provide feedback through social media, particularly Twitter and Facebook. Library staff actively monitor and engage in conversations with customers and other social media users daily. People send private messages through these platforms, typically to ask questions about how to log onto

the website, place a hold on a book or to ask for other assistance with their online accounts. Library staff typically respond to requests for assistance on any platform within one business day.

Qualitative Customer Research

DCPL conducted two qualitative customer research projects in FY21 to understand library customers, their needs, and how their behaviors and needs have changed over the course of the pandemic. There were a total of 42 library customers who participated representing all 8 wards including 18 customers who speak Spanish as their first language.

Findings from these two projects cover the following topics:

- the role DCPL plays in customers lives
- the value DCPL brings to customers and communities
- opportunities for how DCPL can improve services to families and children as they grow
- opportunities for bringing more services and the “feel of the library” online
- identifying barriers to use for Spanish-speaking customers
- customer feedback on the Library’s customer experience principles.

Results are used to guide conversations, decision-making, and service. Some findings include the desire for library programs to be available online, the need to improve the library account sign up experience so it’s easier to use, and the need to remove barriers to service for customers who speak languages other than English..

As a result of this feedback, the Library is in the process of redesigning the Get A Card online form, and plans to launch a new language access tool for the current website that will translate all DCPL content into multiple languages. The findings will also guide and inform decision-making around the physical appearance in library buildings and updates to rules and policies.

COMMUNITY ENGAGEMENT AND OUTREACH

Question Number 27

The following questions are related to “Friends of the Library” organizations:

a. Have any new “Friends of the Library” organizations been formed in the last fiscal year?

There is a new Friends of the Library organization getting off the ground at the Bellevue (William O. Lockridge) Library. The group held their first meeting in January 2022. The Library looks forward to partnering with this new group and helping them grow.

b. How much funding did DCPL receive from the support of the Friends in FY21 and FY22, to date?

DC Public Library does not receive direct funding from the Friends groups. Rather, Friends groups often provide support to library programs by purchasing items such as snacks, and providing stipends for authors and performers.

c. What kinds of programs have been made possible through the participation of the Friends?

The Friends support a wide range of programs and activities. Examples from FY21 include partial funding for take-and-make craft kits for kids that were distributed at every library during the pandemic. These kits were designed to give kids a hands-on learning activity during remote learning, and were wildly popular with families.

Additionally, Friends groups are instrumental in serving as community engagement partners to provide input into the process to modernize library buildings. For example, the Friends of the Southeast Library and Parklands-Turner Library have helped spread the word about community meetings for the design of those two new libraries.

All the groups continue to help raise awareness about the opening of MLK Library, and have helped keep residents informed about the Library’s operating status during the health emergency.

Friends groups contributed about \$12,500 in FY21 to the DC Public Library Foundation to support library programs and services such as the Summer Challenge, take-and-make craft kits, and other initiatives.

In the summer of 2021, the Friends of the Martin Luther King Jr. Memorial Library commissioned an original production, in celebration of the newly modernized central library building. Entitled “Library Reimagined: A Tour in Dance,” D.C. native Alexandra Hutchinson and Derek Brockington, both dancers with the historic Dance Theatre of Harlem” choreographed and performed throughout the new library, including its rooftop garden, grand reading room, and 290-person auditorium. The Friends group covered the costs of the film production and editing.

Also during summer 2021, the Friends of the Martin Luther King Jr. Memorial Library helped fund a Story Walk that was installed outside under the building’s loggia. A Story Walk is a fun, family-friendly outdoor reading experience. Pages of a children’s book are laminated and displayed along a path – in this case, on the building’s pillars. Along with their family, caregiver or educator, children follow the path where they will encounter the book page-by-page. Library staff engaged families, patrons, and Penn Quarter visitors through these Story Walks. This extended the Library’s reach beyond the limited hours and services and brought some beautiful children’s illustration art to the minimalist façade.

COMMUNITY ENGAGEMENT AND OUTREACH

Question Number 28

Provide an update on the implementation of the District of Columbia Public Library Partnership and Sponsorship Amendment Act of 2019. Include a list and summary of agreements between the library and partners as a result of this Act in FY21 and FY22. Include any funding associated with this agreement and for what purpose those funds were used.

As a result of the Partnership and Sponsorship Amendment Act of 2019, DC Public Library (DCPL) and DC Public Library Foundation (DCPLF) entered into a Memorandum of Understanding (MOU), beginning in October 2018, that includes how DCPL will support DCPLF in fundraising on behalf of the Library.

As agreed upon in the MOU, in the spring of 2021 DCPL presented a written proposal to DCPLF detailing programs and initiatives that require private support during DCPLF's next fiscal year beginning January 2022. The proposal, drafted upon adoption of the subsequent year's municipal budget and with the approval of the DCPL Board of Trustees, included costs and summarized the purpose of the proposed uses, which align with DCPLF and donor guidelines and requirements.

For FY21, DCPLF provided a total of \$565,026 in funds to support Library programs and services. In FY22 to date, DCPLF has provided a total of \$155,019. These funds support a variety of programs for children, teens and adults. In FY21 and FY22, there has been a particular focus on providing support for virtual programs as well as programs at the Martin Luther King Jr. Memorial Library. Projects funded by the Foundation include support for *Beyond the Book*, an expansion of the highly successful Books from Birth program, that will target children ages 5-8, as well as teen programs, including *Know Your Power*, a partnership with Pepco & Exelon.

COMMUNITY ENGAGEMENT AND OUTREACH

Question Number 29

How many volunteers does the DCPL currently have? Have there been any changes in the last fiscal year to the selection and training process for volunteers?

Volunteers play a vital role at the DC Public Library. By donating time, talent, and skills, they support and enhance the Library's programs, services, and mission. Although there have been fewer volunteer opportunities because of the pandemic, the Library has been able to create meaningful experiences that enrich library offerings.

In FY21, 108 volunteers worked 786 hours throughout neighborhood libraries and at the MLK Library. Under the supervision of library staff, volunteers performed tasks in areas of maintaining bookshelves, teaching computer classes, providing job readiness coaching, teaching American Sign Language classes, and assisting with special projects, author events, children's activities, and programs for seniors.

With the change in the Library's operating status in response to the public health emergency, in-person volunteer engagement opportunities were suspended for eight months. However, the Library offered several virtual volunteer experiences. This included assisting the People's Archive with maintaining the digital collections database and working with the Center for Accessibility to do accessibility checks of various library digital offerings. In addition, the Library invited teens to serve as virtual teen book reviewers. Selected teens were responsible for authoring book and movie reviews for the Library's blog for teens.

During FY21 Q4, the Library launched the Docent and Welcome Ambassador Volunteer Program at the MLK Library staffed with a total of 22 volunteers. This program serves to provide customers with a welcoming experience while visiting the MLK Library. The docent volunteers provide building tours and assist members of the public in learning, discovering, and enjoying the recently modernized building and artwork as well as its history and collections. The welcome ambassador volunteers provide directional assistance to customers looking for specific services, departments, and programs. This program is expected to be expanded once the public health emergency allows for the return to consistent in-person programming.

To become a volunteer, one must be at least 14 years old, complete an online application and interview, and pass a criminal background check (required for applicants ages 18 and older), the cost of which is covered by the Library. Volunteers must show proof of vaccination against COVID-19 as well. The Library matches the skills and interests of volunteers with current opportunities and provides them with an orientation to the Library. Additionally, volunteers receive a two-hour training on customer service and de-escalation practices. In partnership with the Defend Yourself organization, participants learn skills for handling challenging situations including customers who may be angry or stressed.

COMMUNITY ENGAGEMENT AND OUTREACH

Question Number 30

Describe any efforts undertaken by DCPL in FY21 and to date in FY22 to identify and engage corporate partners to enhance the operations and collections of DCPL.

The Library is continuing its engagement with corporate partners, in order to augment and support library programming in a variety of areas. For example, the Library maintains its partnership with the Washington Nationals for the Summer Challenge program. The Nationals generously provides two tickets to every person who reads 20 minutes a day throughout the summer, and partners to provide a variety of promotional opportunities, including videos featuring players that air at Nats Field before games, and more.

Starting in Nov. 2020, DC Public Library has partnered with the Wizards and other public libraries in the region for the Wizards Winter Reading Challenge, which runs from Jan. 1 - Mar. 31. This challenge encourages children and teens ages 5 - 19 to engage in wellness activities, including reading, healthy eating, fitness, connecting with peers, and engaging with educational virtual events.

The Library, in collaboration with the DC Public Library Foundation, has also built strong programmatic partnerships with other corporations, most notably Pepco. Through the "Know Your Power" program, Pepco and the DC Public Library invite D.C. teens to find their power and use it to creatively address a topic that is important to them. Winners are announced at the Know Your Power Awards Ceremony broadcast from the Martin Luther King Jr. Memorial Library, and the winner in each category - Illustration, Writing, Music, and Photography - receives a prize that helps them continue pursuing their craft.

**F. PERSONNEL
TABS F31 – F40**

PERSONNEL

Question Number 31

What is the current staffing at branch libraries? Provide the number of staff assigned to each library, including job titles.

Neighborhood Libraries

Location	Job Title	FTE
Anacostia Library	Supervisory Librarian	1.0
	Librarian	3.0
	Library Support Coordinator	1.0
	Library Associate	4.0
	Library Technician 6	3.0
	Teen Aide	0.3
	Anacostia Library Total	12.3
Bellevue (William O. Lockridge) Library	Supervisory Librarian	1.0
	Librarian	3.0
	Library Associate	5.0
	Library Technician	3.5
	Bellevue (William O. Lockridge) Library Total	12.5
Benning (Dorothy I. Height) Library	Supervisory Librarian	1.0
	Librarian	3.0
	Library Support Coordinator	1.0
	Library Associate	4.0
	Library Technician	3.0
	Benning (Dorothy I. Height) Library Total	12.0
Capitol View Library	Supervisory Librarian	1.0
	Librarian	3.0
	Library Associate	4.0

	Library Technician 6	2.0
	Capitol View Library Total	10.0
Chevy Chase Library	Supervisory Librarian	1.0
	Librarian	3.0
	Library Associate	4.0
	Library Technician	4.0
	Chevy Chase Library Total	12.0
Cleveland Park Library	Supervisory Librarian	1.0
	Librarian	3.0
	Library Support Coordinator	1.0
	Library Associate	4.0
	Library Technician	4.5
	Cleveland Park Library Total	13.5
D.C. Jail Library	Jail Librarian	1.0
	Library Associate	1.0
	Jail Technician	0.5
	D.C. Jail Library Total	2.5
Deanwood Library <i>Co-location Facility</i>	Supervisory Librarian	1.0
	Librarian	2.0
	Library Associate	3.0
	Library Technician 6	2.0
	Deanwood Library Total	8.0
Francis A. Gregory Library	Supervisory Librarian	1.0
	Librarian	3.0
	Library Associate	4.5
	Library Technician	3.0
	Teen Aide	0.3
	Francis A. Gregory Library Total	11.8

Georgetown Library	Supervisory Librarian	1.0
	Librarian	3.0
	Library Associate	5.0
	Circulation Supervisor	1.0
	Library Technician / Library Aide	4.0
	Teen Aide	0.3
	Georgetown Library Total	14.3
Lamond-Riggs Library <i>Interim Location</i>	Supervisory Librarian	1.0
	Librarian	2.0
	Library Associate	3.0
	Library Technician	2.0
	Lamond-Riggs Library Total	8.0
Mt. Pleasant Library	Supervisory Librarian	1.0
	Librarian	4.0
	Library Support Coordinator	1.0
	Library Associate	5.0
	Circulation Supervisor	1.0
	Library Technician	4.0
	Teen Aide	0.3
	Mt. Pleasant Library Total	16.3
Northeast Library	Supervisory Librarian	1.0
	Librarian	3.0
	Library Associate	4.0
	Library Technician	4.0
	Teen Aide	0.3
	Northeast Library Total	12.3
Northwest One Library	Supervisory Librarian	1.0
	Librarian	2.0

<i>Co-location Facility</i>	Library Associate	3.0
	Library Technician 6	2.0
	Northwest One Library Total	8.0
Palisades Library	Supervisory Librarian	1.0
	Librarian	2.0
	Library Associate	4.0
	Library Technician	3.0
	Palisades Library Total	10.0

Parklands-Turner Library <i>Storefront Facility</i>	Supervisory Librarian	1.0
	Librarian	2.0
	Library Associate	3.0
	Library Technician 6	2.0
	Parklands-Turner Library Total	8.0
Petworth Library	Supervisory Librarian	1.0
	Librarian	4.0
	Library Support Coordinator	1.0
	Library Associate	4.0
	Library Technician	3.5
	Teen Aide	0.3
	Petworth Library Total	13.8
Rosedale Library <i>Co-location Facility</i>	Supervisory Librarian	1.0
	Librarian	2.0
	Library Associate	3.0
	Library Technician 6	2.0
	Rosedale Library Total	8.0
Shaw (Watha T. Daniel) Library	Supervisory Librarian	1.0
	Librarian	4.0
	Library Support Coordinator	1.0

	Library Associate	5,5
	Library Technician	3.0
	Shaw (Watha T. Daniel) Library Total	14.5
Shepherd Park (Juanita E. Thornton) Library	Supervisory Librarian	1.0
	Librarian	2.0
	Library Associate	3.0
	Library Technician 6	2.0
	Shepherd Park (Juanita E. Thornton) Library Total	8.0
Southeast Library	Supervisory Librarian	1.0
	Librarian	3.0
	Library Associate	3.0
	Library Technician	3.0
	Southeast Library Total	10.0
Southwest Library	Supervisory Librarian	1.0
	Librarian	3.0
	Library Associate	5.0
	Library Technician	3.0
	Southwest Library Total	12.0
Takoma Park Library	Supervisory Librarian	1.0
	Librarian	2.0
	Library Associate	3.0
	Library Technician	2.0
	Takoma Park Library Total	8.0
Tenley-Friendship Library	Supervisory Librarian	1.0
	Librarian	4.0
	Library Associate	5.0
	Circulation Supervisor	1.0

	Library Technician / Library Aide	4.0
	Teen Aide	0.3
	Tenley-Friendship Library Total	15.3
West End Library	Supervisory Librarian	1.0
	Librarian	2.0
	Library Associate	6.0
	Library Technician	4.5
	West End Library Total	13.5
Woodridge Library	Supervisory Librarian	1.0
	Librarian	3.0
	Library Support Coordinator	1.0
	Library Associate	4.5
	Library Technician	4.0
	Teen Aide	0.3
	Woodridge Library Total	13.8
	Total Neighborhood Library Staff	285.9

Martin Luther King Jr. Memorial Library

Department	Job Title	FTE
Adult Learning	Supervisory Librarian	1.0
	Assistant Manager	1.0
	Educational Specialist	4.0
	Adult Digital Literacy Coordinator	1.0
	Library Associate	2.0
	Library Technician 6	1.0
	Adult Learning Total	10.0

Adult Services	Supervisory Librarian	1.0
	Librarian	5.0
	Library Associate	7.0
	Adult Services Total	13.0
Center for Accessibility	Supervisory Librarian	1.0
	Librarian	4.0
	Adaptive Technology Specialist	1.0
	Library Associate	1.0
	Library Technician 6	1.0
	Center for Accessibility Total	8.0
Circulation	Supervisory Librarian	1.0
	Library Technician	9.0
	Circulation Total	10.0
First Floor	Supervisory Librarian	1.0
	Library Support Coordinator	2.0
	Library Associate	2.0
	Library Technician 6	10.0
	First Floor Total	15.0
Labs	Supervisory Librarian	1.0
	Librarian	2.0
	Library Associate	8.0
	Labs Total	11.0
People's Archive	Supervisory Librarian	1.0
	Coordinator	3.0
	Archivist	2.0
	Librarian	4.0

	Library Associate	2.0
	Library Technician 6	1.0
	People's Archive Total	13.0
Youth Services	Supervisory Librarian	1.0
	Librarian	5.0
	Library Associate	7.0
	Youth Services Total	13.0
	Total MLK Staff	93.0
	Total Neighborhood Library Staff + MLK Staff	378.9

PERSONNEL

Question Number 32

Is staff adequately supported with sufficient training and employee development programming? Please describe the existing training and employee development program, the number of staff who have went through training and employee development in FY21 and FY22 to date. Were funds sufficient for training and employee development in FY21 and FY22 to date? If not, please describe how much funding is needed for DCPL to sufficiently provide training and employee development, and how it would be used.

As the DC Public Library (DCPL) continues to transform and provide District residents with the quality library services they expect and deserve, it is important that library staff have the skills and tools to continue to innovate and improve library services. The Library's focus on enhanced skills complements the scope of the talent management effort which began in FY19 and continues today. Library staff continue to participate in internal, and city-sponsored management and supervisory best-practice training, team-building training to improve staff morale and collaboration, as well as various online or internally developed workforce development courses through Percipio and Skillport. The Library focused on overall workforce development, business management, racial equity, and cyber security training designed to strengthen and enhance awareness for all employees. At least 525 employees completed the Cyber Security training; 31 employees were sponsored by the agency to attend and complete other trainings, including 12 who were sponsored to attend Leadership Greater Washington's Anti-Racist Leadership Series. Further, DCPL employees are attending the District-sponsored course "Advancing Racial Equity," offered by the DC Office of Racial Equity.

Finally, DCPL has provided tuition assistance to help staff obtain bachelor degrees, and allowed staff to participate in local and national workshops and conferences in a range of fields from library science, technology, and racial equity. These opportunities build capacity for staff to better serve District residents. Key library staff have received specialized and technical training needed to maintain licenses and certifications. Existing resources have allowed the Library to continue to offer the aforementioned staff trainings. However, the number of staff who can benefit from the tuition assistance program is limited. Additional resources will allow the Library to provide financial assistance to more staff seeking post-secondary degrees or credentials which will create greater career opportunities for growth, particularly for staff in the branches and other front-facing roles.

PERSONNEL

Question Number 33

Are all branch libraries currently sufficiently staffed to accommodate staff absences due to illness, vacation, or extended leaves of absence? Have such absences resulted in reduced service or unplanned closures in the last fiscal year? How have staff absences affected DCPL's budget in FY21 and to date in FY22? How has the overall staffing level changed in the last fiscal year?

The family leave program still serves as a great benefit to District government employees allowing staff to care for themselves or family members for an extended period of time. The Library continues to see greater numbers of staff across the agency on extended, paid family leave. The Library's Public Safety unit is particularly impacted by extended leave, illness, and work-related injuries, where approximately one-fourth of the workforce is not available to provide coverage at branches during any given work week.

During modified operations as a result of the public health emergency, staffing for branch libraries continues to generally be sufficient. The unplanned closures when a staff member tests positive for COVID-19 have lessened with the vaccines being available and continue to be infrequent and managed quickly. Looking forward, the Library anticipates that staff will take more leave than in years past, due to the accumulation of available vacation leave not taken during the pandemic, staff staying home when sick, and more. The Library is factoring in a potential higher percentage of staff taking leave this year and/or next year in its service level plans.

The current branch staffing models are sufficient to accommodate typical levels of absences. However, the ongoing pandemic and its unpredictability has placed additional strains on the Library's ability to provide appropriate staffing levels. Like all employers, the Library experienced an unprecedented level of resignations over the past couple of years. Many branch libraries have been operating at slightly lower staffing than is ideal. However, the Library has been able to maintain operations because of operating hours at branches that are below pre-pandemic levels and the limited services offered over the past 23 months. In FY21, there were no unplanned closures due to staffing shortages. During the latest COVID-19 surge of positive cases during Q1 and Q2 of FY22, there have been greater challenges with a handful of delayed openings and one unplanned closure related, in part, to the snow storm.

PERSONNEL

Question Number 34

Has DCPL changed their policies with regard to hiring District residents in the last fiscal year? What is DCPL's compliance rate for the *First Source* and *Apprenticeship* program requirements? How was this compliance monitored and evaluated in FY21 and FY22, to date?

DC Public Library has not changed its policies on hiring District residents in the last fiscal year. For FY21, the Library's First Source and Apprenticeship program's compliance rate was 100 percent. For FY21 and FY22 to date, compliance was monitored and verified through construction site visits, review of monthly certified payroll records, meetings with contractors and subcontractors and regular consultation with staff at the Department of Employment Services.

PERSONNEL

Question Number 35

Has the agency adhered to all non-discrimination policies in regard to hiring and employment?

Yes, the agency has adhered to all non-discrimination policies in regard to hiring and employment.

PERSONNEL

Question Number 36

Have there been any allegations that the agency has violated hiring and employment nondiscrimination policies in FY21 or to date in FY22? If so, what steps were taken to remedy the situation or ensure that the violation does not occur in the future?

DC Public Library (DCPL) adheres to the District's policy and regulations involving hiring and employment procedures. DCPL will continue to take all training related to this area to ensure that staff remain current on the latest information and better understand the response process when allegations are filed and to ensure that it is following District procedure and regulations.

In FY21 and FY22 to date, the following allegation was reported:

- Employee, through counsel, filed a complaint with the Office of Human Rights (OHR) on July 22, 2021, alleging that the employee was discriminated against based on race because she did not receive wages as other similar employees; and retaliation, when the employee was subsequently terminated. The matter was mediated and resolved.

PERSONNEL

Question Number 37

Please list all settlements entered into by the agency or by the District on behalf of the agency in FY21 or FY22, to date, and provide the parties' names, the amount of the settlement, and if related to litigation, the case name and a brief description of the case. If unrelated to litigation, please describe the underlying issue or reason for the settlement (e.g. administrative complaint, etc.).

FY21:

OHR Case No.21-304 DC and EEOC#: 10C-2021-00302C

On April 22, 2021, the Complainant/Employee filed a complaint of discrimination with the D.C. Office of Human Rights (OHR) alleging that he/she was discriminated against based on race and retaliation. The case was settled for \$50,000.00 on December 22, 2021.

FY22:

There are no settlements to date in FY22.

PERSONNEL

Question Number 38

Please describe the agency's procedures for investigating allegations of sexual harassment or misconduct committed by or against its employees. List and describe any allegations received by the agency in FY21 and FY22, to date, whether or not those allegations were resolved.

The DC Public Library (DCPL) adheres to the investigative procedures outlined in Mayor's Order 201-313 for investigating allegations of sexual harassment. Each investigation is reported to the Mayor's Office through DCPL's Office of General Counsel. Investigations are conducted by the Library's Sexual Harassment Officer (SHO) who has been trained by the Mayor's Office through DCHR. Upon conclusion of the investigation, the SHO forwards the investigative report to the Office of General Counsel for review. The Director or designee issues the Notice of Findings and Conclusions to the complainant, alleged harasser and the Mayor's Office of Legal Counsel. DCPL takes sexual harassment seriously and has ensured that staff are trained on the sexual harassment policy and the process for reporting incidences of sexual harassment. This has led to increased awareness by staff of what constitutes sexual harassment and the steps that should be taken if they are witnesses and/or victims of sexual harassment.

Listed below are allegations of sexual harassment and/or related misconduct received by the agency in FY21 and to date in FY22:

- December 2021 - an employee complained that a fellow employee questioned the use of a gender-neutral pronoun in an official incident report and commented on the complainants' gender identity. The alleged offender has been transferred to another duty location pending the final investigation report.
- September 2021 - an employee complained that an underage library customer briefly exposed himself. The employee elected not to pursue charges against the minor; the customer was barred from the library and the employee transferred to another location per her request. The matter was resolved.
- December 2020 - an employee reported that a fellow employee used sexually offending language and observed female photos. The matter was investigated and determined unfounded.

PERSONNEL

Question Number 39

Please list the administrative complaints or grievances that the agency received in FY21 and FY22, to date, broken down by source. Please describe the process utilized to respond to any complaints and grievances received and any changes to agency policies or procedures that have resulted from complaints or grievances received. For any complaints or grievances that were resolved in FY21 or FY22, to date, describe the resolution.

FY21 and FY22 to date	Source	Issue	Process Utilized	Resolution
6/25/2021	AFGE 383	Termination due to misconduct	Collective Bargaining Agreement (CBA) Grievance	Referred to OLRCEB; Arbitration hearing pending
7/1/2021	AFSCME 1808	AWOL/leave	CBA	Arbitration request pending
7/3/2021	AFSCME 1808	Scheduling policies	CBA	Arbitration request pending
1/18/2022	AFSCME 1808	Compensation/wages	CBA	Arbitration request pending

There were no changes to agency policies or procedures that resulted from complaints or grievances received.

PERSONNEL

Question Number 40

Provide a narrative description of the security personnel and procedures currently utilized by DCPL. Emphasize any changes in the security situation that have occurred within the last fiscal year. At a minimum, include:

- a. The number of library security guards currently employed by DCPL;**
- b. The number of vehicles currently associated with DCPL security;**
- c. New security initiatives or technologies instituted in FY21 and to date in FY22; and**
- d. Any areas of concern as it relates to Library security.**

DC Public Library (DCPL) has armed special police officers (SPO) within the Office of Public Safety (OPS). OPS staff are either assigned to a library or rove several library locations. There are six vehicles used by SPOs for roving and deployment is assessed and adjusted daily where resources are needed. In FY21, DC Public Library had 36 FTEs allocated to provide safety and security at various library locations.

All SPOs receive annual in-service training which includes weapon qualification, first aid/CPR, de-escalation techniques, report writing, and a cadre of others. Additionally, OPS has six trained Crisis Intervention Officers while the remaining members have had in-service training on the subject. All SPOs continue to participate in the District-wide response to the ongoing opioid crisis and have been trained in administering Naloxone to library customers experiencing an overdose. In FY21, all uniformed officers were issued Naloxone while on duty to provide immediate assistance, and 12 Public Safety staff took part in a comprehensive restorative justice training, tailored to urban public library needs. Public Safety staff, in collaboration with key partners, participated in a restorative justice cohort designed to address the many challenges they face.

In FY21, the Office of Public Safety focused on several initiatives including partnerships with the Metropolitan Police Department (MPD) and Department of Youth and Rehabilitative Services' (DYRS) Credible Messengers program to find ways to support youth who visit libraries.

The Library has several security technology systems (video cameras, access control, alarm systems, duress alarms, and identification card production) that are continuously upgraded, including upgrades over the past several years from the older analog cameras to digital video cameras. All locations have well maintained modern security technology systems allowing OPS to address system needs with greater timeliness and efficiency. The technology uses a perimeter-based, real time video surveillance system that allows public safety staff to monitor all libraries from a central location. Additionally, the system is supported by Digital Video Recorders (DVRs/NVRs) to capture incidents and store video for several weeks. The system can capture, record, and download video in and around the libraries. Video can be shared with local and federal law enforcement partners to assist them with investigations. After three years of utilizing a Computer Aided Dispatch/Report Management System (CAD/RMS) hosted by Omnigo, OPS continues to adopt new features and functionality to efficiently manage the office.

Since joining in March of 2020, the Library's relatively new Director of Public Safety has restructured the office by adding a Captain in charge of day to day patrol functions, a professional standards and

compliance administrator, a training coordinator, an administrative Sergeant, and an operations and special projects coordinator. The Director continues to focus on transforming how staff approach their job as public safety practitioners. The office has adopted a “Guardian Mindset” with less focus on enforcement and more on being supportive and customer-centric and understanding their own unconscious biases and positions of power. This approach helps to create an empathetic and supportive environment when engaging with customers with mental health challenges and persons experiencing homelessness.

As the Library welcomed residents back to branches, officers worked closely with branch staff to ensure D.C. government protocols are followed by library customers. Most of the challenges faced are customers not adhering to the Library’s behavior guidelines, by both adults and youth. Rather than be an enforcement arm of the Library, OPS’ goal is to be a resource to the public and library staff. As such, OPS partners with other city agencies including DYRS (Credible Messengers) and attends MPD’s community outreach meetings to gain a better understanding on how to better connect with library users.

**G. GOVERNMENT MANAGEMENT AND
OVERSIGHT
TABS G41 – G49**

GOVERNMENT MANAGEMENT AND OVERSIGHT

Question Number 41

Provide an update on the implementation of DCPL's strategic plan.

In the spring of 2017, DC Public Library (DCPL) released "Know Your Neighborhood", its five-year strategic plan (2017 through 2021). The plan's initiatives support the priorities of reading, digital citizenship, strong communities, local history and culture, and stewardship. The plan provides a roadmap for increasing library participation and delivering customized services that meet the needs and aspirations of communities. The Library uses the strategic plan as a framework for decision-making, resource allocation and service delivery.

The following pages include a detailed update on the implementation of DCPL's strategic plan that's periodically provided to the Library Board of Trustees.

DCPL is extending the strategic plan for the next two years. The plan's ongoing initiatives will be refreshed with new initiatives centered primarily around the District's recovery efforts.

**“Know Your Neighborhood”
DC Public Library
Strategic Plan 2017-2021**

Update: May 2021

Document #6.2
Board of Library Trustees Meeting
May 26, 2021

Reading: Support New Readers and Cultivate a Love of Reading

						Projected Completion	
Promote a culture of literacy and the great benefits of reading.							
1	Develop a love of reading in young children by expanding Sing, Talk and Read to reach all eligible children in targeted neighborhoods.	2017	18	19	20	21	2021
	Develop a comprehensive strategy for further developing the Books from Birth Program. Begin implementation.	●					
	Continue implementation of "BfB" strategy. Additional program elements include strengthening partnerships (especially to reach those with home instability) and may include measuring impact of the program.	●	●	●	●	●	
	<i>Goal: Register all eligible children in targeted neighborhoods of Wards 1, 5, 7 and 8 in Books from Birth by 2022.</i>					●	
Update: Books from Birth continues to grow during its fifth year of service. Later this month we will expand outreach for the Spanish speaking communities with an all Spanish tv spot and a new webpage and FAQ. The partnership with DOH remains a vital part of the program helping the library register around 500 new children a month.							
2	Double summer reading completions in targeted communities and provide more opportunities for youth to have a safe, enriching experience.	2017	18	19	20	21	2021
	Offer Summer Learning program and new extended learning experiences to keep young people engaged in reading and learning. Increase staff understanding of principals of connected learning to increase the quality and reach of DCPL summer learning across the city.	●	●	●	●	●	
	Select target communities of Wards 2, 5, 7 and 8; align outreach efforts in "gaps" without library branches.	●	●				
	Expand program offerings in target wards in 2018. Expand to out of school time (OST) winter and spring breaks in 2019. Increase capacity to expand and provide bilingual services to neighborhoods in Wards 2 and 5 in 2020.		●	●	●		
	Partner with DCPS, DCPCS, & OSSE and continue interagency work to publicize DCPL's summer learning and OST offerings to schools. Continue to work with Raise DC Collective Impact Strategy.	●	●	●	●	●	
	<i>Goal: Double the number of summer learning completions including in targeted neighborhoods.</i>					●	
Update: The 2021 Summer Challenge program will continue as a virtual summer program. Librarians will provide outdoor activities when possible and create kits for patrons to take home. Virtual content will continue throughout the summer. DCPS, DCPCS & OSSE partnerships will continue to publicize and share Summer Challenge information with DC students.							
3	Prepare more children for kindergarten.	2017	18	19	20	21	2021
	Establish branch-level targets for birth to age five programming/STAR activities to ensure robust offerings across all library locations.		●				
	Implement targets.			●	●	●	
	<i>Goal: Implement branch-level targets for birth to age five programming/STAR activities.</i>					●	
Update: The Library remains in a limited service mode and STAR activities continue to be primarily centralized with daily virtual story times. Baby yoga, Books and Baseball and special events continue to be offered. Our partnership with Strong Start (OSSE) will include a virtual workshop for parents this summer.							

Completed	Delayed	Changing	On Track	New
●	●	●	●	●

						Projected Completion
Connect public library services to students and educators.						
4 Improve student access to library materials	2017	18	19	20	21	2021
DCPL and DCPS will partner to jointly select and acquire school-owned books and materials for school libraries.	●	●	●	●	●	
Offer to enter into similar partnership agreements with charter schools.			●		●	
Explore expansion of partnership services to include distribution of curriculum-support sets for use in classrooms; develop a proposal for consideration with implementation occurring following opening of MLK.		●		●	●	
Update: DCPL is working with DCPS on the purchases of school library materials in fulfillment of the FY21 MOU. Plans to offer services to charter schools and possible expansion of services (such as providing curriculum-support sets for use in classrooms) remains delayed partially due to other demands on DCPL's collections department and the continued, pending resolution of a long term operations center location.						

Expand services for adults who are developing readers.						
5 Improve access to adult literacy services.	2017	18	19	20	21	2021
Identify branches to house satellite adult literacy centers.		●				
Pilot new satellite adult literacy centers.			●	●	●	
Update: The Adult Learning Department (ALD) continued to hold the ESL Conversation Circles virtually twice a week; since October, 2020, 96 facilitated sessions took place totaling 783 participants. The ALD continues to provide virtual tutoring for learners preparing to pass the official GED exam through the use of GED Academy; since October, 2020 235 tutored sessions took place. We will revisit how to safely deliver service at MLK and branches in the latter half of FY21, starting with MLK. Satellite programs and pop-up services will be explored.						

Ensure reliable and convenient access to a responsive library collection.						
6 Make it easier for readers to discover, request and access library collections.	2017	18	19	20	21	2021
Users are able to place holds on items on order that have not yet arrived. Make it easier to request new titles for acquisition. Examine usage data to better select and acquire library materials that match user interests.	●					
Implement an acquisition module.		●	●			
Explore ways to make Library collections more accessible and visible. Includes solicitation for a new catalog and/or discovery layers. Review Inter-Library Loan procedures.		●	●	●	●	
Update: DCPL took several new steps to promote discoverability. Collections worked with the People's Archive to make more local history items appear in the catalog. We launched a service called Wowbrary, an opt-in new book newsletter. Improvement to backend records enhanced the search and display experience in the catalog. The library determined it should not commit to a discovery layer yet, due to website upgrades that must take place first.						

Completed	Delayed	Changing	On Track	New
●	●	●	●	●

Digital Citizenship: Prepare residents for life online.

	2017	18	19	20	21	Projected Completion
7 Increase technology trainings to include digital literacy, emerging technologies and digital readiness.						2021
Analyze existing library programming and training opportunities offered by others in the community. Examine staff training needs.	●	●	●			
Start providing staff training needed to deliver enhanced digital training to the public (both formal, scheduled digital literacy training for groups and on-demand one-on-one training for residents who need individualized help improving their digital literacy skills.)			●	●		
Design a comprehensive service model for implementation in 2019.		●	●	●		
Implement service model.			●	●	●	
Evaluate and update position descriptions to help ensure staff capacity to provide digital literacy and readiness training and assistance.		●	●	●	●	
<i>Goal: Increase opportunities for technology training and assistance at neighborhood libraries.</i>					●	
Update: We continue to adapt our service model to prioritize virtual options. We purchased software to allow customers to book a 45 minute virtual appointment with a staff member. We are focusing on job and computer help. During the virtual appointment, customers can talk with staff and share their screens for help. We are looking at options to bring the same appointment format to specific MLK departments to expand the areas of help customers can access remotely. Formal updates to position descriptions were not completed; investment in staff skillsets and training continues to be front and center.						
8 Expand workforce development opportunities through digital assessments and computer skills assessments.						2021
Start to offer digital literacy assessments and training. Help users navigate and complete coursework. Partner with OSSE to offer Microsoft certifications.	●					
Offer these services to targeted neighborhood libraries.		●	●	●	●	
Update: On-site services were halted during the first half of FY21. DCPL remotely conducted 181 Microsoft Office Specialists (MOS) exams from late October 2020 to the end of April 2021 from Certiport's Exams from Home remote platform. Remote proctored sessions of the NorthStar Digital Literacy Assessments will launch in May 2021. As increased occupancy permits, DCPL will offer onsite computer classes with limited registration starting at MLK. Until then, customers will continue to be referred to the Library's goDigital databases, e.g. LinkedIn Learning, Universal Class, etc., as available resources for continuing their digital and software application skills development during the current phase of COVID operations.						
Expand access to technology and the internet in the communities that need it most.						
9 Better align the Library's technology offerings with community demand						2021
Conduct system-wide utilization and demand audit; report findings and trends.	●					
Complete and issue final report.		●	●	●	●	
Update: A branch technology and internet utilization and demand audit was completed in FY17. Next steps will be developed.						
10 Pilot a mobile Wi-Fi hotspot lending program.						2019
Pilot program, monitor and evaluate success to determine the potential for expansion.	●	●				
Expand program.		●	●			
Update: A pilot program was fully implemented and completed in FY18 and a full report on the pilot with recommendations for moving forward was completed. The report suggests a new and sustainable, interagency approach to addressing residents' home internet needs must be pursued. DCPL initiated conversations with partner agencies to thoughtfully and equitably address the need.						

Strong Communities: Ensure neighborhood libraries are vital centers of community learning and civic engagement.

	2017	18	19	20	21	Projected Completion
Reach low-users and non-users with new services.						
11 Provide new and innovative services to the District's most difficult to reach residents.						2021
Launch department of outreach and inclusion.	●					
Operate department of outreach and inclusion.		●	●	●	●	

Update: The Outreach and Inclusion Department provided 57 programs to at least 2,400 residents from October 2020 through the end of April 2021.

	2017	18	19	20	21	2021
12 Launch new programs for families to learn together.						
Pilot family learning programs at branch and outreach locations in targeted communities.		●				
Produce several family engagement modules that can be used by librarians across the system; implement at branch locations.		●	●			
Further staff capacity to develop connected learning modules that include family learning.		●	●	●	●	

Update: Partnerships with organizations such as Turning Page DC expanded the Library's reach to families in Wards 7&8. DCPS worked with the Library for joint reading and learning projects such as DC Family Reads and monthly book lists with related activities. Librarians gained new skills to create virtual content for daily weekday "Family Learning at the Library" offerings.

	2017	18	19	20	21	2021
13 Provide teenagers a new opportunity to inform library services.						
Begin to roll out Teen Council; hire eight Teen Council members representing all eight wards in DC.	●	●				
Train Teen Council members through hands-on experience within the branches and monthly team meetings with the Teen Services Coordinator. Evaluate the current program to plan and hire 2018-2019 Teen Council members.		●	●			
Hire and train eight teens for the 2019-2020 Teen Council and expand the program to include weekly Council meetings to better inform DCPL's system-wide teen services.			●	●		
Plan and implement a mentoring program for former Teen Council members to assist with onboarding new members.				●	●	

Update: The Teen Council have been hosting virtual programs since January. They have freedom to chose what kind of program they want to lead and are encouraged to share their special talents and interests. They continue to contribute to the Teen's Corner blog and DCPL's Teen Instagram blog and attend workshops hosted by library staff. They continue to host and interview special guests, including journalists from ESPN's The Undeafated, Grammy and Oscar award winning artist H.E.R, authors, and more.

Completed	Delayed	Changing	On Track	New
●	●	●	●	●

Increase use of the Library's physical campus. Projected Completion

14 Embed community partners within libraries to provide residents with essential services that complement the Library's offerings. 2017 18 19 20 21 2021

Map out potential neighborhood library sites and have initial conversations with community partners. ● ● ●

At least one neighborhood library site will have a community partner in place. ● ● ●

When MLK re-opens a large portion of the 2nd floor will be dedicated to community alliances. ● ●

Update: We signed an MOU with Child and Family Services Agency's (CFSA) new Family Success Centers for collaboration in Wards 7 and 8. We are initiating contracts with individual grantees who will deliver service at various locations. This will allow service to begin as soon as grantees are ready and we enter a phase of the pandemic when small, in-person public programs are viable. Similar preparations are beginning for the community alliances section at MLK. We piloted contact-less tax prep in an alternate space.

15 Increase use of library meeting, conference and study spaces. 2017 18 19 20 21 2021

Set targets. ● ● ● ●

Maximize community use of meeting rooms at branch libraries ● ● ●

Update: Training on Communico will be complete mid-June, with launch date TBD depending on when the public will be able to book meeting room spaces. New meeting room rules are being finalized and will go into the DC Record in June 2021. Status of setting targets for use of underutilized meeting rooms and creating plans to maximize meeting room use has been postponed until the health crisis is over and meeting rooms are being used normally again.

16 Tailor hours of operations to meet community needs. 2017 18 19 20 21 2021

Open one branch in each ward of the city on five holidays ● ● ● ●

Complete study of operating hours to determine if there's a demand for later closures or earlier openings. Study to examine attendance figures, meeting room stats and surveys to inform decisions. ● ●

Update: The library continues to implement a phased approach to reopening, informed by analytics. We continue to refine several longer-term scenarios for operating models and hours of operations, to be ready to make decisions for FY22 based on the operating budget. We are evaluating services born out of necessity during Covid that are of lasting benefit and how to reallocate staff accordingly.

Completed	Delayed	Changing	On Track	New
●	●	●	●	●

Local History & Culture: Foster understanding and appreciation of what makes D.C. unique.

	2017	18	19	20	21	Projected Completion
17 Build new and expanded local history collections for students, researchers and enthusiasts.						2020
Begin to restructure special collections.		●				
Identify and acquire archival collections to deepen holdings.		●	●	●		
Finalize collection development policy for Special Collections		●	●			
Create a Special Collections Advisory Committee			●	●		
Update: All initiative steps are complete. The People's Archive continues to identify and acquire archival collections. Archive This Moment D. C. One Year Later was initiated on the anniversary of the District shutdown of services. In December 2020, the People's Archive accepted a donation from the Washington Sculptors Group (WSG). WSG is a local, non-profit, arts organization founded in 1984, and includes area artists using a variety of media beyond sculpture.						
18 Create the D.C. Oral History Collaborative to document and preserve the District's past.						2021
Create the oral history collaborative.	●					
Implement the DC Oral History Project. DCPL and its partners will continue to implement the project by prototyping an online citywide oral history directory, as well as increased collection of local personal histories.		●	●	●	●	
Update: Four oral history projects, including 21 individual oral histories, were uploaded into DigDC. The Anthology of Booty; Asian American Voices in the Making of Washington, D.C.'s Cultural Landscape; The Federal City College project; and Voices of The D.C. Fort Totten Storytellers.						
19 Improve access to local digital content through new online tools and collaboration with the Digital Public Library of America						2021
Partner with GWU and the Washington Research Library Consortium to apply as a DPLA hub for DC.	●					
Work with partner institutions to aggregate and provide access to digitized collections.		●	●	●	●	
Seek funding and partnerships to identify, acquire and implement new tools to access and use DigDC collections.		●	●	●	●	
Debut new digital tools.		●	●	●	●	
Update: The People's Archive digital projects coordinator will be the lead staff for Digital Public Library of America to collaborate with Washington research Library Consortium staff on improving outreach initiatives, internal workflows and communication and identifying new Board structure for the coming year.						

Completed	Delayed	Changing	On Track	New
●	●	●	●	●

	2017	18	19	20	21	Projected Completion
Offer residents a variety of local history and culture programs.						
20 Expand Know Your Neighborhood citywide.						2021
Development of program infrastructure resources.		●	●			
KYN will become a system-wide initiative in which every branch will offer a signature program or series of programs tailored to the community surrounding that location.			●	●	●	
Update: This initiative is paused as the library monitors the health emergency.						
21 Provide residents opportunities to explore the District's evolving history and culture.						2021
Expand People's University (formerly known as District of Change) to a city-wide program; develop system-wide model and implement		●				
Archive of art at libraries, including info on artist, date of production, relevant info about the artists connection to DC and/or DCPL.			●	●		
Developing a public art plan		●	●	●		
Art at MLK: soliciting artists for three key locations (ceiling of Grand Reading Room, vestibule glass, public plaza outside on G Street) and facilitating placement of the art.		●	●	●	●	
Update: The public art plan has been reviewed by the Board of Trustees and has been finalized.						
22 Launch a mobile technology lab targeting low-income neighborhoods.						2019
Procure vehicle	●	●				
Modify vehicle; outfit with equipment.		●				
Launch the mobile lab.		●	●			
Update: The Tech Truck, now known as part of the 'Library on the go-go' outreach services, was launched in 2019. This initiative is completed.						
23 Make the Library a hub for the creative community.						2021
Solicit feedback from creative community about how to better meet their needs. Create an outreach strategy/service model to enhance Library's role as a hub.		●	●	●	●	
With re-opening of MLK, strategically invest in staff and resources to bring more DC based artists to the Library				●	●	
Update: Matthew Curry and Neal Ashby have installed the 2D artworks in the children's room, and the 3D sculptural pieces will be installed in June. The temporary exhibit about Alma Thomas will also be installed in June. We are finalizing an MOU with CAH to bring a variety of art and cultural experiences to District residents at the Library. We are also beginning a strategic planning process about cultural programming at the MLK Library, which will inform programming that will begin in the summer.						

Completed	Delayed	Changing	On Track	New
●	●	●	●	●

Stewardship: Ensure the Library is positioned to respond to the changing needs of the community.

	2017	18	19	20	21	Projected Completion
Align library resources with community needs.						
24 Match staff skills to neighborhood needs.	2017	18	19	20	21	2021
Develop new staffing model.	●					
Implement new staffing model.		●	●	●	●	
Update and refine position descriptions.	●	●	●	●	●	
Identify skill sets needed in 1-3 years, perform skills assessment and complete gap analysis. Build staff capacity for needed roles.			●	●	●	
Update: As the library emerges from the pandemic, we are implementing planned updates to the branch staffing model, including teen librarians at select locations. DCPL is also implementing its agency-wide talent management plan. The executive team is reviewing deliverables in the areas of culture/core values and recruiting, hiring, and onboarding, which will further inform our analysis of needed skillsets.						
25 Use customer interaction tracking data to better understand how individual library branches are used.	2017	18	19	20	21	2020
Implement tracking system.	●	●				
Use the data to inform how locations are staffed.		●	●	●		
Update: The library completed a full year of interaction-tracking in 2017. Our analysis affirmed much of what we know anecdotally about our branches. The tracking was labor intensive for staff, so we have sun-setted the ongoing requirement. We also learned the importance of being purposeful and specific about the questions we are trying to answer through the ongoing capture of data. With the new Customer Experience Director on board, we experimented with service in the adult computer areas for a more pleasant, self-service experience. We have a new promotional opportunity for library technicians, which is being phased into multiple branches based on what we now know about customer interactions.						
Plan and design library spaces to better serve customer needs.						
26 Develop a facilities plan to inform future decisions about the Library's physical campus.	2017	18	19	20	21	2021
Issue RFP and select contractor for development of a Library Facilities Master Plan.		●				
Develop facilities master plan.		●	●	●	●	
Update: The Facilities Master Plan, that guides the next ten years of planning for library buildings across the city, was released on November 19, 2020.						
27 Explore public-private partnerships to redevelop or expand library locations.	2017	18	19	20	21	2021
Choose a library location based on results of the feasibility study and actively explore the potential of P3 opportunity.	●	●	●	●	●	
Determine next steps based upon completion of Facilities Master Plan.			●	●		
Update: Consistent with the FMP, DCPL has begun actively working with the Office of the Deputy Mayor for Planning and Economic Development on possible locations and P3 development opportunities for a new Parklands Turner Library in the Congress Heights neighborhood. We are also participating with the Office of Planning and other DC agencies in the neighborhood's small area plan development.						
28 Identify and develop a new Library operations center.	2017	18	19	20	21	2021
Work with the Board and DGS on a strategy for long term renovation and occupancy of the Penn Center to ensure a sustainable space for DCPL operations functions. Includes a conditions assessment and cost estimates.		●	●	●		
Engage an architect to begin design work based on updated program. Establish MOA with DGS for space occupied by DCPL.		●	●	●		
Complete immediate upgrades/improvements to operations center space.			●	●		
Define expanded partnerships with public schools which may impact space configuration and use at the operations center. Launch to-be-determined expanded services in 2020 or 2021.		●	●	●	●	
Update: DGS recommended that we work together to re-visit options other than remaining at the Penn Center, which may no longer be available to DCPL on a long term basis. This includes a renewed search for space in the DC real estate portfolio or private/commercial leased space. DCPL is working with DGS on an updated program for the operations center/shared tech functions to inform this search. Plans to improve the space occupied at Penn Center are on hold.						

Use data to improve all aspects of library services. Projected Completion

29 Build data function and capacity	2017	18	19	20	21	2021
Update Library Services Performance Report, hire data analyst, and launch automated dashboards. Provide ad hoc data assistance to DCPL colleagues and departments.	●	●				
Develop and launch Tableau dashboards of performance stats for internal DCPL stakeholders (FY18) followed by public data dashboards (FY19). Incorporate demographic data into dashboards in FY19.		●	●	●	●	

Update: Expanding access to the library services performance dashboard and developing updated dashboards showing demographics by library service areas are in development. Reviewing and updating library service areas will begin this summer. Ad hoc data assistance and consultation is ongoing as is production of the Quarterly Library Services Performance Report.

Pursue external funding and resources to deepen the Library's impact.

30 Partner with the DC Public Library Foundation and local Friends of the Library to secure private contributions to the Library.	2017	18	19	20	21	2021
Foundation to plan and execute a campaign to raise funds to support programs and services at new MLK. To continue until and possibly beyond 2020.		●	●	●	●	

Update: DCPLF recently launched their "Dream Makers" campaign, which honors District residents who have made a difference in D.C. through donations to the Library Foundation, and has met all their goals to date with that project.

31 Identify and pursue revenue-generating opportunities.	2017	18	19	20	21	2021
Create guidelines for the rental of spaces and examine other revenue generating opportunities.		●	●	●	●	
Upon re-opening of MLK, staffing and process will be in place to begin generating revenue from event spaces in the new facility.				●	●	

Update: An Event Manager was hired in February 2021, and is working to have operational plans in place for event rentals later this summer. Partners have been identified for a retail operation in the 9th and G corner of MLK and we are working to finalize a contract. Marianne's Cafe at the MLK Library, a partnership with DC Central Kitchen and Think Food Group, will open in the fall of 2021.

Increase awareness and understanding and of evolving library services.

32 Implement innovative methods to raise awareness of the evolving Library.	2017	18	19	20	21	2021
Expand portfolio of market research (focus groups, surveys, polling, secret shoppers) and gather feedback to better understand changing needs and wants of community members		●	●			
Audit all marketing materials, equipment etc.; revamp online presence including website, social media and mobile applications; articulate customer service expectations and protocols and train Library staff.			●	●	●	

Update: We have completed two audits of marketing materials where we are in the process of updating all collateral pieces with the agency's new logo. DCPL has hosted more than 2,000 virtual programs since last March and have had nearly 6 million impressions on social media since November 1, 2020. The homepage has been refreshed. DCPL 's Youtube Channel has been revamped and the number of followers is growing. Plans are in progress for staff training around customer service and library behavior policy.

Completed	Delayed	Changing	On Track	New
●	●	●	●	●

GOVERNMENT MANAGEMENT AND OVERSIGHT

Question Number 42

Discuss any changes made in the last fiscal year to DCPL's emergency management process or its receipt of information about emergencies from the District and/or the Homeland Security and Federal Emergency Management Agency.

There have been no changes to the DC Public Library emergency management process or receipt of emergency information from the District or the Homeland Security and Federal Emergency Management Agency.

GOVERNMENT MANAGEMENT AND OVERSIGHT

Question Number 43

Provide an updated list of each branch library within DCPL that includes the following, if available:

- **Name of the library;**
- **Head librarian;**
- **Hours of operation;**
- **Unique programs, offers, or collections;**
- **Contact information; and,**
- **President of the Friends Group.**

FY21 note: Unique programs and offerings at some branches were suspended due to the pandemic and thus are not listed.

Anacostia Library	<p>Branch Manager: Yvette Davis Hours of Operation: M/Tu/F/Sat: 10am-6pm, Wed: 10am-8pm, Thur: 12-8pm, Sun: 1-5pm Unique Programs, Offers, or Collections: Department of Corrections video visitation service, Express Books Contact Information: (202) 715-7707 President of the Friends: Kathy Williams</p>
Bellevue (William O. Lockridge) Library	<p>Branch Manager: Stefanie Freeman Hours of Operation: M/Tu/F/Sat: 10am-6pm, Wed: 10am-8pm, Thur: 12-8pm, Sun: 1-5pm Unique Programs, Offers, or Collections: Annual Back to School Bash, Early Literacy area, Express Books Contact Information: (202) 243-1185 President of the Friends: Nneka Anosike</p>
Benning (Dorothy I. Height) Library	<p>Branch Manager: Tamyka Miles Hours of Operation: M/Tu/F/Sat: 10am-6pm, Wed: 10am-8pm, Thur: 12-8pm, Sun: 1-5pm Unique Programs, Offers, or Collections: Express Books, Vaccine Clinic Contact Information: (202) 281-2583 President of the Friends: N/A</p>
Capitol View Library	<p>Branch Manager: Herbert Malveaux Hours of Operation: M/Tu/F/Sat: 10am-6pm, Wed: 10am-8pm, Thur: 12-8pm, Sun: 1-5pm Unique Programs, Offers, or Collections: Department of Corrections video visitation service, Computer Lab, Express Books Contact Information: (202) 645-0755 President of the Friends: Libby Crawford</p>
Chevy Chase Library	<p>Branch Manager: Tracy Myers Hours of Operation: M/Tu/F/Sat: 10am-6pm, Wed: 10am-8pm, Thur: 12-8pm, Sun: 1-5pm Unique Programs, Offers, or Collections: None currently</p>

	<p>Contact Information: (202) 282-0021 President of the Friends: Susan Klinger</p>
Cleveland Park Library	<p>Branch Manager: Heather Scott Hours of Operation: M/Tu/F/Sat: 10am-6pm, Wed: 10am-8pm, Thur: 12-8pm, Sun: 1-5pm Unique Programs, Offers, or Collections: Large community meeting room; Monthly lecture series, Laptops only Contact Information: (202) 282-3080 President of the Friends: Nana Nkrumah</p>
Deanwood Library	<p>Branch Manager: Anina Ertel Hours of Operation: M/Tu/W/F/Sat: 10am-6pm, Thur: 12-8pm, Sun: 1-5pm Unique Programs, Offers, or Collections: Co-located with DPR Recreation Center Contact Information: (202) 698-1175 President of the Friends: Alicia Rucker</p>
Francis A. Gregory Library	<p>Branch Manager: Maria Escher Hours of Operation: M/Tu/F/Sat: 10am-6pm, Wed: 10am-8pm, Thur: 12-8pm, Sun: 1-5pm Unique Programs, Offers, or Collections: Annual Health Fair, Express Books Contact Information: (202) 698-6373 President of the Friends: Vacant</p>
Georgetown Library	<p>Branch Manager: Linda Jones Hours of Operation: M/Tu/F/Sat: 10am-6pm, Wed: 10am-8pm, Thur: 12-8pm, Sun: 1-5pm Unique Programs, Offers, or Collections: Peabody Room Contact Information: (202) 727-0232 President of the Friends: Joseph Ryan</p>
Lamond Riggs Library <i>Interim</i>	<p>Branch Manager: David Gaston Hours of Operation: M/Tu/F/Sat: 10am-6pm, Wed: 10am-8pm, Thur: 12-8pm, Sun: 1-5pm Unique Programs, Offers, or Collections: N/A Contact Information: (202) 541-6255 President of the Friends: Robert Oliver</p>
Martin Luther King Jr. Memorial Library	<p>Department Managers: Adult Services: Esti Brennan Adult Learning: Chenniah Patrick Center for Accessibility: Julia Wolhandler Circulation: Melinda MacCall Children and Teens: Paula Langsam First Floor: Aja Clark Labs: Victor Benitez People's Archive: Lisa Warwick (interim) Hours of Operation: M/Tu/W/Th: 10am-8pm, F/Sat: 10am-6pm, Sun: 1-5pm Unique Programs, Offers, or Collections: Center for Accessibility, Adult Learning, Computer Labs, DIY Labs, Local History Resources</p>

	<p>and Exhibition, Auditorium, Roof Garden, Conference Center, Event Space Contact Information: (202) 727-0324 President of the Friends: Robin Diener</p>
Mt. Pleasant Library	<p>Branch Manager: Barbara Dougherty Hours of Operation: M/Tu/F/Sat: 10am-6pm, Wed: 10am-8pm, Thur: 12-8pm, Sun: 1-5pm Unique Programs, Offers, or Collections: Spanish Language Collection, Historic Mural Contact Information: (202) 671-3122 President of the Friends: Carlos Izurieta</p>
Northeast Library	<p>Branch Manager: Amy Steinbauer Hours of Operation: M/Tu/F/Sat: 10am-6pm, Wed: 10am-8pm, Thur: 12-8pm, Sun: 1-5pm Unique Programs, Offers, or Collections: Garden Concert Series Contact Information: (202) 698-3320 President of the Friends: Vincent Morris</p>
Northwest One Library	<p>Branch Manager: Angela Irvine Hours of Operation: M/Tu/W/F/Sat: 10am-6pm, Thur: 12-8pm, Sun: 1-5pm Unique Programs, Offers, or Collections: Co-located with Walker-Jones Education Campus Contact Information: (202) 939-5946 President of the Friends: N/A</p>
Palisades Library	<p>Branch Manager: Erin Farquar (interim) Hours of Operation: M/Tu/F/Sat: 10am-6pm, Wed: 10am-8pm, Thur: 12-8pm, Sun: 1-5pm Unique Programs, Offers, or Collections: Interactive early literacy installations, Laptops only Contact Information: (202) 282-3139 President of the Friends: Abbie Horrigan</p>
Parklands-Turner Library	<p>Branch Manager: Kendra Jordan Hours of Operation: M/Tu/F/Sat: 10am-6pm, Wed: 10am-8pm, Thur: 12-8pm, Sun: 1-5pm Unique Programs, Offers, or Collections: Express Books Contact Information: (202) 645-4532 President of the Friends: Brenda Richardson</p>
Petworth Library	<p>Branch Manager: Jeffrey Neher Hours of Operation: M/Tu/F/Sat: 10am-6pm, Wed: 10am-8pm, Thur: 12-8pm, Sun: 1-5pm Unique Programs, Offers, or Collections: Spanish Language Collection Contact Information: (202) 243-1188 President of the Friends: Vacant</p>
Rosedale Library	<p>Branch Manager: Liz Sterling Hours of Operation: M/Tu/W/F/Sat: 10am-6pm, Thur: 12-8pm, Sun: 1-5pm</p>

	<p>Unique Programs, Offers, or Collections: Co-located with DPR Recreation Center.</p> <p>Contact Information: (202) 727-5012</p> <p>President of the Friends: Meredith Holmgren</p>
Shaw (Watha T. Daniel) Library	<p>Branch Manager: April King</p> <p>Hours of Operation: M/Tu/F/Sat: 10am-6pm, Wed: 10am-8pm, Thur: 12-8pm, Sun: 1-5pm</p> <p>Unique Programs, Offers, or Collections: None currently</p> <p>Contact Information: (202) 727-1288</p> <p>President of the Friends: Alexander Padro</p>
Shepherd Park (Juanita E. Thornton) Library	<p>Branch Manager: Brian Candelori</p> <p>Hours of Operation: M/Tu/F/Sat: 10am-6pm, Wed: 10am-8pm, Thur: 12-8pm, Sun: 1-5pm</p> <p>Unique Programs, Offers, or Collections: Express Books</p> <p>Contact Information: (202) 541-6100</p> <p>President of the Friends: Mark Pattison</p>
Southeast Library	<p>Branch Manager: Julia Strusienski</p> <p>Hours of Operation: M/Tu/F/Sat: 10am-6pm, Wed: 10am-8pm, Thur: 12-8pm, Sun: 1-5pm</p> <p>Unique Programs, Offers, or Collections: None currently</p> <p>Contact Information: (202) 698-3377</p> <p>President of the Friends: Neal Gregory</p>
Southwest Library	<p>Branch Manager: Trish Dubosky</p> <p>Hours of Operation: M/Tu/F/Sat: 10am-6pm, Wed: 10am-8pm, Thur: 12-8pm, Sun: 1-5pm</p> <p>Unique Programs, Offers, or Collections: STEAM lab</p> <p>Contact Information: (202) 724-4298</p> <p>President of the Friends: Georgine Wallace</p>
Takoma Park Library	<p>Branch Manager: Robin Imperial</p> <p>Hours of Operation: M/Tu/F/Sat: 10am-6pm, Wed: 10am-8pm, Thur: 12-8pm, Sun: 1-5pm</p> <p>Unique Programs, Offers, or Collections: None currently</p> <p>Contact Information: (202) 576-7252</p> <p>President of the Friends: Catherine Stratton-Treadway</p>
Tenley-Friendship Library	<p>Branch Manager: Marcus Waide (acting)</p> <p>Hours of Operation: M/Tu/F/Sat: 10am-6pm, Wed: 10am-8pm, Thur: 12-8pm, Sun: 1-5pm</p> <p>Unique Programs, Offers, or Collections: None currently</p> <p>Contact Information: (202) 727-1488</p> <p>President of the Friends: Jeanne Sano</p>
West End Library	<p>Branch Manager: Rob Schneider</p> <p>Hours of Operation: M/Tu/F/Sat: 10am-6pm, Wed: 10am-8pm, Thur: 12-8pm, Sun: 1-5pm</p> <p>Unique Programs, Offers, or Collections: Mixed use w/ coffee shop and residential above</p> <p>Contact Information: (202) 724-8707</p> <p>President of the Friends Group: Susan B. Haight</p>

Woodridge Library	<p>Branch Manager: Janette Graham Hours of Operation: M/Tu/F/Sat: 10am-6pm, Wed: 10am-8pm, Thur: 12-8pm, Sun: 1-5pm Unique Programs, Offers, or Collections: Rooftop Deck Contact Information: (202) 541-6226 President of the Friends: Robin Hutchison Cote</p>
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GOVERNMENT MANAGEMENT AND OVERSIGHT

Question Number 44

Describe any partnerships or collaborations currently underway between DCPL and other District government agencies, including the target populations to service. In particular, describe any new partnerships or collaborations developed, planned, or implemented over the last fiscal year. Include the following agencies:

- a. DC Public Schools;**
- b. DC Public Charter Schools;**
- c. DC Department of Parks and Recreation;**
- d. DC Department of Employment Services;**
- e. DC Office on Aging;**
- f. DC Department of Human Services;**
- g. Department of Health;**
- h. Department of Behavioral Health;**
- i. Office of the Chief Technology Officer; and**
- j. University of the District of Columbia and UDC Community College.**

The DC Public Library (DCPL) partners with many D.C. agencies, community organizations, and nonprofits to provide important services to District residents. The Library continues to seek additional partnerships to support programs and services and to maximize impact for residents. In addition to the partnerships listed below, many District agencies make use of the free meeting rooms in branch libraries to connect with their constituents across the District.

DC Public Schools (DCPS) and DC Public Charter Schools (DCPCSB)

The Library continues to work with DCPS Early Stages to provide developmental milestones workshops to caregivers and training for DCPL staff on child development milestones, behavior, and access to early intervention resources in the District. The partnership has been in place since FY18. In FY21, workshops for caregivers as well as professional development for staff were offered virtually. In FY22, sessions will be offered in-person or virtually, as appropriate.

DCPL works with both DCPS and DCPCSB to provide webinars for educators and school librarians on DCPL virtual resources including eBooks, audiobooks and full text of picture books and early grade nonfiction through TumbleBooks and BookFlix, two of the Library's online literacy resources for children. The Library collaborates with DCPS and charter school teachers, educators, and parents to provide access to materials that support distance learning in both print and digital formats. DCPS and several charter schools continue to use the reading platform SORA, which provides seamless access to DCPL's ebook and audiobook collections to students from participating schools.

The Library consistently supports and collaborates with DCPS Library Programs (Office of Teaching and Learning, Academic and Creative Empowerment). Staff members have presented at professional development workshops. DCPL's Director of Youth and Family Services meets weekly with the DCPS Manager, Library Programs; and DCPL Youth & Family Services and Collections staff meet monthly with DCPS senior library leadership to plan monthly literacy programs, such as author events and summer learning. For example, last spring to celebrate poetry month, DCPS Library Programs helped to coordinate a DCPL Family Reads event with the Embassy Adoption Program, The Embassy of the Netherlands and renowned author Daniel Handler featuring the work of Takoma Park Education Campus students.

DCPL also works with other divisions under the DCPS Office of Teaching and Learning. The Library is in initial discussions with the DCPS Director, Career Technical Education Programs to possibly partner on a STEM/CTE initiative. And the Director, Elementary ELA and SS has provided resources to help launch our Developing Reader professional development for DCPL youth staff.

The Library will work with DCPS Equity Strategy and Programming (Office of School Improvement and Student Supports) to increase awareness and access to the Library's materials and resources.

DC Department of Parks and Recreation (DPR)

DCPL is coordinating on the redevelopment of the Chevy Chase Library and Community Center. The Library promoted Summer Challenge, STEAM programming, and story times in July and August of 2021 at the following DPR summer camps: Ft Stanton, Ridge Road, Lamond, Woody Ward, Barry Farm, Riggs LaSalle, and Rosedale.

DC Department of Employment Services (DOES)

In FY21, the Library hosted nine youth for the pilot School Year Internship program and 18 young people for the Mayor Marion S. Barry Summer Youth Employment Program (MBSYEP). Both programs were fully virtual and provided youth telework experiences such as advising on and supporting virtual events for teens and creating content for the Library's website and social media, including tutorials on digital resources. Youth also received training in library resources, information literacy, job and career readiness, writing, art, and music.

As virtual and online services continued to be important during the pandemic, American Job Centers' online workshops were featured in the Library's job seeker portal. This portal is available to all D.C. residents and also appears in the Internet browsers on all library public computers.

DC Department of Human Resources (DCHR)

The Library continued to host monthly workshops with DCHR staff focused on resume building and interview skills for D.C. residents seeking employment with the D.C. government. There were nine workshops hosted virtually on the Library's Webex platform.

DC Office on Aging and Community Living (DACL)

The Center for Accessibility has worked with Seabury on a monthly basis to provide training to attendees on how to use adaptive technology in iOS and Android systems as well as information and steps on signing up for services under the National Library Service for the Blind and Print Disabled. The Library is collaborating with DAACL to promote the Library By Mail program provided by the Center for Accessibility to eligible library users with temporary or permanent disabilities.

There were more than 205 programs recorded this year focused specifically on seniors. Most of them were either virtual programs or led by DCPL's outreach team. Most of these programs focused on technology and basic computing instruction. Many of these online classes and workshops showed seniors how to use social media and other platforms like WebEX and Zoom to keep in touch with friends and family. Many were also conducted through collaborations with the D.C. Department on Aging and Community Living (DAACL), Iona Senior Services, and WildTech. The DAACL/WildTech collaboration in particular focused on a group of 500 low-income seniors who received free iPad tablets. The Library was a partner in this project, ensuring that each tablet was pre-loaded with DCPL apps. These apps provided access to DCPL's online collections of ebooks, audiobooks, movies, music, and educational courses.

The Library also partnered on DAACL's annual Cupid's Kids project that sends handmade cards to homebound seniors in February. Eight DCPL branches acted as drop-off sites, and library staff helped to show D.C. residents how to make cards at home as a crafting activity. More than 4,000 seniors received a card through the partnership.

DC Department of Human Services (DHS)

In August, DHS staff and a DHS consultant held a lunch and learn session with DCPL frontline staff on the STAY DC Rent and Utility Assistance program. DHS provided an overview of the program and tips to

help DCPL staff support customers needing assistance with filling out the STAY DC online application.

The Library's Outreach & Inclusion Department provided a series of virtual presentations for the D.C. Department of Human Services in FY21. They presented at bi-weekly team meetings for DHS Youth Division TPAP & Youth HOPE programs in October 2020 with DC DHS Family Services Administration Youth Division; SNAP E&T grantee meeting in March 2021 for DHS SNAP Program; and ESA Listening Session: Triumphant in 2021 with DHS' SNAP and TANF programs in July 2021.

Department of Health (DOH)

DCPL has an ongoing partnership with the Department of Health to support COVID-19 testing and vaccination. In April, test kit drop boxes were installed outside of 16 libraries with DOH contractors distributing PCR kits to residents.

In July, DOH set-up the first library vaccine site at the Benning (Dorothy I. Height) Library. Vaccines were administered Tuesdays, Wednesdays, Thursdays and Saturdays through November 2021. In FY22, more vaccination sites were added at the Martin Luther King Jr. Memorial, Capitol View, Petworth, and Woodridge libraries. In late December, DOH and DCPL partnered to begin distributing rapid antigen tests at eight library locations - one per Ward. A ninth location was added in mid-January.

Department of Behavioral Health (DBH)

The Library's Health and Human Services Department and Peer Outreach Program continue to provide input into the District's opioid strategic plan, Live. Long. DC. The Health and Human Services Manager and three Peer Outreach Specialists participated in quarterly half-day Stakeholder Summits on the plan and adaptations during the public health emergency. Peers continue to participate in working groups related to Live. Long. DC. and address the needs of people using opioids. They are certified through DBH and maintain annual accreditation through ongoing trainings with DBH. Additionally, DBH supplied branches with updated Narcon kits, replacing expired kits.

In August, a representative from the DBH Community Response Team (CRT), provided frontline library staff with information on the role of the CRT and how DCPL staff can best use the resources of this integrated team of mental health professionals.

Office of the Chief Technology Officer (OCTO)

DCPL co-led a series of stakeholder conversations with OCTO as part of the Tech Together initiative to gain a deeper understanding of community needs, technology training and support to bridge the digital divide. DCPL and OCTO are partnering on a device distribution program scheduled to take place in FY22 as part of the federal Emergency Connectivity Fund program.

DCPL and OCTO collaborated to host DCPL's Microsoft Active Directory and Domain Name System servers, Application and database servers, as well as Microsoft 365 accounts of DCPL employees in the OCTO cloud. OCTO network and telecommunications group provides engineering services for DCPL's VoIP Telephony and Wide Area Network fiber optic data circuits interconnecting DCPL's 26 libraries.

University of the District of Columbia and UDC Community College

DCPL hosted UDC classes studying DC history with professor Dr. Amanda Huron. Approximately 20 students came to the People's Archive in September for a structured research session, learning about the Library's holdings and how to access them, and in December half the class returned for a self-directed research visit. Dr. Huron plans to bring another class to the People's Archive in the spring.

DC Developmental Disabilities Council (DDC)

The Library partnered with the Developmental Disabilities Council, government agencies, and community organizations to organize and host the 3rd Annual DC Latinx Conference on Disabilities. The event provided Spanish-speaking people with disabilities and their family members access to information, support, and resources in their native language. The conference included a listening session, presentations from speakers with and without disabilities, and a community resource fair. The conference was entirely in Spanish, with closed captioning and simultaneous interpretation in ASL and English. The

Center for Accessibility also assisted in getting sponsorship participation for the conference.

DC Office of Disability Rights (ODR)

The Library has joined the District's Olmstead Working Group, Health and Wellness Supports Subcommittee. As part of the Library's work on the subcommittee, DCPL provided assistive technology training and classes to persons with disabilities and their support providers. Learning assistive technology can enable people with disabilities to best live in a home of their choice and support them in development of career skills.

The Library also hosted the Mayor's Disability and Diversity Expo, put on by ODR, where hundreds of community members and more than 15 vendors gathered to share information.

Department on Disability Services (DDS)

In FY20, the Library offered the National Federation of the Blind (NFB), "NFB Newsline", a free audio news service for anyone who is blind, low vision, or print disabled. The Newsline offers more than 500 publications, emergency weather alerts, job listings, and more. The partnership between the Library and DDS included the hiring of a contractor who is blind and works directly with residents to assist them in accessing this service. In FY21, the D.C. Information Channel was accessed 3,227 times by 539 subscribers.

The Library worked with DDS to provide training to their clients with disabilities and their direct support providers on how to sign up and use a library card. The Library was also part of the Tech First Working Group, focused on using SMART technologies in the home to increase independence for people with disabilities.

Homeland Security Emergency Management Agency (HSEMA)

The Library served with other D.C. agencies on HSEMA's HighRise Evacuation Task Force, due to the height of the MLK Library. The Library also served on the Shelter and Power Outage Working Group, because the Library is designated as a warming and cooling center during times of extreme temperature.

Office of the State Superintendent of Education (OSSE)

The Library and OSSE Strong Start continue to partner to offer public workshops about developmental milestones and developmentally appropriate practice for caregivers, as well as professional development trainings for library staff. In FY21, these sessions pivoted to virtual platforms; in FY22, the Library is able to offer in-person or virtual sessions as necessary.

DCPL also began a collaboration with DC Child Care Connections (OSSE) in FY21 to offer workshops for caregivers and educators of young children about early literacy principles and practices, as well as information about library resources, services, and programs for young children and their families.

DCPL continued its partnership with the Office of the State Superintendent of Education (OSSE) in FY21 and FY22 and hosted the remote administration of the Microsoft Imagine Academy through the Certiport Exams from Home platform. Customers were able to earn the industry-standard Microsoft Office Specialist (MOS) certification in the 2016, 2019 and Office 365 Suite of Microsoft applications from the convenience of their home computers. In FY21 443 MOS exams were remotely administered to 185 customers. In first quarter FY22, 59 MOS exams were remotely administered to 29 customers. The Library is seeing a growing number of registrants in FY22 Q2 due to promotion of the exam in the Library's electronic newsletter, Beyond Words. Additionally, the Microsoft Imagine Academy has received LSTA funds to host teacher-led, virtual sessions of the course preparations for the MOS exam in FY22.

DC Office of Planning (OP)

The Library is participating in the development of the Chevy Chase Small Area Plan (SAP), which will include recommendations for the redevelopment of the Chevy Chase Library and Community Center. In addition to serving on the Community Advisory Panel, the Library has assisted the Office of Planning in their community engagement efforts.

In Congress Heights, where the Office of Planning is conducting another Small Area Plan (SAP), the Library partnered with OP by participating in a large virtual community meeting. During the meeting, the Library presented an overview of the new library project and participated in a focus group where residents provided input on the programs and services they would like to see in their new library.

Mayor's Office on Community Affairs (MOCA)

The Mayor's Office on Community Affairs has been an important partner in providing remote and virtual services over the past year. The Library has hosted online virtual movie watch parties with the Office on Asian-Pacific Islander Affairs and with LGBTQ Affairs using the Library's online Kanopy film collection. While participants watched films in their own homes they could also join a conversation led by library staff on Twitter with MOCA staff.

Additionally, the Office of Veterans Affairs joined the Library for a Veteran's Day concert at the Martin Luther King Jr. Memorial Library. The U.S. Navy Band woodwind quintet performed a special concert for Veteran's Day starting with a welcome from MOVA director Elliot Tommingo.

DC's Department of Small and Local Business Development (DSLBD)

The Library has continued a rich relationship with DSLBD's Innovation and Equitable Development Team (Inno.Ed) that has brought important services back to the MLK Library. Shortly after the reopening of the central library, Inno.Ed started providing one-on-one technical support to local entrepreneurs on a weekly basis. Each Wednesday, they have worked directly with aspiring entrepreneurs on their needs. They have also hosted weekly lunch-and-learn discussions held on Webex and broadcast live in the Library's Labs at MLK Library.

The Library's Outreach & Inclusion Department facilitated a virtual presentation at District Connect 2020 in November 2020 with the Department of Small and Local Business Development.

DC Board of Elections (DCBOE)

DCPL continues to serve as a voter registration agency, offering voter registration assistance to all eligible residents who apply for new library cards, renew existing library cards, or update addresses. To date, DCPL has facilitated registration for almost 700 residents (both paper and online) and almost 400 patrons took voter registration forms. DC Board of Elections (DCBOE) representatives were present at several locations in September for National Voter Registration Day and there was an informational Twitter chat between the agencies on that day. The Library's Outreach & Inclusion Department participated in DCBOE voter registration events for high school graduates and rising seniors in June 2021.

DC Office of Human Rights (OHR)

The DC Office of Human Rights was the first agency to offer service in the Community Services Space at the modernized Martin Luther King Jr. Library. They provided walk-in office hours during the months of August and September and provided consultative and complaint filing services directly to District residents, workers and visitors.

DC Housing Authority (DCHA)

In FY21, the Library and DC Housing Authority partnered to bring books to children living in public housing through the Book Rich Environment program, an initiative from the United States Department of Housing and Urban Development, Urban Library Council, and the National Book Foundation. The Library's Outreach and Inclusion Department distributed more than 7,900 books to 6,500 households and more than 7,000 children and teens in collaboration with DCHA. Also, the Library participated in the DCHA Outdoor Summer Program at St Luke's Catholic Church Ward 7.

DC Metropolitan Police Department (MPD)

DCPL's Outreach and Inclusion Department worked with the PSA 702 Community Outreach and the 7th District MPD, to provide books to be read at summer story times at Oxon Run Park in Ward 8, along with the story time training for the officers, sergeants, and captains who were going to be the readers. More than 200 children books and STEAM kits were delivered through this partnership.

From winter of 2020 through winter of 2021, DCPL distributed 400 books and provided crafts to the Victim Services Branch, a MPD division, to support their programming.

GOVERNMENT MANAGEMENT AND OVERSIGHT

Question Number 45

Provide an update on DCPL's offering of library services at the D.C. Jail including staffing and the state of the collection.

In partnership with the Department of Corrections (DOC), DCPL resumed library service to residents of both the Central Detention Facility (CDF) and Central Treatment Facility (CTF) in June 2021. The jail library is now in its seventh year of operation. The staffing level remains the same, including a full-time librarian, full time library associate, and part-time library technician.

The library provides mobile book service to residents in both facilities. Residents of both CDF and CTF used the American Prison Data Systems (APDS) tablets distributed by the DOC Education Department in 2020 to request library books. Residents could request a certain genre, author, or title. On a bi-weekly basis, library staff delivered these books directly to the unit on a book cart. This model worked successfully until service was paused due to the emergence of the Omicron variant in Q1 of FY22.

The jail library has more than 11,000 books in its collection. 1,813 books were checked out from the jail library between June 2021 and December 2021. DCPL continued to offer popular reading materials for library users. Additionally, residents of the D.C. Jail can submit monthly requests for popular items and new books that the Library can consider, and often accommodate, adding to the collection.

Programming remains an important service at the jail library. In FY21, DCPL worked with the Department of Corrections to use the APDS tablets to offer virtual programming while in-person library services were suspended. Programs are developed by library staff using material from DCPL's digital collection, virtual programs pre-recorded by DCPL staff, and other materials. All of these programs are uploaded through the APDS software to the tablets that DOC makes accessible to inmates.

FY21 Programs have included topics such as:

Entrepreneurship included uploaded content on:

1. What is a Business Plan?
2. Sample Business Plan
3. Rising Tide Capital Presentation on Business Plans
4. Cover Letters
5. Resumes
6. Great Interview Skills

Women's History Month included uploaded content on:

1. Origins of Women's History Month
2. Recommended Reading List
3. Stacey Abrams Suppressed 2020: The Fight to Vote Video
4. Women Who Dare by Library of Congress
5. Dolly Parton song clips

Our City Our Stories included programming from DCPL's Youtube channel:

1. Author Talk with Sadeqa Johnson and Marita Golden
2. Author Talk with Camille Acker and Rion Amilcar Scott

3. Presentation: Understanding D.C.'s Budget

Men of Change in partnership with Smithsonian Anacostia Community Museum

1. Men of Change Introduction
2. Men of Change English
3. Men of Change Spanish
4. Transcript
5. Recommended Reading

GOVERNMENT MANAGEMENT AND OVERSIGHT

Question Number 46

Describe how the DCPL Foundation supports programming, operations, capital projects, collections, and general library activity.

DC Public Library Foundation (DCPLF) is a 501(c)3 organization whose mission is to enhance DC Public Library (DCPL) resources and programs, and receives grants and donations in support of that mission. This funding helps to enhance library services rather than replace local funding for core services. For this reason, as well as because of private funders' preferences, the Foundation focuses its efforts on programmatic support, rather than operations, general collections or capital projects.

In October 2018, the DC Public Library and DCPLF updated its agreement, which outlined policies and procedures to facilitate DCPLF's work on behalf of the Library. The Library's leadership team works closely with the Foundation's Board of Directors to establish funding priorities based on the Library's greatest needs as well as private funders' preference. In spring 2019, the Foundation hired a new Executive Director to direct the activities of DCPLF, and to prioritize major donor fundraising in preparation for the re-opening of the Martin Luther King Jr. Memorial Library.

In FY20, the Foundation, in collaboration with DCPL, established the following fundraising priorities as part of a three-year fundraising plan, and has continued to raise funds for these priorities in FY21 and FY22.

Support for MLK Library Opening

Due to the pandemic, plans for the MLK Library opening were very different than originally imagined. However, DCPLF helped the Library celebrate the opening along with its one-year anniversary, as well as the Library's 125th anniversary celebration with a variety of virtual and some in-person programs. The Foundation also supported a robust awareness campaign to promote new programs and generate excitement about the new MLK Library.

Art and Exhibitions

DCPL launched a permanent exhibition on Martin Luther King, Jr's legacy in D.C., which was substantially supported by the DC Public Library Foundation. The Foundation has also supported the Library's temporary exhibit program. In FY21, DCPL hosted a temporary exhibit at the MLK Library which featured historic photos of the block around MLK Library, and another exhibit celebrating the Library's 125th Anniversary, with photographs of life in D.C. during the late 19th century.

Community and Family Engagement

DCPL has created educational modules for families, school groups and more, to help support families and children during this time of virtual learning and disconnection from their friends and peers. Foundation funding is supporting these efforts to reach families during the public health emergency, and to begin planning for long-term online engagement strategies to complement the Library's in-person offerings.

Specialized Collections

A unique feature of the MLK Library will be the ability to house specialized collections that will provide residents with a deeper, richer and more expansive collection of materials in the areas of art, history, biography, world literature, world languages, literary criticism, social sciences, culture, religion, philosophy and more.

Cultural Programming

An exciting feature of the new MLK Library is the auditorium and informal performance spaces. DCPLF funding supports author talks, local theater, musical performances, films, lectures, and panel discussions.

As an example, in late 2021, DCPLF supported an event with Nikole Hannah-Jones, author of *The 1619 Project: A New Origin Story*, at the MLK Library, which drew an audience of more than 500 people.

Early Learning

DCPL is working to enhance and supplement its traditional suite of early childhood and school-aged programming, with support from DC Public Library Foundation. In FY21, the Foundation received its largest-ever donation from Jeff Bezos, which will support a new program called *Beyond the Book*, which will complement the Library's successful *Books from Birth* program. *Books from Birth* targets children birth to five years old, providing children and their families with free monthly books, literacy programs, and support to transition from pre-K to kindergarten. *Beyond the Book* will extend free book distribution with age and grade-appropriate texts for four additional years; provide for literacy programs for families to encourage continued literacy and a love of reading for school-aged readers; and support the transition to kindergarten from preschool by hosting events and programs for families and caregivers.

Postsecondary and Workforce Support

DCPL is offering important programming to teens who are transitioning into adulthood, helping these young adults make connections to the real world, including courses on media literacy, financial literacy, career exploration and entrepreneurship. Additionally, DCPL is creating a continuum of learning and support for adults to launch careers and businesses. Programming addresses basic digital literacy and advanced training to support job seekers and entrepreneurs.

GOVERNMENT MANAGEMENT AND OVERSIGHT

Question Number 47

What existing bequests, trusts, or other gifts does the Library have? Provide details about the creation, status, and use of such monies.

For FY21, the Library's private donation budget (Fund 0450) was \$17,000 with no expenditures. The private donation budget includes two projects.

1. **Georgetown Peabody Trust Fund** - a bequest budgeted for \$10,000 to support the Georgetown Library and for other purposes as designated by the Library's Executive Director. The \$10,000 is budgeted in CSG 40, Other Services and Charges \$3,000; in CSG 20, Supplies and Materials \$4,000; and in CSG 70, Equipment and Equipment Rental \$3,000. No funding was spent in FY21.
2. **Theodore W. Noyes Trust Fund** - a bequest budgeted for \$7,000 to be spent as designated by the Library's Executive Director. The \$7,000 budgeted is in CSG 40, Other Services and Charges. No funding was spent in FY21.

The unexpended private donation amounts are non-lapsing and can be re-budgeted for the following fiscal year. The FY22 private donation is budgeted at \$17,000.00; \$10,000.00 for the Georgetown Peabody Trust Fund and \$7,000.00 for the Theodore W. Noyes Trust Fund, with the same CSG breakouts as FY21.

Following is a chart listing all DC Public Library's trust funds.

Account Name	Donor	Date of Award	Objective/Use	Investment	Cash/Interest	Balance as of 12/31/21	Available to be Expended
Georgetown Peabody Trust Fund	Organization	1979	Unlimited use of income/interest on Georgetown Peabody Library or other facilities serving the residents of Georgetown and up to \$1,500 of the income/interest may be used for any public library.	406,612.10	1,158,045.16	1,564,657.26	1,158,045.16
Miscellaneous Trust Fund	Individual	Various	Purchase books	0	392,860.36	392,860.36	392,860.36
Albert Atwood Memorial Fund	Individual	1975	At discretion and direction of Board of Library Trustees	2,500.00	5,040.39	7,540.39	7,540.39
Thomas J. Brown Memorial Fund	Individual	1915	Support and maintenance of Science and Technology Division	4,000.00	2,809.06	6,809.06	2,809.06
Kathleen Dillion Frazee Memorial Trust Fund	Individual	Unknown	Purchase of books for the Cleveland Park Library	1,190.00	4,125.87	5,315.87	4,125.87
Frederick McReynolds Trust Fund	Individual	1954	Purchase books	500	385.13	885.13	0
Marion F. Rockefeller Gift	Individual	Unknown	Purchase library materials	263	262.14	525.14	525.14
Miner Trust Fund	Individual	1940	Purchase or reproduce historical material	0	3,552.76	3,552.76	3,552.76

Theodore W. Noyes Trust Fund	Individual	1947	Purchase library materials	15,000.00	8,335.46	23,335.46	8,335.46
Account Name	Donor	Date of Award	Objective/Use	Investment	Cash/Interest	Balance as of 12/31/21	Available to be Expended
Henry Pastor Memorial Trust Fund	Individual	1912	Purchase scientific periodicals	0	203.76	203.76	0
Sophy Carr Stanton Memorial Trust Fund	Individual	1956	Purchase materials on the Near and Far East	0	23,211.63	23,211.63	23,211.63
Hattie M Strong Trust Fund	Individual	1958	Purchase materials for service to children with disabilities	1,500.00	2,456.18	3,956.18	2,456.18
Women's Anthropological Society Fund	Individual	1903	Work related to anthropology	4,089.18	27,162.12	31,251.30	27,162.12
Henrietta Winant Trust Fund	Individual	2003	Purchase library materials	5,000.00	1,942.42	6,942.42	6,942.42
	TOTAL			440,654.28	1,630,392.44	2,071,046.72	1,637,566.55

GOVERNMENT MANAGEMENT AND OVERSIGHT

Question Number 48

Identify all legislative requirements (both local and federal) that the agency lacks sufficient resources to implement properly.

There are no legislative requirements that lack sufficient resources.

GOVERNMENT MANAGEMENT AND OVERSIGHT

Question Number 49

Identify any statutory or regulatory impediments to your agency's operations.

Currently, there are no statutory or regulatory impediments to DC Public Library's agency operations.

**H. BOARD OF TRUSTEES
TABS H50 – H53**

BOARD OF TRUSTEES

Question Number 50

Provide a list of the Board of Library Trustees' current members. For each member, provide the following:

- a. The member's name;
- b. When the member's term began;
- c. When the member's term expires; and
- d. Number of Board meetings missed in FY21 and to date in FY22.

Current Members of the Board of Library Trustees and Terms:

Board Member's Name	Term Began	Term Expires	Meetings Missed FY21 and FY22 to date
Monte Monash** Chair	January 5, 2015	January 5, 2025	
Karma A. Cottman** Vice Chair	January 5, 2016	January 5, 2021	
C. Brian Williams*	January 5, 2016	January 5, 2021	January 27, 2021 July 28, 2021 January 26, 2022
Shanel Anthony	January 5, 2019	January 5, 2024	May 26, 2021 November 17, 2021
Victor A. Reinoso**	January 5, 2019	January 5, 2024	November 18, 2020 March 24, 2021 May 26, 2021 November 17, 2021 January 26, 2022
Antonio Williams	January 5, 2020	January 5, 2025	November 17, 2021
Donella Brockington	January 5, 2021	January 5, 2026	

*Served one term.

**Served one term and re-appointed to second term.

The Board of Library Trustees holds six regular meetings each fiscal year. During the current reporting period the board has gathered for eight regular board meetings.

BOARD OF TRUSTEES

Question Number 51

Are there any vacancies on the Board? If yes, how long has the position or positions been vacant?

Yes, the Board of Library Trustee has two positions vacant. Kamili Anderson resigned on May 21, 2019 and Leif Dormsjo resigned on August 27, 2020.

BOARD OF TRUSTEES

Question Number 52

Please provide a list of the Board's meeting dates, times and locations for FY21 and FY22 to date. If accessible, provide a copy of the minutes from each meeting, any presentations or documents that were presented and discussed, and any current pending action items.

By its bylaws, the Board of Library Trustees meets at least six times per year.

DISTRICT OF COLUMBIA PUBLIC LIBRARY BOARD OF LIBRARY TRUSTEES

Meeting Schedule FY22 to Date

Month	Meeting	Date	Time	Location
November 2021	Board of Library Trustees Meeting	Wednesday, November 17	6:00 p.m.	Virtual via WebEx
January 2022	Board of Library Trustees Meeting	Wednesday, January 26	6:00 p.m.	Virtual via WebEx

Meeting Schedule FY21

Month	Meeting	Date	Time	Location
November 2020	Board of Library Trustees Meeting	Wednesday, November 18	6:00 p.m.	Virtual via WebEx
January 2021	Board of Library Trustees Meeting	Wednesday, January 27	6:00 p.m.	Virtual via WebEx
March 2021	Board of Library Trustees Meeting	Wednesday, March 24	5:00 p.m.	Virtual via WebEx
May 2021	Board of Library Trustees Meeting	Thursday, May 26	6:00 p.m.	Virtual via WebEx
July 2021	Board of Library Trustees Meeting	Wednesday, July 28	6:00 p.m.	Virtual via WebEx
September 2021	Board of Library Trustees Meeting	Wednesday, September 22	4:00 p.m.	Virtual via WebEx

Note: Minutes from each Board of Library Trustees meeting in FY21 and to date in FY22 follow.

The Public Library of the District of Columbia
Board of Library Trustees Meeting
Minutes
Administrative Offices
Wednesday, November 18, 2020

The regular meeting of the Board of Library Trustees was held at 6:00 p.m., Wednesday, November 18, 2020 via the WebEx virtual platform, with Gregory McCarthy, President, presiding.

Present: Gregory McCarthy, President; Karma Cottman, Vice President; Richard Reyes-Gavilan, Executive Director and Secretary-Treasurer; Shanel Anthony; Monte Monash; Brian Williams and Tony Williams.
Not present: Victor Reinoso.

The meeting was called to order at 6:00 pm.

Roll Call

The roll was called and quorum was achieved.

Adoption of the Agenda

The motion to adopt the agenda was approved, with the amendment that the Board of Library Trustees would go into Executive Session at the conclusion of the regular meeting.

Approval of Minutes

The minutes of the September 23, 2020 board meetings were adopted by the Board of Library Trustees.

President's Report

Mr. Gregory McCarthy presented the President's Report. He noted several changes to Committee leadership and structure. The Facilities Committee will henceforth be chaired by Ms. Monte Monash. There will be a new committee known as Programs, Partnerships and Performance, chaired by Tony Williams, which will oversee the next Strategic Plan for the library as well as two taskforces covering Digital Learning and Connectivity (led by Mr. Shanel Anthony) and Arts, Cultural, and Public Programming (led by Mr. Brian Williams). The Finance and Budget Committee will continue to be chaired by Mr. Victor Reinoso. The Contracts Review Committee will be chaired by Mr. Shanel Anthony. Committee memberships will continue to be by self-association, and trustees are welcome to join any committee meetings. Mr. McCarthy also acknowledged the great contributions of Ms. Susan Haight, outgoing President of the Federation of Friends, presenting her with a proclamation of congratulations from the Mayor of the District of Columbia, Muriel Bowser, as well as a resolution passed by the DC Council honoring Ms. Haight. Ms. Haight was given a tea set by the Library in appreciation for her years

of service. Mr. McCarthy then noted he would be putting forward a nominating committee to select officers for the coming year in the weeks ahead.

Mr. McCarthy then presented changes to the Board of Library Trustee By-Laws, which had previously been shared with the Board. Changes include a change in terms from using President and Vice President of the Board to Chairman and Vice Chairman, and the extension of the terms of both positions from 1 to 2 years. A clarification has been made to confirm that the Executive Director of the Library is an ex-officio and non-voting member of the Board. Changes to Committee names and purviews as previously discussed were codified. Lastly, the definition for a quorum was altered to reflect a majority of all seated Board members, and a supermajority of a quorum plus one rather than the previously codified numerical benchmarks. The Board will vote to adopt on these changes at the January meeting. This concluded the President's Report.

Executive Director's Report

Mr. Richard Reyes-Gavilan provided the Executive Director's Report. He began by noting that the library's Facilities Master Plan would be officially released the following day, acknowledging the work done by the Board's Facilities Committee to complete this important document. The report has been highly praised by the city's Deputy Mayor for Education and will serve as a model for the Department of Parks and Recreation's own facilities planning work. He then presented the library's plans for operations mapped to the city's phased reopening plan. He noted that DC Public Library is in the top quarter of urban library systems across the country as far as services offered during this time, and there was a brief discussion about library staff reactions to the reopening plans. Mr. Reyes-Gavilan touched on the library's current operations, considerations for changes to hours and services, rationales for staffing models, and an overview of Phase Three plans for operations. These plans include a customer survey to better understand needs, planning for a controlled-entry model, reconfigurations of smaller libraries to allow for safe operations and other considerations. The library plans to involve both customers and staff to create a safe and comfortable library experience as the city reopens.

Board Action Items

Mr. Reyes-Gavilan presented the Board's action items, which included approval of both the FY21 Performance Plan Initiatives and the FY22 Budget Enhancement Priorities, both of which had been shared with the Board previously for comment. The Performance Plan initiatives were adopted by the Board of Library Trustees, and will be submitted to the City Administrator's office. Mr. Reyes-Gavilan summarized updates to the FY22 Enhancement document, which were discussed by the Board prior to a vote, where the document was adopted.

Federation of Friends Report

Ms. Emily Wagner provided the Federation of Friends report. She began by acknowledging the years of service of her predecessor, Ms. Haight, whose work was instrumental in making the Federation a strong source of advocacy for the library. Ms. Wagner noted that the next virtual meeting of the Federation would take place on December 2, where the Federation would begin planning for FY21 advocacy efforts, including building relationships with elected leaders at all levels. Locally, the Federation's highest priority is welcoming new and reelected members of the DC Council. She also touched on the Federation's work to fund the library's "take and make kit" initiative – kits contain all necessary materials for at-home educational activities. Over \$5,000 has been contributed to support this work. Kits are distributed across the city by the library's Outreach team. This concluded the Federation of Friends report.

DCPL Foundation Report

Mr. Rob Hartman provided the DCPL Foundation report. He began by reporting that the Foundation was a few thousand dollars short of reaching the million-dollar mark for money raised prior to the end of the 2020 calendar year, a level not reached by the Foundation in many years. He acknowledged the important collaboration with the library's Youth and Family Services and Service Design and Engagement teams, working to translate established library priorities into programs that can be run both virtually and in-person. He mentioned some upcoming commitments to the Foundation which will further increase funding levels, and the Foundation's ongoing commitment to supporting library programming and priorities. He closed by noting that he is looking forward to Ms. Haight, a longtime ex-officio member of the Foundation's board, becoming a full member with voting privileges. She will be serving as co-president of the Foundation board in 2021. This concluded the Foundation's report.

New Business

There was no new business.

The meeting was adjourned at 7:30 pm and the Board members entered Executive Session.

Board of Library Trustees

Follow-up Items

1. DC Public Library will provide the Board of Library Trustees an updated Reopening Plan for the library.
2. DC Public Library Foundation will provide the Board of Library Trustees with information on their year-end giving campaign.

The Public Library of the District of Columbia
Board of Library Trustees Meeting
Minutes
Administrative Offices
Wednesday, January 27, 2021

The regular meeting of the Board of Library Trustees was held at 6:00 p.m., Wednesday, January 27, 2021 via the WebEx virtual platform, with Gregory McCarthy, President, presiding.

Present: Gregory McCarthy, President; Karma Cottman, Vice President; Richard Reyes-Gavilan, Executive Director and Secretary-Treasurer; Shanel Anthony; Monte Monash; Victor Reinoso and Tony Williams.
Not present: Brian Williams.

The meeting was called to order at 6:00 pm.

Roll Call

The roll was called and quorum was achieved.

Adoption of the Agenda

The motion to adopt the agenda was approved.

Approval of Minutes

The minutes of the November 18, 2020 board meeting were adopted by the Board of Library Trustees.

Public Comments

Ms. Robin Diener submitted written comments to the Board of Library Trustees. The document focused on the recently published Facilities Master Plan, *Next Libris*, which provides a roadmap for the library's buildings over the next ten years. Ms. Diener's comments encompassed her thoughts on the need for more community engagement around the proposed relocation of the Shepherd Park library and the ongoing work to identify a new site in Congress Heights to replace the current Parklands-Turner library, the lack of any mention of housing as part of future library construction, and the need to better utilize outdoor spaces across the library campus to serve communities and beautify untended spaces.

President's Report

Mr. Gregory McCarthy presented the President's report. Mr. McCarthy began by noting that the library now falls under the jurisdiction of the newly-constituted DC Council committee of Recreation, Libraries and Youth Affairs, chaired by Ward 8 councilmember Trayon White. He also noted that changes to the library budget could be expected as the city continues to evaluate budgetary trends. This concluded the President's report.

Executive Director's Report

Mr. Richard Reyes-Gavilan provided the Executive Director's report. He noted that on December 23, the Mayor issued an updated order which reduced library services to a curbside-only model. The order ended January 15th and was extended by a week, allowing restaurants to reopen at limited capacity, but kept the library in the curbside service posture until a future date, to be determined, when it is safe to expand services once more.

Mr. Reyes-Gavilan then noted that the evening marked the final meeting of Mr. McCarthy's term as President of the Board of Library Trustees, and a number of guests were on hand to say a few words celebrating Mr. McCarthy and his achievements. A variety of individuals joined the meeting to speak to their experience working with Mr. McCarthy, including former and current Trustees and community members.

Ms. Susan Haight, former President of the DC Public Library Federation of Friends, thanked Mr. McCarthy for his sound advice. Ms. Karma Cottman, current Vice President of the DC Public Library Board of Library Trustees shared her appreciation for Mr. McCarthy's leadership, for his encouragement of her participation in the Board, and for his tenacity. She noted that she had learned so much from Mr. McCarthy, including the meaning of dedication, and assured him that his legacy will live on in all of the children that will experience the modernized MLK Library and have books to read throughout the city, in the plans for the library's future, and in the hearts and minds of the Board members. Mr. Victor Reinoso, Trustee, described Mr. McCarthy's significant impact on the Board and the Library as both smart and monumental. He elaborated, noting that Mr. McCarthy was a key force of pushing the library to improve data collection and understanding, and that his leadership has been outstanding, enduring, and memorable, displayed through his abiding love and respect for the city of Washington, D.C., and its people.

Ms. Monte Monash, Trustee, thanked Mr. McCarthy for setting such a strong example of leadership, for his help and belief in her and the rest of the Board. Former Trustee Ms. Faith Gibson Hubbard joined the call, sharing that Mr. McCarthy has been both a friend and supporter of her career in DC government, through two pregnancies, completing her dissertation, and her time on the Board. Mr. Reyes-Gavilan then introduced Mr. Marquett Smith, President of the DCPL Foundation Board. Mr. Smith thanked Mr. McCarthy for his partnership, and listed some of Mr. McCarthy's achievements, including improved library operations, increased fundraising, and improvements in programming, while keeping the library's focus on what matters most – the citizens of the city. Mr. Neil Albert, President of the Downtown BID, joined the call to laud Mr. McCarthy's commitment to the library, his insistence on quality from programming to buildings, and his example of leadership as Board president. Mr. Tony Williams, Trustee, shared that he has benefited from Mr. McCarthy's wisdom, guidance, and coaching. Mr. Shanel Anthony, Trustee, praised Mr. McCarthy's passion, noting that in joining the board he was concerned about living up to Mr. McCarthy's expectations. He thanked Mr. McCarthy for pushing the Board and the

Library to be better. He concluded by noting that leadership can be an empty title, but Mr. McCarthy has earned it.

Mr. Reyes-Gavilan presented a number of gifts to Mr. McCarthy, including a laser-cut shadowbox commemorating his years of service created by staff at the Martin Luther King Jr. Memorial Library fabrication lab, a golf shirt with the library's new logo, a framed illustrated map of the DC Public Library system from 1940, and a framed article from the *Washington Evening Star* newspaper, announcing the formation of the DC Public Library in 1896. Ms. Monash presented a proclamation from Mayor Muriel Bowser, announcing January 27th as Gregory M. McCarthy Day. Mr. McCarthy thanked all of the speakers, and credited the staff including Mr. Reyes-Gavilan, Ms. Joi Mecks, and Mr. Gary Romero. This concluded the Executive Director's report.

Board Action Items

Mr. McCarthy presented the changes to the Board of Trustees by-laws, discussed at a previous meeting, for a vote. The by-law amendments were approved as presented.

Nominating Committee Report

Mr. Anthony presented the Nominating Committee's slate of candidates: Ms. Monash for Chair, and Ms. Cottman for Vice Chair. There was a movement to adopt the recommended slate, which was seconded, and the motion was adopted establishing the new Chair Ms. Monash and continuing Vice Chair Ms. Cottman. The new Chair made a few remarks, thanking Mr. McCarthy for his leadership and the guests for sharing their memories and well-wishes, and thanked the DC Public Library staff for their service to the public. Ms. Monash concluded that the Board and DC Public Library will continue to archive the past, and push for the future.

Contracts Review Committee

Mr. Anthony presented the Contracts Review Committee report. The committee approved a contract for Whiting-Turner for design-build services for the Southeast Library in the amount of \$22,400,000 on December 22nd, 2020. This concluded his report.

Finance Committee

Mr. Victor Reinoso presented the Finance Committee report. He noted that the FY20 year-end local numbers were trending as expected, and as shared previously the Mayor's office had requested that the agency find some budget savings due to COVID. With regard to FY21, the budget at the end of the first quarter reflected labor expenditures of 22% of the budget and NPS expenditures were at 48%, tracking with the typical 50% at the end of the first quarter of the year. The local budget currently includes carry-over funding supporting Books from Birth as well as general collections funding. Due to the pandemic, it is expected that the FY21 budget will be cut mid-year, with details on that reduction to be determined.

As of mid-January the library had 53 vacant FTE. There are no known budget pressures at this time. This concluded the Finance Committee report.

Facilities Committee

Ms. Monash provided the Facilities Committee report. There are a number of ongoing library facilities projects. The Capitol View renovation project is in phase 3, finishing the grillage on the exterior of the building and the green roof installation. The Lamond-Riggs Library project is moving forward with the design-build team of HGA and Consigli Construction, and have held several community meetings with positive feedback regarding the design of the new building. The demolition of the existing building began earlier in the month. The Southeast Library project has also held several community meetings and is working to incorporate feedback about the proposed design, and is moving forward with the design-build team. The Southwest Library project is nearing completion, and is going through the punch list with an inspection and final landscaping work pending. This concluded the Facilities Committee report.

Programs, Partnerships, Performance (P3) Committee

Mr. Tony Williams provided the P3 committee report. The new P3 committee met for the first time on January 14, 2021, to discuss the committee's charge and areas of focus. The members of the committee include Mr. Anthony, Mr. Brian Williams and Mr. Tony Williams. The new committee will meet monthly in the first quarter of the calendar year, with a focus on oversight and feedback on the library's strategic direction in the areas of programming, partnerships and performance. The committee plans to help the library identify strategic priorities in the areas of digital citizenship, which broadly includes digital access and literacy proficiency as well as cultural arts and programming. Additionally, the committee will be responsible for reviewing the library's quarterly service performance report. Mr. Williams highlighted several items from the Q1 performance report, including a review of open locations, where hours and services remain limited due to pandemic restrictions. Overall open hours were 64% lower than the first quarter last year. Most metrics were down compared to the previous year, however there was a 36% increase in digital circulation and a 70% increase in social media impressions, and the report highlights virtual programming and services. This concluded the P3 Committee report.

Federation of Friends Report

Ms. Emily Wagner provided the Federation of Friends report. Ms. Wagner thanked DCPL's Ms. Martha Saccocio and the DC Public Library leadership team for helping orient her in her new role as President of the Federation. The Federation is optimizing their activities around advocacy and anticipating a very tight budget season. They are working to recruit advocates for the library. This concluded her report.

DCPL Foundation Report

Mr. Rob Hartman provided the DCPL Foundation report. Mr. Hartman related that Mr. McCarthy had challenged him to raise funds to support both the new DCPL logo as well as the reopening of the Martin Luther King Jr. Memorial Library, which the Foundation was able to do. Mr. Hartman noted that the

Foundation had a very successful year, raising about \$1.16M which is double the revenue of the previous five years, and in fact had not raised over \$1M in year in over 20 years. He continued, thanking Mr. Reyes-Gavilan and his team for the productive collaboration over the past year. He concluded noting that the Foundation looks forward to an even better 2021.

New Business

There was no new business.

The meeting was adjourned at 7:28 pm.

**Board of Library Trustees
Follow-up Items**

1. None.

The Public Library of the District of Columbia
Board of Library Trustees Meeting
Minutes
Administrative Offices
Wednesday, March 24, 2021

The regular meeting of the Board of Library Trustees was held at 6:00 p.m., Wednesday, March 24, 2021 via the WebEx virtual platform, with Monte Monash, Chair, presiding.

Present: Monte Monash, Chair; Karma Cottman, Vice Chair; Richard Reyes-Gavilan, Executive Director and Secretary-Treasurer; Shanel Anthony; Gregory McCarthy; Brian Williams and Tony Williams. Not present: Victor Reinoso.

The meeting was called to order at 6:00 pm.

Roll Call

The roll was called and quorum was met.

Adoption of the Agenda

Ms. Monte Monash asked if the Trustees had reviewed the agenda, and moved for a vote of approval. Mr. Shanel Anthony made a motion to adopt the agenda, seconded by Mr. Tony Williams and approved by the Board of Library Trustees.

Approval of Minutes

Ms. Monash asked if the Trustees had reviewed the minutes from the prior meeting, and moved for a vote of approval. Ms. Karma Cottman made a motion to adopt the minutes of the January 27, 2021 board meeting which was seconded by Mr. Anthony and subsequently adopted with one alteration by the Board of Library Trustees.

Public Comments

There were no public comments.

Chair's Report

Ms. Monash presented the Chair's report. She began by welcoming the public and staff to her first meeting as Chair of the Board of Library Trustees. She also welcomed special guests, a group of students pursuing Masters in Library Information Science at Catholic University who were in attendance to observe the meeting. She continued, presenting an overview of upcoming budget dates, including the Mayor's scheduled release of her FY22 proposed budget on April 22nd and the May 19th Budget Oversight hearing for the library with the DC Council's Committee on Recreation, Libraries & Youth Affairs, as well as the City Council's budget votes on June 15th and June 29th. Ms. Monash also touched

on the library's Strategic Plan, noting that the current plan wraps up on September 30th, 2021, and that a major initiative in her two-year term as Board Chair is to champion the development of a new plan. She added that a bridge plan might be developed as an interim measure, and the planning process will begin in FY22. Ms. Monash also touched on the American Rescue Plan Act (ARPA), a \$1.9 trillion piece of legislation which will provide one-time funding to the DC Public Library via the Institute for Museum and Library Services (IMLS). Specifics around the potential use of the funds will be available in the coming months. This concluded the Chair's report.

Executive Director's Report

Mr. Richard Reyes-Gavilan provided the Executive Director's report. He spoke further about the ARPA funding, establishing that DC Public Library is the state library for DC, and acts as the State Library Administrative Authority for this and other federal funds from IMLS. He noted that DCPL will be sharing plans for the ARPA funds with the Board soon. He also mentioned additional funding via the educational connectivity fund which will also be coming to the library. He added that while the funding is an incredible opportunity, and a significant responsibility on top of the regular public library functions of the agency.

Mr. Reyes-Gavilan then pivoted to discuss the library's reopening plans. He shared that on the following Monday the library would be reverting back to the "Takeout +" service model at the existing 18 open library locations. Takeout + includes vital services and resources including computer access, hold pickups, restrooms and copy and printing services. He noted that the library continues to work closely with the Mayor's Emergency Operations Center to plan for future reopening phases. All front-line library staff are currently eligible for the vaccine, which will make the continuing reopening of the library system safer.

He continued, mentioning that the ongoing work around the future Congress Heights library is proceeding well toward identifying a site. Last week a group of DCPL staff participated in a small area focus group hosted by the Office of Planning, at which Mr. Reyes-Gavilan gave a presentation on the importance of a new library and the deficiencies of the existing Parklands Turner library. Funding for a new library becomes available on October 1, 2021. This concluded the Executive Director's report.

Board Action Items

Ms. Monash then invited Mr. Tony Williams to present the Arts and Exhibition Policy. He began by noting that the planning for this policy was originally a product of the library's 5-year strategic plan, and was tied to the reopening of the Martin Luther King Jr. Memorial Library. He emphasized the importance of establishing a policy for both the procurement and display of art pieces, and to ensure that the art displayed was reflective of the library's principles and commitment to diversity and inclusion, as well as of the constituents of the District of Columbia. The new Arts and Exhibitions Policy outlines both goals and implementation strategies. Mr. Williams thanked Mr. Brian Williams for his engagement and

leadership in developing the strategy and the final document. Mr. Tony Williams gave a brief synopsis of the policy document, and moved to have the document approved. Mr. Brian Williams seconded the motion, which was approved by the Board, adopting the new policy.

Finance Committee

Ms. Barbara Jumper presented the Finance Committee report. At 41.4% of the fiscal year, the library has obligated 40.7% of its local budget, or \$30.7 million. Labor expenditures are at 36.2% or \$18.9 million dollars, tracking slightly behind last year's expenditure rate of 39.7%. DCPL received funding for 35.5 FTE for the MLK Library reopening, however due to the pandemic and continued social distancing regulations many of these positions have remained vacant. Over 50% of the local non-personal services budget has been obligated, which is behind last year's obligation rate of 67.4% for the same period. The local budget includes \$4.7 million carried over from last year as part of the Books from Birth program and the Collections budget. The library is expecting an FY21 budget reduction mid-year due to the current economic environment. Ms. Jumper noted that the library is actively hiring to fill vacancies. This concluded the Finance Committee report.

Facilities Committee

Mr. Anthony provided the Facilities Committee report. He began with the Southwest Library, which recently received its Certificate of Occupancy and is nearing completion. Punch list work is ongoing as well as training for operations maintenance and staff. An opening date will be announced soon. The Lamond-Riggs Library has been demolished, with the building's new foundation prep and subsurface utility work underway. Construction updates have been presented to the ANC groups and the onsite activity will continue to be monitored to minimize any disruption to the adjoining neighbors. He continued, reporting that the design of the Southeast Library is underway with the initial concept phase presented to CFA, NCPC, DDOT, the Office of Planning and the Capitol Hill Restoration Society. A community meeting was held on December 16th and the concept design was well-received. Another meeting is planned for later in the spring. Lastly, Mr. Anthony reported on the Capitol View Library, where the grillage installation and plantings above the canopy and patching of the canopy are complete. Punchlist and close-out work are underway. On Thanksgiving night, a car crashed onto the side of the building and that repair is scheduled to be completed by May upon arrival of materials. This concluded the Facilities Committee report.

Programs, Partnerships, Performance (P3) Committee

Mr. Tony Williams provided the P3 Committee report. The Committee met on February 11th and received a detailed briefing on the quarterly performance report, focusing on what the report tracks and how it is tracked. The meeting ensured all Committee members were familiar with the report and understand the connections with the strategic plan to ensure correct oversight and guidance around programs, partnerships and performance by the Board. Participants had an opportunity to ask questions and receive background information on the report's metrics. The briefing served as a foundation for future exploration of Library programs and partnerships. The next Library Services Performance Report

will be sent to P3 Committee members when it is completed in late April and any highlights, if merited, will be shared at the May board meeting. Mr. Williams reminded the Board that the Quarterly Performance Reports are published on the library's website. He continued, discussing the Committee's March 11th meeting in which they discussed the Arts and Exhibition Plan. Library staff also provided updates on partnerships with The Glenstone Museum, the DC Commission on Arts and Humanities and with International Art and Artists (IA&A). These partnerships will support the lending and display of art at library locations. There were also updates on the Go-Go Archives and related programming, and a teen playwriting project on Alma Thomas being developed with the Imagination Stage and the Phillips Collection. Mr. Williams reminded the Board that any interested members can attend the P3 Committee meetings. Mr. Gregory McCarthy requested that the library work with the Glenstone Museum to enable on-site tours or experiences for children in addition to having Glenstone art hosted at the library. Mr. Brian Williams expressed his excitement for the library to build more audience and grow engagement through partnerships. He emphasized that the library can bring arts and cultural experiences to residents for the first time. This concluded the P3 Committee report.

Federation of Friends Report

Ms. Emily Wagner provided the Federation of Friends report. Ms. Wagner noted that the big focus has been the Performance Oversight hearing and preparing members to submit written and verbal testimony. Ms. Wagner asked Ms. Susan Haight to provide a more in-depth update on the Friends' participation. Ms. Haight reported that 10 members of the Federation provided testimony, covering a range of topics. She was impressed by the virtual format of the hearing, and the number of council members in attendance. Ms. Wagner added that the Friends were looking forward to hearing more from Ms. Monash at their upcoming meeting regarding her vision for the Library Board of Trustees so that the Friends can align with her priorities. This concluded her report.

DCPL Foundation Report

Mr. Rob Hartman provided the DCPL Foundation report. He began by mentioning that the Foundation seeks to support the library as a public institution in the most effective way possible and is doing so in collaboration with a number of library staff. He noted that the funding raised by the Foundation has largely been to promote the arts and culture within the library, citing funding for the Alma Thomas artwork, partnerships with the Phillips Collection and the upcoming installation of a bench by artist Martin Puryear among other initiatives. The Foundation is extremely excited about continuing to support and raise money for the library. Mr. Hartman then introduced the Dream Makers campaign, a new fundraising initiative to engage the community and tell stories of those who make up our unique city. The Dream Makers wall will be represented digitally and physically at the Martin Luther King Jr. Memorial Library on the 5th floor of the building, with the names of those honored as well as the reason behind the nomination (digital only). Mr. Hartman gave a presentation with examples of the campaign to date. Mr. Hartman continued, noting that the Foundation is excited about launching the teen art contest Know Your Power for the summer, and has major gifts in the pipeline which should be announced soon. This concluded the Foundation report.

New Business

There was no new business.

The meeting was adjourned at 7:31 pm.

Board of Library Trustees

Follow-up Items

1. DC Public Library will create instructional sheets regarding funding opportunities for the library via the American Rescue Plan Act for the Board of Library Trustees.
2. DC Public Library will continue to explore the arts and humanities partnership opportunities with the Board of Library Trustees.

The Public Library of the District of Columbia
Board of Library Trustees Meeting
Minutes
Administrative Offices
Wednesday, May 26, 2021

The regular meeting of the Board of Library Trustees was held at 6:00 p.m., Wednesday, May 26, 2021 via the WebEx virtual platform, with Monte Monash, Chair, presiding.

Present: Monte Monash, Chair; Karma Cottman, Vice Chair; Richard Reyes-Gavilan, Executive Director and Secretary-Treasurer; Gregory McCarthy; Brian Williams and Tony Williams. Not present: Shanel Anthony and Victor Reinoso.

The meeting was called to order at 6:09 pm.

Roll Call

The roll was called and quorum was met.

Adoption of the Agenda

Ms. Monte Monash asked if the Trustees had reviewed the agenda, and moved for a vote of approval. Mr. Brian Williams made a motion to adopt the agenda, seconded by Mr. Tony Williams and approved by the Board of Library Trustees.

Approval of Minutes

Ms. Monash asked if the Trustees had reviewed the minutes from the prior meeting, and moved for a vote of approval. Mr. Brian Williams made a motion to adopt the minutes of the March 24, 2021 board meeting which was seconded by Mr. Tony Williams and approved by the Board of Library Trustees.

Public Comments

Ms. Robin Diener provided public comments. She began by giving kudos to the library for the new Southwest Library, noting the transformative combination of green roof and solar panels, and also noted that the plans for the Southeast Library looked exceptional. She noted that the MLK Library Friends planned to host a book sale for the 125th Birthday event, have sponsored the StoryWalk under the MLK loggia, and were coordinating with DCPL to produce a short video featuring dancers from the Dance Theatre of Harlem at the MLK Library. Ms. Diener recommended enhancing DCPL's adult literacy and ESL services, citing a 2008 study by Mayor Adrian Fenty. She also emphasized the need to keep DC libraries as freestanding buildings that meet the needs of their communities and specifically mentioned the Tenley Library as requiring a larger footprint as well as adjacent outdoor space for programming needs. Ms. Diener concluded by noting that the new nomenclature framework of the People's Archive which covers all of the Special Collections at DCPL obscures "Washingtoniana," a distinctive name.

Chair's Report

Ms. Monash presented the Chair's report. She began by noting that the new Southwest Library opened to the public on May 15th with a celebration of over 100 people, family programming and a pop of confetti. As could be expected the reopened Martin Luther King Jr. Memorial Library will be the backdrop of many upcoming events, beginning on May 27th with the Mayor's FY22 budget announcement, scheduled to take place in the new 5th floor event space. She voiced pride in the new space which will host many events for the Mayor, City Council, and public at large. She noted that the library's upcoming Budget Hearing would take place on Monday, June 21st at 9am. Ms. Monash also touched on the upcoming 125th anniversary of the opening of the DC Public Library. The event will be marked with a birthday party on June 3rd, along with giveaways for patrons and outdoor programming at libraries across the city. In addition, the Martin Luther King Jr. Memorial Library will host a grand reopening in September, which will feature celebrations including the Mayor and civic leaders, the Sing, Talk and Read (STAR) Festival, and other special events. Ms. Monash also introduced the new Executive Director for the Federation of Friends, Robert Oliver. This concluded the Chair's report.

Executive Director's Report

Mr. Richard Reyes-Gavilan provided the Executive Director's report. He began with a few updates regarding library colleagues and partners, and by bidding farewell to outgoing DCPL Chief of Public Services Kim Zablud and thanking her for the any contributions she has made to the library over the past eleven years. Mr. Reyes-Gavilan also alerted the Board to the news that lead architect for the Lamond-Riggs Library project Mr. Peter Cook had been named to the Commission of Fine Arts. In less positive news, he informed the Board that a longtime advocate for DC Statehood, Mr. Charles Cassel, recently passed away. Mr. Cassel was instrumental in the effort to have the new downtown central library named after Dr. Martin Luther King Jr.

Mr. Reyes-Gavilan then presented several updates to library services, namely the elimination of all capacity restrictions in library buildings beginning on June 1st. Residents will have the ability to browse the collections and use library spaces although a full slate of library services will not yet be available. Later in June the smallest locations will also reopen to the public. He noted that masks would continue to be required in public buildings, and eating would be discouraged in library buildings as a result.

He then moved on to discuss the upcoming influx of \$2 million to the library via the American Rescue Plan Act, disbursed by the Institute of Museum and Library Services. The goal of the funding is for libraries to focus on digital inclusion efforts as well as improving public health protocols to allow access to vital library spaces and services. This concluded the Executive Director's report.

125th Birthday Celebration

Ms. Monash then invited Ms. Tanzi West Barbour to give a presentation on the library's plans for the upcoming 125th Birthday celebration. The DC Public Library was founded on June 3, 1896, and plans to

celebrate 125 years of exploration. Birthday events will take place at library locations across the city, with commemorative giveaways including tote bags, t-shirts, balloons and other promotional items. Customers will also be able to sign up for a limited-edition commemorative library card. There will also be a birthday party on the rooftop of the MLK Library on June 3rd, featuring the band Experience Unlimited. Looking ahead, 2022 marks the 50th anniversary of the Martin Luther King Jr. Memorial Library, and DCPL is anticipating more celebrations to come to mark that milestone.

Contracts Review Committee

Ms. Barbara Jumper presented the Contracts Review Committee report. She reported out on two approved contracts. The committee voted to approve Option Year 4 of the Books, Materials and Selective Services contract on April 26, 2021 and approved the contract with Community Bridge, Inc. to provide janitorial and related services for DCPL on May 17th. This concluded the Contracts Review Committee report.

Finance Committee

Ms. Jumper presented the Finance Committee report. With 58.1% of the fiscal year elapsing, the library has obligated 52.1% or \$39.3M of the \$75.3M local budget. Labor expenditures are at 50.7% (or \$26.5M) of the local personal services budget tracking behind last year's expenditure rate of 55.4% or \$27.3M for the same period. DCPL received funding for 35.5 FTEs for the MLK Jr. Memorial Library re-opening, however due to the pandemic and continued social distancing regulations, many of these positions have remained vacant. Ms. Jumper continued, noting that of the non-personal services budget, 55.5% or \$12.8M has been obligated. This is behind last year's obligation rate of 83.8% or \$17.9M for the same period. The local budget includes the \$4.7M that was carried over from FY 2020 for Books from Birth (\$844K) and the Collections Account (\$3.8M). Overall the FY21 budget spending is trending as expected. She added that due to the current economic environment, the City has indicated that there may likely be a FY2021 mid-year reduction. Library vacancies reflect 41 FTE which are in the hiring process, and there are no known budget pressures.

Mr. McCarthy questioned whether the library would be able to adequately staff all locations due to a prior budget cut in the FY21 budget. Mr. Reyes-Gavilan responded that as the library ramped back up the current funding levels would be adequate during pandemic recovery. He added that a future discussion for the library leadership would center around the virtual programming added during the pandemic, including virtual chat and 1:1 virtual help, which may indicate an opportunity to reevaluate the type of services the library offers going forward. Ms. Karma Cottman added that virtual programs and library hours should not be in competition, as both are important. Mr. Reyes-Gavilan agreed, noting that when the library expands hours it is important to do strategically. Ms. Monash asked that the topic be brought to the Finance Committee meeting for further discussion. This concluded the Finance Committee report.

Facilities Committee

Ms. Jumper provided the Facilities Committee report. At the building site for the new Lamond-Riggs Library, all deep foundation piers have been completed, offsite steel fabrication is complete and typical concrete foundations are ongoing. A large Bradford pear tree which informed the design footprint of the new building, and was intended to remain safeguarded during demolition, was found to be a safety hazard and was removed. A mature tree will be transplanted to the site. Project updates are being presented to ANC's and the community at large including the Lamond-Riggs Citizens Association.

Ms. Jumper continued with an update regarding the Southeast Library project, for which the initial concept phase was presented to the CFA, NCPC, the Office of Planning and the Capitol Hill Restoration Society. The concept for the modernized library has been well-received by the community. The Council package was approved in January, providing authorization enabling the library to encumber project funds till the end of construction. The schematic phase and structural and mechanical engineering have progressed well, and a combined interagency regulatory meeting occurred on May 17th. Planning and co-ordination for submitting packages in the upcoming months to HPRB, DDOT, ANC, BZA, NCPC, CFA are underway.

Lastly, Ms. Jumper reminded the Board that the new Southwest Library received a final certificate of occupancy in April of 2021, and the library opened to the public on May 4 with a well-attended opening event. The new library achieved LEED Platinum status. There was asphalt pavement work around the library which was pending at the last Facilities Committee meeting which has now been completed. The project has won two top awards at DBIA regionals and other award submissions are being coordinated. Financial closeout with Turner Construction is projected to be complete by Fall 2021. Mr. Brian Williams and Ms. Monash commended the library for their work on this and other ongoing capital projects. This concluded the Facilities Committee report.

Programs, Partnerships, Performance (P3) Committee

Mr. Tony Williams provided the P3 Committee report. The Committee met on April 8th, where they discussed the Arts and Exhibition plan as a continuation of the discussion begun on March 11th. He noted that the key feedback given to the library was the importance of investing in and supporting DC artists, ensuring that there is diversity in both the artists and art styles throughout the library campus. The committee also had a brief discussion on ideas for the ARPA funding received in the spring. Mr. Williams reminded the Board that this is one time grant funding of a little over \$2 million which will be utilized by the end of fiscal year 2022.

He went on to provide a few highlights from the FY21 Q2 library performance report. The library's 18 open locations offered the "takeout" only service model for all but the final three days of the quarter when limited, indoor services resumed. The Library's 7,038 open hours in Q2 were 59% fewer than the same quarter last year. March 16th marked the one-year anniversary of the date when the system was

closed along with other DC government services and offices. Digital circulation was up 35% and social media impressions were up 58% compared to Q2 last year. Program highlights in Q2 included virtual events that celebrated the birthday of Martin Luther King Jr., the Lunar New Year, Black History Month and Women's History Month. In addition, Winter Challenge offered 90 virtual events with more than 1,000 attendees while registering over 1,600 readers. This concluded the P3 Committee report.

Federation of Friends Report

Mr. Robert Oliver provided the Federation of Friends report. He announced that the next meeting of the Federation would be on June 8th. Topics planned for the meeting include the docent program at the Martin Luther King Jr. Memorial Library; Budget 101; and information on the upcoming budget meeting. The Friends are also anticipating participating in the 125th Birthday celebrations at each library. This concluded his report.

DCPL Foundation Report

Mr. Rob Hartman provided the DCPL Foundation report. He began by thanking Mr. Oliver and Ms. Zablud for their good work, and by noting the Foundation's excitement around the 125th Birthday events. He continued by discussing the teen Know Your Power program, sponsored by Pepco, which will be occurring again this summer. He also discussed a subgrant given to the library from the Seattle Public Library for virtual reality programming for teens, which the Foundation is working on alongside children's staff at the Martin Luther King Jr. Memorial Library.

In fundraising news, Mr. Hartman encouraged the Board to visit the virtual Dream Makers wall which currently holds the names of 160 individuals. He announced that Pepco will also be honoring frontline workers and institutions providing services during the pandemic via the wall, and is partnering with the Foundation to provide meals to those workers. He continued by discussing the upcoming grand reopening of the Martin Luther King Jr. Memorial Library and anticipated having a Foundation event around that time. Mr. Hartman also announced the new endowment for cultural programming provided by Bonnie and Louis Cohen which will support cultural programming within the library system, as well as a very large bequest left by former Trustee James Lewis. This concluded the Foundation report.

New Business

Mr. Brian Williams asked a few questions regarding the upcoming reopening events, and while specifics could not be fully confirmed there was a lively discussion regarding the need to include the DC arts community in these events. Mr. Williams pledged to help develop a list of possible arts community partners for the September event.

The meeting was adjourned at 7:40 pm.

The Public Library of the District of Columbia
Board of Library Trustees Meeting
Minutes
Administrative Offices
Wednesday, July 28, 2021

The regular meeting of the Board of Library Trustees was held at 6:00 p.m., Wednesday, July 28, 2021 via the WebEx virtual platform, with Monte Monash, Chair, presiding.

Present: Monte Monash, Chair; Karma Cottman, Vice Chair; Richard Reyes-Gavilan, Executive Director and Secretary-Treasurer; Shanel Anthony, Donella Brockington; Victor Reinoso and Tony Williams. Not present: Brian Williams.

The meeting was called to order at 6:00 pm.

Roll Call

The roll was called and quorum was met.

Adoption of the Agenda

Ms. Monte Monash asked if the Trustees had reviewed the agenda, and moved for a vote of approval. Mr. Shanel Anthony made a motion to adopt the agenda, seconded by Mr. Victor Reinoso and approved by the Board of Library Trustees.

Approval of Minutes

Ms. Monash asked if the Trustees had reviewed the minutes from the prior meeting, and moved for a vote of approval. Mr. Richard Reyes-Gavilan requested that the meeting minutes from the May 26, 2021 board of trustees meeting be amended to reflect the correct spelling of the late Mr. Charles Cassel's name and an adjustment to the description of the library's budget. With those edits acknowledged, Mr. Tony Williams made a motion to adopt the minutes of the May 26, 2021 board meeting which was seconded by Ms. Karma Cottman and approved by the Board of Library Trustees.

Chair's Report

Ms. Monash presented the Chair's report. She began by congratulating Mr. Tony Williams on a new addition to his family, a baby girl. Ms. Monash also welcomed new Trustee Donella Brockington to her first Board of Trustees meeting and provided an overview of her career to the attendees. Ms. Monash continued, describing a retreat held by the Board in early July where trustees engaged in conversation around their roles as Trustees, the library's purpose and core values, legislative engagement, strategies on planning for the future, and community engagement.

The Chair also provided an update on the FY22 budget. The City Council held its first vote on the FY22 budget on July 20, during which they added \$3 million to the Mayor's proposed budget, reflecting a significant investment in the library by both branches of DC government. The amount included funds for personnel, enabling expanded hours, as well as one-time funding for the collections budget. There were also funds designated for capital expenditures, including a new Rosedale Library, a refresh of the Petworth Library, opening day collections for the Lamond-Riggs Library, and general improvements. Ms. Monash also announced that the new Congress Heights Library will be situated on the east campus of St. Elizabeth's and will serve as a full-size replacement of the existing Parklands-Turner Library. Lastly, Ms. Monash announced the launch of a series of system-wide branch tours that she will be undertaking alongside Executive Director Mr. Richard Reyes-Gavilan. The first locations included the Shepherd Park and Chevy Chase libraries, where Ms. Monash and Mr. Reyes-Gavilan met with the branch managers and staff. This concluded the Chair's report.

Executive Director's Report

Mr. Richard Reyes-Gavilan provided the Executive Director's report. He began by announcing that all DC Public Library locations are now open, including Northwest One and the DC Jail Library. He acknowledged all of the hard work involved in opening these buildings safely, especially as all locations have not been open since before the advent of the pandemic. He noted that the library is hiring at a great pace to support services at all library locations and thanked the Human Resources, Facilities, Public Safety and other departments for their efforts. Mr. Reyes-Gavilan turned to the upcoming calendar of events, highlighting a new partnership with the D.C. Department of Health to provide a vaccine clinic at Ward 7's Benning Library, which kicked off with an event the previous Saturday that included a go-go band and other activities. Mr. Reyes-Gavilan also highlighted the annual Back to School Bash at the Bellevue Library, an event that provides free back-to-school supplies and community services, and this year will include vaccinations for youths ages 12 and over. This concluded the Executive Director's report.

New Congress Heights Library

Mr. Reyes-Gavilan then presented information on the planned replacement for the Parklands-Turner Library in the Congress Heights neighborhood, which will be located on parcel 16 on the St. Elizabeth's East Campus. The new location will be over 20,000 sq. feet, and will include meeting and study rooms as well as increases in seating, computers and collections compared with the existing storefront library. The city has identified \$20.15M to support the construction of the new library beginning in Fall 2021. The new location will be a half mile from the existing library and will be part of a slate of new development near the Congress Heights Metro Station. The new Congress Heights Library project will include extensive community engagement beginning in the new fiscal year with construction planned to begin in fiscal year 2025. Mr. Reyes-Gavilan introduced the Board to the schedule for the project as well as an in-depth view of the community engagement process. Ms. Jaspreet Pahwa provided additional background on the outreach to design-build organizations to familiarize the industry with the goals of

the new capital project as part of the RFP process. Mr. Tony Williams emphasized that outreach to schools and teachers in that neighborhood would be important as a piece of the community outreach, and Ms. Martha Saccocio confirmed that robust outreach to the school communities is part of the overall plan.

Contracts Review Committee

Mr. Anthony presented the Contracts Review Committee report. On June 1st the committee approved a contract with Overdrive Inc. on behalf of the DC Public Library. This concluded the Contracts Review Committee report.

Finance Committee

Mr. Reinoso and Ms. Barbara Jumper presented the Finance Committee report. As of the end of June, 74.8% of the fiscal year had elapsed, with \$49.4M or 65.5% of the \$75.3M local budget obligated. Gross obligations are at \$51.8M or 65.7% of the total gross budget of \$78.9M. The personal services budget shows expenditures of 65.4% or \$34.2M of the local budget and 65.2% or \$34.4M of the gross budget, trending slightly behind this time last year. The non-personal services budget show 65.8% or \$15.2M of the local budget obligated, and 66.7% or \$17.4M of the gross budget, again slightly behind the same time last fiscal year. Ms. Jumper noted that a budget reprogramming would allow the library to move surplus PS funds to NPS to address agency needs. Ms. Jumper added that there were 68.1 FTEs currently in the hiring process, with 22 FTE coming on board as of August 16th and plans for the remaining FTE to begin prior to the end of the fiscal year. This concluded the Finance Committee report.

Facilities Committee

Mr. Anthony provided the Facilities Committee report. He began by discussing the Lamond-Riggs Library which is expected to be completed in early 2022 with a budget of \$20M. The construction is proceeding as expected with plumbing and electrical work underway. The Southeast Library is expected to be completed in 2024 with a budget of \$23M. There was a combined interagency regulatory meeting on May 17th which informed the design evolution and coordination is underway for submitting documents to the relevant regulatory agencies. The project is progressing as expected. This concluded the Facilities Committee report.

Programs, Partnerships, Performance (P3) Committee

Mr. Tony Williams provided the P3 Committee report. The committee met on July 13th and members were briefed by the library on the upcoming plans for expending the American Rescue Plan Act (ARPA) funding. This grant funding amounts to a little over \$2M and will support digital inclusion, safe and accessible libraries, and library services to meet community needs. Projects will include digital navigators, web site improvements, digital collections, workforce development and entrepreneurship and upgrades to the library's physical and digital infrastructure among other initiatives. The meeting also discussed new partnerships, including one with District schools to improve reading in grades two through five. In addition to an update on the 4th floor exhibition at the Martin Luther King Jr. Memorial

Library, the committee also discussed ongoing efforts to establish an advisory committee to inform future exhibition planning at both the central library and at neighborhood library locations. Mr. Williams noted that the library's performance metrics continued to be strong considering the ongoing public health situation. This concluded the P3 Committee report.

Federation of Friends Report

Mr. Robert Oliver provided the Federation of Friends report. He listed several recent accomplishments, beginning with the Federation's advocacy on behalf of the library at the recent budget oversight hearing. Eight members of the Federation provided testimony at this event, requesting a restoration of funding for staff and circulating collections. He then provided some highlights from the Friends' activities. Friends groups at the Southwest Library held a pop-up booksale, proceeds of which went to support Summer Challenge programs; the Deanwood Library helped build little free libraries and the Friends of the Capital View Library supplied the books for those libraries; an excellent example of a working relationship between two different communities. Lastly, he noted that the Friends of the Parklands-Turner Library sponsored a story time at the Oxon Run Park in partnership with the Metropolitan Police Department. This concluded his report.

DCPL Foundation Report

Mr. Rob Hartman provided the DCPL Foundation report. Mr. Hartman expressed pleasure in how the *Know Your Power* partnership with Pepco has been proceeding over the summer with help from a new partner, local bookstore Politics and Prose. The program has been receiving positive press, with the library's *Know Your Power* program manager Joanna Harris featured in a local news story on NBC 4 alongside a representative from Pepco. The Foundation has continued to fund Summer Challenge activities this year, has contributed to the new exhibition currently being installed at the Martin Luther King Jr. Memorial Library, and sponsored an employee appreciation event at the central library on July 4th for over 300 DCPL staff and their families. The Foundation is busy creating new programmatic partnerships as well as working on development opportunities. One such initiative, the Dream Makers campaign, has concluded and the resulting 200 names will be placed on the 5th floor wall and unveiled as part of the September 25th reopening events. The Foundation plans to support various events on September 25th including the Sing, Talk and Read (STAR) Festival. Mr. Hartman noted that on October 20th, the Foundation will be hosting the "Power the Dream" Gala in honor of the reopening of the MLK building. This concluded the Foundation report.

New Business

There was no new business.

The meeting was adjourned at 7:21 pm.

The Public Library of the District of Columbia
Board of Library Trustees Meeting
Minutes
Administrative Offices
Wednesday, September 22, 2021

The regular meeting of the Board of Library Trustees was held at 6:00 p.m., Wednesday, September 22, 2021 via the WebEx virtual platform, with Monte Monash, Chair, presiding.

Present: Monte Monash, Chair; Karma Cottman, Vice-Chair; Richard Reyes-Gavilan, Executive Director and Secretary-Treasurer; Shanel Anthony; Donella Brockington; Victor Reinoso; Tony Williams and Brian Williams.

The meeting was called to order at 6:00 pm.

Roll Call

The roll was called and quorum was met.

Adoption of the Agenda

Ms. Monte Monash asked if the Trustees had reviewed the agenda, and moved for a vote of approval. Ms. Donella Brockington made a motion to adopt the agenda, seconded by Mr. Shanel Anthony and approved by the Board of Library Trustees.

Approval of Minutes

Ms. Monash asked if the Trustees had reviewed the minutes from the prior meeting, and moved for a vote of approval. Ms. Brockington made a motion to adopt the minutes of the July 28, 2021 meeting which was seconded by Mr. Anthony and approved by the Board of Library Trustees.

Chair's Report

Ms. Monash presented the Chair's report. She began with a few announcements, first that the Board of Library Trustees will continue to meet virtually as long as the District's indoor mask mandate is in place, and secondly that after the regular meeting there would be an Executive Session, a closed session which is used to discuss legal matters, personnel matters, or strategies of negotiation.

Ms. Monash continued, noting that in past week, the Library Board Executive Committee delegated temporary authority to the DC Public Library Executive Director, Mr. Richard Reyes-Gavilan, to allow two library partners to conduct sales on library property. The sales are in conjunction with Art All Night events featuring local artists and an author talk held in partnership with Loyalty Books. Ms. Monash described a recent tour of the completed 4th floor exhibit space at the MLK Library, and the new Alma Thomas display on the 2nd floor describing Ms. Thomas' life and art, some of which is also on display on

the 2nd floor. She thanked the DC Public Library Foundation and Ms. Linnea Hegarty for their work in making these exhibits and collections available to the public. Ms. Monash then described a new work of ballet commissioned by the Friends of the Martin Luther King Jr. Memorial Library and their president, Robin Diener. The ballet, "Library Reimagined: A Tour in Dance," was performed on site at the library by Alexandra Hutchinson and Derek Brockington, and describes the magic of the library for a young ballerina. The production can be viewed on the library's Youtube channel. This concluded the Chair's report.

Executive Director's Report

Mr. Richard Reyes-Gavilan provided the Executive Director's report. He began by announcing DC Public Library's appointment of a new Chief of Public Services, Tiffany Alston, a valued DCPL leader who has over 15 years of experience in public libraries. She was formerly a co-director of neighborhood libraries for DCPL. Mr. Reyes-Gavilan also thanked several DCPL senior team members who participated in the opening of the FY23 budget season, attending a day-long workshop to kick off the new year's planning process for local and federal monies.

Mr. Reyes-Gavilan then pivoted to the Executive Director's Report to highlight a few upcoming library events, from the various programs connected to the September 25th grand reopening of the MLK Library, known as the Family Festival, as well as the Southeast Library's new Evil Laugh Contest and the People's Archive's Washington Blade Describe-a-Thon.

Mr. Reyes-Gavilan also provided an update on the library's reopening plans for public service. The current posture includes public service hours at all locations, including the DC Jail Library, with eighteen branches open six days per week, and eight hub locations open seven days per week. Staff are holding outdoor story time programs around the city and are beginning to ramp up indoor public programming for adults and children ages 12+. Virtual services and programs are continuing. In mid-October, the library plans to expand services to seven days per week at all locations, with additional hours to be introduced in November. Holiday hours will also resume at one location per ward beginning with Indigenous People's Day in October, and will include Veteran's Day, Martin Luther King Jr. Day, President's Day, and DC Emancipation Day. This concluded the Executive Director's report.

MLK Grand Reopening – Family Festival

Ms. Tanzi West-Barbour provided a presentation to the Board of Library Trustees on the upcoming Grand Reopening of the MLK Library, planned for September 25th, featuring an interactive in-person celebration beginning with an all-ages family festival from 10am – 5pm followed by Art All Night from 9pm – midnight. She detailed the many public health safety precautions as well as a run of show for the many musical, cultural and dance performances to be held under the MLK Loggia throughout the day. Inside the library, the auditorium will feature programs with authors Michael Twitty and Tyler Gordon as well as the second annual teen Know Your Power contest award ceremony. In addition, programs and

demonstrations will be held in departments throughout the building. In the evening, the Great Hall will transform into an artist's lounge featuring a deejay, an art workshop as well as a poetry open mic. The Go-Go City Documentary will be screened on A-Level, and on the main stage DJ Kool and Black Alley will provide a soundtrack to the end of the night. Ms. West-Barbour concluded by informing the Board that a promotional toolkit with social media graphics, sample language, videos and more will be sent to Board members to share with their networks. This concluded her presentation.

Contracts Review Committee

Mr. Anthony presented the Contracts Review Committee report. He announced that the committee had no active contracts to discuss, and this concluded the Contracts Review Committee report.

Finance Committee

Mr. Victor Reinoso and Ms. Barbara Jumper presented the Finance Committee report. Ms. Jumper presented an overview of the eleventh month of FY21 which closed on August 31st with 91.8% of the fiscal year elapsing. The library has obligated 79.3% of its \$75.3M local budget. Labor expenditures are at 81.9% of the local PS budget, which is tracking behind last year's expenditure rate of 88.9% for the same period, due to the pandemic's impact on hiring. As the city reopens, the library continues to add services and hours and is working diligently to fill positions. As of September 13, there were 57.75 FTEs in the HR hiring process. The NPS budget is 73.8% obligated, again behind last year's obligation rate. Overall FY21 spending is trending as expected. The Board had a productive discussion around the non-lapsing Collections funds, which are carried over from year to year, and discussed some suggestions for improved reporting on year over year expenditures. This concluded the Finance Committee Report.

Facilities Committee

Mr. Anthony provided the Facilities Committee report. He began with the Lamond Riggs Library, the construction for which is slated to be completed in 2022 with a budget of \$20M. All structural steel installation and inspections have been completed, along with all underground plumbing and electrical work and the associated inspections. Environmental testing and inspections continue, and the project is proceeding according to schedule. For the Southeast Library project, community interest has been high and a community meeting was held in July, with schematic designs to be finalized and packages submitted to all appropriate entities for approval. This concluded the Facilities Committee report.

Programs, Partnerships, Performance (P3) Committee

Mr. Tony Williams provided the P3 Committee report. The Committee's latest meeting included a discussion of the Arts Advisory Group, a component of the library's Arts Plan, its goals and focus on visual arts and exhibitions at DCPL with a focus on diversity. The committee also reviewed current programs and activities, and current partners who provide public services around workforce development, technology, and health. He shared one upcoming arts partnership, which is with the Glenstone Museum, and will include an art installation and programming at the Martin Luther King Jr. Memorial Library. This concluded the P3 Committee report.

Document #4.1

Board of Library Trustees Meeting

November 17, 2021

Federation of Friends Report

Mr. Robert Oliver provided the Federation of Friends report. He began by discussing some internal initiatives to strengthen the organization, including the financial reporting. He announced an upcoming election, scheduled for October 19, to elect a new President, Secretary, and Membership Chair for a two-year period, and a Treasurer, who will serve a one-year term. He also touched on fundraising efforts and the library's plans for expending American Recovery Act funds, requesting that the Federation be kept abreast of the library's plans in order to best support those efforts. Lastly, he requested that the Martin Luther King Jr. Memorial Library grand re-opening toolkit be shared with the Federation, which will help them promote the event. This concluded his report.

DCPL Foundation Report

Mr. Rob Hartman provided the DCPL Foundation report. He began by discussing how the central library reopening has been a central focus for the Foundation over the past two and a half years, and the excitement around having the public in the building this year to fully celebrate the modernized library. Mr. Hartman noted that the Foundation's Dream Makers Wall will be unveiled on the 5th floor, featuring over 200 names, at a celebratory breakfast on the morning of the 25th. Later in the day, the Foundation will be supporting an author talk and the teen Know Your Power contest award ceremony. Mr. Hartman then pivoted to the Foundation's successful fundraising efforts, noting that he expects to raise several million dollars this year to support library programming. This includes a \$10,000 grant from the Downtown BID, a \$20,000 gift to support efforts in Wards 7 and 8, and ongoing work with partner libraries and communities to expend the Holden Bequest on initiatives in Wards 5 and 7. Mr. Hartman also noted that the Foundation had supported the first in-person author talk in the MLK Auditorium, featuring Jason Reynolds in conversation with George M. Johnson, and the Foundation looks forward to supporting more of these important programs. This concluded the Foundation report.

New Business

There was no new business.

The meeting was adjourned at 7:45 pm and the Board of Trustees entered Executive Session.

The Public Library of the District of Columbia
Board of Library Trustees Meeting
Minutes
Administrative Offices
Wednesday, November 17, 2021

The regular meeting of the Board of Library Trustees was held at 6:00 p.m., Wednesday, November 17, 2021 via the WebEx virtual platform, with Monte Monash, Chair, presiding.

Present: Monte Monash, Chair; Karma Cottman, Vice-Chair; Richard Reyes-Gavilan, Executive Director and Secretary-Treasurer; Donella Brockington and Brian Williams. Not present: Shanel Anthony; Victor Reinoso and Tony Williams.

The meeting was called to order at 6:10 pm.

Roll Call

The roll was called and quorum was met.

Adoption of the Agenda

Ms. Monte Monash asked if the Trustees had reviewed the agenda, and asked for a vote of approval. Ms. Donella Brockington made a motion to approve the agenda, seconded by Mr. Brian Williams and adopted by the Board of Library Trustees.

Approval of Minutes

Ms. Monash asked if the Trustees had reviewed the minutes from the prior meeting, and asked for a vote of approval. Mr. Williams made a motion to approve the minutes of the September 22, 2021 meeting which was seconded by Ms. Karma Cottman and adopted by the Board of Library Trustees.

Chair's Report

Ms. Monash presented the Chair's report. She announced that the Board planned to hold the January 26, 2022 Board of Trustees meeting in person. Ms. Monash also welcomed special guests from DCPL's Teen Council, which is comprised of 8 teens, one from each ward. Ms. Sheridan Waters (SOW), Ms. Destinee Coburn (ANA), and Ms. Toni Jackson (GEO) created a presentation for later in the Board meeting. Ms. Monash then recapped the successful Family Festival at the MLK Library and Art All Night programming from September, and invited Ms. Cottman and Ms. Brockington to share their recollections from the day as well. Ms. Cottman expressed her appreciation for the staff and team who supported the incredible day of activities, and Ms. Brockington called out Mr. Brian Williams' Step Afrika program as a highlight of the day. Ms. Monash added her expressions of gratitude for the staff who made the event possible, including the Communications and Events teams in particular, as well as the

Public Services team, Volunteer Coordinator Stacey Lucas, the Public Safety and Facilities teams. This concluded the Chair's report.

Executive Director's Report

Mr. Richard Reyes-Gavilan provided the Executive Director's report. He began by thanking the Teen Council representatives and DCPL Teen Coordinator Ms. Joanna Harris for joining the meeting and for all of their work. He continued, recapping the recent decision by D.C. Mayor Muriel Bowser to relax D.C.'s mask mandate, adding that this would not impact ongoing library policy requiring masks. He noted that as of November 1, the library system had returned to offering services at all library locations seven days per week. Mr. Reyes-Gavilan then gave a brief update on the library's funding via the American Rescue Plan Act (ARPA). He thanked the Board for helping the library think through the 8 initiatives planned for the funding, and noted that one project had already been completed, with the purchase and installation of new stand-alone filtration systems and replacement filters in all library locations. Mr. Reyes-Gavilan then gave a brief overview of upcoming library events, including one the following evening with the *1619 Project's* Nikole Hannah-Jones, as well as the 110th anniversary of the Takoma Park Library on Saturday. The Takoma Park Library is the oldest DCPL location and first Carnegie Library in the District. This concluded the Executive Director's report.

Programs, Partnerships, Performance (P3) Committee

Mr. Reyes-Gavilan provided the P3 Committee report. He began by presenting a summary of the Sales Permit Summary document, which is a delegation of authority allowing DCPL's Executive Director to work with groups who are selling their wares on District property. Considering how often this is expected to occur in the reopened Martin Luther King Jr. Memorial Library, the library sought to modify existing District law to streamline the approval process. Ms. Monash then asked if any Trustee had questions about the document, and hearing none, moved for a vote of approval. Mr. Williams moved to approve the document, his motion was seconded by Ms. Brockington and adopted by the Board of Library Trustees.

Mr. Reyes-Gavilan continued, sharing that the committee had a lengthy discussion about the Strategic Plan at the last committee meeting and had decided to extend the current Plan, "Know Your Neighborhood," with a few updates to include initiatives funded via ARPA rather than begin the process of creating a new plan at this time. This concluded the P3 Committee report.

DCPL Teen Council

Ms. Tiffany Alston, Chief of Public Services, and Ms. Joanna Harris, Teen Coordinator, introduced the Teen Council presentation. Firstly, Ms. Jackson, two-year Teen Council member, presented on the projects she worked on during the past year. She discussed interviewing Mr. Keith Plessy and Ms. Amy Nathan, descendants of the Plessy versus Ferguson case, as well as Mr. Ben Zhur and other authors for Politics and Prose. She was an active participant in creating content for the Teen Corner, creating blog posts and social media items for DCPL. She noted that the Teen Council had given her new skills,

including interviewing, and that she felt open to new experiences in a way that she had not prior to joining the Council. Ms. Harris presented Ms. Destinee Coburn's work with the Teen Council, which included projects around the work of Ocean Vuong, interviews with authors Justin Reynolds and Kelley Carter, and the creation of training documents and processes for new Teen Council members. Ms. Sheridan Waters discussed her two years on the Council, including a move from the Northeast Library to the new Southwest Library, where she works with the teen librarians and creates social media posts for DCPL. She also mentioned interviewing authors and writing articles for the Teen Corner among her many projects. Ms. Alston and the Board expressed their appreciation for all of the amazing work the teens have done in the past few years and thanked them for their commitment to the library. This concluded the presentation.

Contracts Review Committee

Ms. Jumper presented the Contracts Review Committee report. She noted that the second half of the Overdrive contract of \$1.9M was approved at the end of September. Overdrive is the platform for the library's digital collections. This concluded the Contracts Review Committee report.

Finance Committee

Ms. Jumper presented the Finance Committee report. As of the end of September, the library had operated within budget, with no spending pressures and spending trends as expected. The year-end close out is ongoing. Adjustments, including accruals for the FY21 COLA and other payroll adjustments; move/reprogramming funds to the Mayor's Office to close the citywide gap; close-out of purchase orders and intra-District MOUs; and re-budgeting of the non-lapsing funds are all actions taken as part of the close out process. As of October 11, 2021, there were 52 FTEs in the hiring process. Ms. Jumper noted that final budget numbers for FY21 would be available at the subsequent meeting of the Board of Library Trustees. This concluded the Finance Committee Report.

Facilities Committee

Ms. Jaspreet Pahwa provided the Facilities Committee report. She began with the Lamond-Riggs Library, noting that all the structural steel installation and inspections are complete, with concrete slabs installed on both floors. The staircases are in place and the elevator installation is beginning and closing inspections are being coordinated, and work is continuing on schedule. She continued with an update on the design process for the Southeast Library, including that the ANC 6B commissioners unanimously voted to support the project during the Planning & Zoning Meeting on November 2, and adopted the resolution for record on Nov 9, 2021. DDOT, & HPRB and hearings are scheduled for November 18, 2021, and a BZA hearing is scheduled for February 2022. Following those hearings, formal letters from DDOT, HPRB, & BZA, schematic design will be finalized and subsequent packages submitted to NCPC and CFA. Lastly, Ms. Pahwa provided an overview of the plans for a new library in Congress Heights to replace the Parklands-Turner Library. The new location on parcel 16 of St. Elizabeth's Campus is adjacent to the Congress Heights Metro station on Alabama Avenue. The first allotment of funds for the new

library was received October 1, 2021 which officially kick-started the project, with another allotment scheduled for FY23. To solicit input on business strategy, and as part of the design-build team selection process, DCPL's Capital Projects team held a two-part Design & Construction Industry Outreach Event on October 21 that attracted 75 people from the industry for a presentation and the opportunity to walk the site of the future library. A two-step RFP process to select a design-build firm is underway, and a community meeting has been scheduled for December 9, 2021. This concluded the Facilities Committee report.

Federation of Friends Report

Mr. Robert Oliver provided the Federation of Friends report. He informed the Board that there are two members working to create new Friends groups at the Benning and Bellevue Libraries with the support of the Federation. As COVID restrictions are easing, many of the libraries are ramping up activities, with the Friends holding book sales and bringing in funds to support the library. He added that the Southwest Library attracted at least 125 attendees at their Fall Festival. Mr. Oliver noted that the Federation was working with the Library on background checks for the Friends as well as an ongoing MOU. He also announced the next Federation meeting on Wednesday, December 8, where the Federation will be planning for their Budget 101 event and preparing to testify at the Performance and Budget Oversight Hearings. This concluded his report.

DCPL Foundation Report

Ms. Donella Brockington provided the DCPL Foundation report. She lauded the Foundation staff who created the latest Annual Report which showed amazing and unprecedented success during such a difficult year. Ms. Monash also thanked the Foundation for their work and support of the library. This concluded the Foundation report.

New Business

There was no new business.

The meeting was adjourned at 7:40 pm.

BOARD OF TRUSTEES

Question Number 53

Describe the Board's practices for soliciting feedback from residents. How has resident feedback assisted or impacted the Board's decision-making process in FY21 or FY22 to date?

The Board of Library Trustees continues to solicit feedback from residents in the following ways.

Prior to the pandemic -

- At every board meeting, there is time set aside for public comments where members of the public can either sign up in advance to speak and ask questions or can sign up to speak and ask questions at the time of the meeting.
- In the months between board meetings, there are regularly scheduled board committee (Finance and Budget, Facilities and Programs, Partnerships, and Performance Oversight) meetings that are posted on the Library's website and are open to the public. While there is no formal time for comments or questions by attendees at these meetings, board committee chairs, and board committee members have asked those present if they have questions.

During the pandemic -

- In March 2020 and to date in FY22, board meetings transitioned to an all-virtual format in response to the public health emergency. Public comments are now submitted in writing, shared with library board members and executive director, and added to the board meeting minutes.

Library customers can also provide feedback through the board page of the Library's website (dclibrary.org/about/boardoftrustees) and via email at boardoflibrarytrustees@dc.gov . Feedback is shared with the appropriate board member, and a response to the resident is usually provided by the Executive Director (or designee).

The Board of Library Trustees most often receives feedback from residents regarding new library buildings, upcoming library building projects, building maintenance, and most recently, the Library Facilities Master Plan. This feedback is factored into improvements we have made to building projects and/or maintenance.

**I. GENERAL QUESTIONS
TABS 154 – 173**

GENERAL QUESTIONS

Question Number 54

Please provide the number of visitors to DCPL, broken down by quarter and location in FY20, FY21 and to date in FY22.

See the following page for the Library's visits by quarter.

Gate Count by Quarter

Library	FY20 Q1	FY20 Q2	FY20 Q3	FY20 Q4	FY20 TOTAL	FY21 Q1	FY21 Q2	FY21 Q3	FY21 Q4	FY21 TOTAL	FY22 Q1
*MLK. Jr. Memorial	-	-	-	3,399	3,399	12,947	6,136	24,123	55,162	98,368	72,415
Anacostia	41,261	37,256	2,945	9,649	91,111	8,163	4,951	10,651	13,272	37,037	15,110
Bellevue (William O. Lockridge)	24,289	22,897	98	3,974	51,258	3,965	2,379	5,564	10,676	22,584	12,147
Benning (Dorothy I. Height)	37,784	33,039	518	9,484	80,825	7,114	1,379	9,065	27,920	45,478	18,347
Capitol View	28,048	24,068	50	5,238	57,404	5,243	1,609	6,948	11,287	25,087	26,522
Chevy Chase	35,868	32,627	121	135	68,751	2,030	1,295	8,080	16,126	27,531	20,626
Cleveland Park	55,291	49,423	3,486	15,899	124,099	12,554	9,444	16,616	28,426	67,040	43,776
Deanwood	16,376	15,245	101	239	31,961	174	107	1,115	1,435	2,831	6,459
Francis Gregory	21,865	18,713	13	3,868	44,459	4,202	1,245	5,298	9,209	19,954	11,174
Georgetown	31,060	27,396	118	96	58,670	2,357	4,512	8,233	15,144	30,246	16,747
*Lamond-Riggs	24,642	22,690	79	-	47,411	-	69	903	5,373	6,345	5,168
Library Express	24,271	11,153	229	177	35,830	-	-	-	-	-	-
Mt. Pleasant	57,461	48,000	3,441	14,527	123,429	12,629	3,714	14,384	22,893	53,620	38,904
Northeast	36,406	31,046	2,822	16,316	86,590	14,699	6,981	15,102	17,196	53,978	19,707
Northwest One	22,106	17,119	36	61	39,322	26	32	132	4,928	5,118	8,533
Palisades	21,975	22,212	181	179	44,547	2,899	4,311	7,297	11,712	26,219	15,714
Parklands-Turner	30,413	26,197	103	32	56,745	241	96	908	8,990	10,235	10,230
Petworth	49,231	38,919	84	11,247	99,481	10,229	1,983	13,216	19,533	44,961	35,709
Rosedale	24,716	19,959	76	41	44,792	59	59	1,012	12,822	13,952	11,824
Shaw (Watha T. Daniel)	53,678	48,612	64	9,053	111,407	9,623	1,524	12,353	20,957	44,457	27,378
Shepherd Park (Juanita E. Thornton)	29,003	21,966	3,229	10,561	64,759	10,679	8,575	9,982	12,333	41,569	13,246
Southeast	38,505	39,097	161	232	77,995	147	248	6,490	17,237	24,122	19,739
*Southwest	15,230	14,237	75	102	29,644	81	808	7,939	17,472	26,300	22,482
*Takoma Park	992	11,172	527	490	13,181	516	155	510	6,263	7,444	10,799
Tenley-Friendship	55,207	44,987	76	12,948	113,218	15,881	10,513	16,497	25,672	68,563	28,204
West End	83,111	70,158	2,031	12,260	167,560	10,967	6,362	13,966	26,066	57,361	42,447
Woodridge	39,641	33,471	779	10,962	84,853	8,993	1,293	11,199	19,820	41,305	22,927
Neighborhood Libraries Total	898,430	781,659	21,443	147,770	1,849,302	143,471	73,644	203,460	382,762	803,337	503,919
SYSTEM TOTAL	898,430	781,659	21,443	151,169	1,852,701	156,418	79,780	227,583	437,924	901,705	576,334

*Takoma Park reopened Q2FY20; MLK Library reopened late Q4FY20; Lamond-Riggs closed for renovation Q3FY20; Southwest reopened Q3FY21

GENERAL QUESTIONS

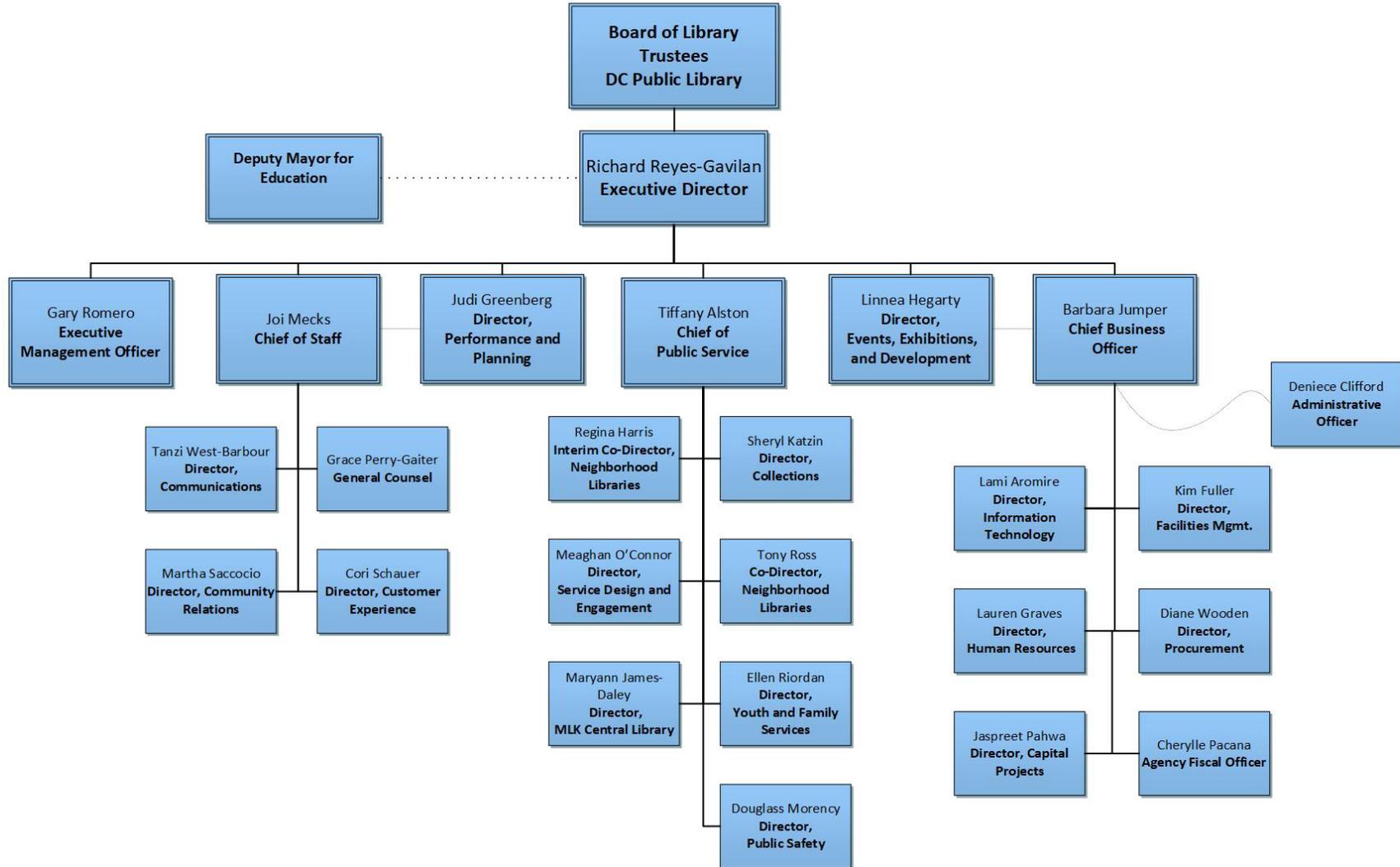
Question Number 55

Provide a current organizational chart for DCPL and the name of the employee responsible for the management of each office/program. If applicable, provide a narrative explanation of any organizational changes made during FY21 or to date in FY22.

DC Public Library experienced the following staff changes to its organization chart during FY21 to date in FY22:

- Lauren Graves was hired as the new Director of Human Resources.
- Morgan Pinckney was hired as the new Events Manager.

The DC Public Library organization chart follows.



GENERAL QUESTIONS

Question Number 56

Provide the agency's performance plan for FY21. Did DCPL meet the objectives set forth in the FY21 performance plan? Provide a narrative description of what actions the agency undertook to meet the key performance indicators, including any explanations as to why any indicators were not met.

See pages that follow for the Library's FY21 Performance Plan and FY21 Performance Accountability Report.

District of Columbia Public Library FY2021

Agency District of Columbia Public Library

Agency Code CEO

Fiscal Year 2021

Mission The District of Columbia Public Library (DCPL) supports children, teens and adults with services and materials that promote reading, success in school, lifelong learning and personal growth.

Strategic Objectives

Objective Number	Strategic Objective
1	Strengthen communities through services, programs, outreach, and increased utilization of the Library's physical campus.
2	Provide services and programs that build and cultivate literacy and a love of reading.
3	Connect residents to the city's past and future by providing access to, experiences in, and support for local history and culture.
4	Support digital citizenship through technology and internet access and training.
5	Create and maintain a highly efficient, transparent, and responsive District government.

Key Performance Indicators

Measure	Directionality	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Target
1 - Strengthen communities through services, programs, outreach, and increased utilization of the Library's physical campus. (4 Measures)					
Number of participants at community sponsored meetings	Neutral	230,536	263,972	117,460	No Target Set
Number of attendees at Library sponsored outreach sessions	Up is Better	89,524	111,743	47,395	52,850
Library Visits	Up is Better	3,632,539	3,820,005	1,852,701	664,032
Number of attendees at Library sponsored programs	Up is Better	310,374	295,817	189,978	79,339
2 - Provide services and programs that build and cultivate literacy and a love of reading. (6 Measures)					
Circulation of books and other library materials	Up is Better	4,514,202	4,864,772	4,067,352	4,570,140
Circulation per capita	Up is Better	6.5	6.9	5.8	6.5
Attendance at programs for children in their first five years	Up is Better	204,435	190,427	123,735	59,251
Percent of eligible children enrolled in Books from Birth in targeted communities	Up is Better	80.9%	91.5%	94.7%	99%
Number of active library accounts	Up is Better	470,477	446,000	414,610	400,520
Library accounts as a percent of total population	Up is Better	68%	63.5%	58.7%	56.8%
4 - Support digital citizenship through technology and internet access and training. (3 Measures)					
Public access computer utilization (as a percent of availability)	Up is Better	52.3%	53.6%	Not Available	No Target Set
Wi-Fi Connections	Up is Better	402,242	523,250	353,076	165,312
Number of people receiving technology training	Up is Better	8589	6218	3300	4180

Operations

Operations Header	Operations Title	Operations Description	Type of Operations
1 - Strengthen communities through services, programs, outreach, and increased utilization of the Library's physical campus. (3 Activities)			
Programs and Services	Programs and services	The Library offers programs to users of all ages.	Daily Service
Community Outreach	Community Outreach	The Library serves the community by providing access to DCPL services and programs outside of our buildings.	Daily Service
NEIGHBORHOOD LIBRARIES	Serve as a community hub:meeting and study spaces	The Library provides meeting and study spaces for the public at neighborhood libraries as well as at Martin Luther King Jr. Memorial Library.	Daily Service
2 - Provide services and programs that build and cultivate literacy and a love of reading. (5 Activities)			
LITERACY RESOURCES	Adult Literacy Services	DC Public Library offers adult literacy services through the Adult Literacy Resource Center.	Daily Service
CHILDREN & YOUNG ADULT SERVICES	Early Literacy Programs	The Library offers a range of services and programs to improve earl literacy, such as story time and Sing, Talk and Read programs.	Daily Service
ADAPTIVE SERVICES	Operate the Center for Accessibility	The Center for Accessibility (formerly Adaptive Services) helps the deaf community, visually impaired, older adults, veterans and injured service people to better use the Library.	Daily Service
COLLECTIONS	Acquire books and other library materials	Through its collections, DCPL is a resource for printed and digital resources and information - such as books, e-books, databases, periodicals, etc.	Daily Service
CHILDREN & YOUNG ADULT SERVICES	Provide library services to students and educators	Offer programs, services and support for students and educators.	Daily Service
3 - Connect residents to the city's past and future by providing access to, experiences in, and support for local history and culture. (1 Activity)			
NEIGHBORHOOD LIBRARIES	Provide access to local history and culture.	Provide access to to local history and culture through special collections, programs, and services at libraries throughout the District.	Daily Service
4 - Support digital citizenship through technology and internet access and training. (2 Activities)			
NEIGHBORHOOD LIBRARIES	Provide computer and technology training and assistance	Libraries throughout the District provide technology and internet training and assistance.	Daily Service
PUBLIC SERVICE TECHNOLOGY	Provide computer and technology access	DCPL provides technology access through publicly available computers, printers and the internet.	Daily Service
5 - Create and maintain a highly efficient, transparent, and responsive District government. (10 Activities)			
Capital Project: Southwest	Southwest Neighborhood Library	Capital Project.	Key Project
CAPITAL PROJECT: SOUTHEAST	Southeast Neighborhood Library	Capital Project.	Key Project
Capital Project: Operations Center (Shared Tech)	Long-term Operations (Shared Tech) Center	Capital Project: Develop a long term operations/shared tech services center for DCPL.	Key Project
Capital Project: Martin Luther King Jr. Memorial Library	Renovation and modernization of the Martin Luther King Jr. Memorial Library	Capital Project - full renovation and modernization of the Martin Luther King Jr. Memorial Library.	Key Project
Capital Project: Lamond-Riggs	Capital Project: Lamond-Riggs	Capital Project.	Key Project

Operations Header	Operations Title	Operations Description	Type of Operations
Capital Project: General Improvements	Maintain library facilities (Capital)	General Improvements in the Capital Budget.	Key Project
NEIGHBORHOOD LIBRARIES	Operate neighborhood libraries	Operate neighborhood library locations throughout the District.	Daily Service
COMMUNICATIONS	Inform residents of library programs, services and projects	communications and outreach in support of DCPL programs, services, projects and operations.	Daily Service
CUSTODIAL AND MAINTENANCE	Maintain library facilities	custodial and maintenance of libraries funded through operating funds.	Daily Service
EXECUTIVE MANAGEMENT OFFICE	Strategic Planning/Data Analysis	support agency operations through strategic planning and data analysis.	Daily Service

Workload Measures

Measure	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual
1 - Community Outreach (1 Measure)			
Number of outreach sessions	1732	2274	1291
1 - Programs and services (1 Measure)			
Library programs offered	11,364	11,520	6255
1 - Serve as a community hub:meeting and study spaces (2 Measures)			
Study room use	46,117	49,743	21,872
number of community sponsored meetings systemwide	20,895	22,995	10,057
2 - Acquire books and other library materials (3 Measures)			
Local Book Budget	5,480,000	5,980,432	5,485,431.8
Digital Library	1,319,108	1,582,457	2,025,903
Database Usage	1,842,929	1,977,257	1,494,107
2 - Early Literacy Programs (1 Measure)			
Number of programs for children in their first five years	5233	5115	2401
3 - Provide access to local history and culture. (1 Measure)			
Number of Studio and Fabrication Lab Sessions	139	277	324
4 - Provide computer and technology access (1 Measure)			
number of sessions on public access computers	932,308	944,377	466,968
4 - Provide computer and technology training and assistance (1 Measure)			
Number of computer and technology training programs and sessions systemwide	1021	942	436
5 - Inform residents of library programs, services and projects (1 Measure)			
Social media engagement rate	21.4	6	1.7

Measure	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual
5 - Operate neighborhood libraries (1 Measure)			
Number of hours of unplanned closures at locations systemwide	743	640	152

Strategic Initiatives

Strategic Initiative Title	Strategic Initiative Description	Proposed Completion Date
Capital Project: Lamond-Riggs (1 Strategic Initiative)		
Start construction of the new Lamond-Riggs Neighborhood Library.	DCPL will demolish the existing building and start construction of the new Lamond-Riggs Library including the building foundation and creating the building shell. This project is an investment in high-quality education and inclusive prosperity.	09-30-2021
Early Literacy Programs (1 Strategic Initiative)		
Activate the new MLK Library	DCPL will implement a variety of activation strategies in the first year of reopening, including installation of art pieces with colorful characters in the Children's Room with an identity/empathy theme; living room space for adults with four new zones of seating; and development of a curriculum based on the Alma Thomas painting collection for teens.	09-30-2021
Maintain library facilities (Capital) (1 Strategic Initiative)		
Start System Renewal Projects and Facility and Building Envelope Assessments	As outlined in the Library's Facilities Master Plan, DCPL will begin to conduct system renewal projects at three libraries: Mt. Pleasant, Shepherd Park, and Northeast. Additionally, the Library will begin conducting building envelope assessments at the oldest of the new libraries built in the last 10 years.	09-30-2021
Operate neighborhood libraries (2 Strategic initiatives)		
Implement DCPL At Home	DCPL will review and expand the virtual program offerings and collections that have been front-and-center during the pandemic, including the Brainfuse product for live online tutoring and resume support. DCPL will make a permanent investment in the new online chat service and create satellite "studios" in select branch libraries for higher quality production of virtual programs.	09-30-2021
Collaborate with District agencies to select a location for the new Congress Heights/Parklands-Turner Library	DCPL will collaborate with city agencies including the Office of the Deputy Mayor for Planning and Economic Development and the Office of Planning on site selection for a new Congress Heights Library to replace Parklands-Turner Library and engage the community in this process.	09-30-2021
Provide access to local history and culture. (1 Strategic Initiative)		
Expand the Go-Go Archive in conjunction with Official Music of DC designation.	DCPL will finalize a MOA with the Go-Go Museum; set oral history priorities and identify interviewees for the go-go archive at DCPL; and prepare programs and outreach activities focused on collection resources, donor education/development and civic engagement.	09-30-2021
Serve as a community hub: meeting and study spaces (1 Strategic Initiative)		
Pilot Families First DC services at DCPL.	Families First DC is an initiative led by the DC Children and Family Services Agency focused on families in Wards 7 and 8. Key to the initiative's success is the ability to connect with families in trusted locations. DCPL and CFSA will be piloting Families First services in several library locations across Wards 7 and 8. Families First grantees will have an area for specific programs on a given date and time, with the goal of having a regular "pop-up" presence at the library. We will establish an MOU, and if feasible in the current health climate, launch programming, and review initial participation.	09-30-2021

Strategic Initiative Title	Strategic Initiative Description	Proposed Completion Date
Southeast Neighborhood Library (1 Strategic Initiative)		
Continue design for a renovated Southeast Neighborhood Library.	DCPL will advance into design development for the renovation and expansion of the Southeast Library. This project is an investment in high-quality education and inclusive prosperity	09-30-2021
Southwest Neighborhood Library (1 Strategic Initiative)		
Complete construction and open the new Southwest Neighborhood Library.	DCPL will complete construction and reopen the new Southwest Library. This project is an investment in high-quality education and inclusive prosperity.	03-31-2021

District of Columbia Public Library FY2021

Agency District of Columbia Public Library

Agency Code CEO

Fiscal Year 2021

Mission The District of Columbia Public Library (DCPL) supports children, teens and adults with services and materials that promote reading, success in school, lifelong learning and personal growth.

Summary of Services The District of Columbia Public Library (DCPL) is a dynamic source of information, programs, books and other library materials and services that improve the quality of life for District residents of all ages that, when combined with expert staff, helps build a thriving city. The Library provides environments that invite reading, community conversation, creative inspiration and exploration, lectures, films, computer access and use, workforce and economic development, story times for children and much more. DC Public Library includes a central library and 25 neighborhood libraries and also provides services in non-traditional settings outside of the library buildings. DCPL enriches and nourishes the lives and minds of all DC residents, provides them with the services and tools needed to transform lives, and builds and supports community throughout the District of Columbia.

2021 Accomplishments

Accomplishment	Impact on Agency	Impact on Residents
Open New Southwest Neighborhood Library		The new Southwest Neighborhood Library opened on May 15, 2021. The light-filled library has expanded spaces for children, teens and adults, incorporating a large meeting room, three conference rooms, four study rooms, an Innovation Lab and an outdoor porch overlooking the adjacent park. The \$18 million project's award-winning, modern design blends with the neighborhood's architecture and integrates environmentally sustainable features including solar panels and a green roof.
Launch Event Rental Program		In June 2021, DC Public Library launched its event rental program, which offers several spaces for private events at the newly modernized Martin Luther King Jr. Memorial Library. Despite the challenges of COVID, in FY21, the Library hosted twelve events at MLK between June 1 and September 30. This included several events for fellow government agencies and non-profits, private events for corporations, and the first wedding reception, which was held on September 11 and featured in Washingtonian magazine.
Launch Exhibitions Program		In FY21 DC Public Library launched its exhibit program at the Martin Luther King Jr. Memorial Library. In Fall 2021, the Library opened the permanent exhibit, Up from The People, on the 4th floor of the MLK Library. A Revolution of Values, on the west side, is focused on Martin Luther King, Jr.'s message and his connection to the District. The East Gallery, D.C. Represented, explores local politics and history through displays on Mayor Marion Barry, D.C.'s fights for home rule and statehood, and the cultural impact of go-go and punk music. The temporary exhibit program featured a show with photographs of D.C. in the 1920's, in celebration of the Library's 125th anniversary.

2021 Key Performance Indicators

Measure	Frequency	FY 2019 Actual	FY 2020 Actual	FY 2021 Target	FY 2021 Quarter 1	FY 2021 Quarter 2	FY 2021 Quarter 3	FY 2021 Quarter 4	FY 2021 Actual	Was 2021 KPI Met?	Explanation For Unmet KPI
1 - Strengthen communities through services, programs, outreach, and increased utilization of the Library's physical campus. (4 Measures)											
Number of participants at community sponsored meetings	Annually	263,972	117,460	No Target Set	Annual Measure	Annual Measure	Annual Measure	Annual Measure	No data available	No Target Set	
Number of attendees at Library sponsored outreach sessions	Annually	111,743	47,395	52,850	Annual Measure	Annual Measure	Annual Measure	Annual Measure	11,108	Unmet	reduced library services impacted number of program and outreach offerings through FY21
Library Visits	Annually	3,820,005	1,852,701	664,032	Annual Measure	Annual Measure	Annual Measure	Annual Measure	901,705	Met	
Number of attendees at Library sponsored programs	Annually	295,817	189,978	79,339	Annual Measure	Annual Measure	Annual Measure	Annual Measure	68,516	Unmet	reduced library services impacted number of program offerings through FY21
2 - Provide services and programs that build and cultivate literacy and a love of reading. (6 Measures)											
Circulation of books and other library materials	Annually	4,864,772	4,067,352	4,570,140	Annual Measure	Annual Measure	Annual Measure	Annual Measure	4,953,224	Met	
Circulation per capita	Annually	6.9	5.8	6.5	Annual Measure	Annual Measure	Annual Measure	Annual Measure	7.2	Met	

Measure	Frequency	FY 2019 Actual	FY 2020 Actual	FY 2021 Target	FY 2021 Quarter 1	FY 2021 Quarter 2	FY 2021 Quarter 3	FY 2021 Quarter 4	FY 2021 Actual	Was 2021 KPI Met?	Explanation For Unmet KPI
Attendance at programs for children in their first five years	Annually	190,427	123,735	59,251	Annual Measure	Annual Measure	Annual Measure	Annual Measure	31,677	Unmet	reduced library services impacted number of program offerings through FY21
Percent of eligible children enrolled in Books from Birth in targeted communities	Annually	91.5%	94.7%	99%	Annual Measure	Annual Measure	Annual Measure	Annual Measure	86.33%	Unmet	increased mobility of target residents results in reduced enrollments; some delays in receiving enrollment data
Number of active library accounts	Annually	446,000	414,610	400,520	Annual Measure	Annual Measure	Annual Measure	Annual Measure	324,803	Unmet	fewer library accounts are created with reduced open hours; accounts that were created by internet users to access certain databases 3+ years ago are becoming inactive
Library accounts as a percent of total population	Annually	63.5%	58.7%	56.8%	Annual Measure	Annual Measure	Annual Measure	Annual Measure	47.1%	Unmet	fewer library accounts are created with reduced open hours; accounts that were created by internet users to access certain databases 3+ years ago are becoming inactive
4 - Support digital citizenship through technology and internet access and training. (3 Measures)											
Public access computer utilization (as a percent of availability)	Annually	53.6%	Not Available	No Target Set	Annual Measure	Annual Measure	Annual Measure	Annual Measure	No data available	No Target Set	
Wi-Fi Connections	Annually	523,250	353,076	165,312	Annual Measure	Annual Measure	Annual Measure	Annual Measure	223,140	Met	
Number of people receiving technology training	Annually	6218	3300	4180	Annual Measure	Annual Measure	Annual Measure	Annual Measure	3548	Unmet	reduced library services impacted number of program offerings through FY21

2021 Workload Measures

Measure	FY 2019 Actual	FY 2020 Actual	FY 2021 Quarter 1	FY 2021 Quarter 2	FY 2021 Quarter 3	FY 2021 Quarter 4	FY 2021 Actual
1 - Community Outreach (1 Measure)							
Number of outreach sessions	2274	1291	Annual Measure	Annual Measure	Annual Measure	Annual Measure	363
1 - Programs and services (1 Measure)							
Library programs offered	11,520	6255	Annual Measure	Annual Measure	Annual Measure	Annual Measure	2428
1 - Serve as a community hub: meeting and study spaces (2 Measures)							
Study room use	49,743	21,872	Annual Measure	Annual Measure	Annual Measure	Annual Measure	No data available

Measure	FY 2019 Actual	FY 2020 Actual	FY 2021 Quarter 1	FY 2021 Quarter 2	FY 2021 Quarter 3	FY 2021 Quarter 4	FY 2021 Actual
number of community sponsored meetings systemwide	22,995	10,057	Annual Measure	Annual Measure	Annual Measure	Annual Measure	No data available
2 - Acquire books and other library materials (3 Measures)							
Local Book Budget	5,980,432	5,485,431.8	Annual Measure	Annual Measure	Annual Measure	Annual Measure	6,530,432
Digital Library	1,582,457	2,025,903	Annual Measure	Annual Measure	Annual Measure	Annual Measure	2,249,239
Database Usage	1,977,257	1,494,107	Annual Measure	Annual Measure	Annual Measure	Annual Measure	1,581,890
2 - Early Literacy Programs (1 Measure)							
Number of programs for children in their first five years	5115	2401	Annual Measure	Annual Measure	Annual Measure	Annual Measure	426
3 - Provide access to local history and culture. (1 Measure)							
Number of Studio and Fabrication Lab Sessions	277	324	Annual Measure	Annual Measure	Annual Measure	Annual Measure	82
4 - Provide computer and technology access (1 Measure)							
number of sessions on public access computers	944,377	466,968	Annual Measure	Annual Measure	Annual Measure	Annual Measure	129,990
4 - Provide computer and technology training and assistance (1 Measure)							
Number of computer and technology training programs and sessions systemwide	942	436	Annual Measure	Annual Measure	Annual Measure	Annual Measure	355
5 - Inform residents of library programs, services and projects (1 Measure)							
Social media engagement rate	6	1.7	Annual Measure	Annual Measure	Annual Measure	Annual Measure	1.6
5 - Operate neighborhood libraries (1 Measure)							
Number of hours of unplanned closures at locations systemwide	640	152	Annual Measure	Annual Measure	Annual Measure	Annual Measure	261

2021 Operations

Operations Title	Operations Description	Type of Operations
1 - Strengthen communities through services, programs, outreach, and increased utilization of the Library's physical campus. (3 Activities)		
Programs and services	The Library offers programs to users of all ages.	Daily Service
Community Outreach	The Library serves the community by providing access to DCPL services and programs outside of our buildings.	Daily Service
Serve as a community hub:meeting and study spaces	The Library provides meeting and study spaces for the public at neighborhood libraries as well as at Martin Luther King Jr. Memorial Library.	Daily Service
2 - Provide services and programs that build and cultivate literacy and a love of reading. (5 Activities)		
Adult Literacy Services	DC Public Library offers adult literacy services through the Adult Literacy Resource Center.	Daily Service
Early Literacy Programs	The Library offers a range of services and programs to improve earl literacy, such as story time and Sing, Talk and Read programs.	Daily Service
Operate the Center for Accessibility	The Center for Accessibility (formerly Adaptive Services) helps the deaf community, visually impaired, older adults, veterans and injured service people to better use the Library.	Daily Service
Acquire books and other library materials	Through its collections, DCPL is a resource for printed and digital resources and information - such as books, e-books, databases, periodicals, etc.	Daily Service
Provide library services to students and educators	Offer programs, services and support for students and educators.	Daily Service
3 - Connect residents to the city's past and future by providing access to, experiences in, and support for local history and culture. (1 Activity)		
Provide access to local history and culture.	Provide access to to local history and culture through special collections, programs, and services at libraries throughout the District.	Daily Service
4 - Support digital citizenship through technology and internet access and training. (2 Activities)		
Provide computer and technology training and assistance	Libraries throughout the District provide technology and internet training and assistance.	Daily Service

Operations Title	Operations Description	Type of Operations
Provide computer and technology access	DCPL provides technology access through publicly available computers, printers and the internet.	Daily Service
5 - Create and maintain a highly efficient, transparent, and responsive District government. (10 Activities)		
Southwest Neighborhood Library	Capital Project.	Key Project
Southeast Neighborhood Library	Capital Project.	Key Project
Long-term Operations (Shared Tech) Center	Capital Project: Develop a long term operations/shared tech services center for DCPL.	Key Project
Renovation and modernization of the Martin Luther King Jr. Memorial Library	Capital Project - full renovation and modernization of the Martin Luther King Jr. Memorial Library.	Key Project
Capital Project: Lamond-Riggs	Capital Project.	Key Project
Maintain library facilities (Capital)	General Improvements in the Capital Budget.	Key Project
Operate neighborhood libraries	Operate neighborhood library locations throughout the District.	Daily Service
Inform residents of library programs, services and projects	communications and outreach in support of DCPL programs, services, projects and operations.	Daily Service
Maintain library facilities	custodial and maintenance of libraries funded through operating funds.	Daily Service
Strategic Planning/Data Analysis	support agency operations through strategic planning and data analysis.	Daily Service

2021 Strategic Initiatives

Strategic Initiative Title	Strategic Initiative Description	Completion to Date	Status Update	Explanation for Incomplete Initiative
Capital Project: Lamond-Riggs (1 Strategic Initiative)				
Start construction of the new Lamond-Riggs Neighborhood Library.	DCPL will demolish the existing building and start construction of the new Lamond-Riggs Library including the building foundation and creating the building shell. This project is an investment in high-quality education and inclusive prosperity.	Complete	The building demolition is completed and construction is 54% complete; All Structural Steel installation and inspections are complete. Concrete slabs on both floors have been poured, and inspected, and tested. Exterior framing and sheathing have progressed well. Interior wall construction has started. All underground plumbing, electrical work and related inspections are complete. Mechanical, Electrical, Plumbing rough-ins on the second level have progressed well and started on the first floor. Environmental testing and inspections continue.	
Early Literacy Programs (1 Strategic Initiative)				
Activate the new MLK Library	DCPL will implement a variety of activation strategies in the first year of reopening, including installation of art pieces with colorful characters in the Children's Room with an identity/empathy theme; living room space for adults with four new zones of seating; and development of a curriculum based on the Alma Thomas painting collection for teens.	75-99%	Design and development for all the Children's Room art pieces and Alma Thomas curriculum has been completed or near completed. Apart from one piece, the children's art pieces have been installed; the Alma Thomas exhibit -- physical and online -- are live. Due to delays due to supply chain and design iterations, the living room space is set to be completed in early Winter.	Supply chain issues for delivery of furniture and materials for the Living Room space.
Maintain library facilities (Capital) (1 Strategic Initiative)				
Start System Renewal Projects and Facility and Building Envelope Assessments	As outlined in the Library's Facilities Master Plan, DCPL will begin to conduct system renewal projects at three libraries: Mt. Pleasant, Shepherd Park, and Northeast. Additionally, the Library will begin conducting building envelope assessments at the oldest of the new libraries built in the last 10 years.	Complete	Systems renewal work began at Northeast and has been fully completed at Northeast and Shepherd Park. Building envelope assessments have begun at the oldest of the new libraries.	
Operate neighborhood libraries (2 Strategic initiatives)				
Implement DCPL At Home	DCPL will review and expand the virtual program offerings and collections that have been front-and-center during the pandemic, including the Brainfuse product for live online tutoring and resume support. DCPL will make a permanent investment in the new online chat service and create satellite "studios" in select branch libraries for higher quality production of virtual programs.	Complete	The Library has established a regular cadence of many virtual programs, including regular storytimes, ASL classes, and trivia programs. These are augmented by topical programs and special events with authors and speakers. During Q4 we had a virtual program lineup celebrating Summer Challenge with programs ranging from teen interviews with Washington Mystics players to seminars with Words, Beats and Life on street art and trap beat production. MLK specialty departments are using the virtual reference service to offer one-on-one appointments, and we're looking to expand that service in the new performance year. The mini studios have been installed and staff has been trained on the equipment.	

Strategic Initiative Title	Strategic Initiative Description	Completion to Date	Status Update	Explanation for Incomplete Initiative
Collaborate with District agencies to select a location for the new Congress Heights/Parklands-Turner Library	DCPL will collaborate with city agencies including the Office of the Deputy Mayor for Planning and Economic Development and the Office of Planning on site selection for a new Congress Heights Library to replace Parklands-Turner Library and engage the community in this process.	Complete	Parcel 16 at St. Elizabeth's campus has been finalized as the site for the new Library.	
Provide access to local history and culture. (1 Strategic Initiative)				
Expand the Go-Go Archive in conjunction with Official Music of DC designation.	DCPL will finalize a MOA with the Go-Go Museum; set oral history priorities and identify interviewees for the go-go archive at DCPL; and prepare programs and outreach activities focused on collection resources, donor education/development and civic engagement.	75-99%	The MOA with the museum is in process. The library's purchase of the Raymond "Chip" Py Go-Go photograph collection has brought attention to the Go-Go collections, and already garnered donor interest and public interest in improving the collection. After Library staff completed metadata edits for the Raymond Py photograph collection in August 2021, public feedback allowed the staff to make real-time improvements to the collection.	Final approval for Go-Go MOA took longer than expected.
Serve as a community hub:meeting and study spaces (1 Strategic Initiative)				
Pilot Families First DC services at DCPL.	Families First DC is an initiative led by the DC Children and Family Services Agency focused on families in Wards 7 and 8. Key to the initiative's success is the ability to connect with families in trusted locations. DCPL and CFSA will be piloting Families First services in several library locations across Wards 7 and 8. Families First grantees will have an area for specific programs on a given date and time, with the goal of having a regular "pop-up" presence at the library. We will establish an MOU, and if feasible in the current health climate, launch programming, and review initial participation.	75-99%	The FY21 MOU between DCPL and CSFA was signed; it provides the framework for inter-agency collaboration across multiple sites and service providers (grantees). Family First initiatives are ready to be launched as FY22 MOU's are developed with CFSA and subsequently between CBO's and neighborhood branches.	Library services including indoor programming were limited in FY21.
Southeast Neighborhood Library (1 Strategic Initiative)				
Continue design for a renovated Southeast Neighborhood Library.	DCPL will advance into design development for the renovation and expansion of the Southeast Library. This project is an investment in high-quality education and inclusive prosperity	Complete	Concept Design was shared with the Southeast Community on December 16, 2020. Preliminary meetings with DDOT, and other regulatory entities have occurred. Contract award to the end of construction has been approved by the Council as of January 2021. Schematic Design has evolved and a sixth community meeting took place on July 21, 2021. Formal packages have been submitted to DDOT, HPRB, BZA. Aspects of project are developed at DD's level and following formal regulatory reviews, design development will continue.	
Southwest Neighborhood Library (1 Strategic Initiative)				
Complete construction and open the new Southwest Neighborhood Library.	DCPL will complete construction and reopen the new Southwest Library. This project is an investment in high-quality education and inclusive prosperity.	Complete	Construction is complete and library opened to Public on May 15, 2021.	

GENERAL QUESTIONS

Question Number 57

Provide the agency's performance plan for FY22. What steps has the agency taken to date in FY22 to meet the objectives set forth in the FY22 performance plan?

The pages that follow are the Library's FY22 Performance Plan. The Library is actively pursuing each objective and initiative submitted in the FY22 Performance Plan.

District of Columbia Public Library FY2022

Agency District of Columbia Public Library

Agency Code CEO

Fiscal Year 2022

Mission The District of Columbia Public Library (DCPL) supports children, teens and adults with services and materials that promote reading, success in school, lifelong learning and personal growth.

Strategic Objectives

Objective Number	Strategic Objective
1	Strengthen communities through services, programs, outreach, and increased utilization of the Library's physical campus.
2	Provide services and programs that build and cultivate literacy and a love of reading.
3	Connect residents to the city's past and future by providing access to, experiences in, and support for local history and culture.
4	Support digital citizenship through technology and internet access and training.
5	Create and maintain a highly efficient, transparent, and responsive District government.

Key Performance Indicators (KPIs)

Measure	Directionality	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Target
1 - Strengthen communities through services, programs, outreach, and increased utilization of the Library's physical campus. (3 Measures)					
Number of attendees at Library sponsored outreach sessions	Up is Better	111,743	47,395	11,108	57,323
Library Visits	Up is Better	3,820,005	1,852,701	901,705	2,437,005
Number of attendees at Library sponsored programs	Up is Better	295,817	189,978	68,516	158,221
2 - Provide services and programs that build and cultivate literacy and a love of reading. (6 Measures)					
Circulation of books and other library materials	Up is Better	4,864,772	4,067,352	4,953,224	4,590,945
Circulation per capita	Up is Better	6.9	5.8	7.2	6.5
Attendance at programs for children in their first five years	Up is Better	190,427	123,735	31,677	97,687
Percent of eligible children enrolled in Books from Birth in targeted communities	Up is Better	91.5%	94.7%	86.3%	98%
Number of active library accounts	Up is Better	446,000	414,610	324,803	407,565
Library accounts as a percent of total population	Up is Better	63.5%	58.7%	47.1%	57.7%
3 - Connect residents to the city's past and future by providing access to, experiences in, and support for local history and culture. (1 Measure)					
"Dig DC" Visits	Up is Better	Not Available	21,333	48,278	24,106
4 - Support digital citizenship through technology and internet access and training. (3 Measures)					
Public access computer utilization (as a percent of availability)	Up is Better	53.6%	Not Available	Not Available	49.9%
Wi-Fi Connections	Up is Better	523,250	353,076	223,140	331,341

Measure	Directionality	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Target
Number of people receiving technology training	Up is Better	6218	3300	3548	6570

Operations

Operations Title	Operations Description	Type of Operations
1 - Strengthen communities through services, programs, outreach, and increased utilization of the Library's physical campus. (3 Activities)		
Programs and services	The Library offers programs to users of all ages.	Daily Service
Community Outreach	The Library serves the community by providing access to DCPL services and programs outside of our buildings.	Daily Service
Serve as a community hub: meeting and study spaces	The Library provides meeting and study spaces for the public at neighborhood libraries as well as at Martin Luther King Jr. Memorial Library.	Daily Service
2 - Provide services and programs that build and cultivate literacy and a love of reading. (5 Activities)		
Adult Literacy Services	DC Public Library offers adult literacy services through the Adult Literacy Resource Center.	Daily Service
Early Literacy Programs	The Library offers a range of services and programs to improve early literacy, such as story time and Sing, Talk and Read programs.	Daily Service
Operate the Center for Accessibility	The Center for Accessibility (formerly Adaptive Services) helps the deaf community, visually impaired, older adults, veterans and injured service people to better use the Library.	Daily Service
Acquire books and other library materials	Through its collections, DCPL is a resource for printed and digital resources and information - such as books, e-books, databases, periodicals, etc.	Daily Service
Provide library services to students and educators	Offer programs, services and support for students and educators.	Daily Service
3 - Connect residents to the city's past and future by providing access to, experiences in, and support for local history and culture. (1 Activity)		
Provide access to local history and culture.	Provide access to local history and culture through special collections, programs, and services at libraries throughout the District.	Daily Service
4 - Support digital citizenship through technology and internet access and training. (2 Activities)		
Provide computer and technology training and assistance	Libraries throughout the District provide technology and internet training and assistance.	Daily Service
Provide computer and technology access	DCPL provides technology access through publicly available computers, printers and the internet.	Daily Service
5 - Create and maintain a highly efficient, transparent, and responsive District government. (11 Activities)		
Southwest Neighborhood Library	Capital Project.	Key Project
Southeast Neighborhood Library	Capital Project.	Key Project
Long-term Operations (Shared Tech) Center	Capital Project: Develop a long term operations/shared tech services center for DCPL.	Key Project
Renovation and modernization of the Martin Luther King Jr. Memorial Library	Capital Project - full renovation and modernization of the Martin Luther King Jr. Memorial Library.	Key Project
Capital Project: Lamond-Riggs	Capital Project.	Key Project

Operations Title	Operations Description	Type of Operations
Maintain library facilities (Capital)	General Improvements in the Capital Budget.	Key Project
Operate neighborhood libraries	Operate neighborhood library locations throughout the District.	Daily Service
Inform residents of library programs, services and projects	communications and outreach in support of DCPL programs, services, projects and operations.	Daily Service
Maintain library facilities	custodial and maintenance of libraries funded through operating funds.	Daily Service
Strategic Planning/Data Analysis	support agency operations through strategic planning and data analysis.	Daily Service
Capital Projects	Capital Projects include various library projects in the Capital Plan.	Key Project

Workload Measures (WMs)

Measure	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual
1 - Community Outreach (1 Measure)			
Number of outreach sessions	2274	1291	726
1 - Programs and services (1 Measure)			
Library programs offered	11,520	6255	2428
1 - Serve as a community hub:meeting and study spaces (2 Measures)			
Study room use	49,743	21,872	Not Available
number of community sponsored meetings systemwide	22,995	10,057	Not Available
2 - Acquire books and other library materials (3 Measures)			
Local Book Budget	5,980,432	5,485,431.8	6,530,432
Digital Library	1,582,457	2,025,903	2,249,239
Database Usage	1,977,257	1,494,107	1,581,890
2 - Early Literacy Programs (1 Measure)			
Number of programs for children in their first five years	5115	2401	426
3 - Provide access to local history and culture. (1 Measure)			
Number of Studio and Fabrication Lab Sessions	277	324	82
4 - Provide computer and technology access (1 Measure)			
number of sessions on public access computers	944,377	466,968	129,990
4 - Provide computer and technology training and assistance (1 Measure)			
Number of computer and technology training programs and sessions systemwide	942	436	355
5 - Inform residents of library programs, services and projects (1 Measure)			
Social media engagement rate	6	1.7	1.6

Measure	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual
5 - Operate neighborhood libraries (1 Measure)			
Number of hours of unplanned closures at locations systemwide	640	152	261

Strategic Initiatives

Strategic Initiative Title	Strategic Initiative Description	Proposed Completion Date
Capital Project: Lamond-Riggs (1 Strategic Initiative)		
Complete construction and open the new Lamond Riggs Neighborhood Library	DCPL will complete construction and reopen the new Lamond Riggs Neighborhood Library.	09-30-2022
Capital Projects (1 Strategic Initiative)		
Select design-build team and start concept design for new Congress Heights/Parklands-Turner Neighborhood Library	DCPL will issue solicitation, select a design-build team and start the community engagement and design process for the new Congress Heights library to replace Parklands-Turner Library.	09-30-2022
Early Literacy Programs (1 Strategic Initiative)		
Connect families of developing readers to library services and programs	Develop and distribute specialized resources and collateral that supports new readers in Kindergarten through second grade. Develop a series of programs for students transitioning to Kindergarten and implement 4 - 8 programs in Wards 1,5,7, and 8.	09-30-2022
Maintain library facilities (Capital) (1 Strategic Initiative)		
Initiate Functional Improvements work for the Shaw (Watha T. Daniel) Neighborhood Library	DCPL will issue a cope of work to qualified firms and onboard a firm to make significant functional improvements required to improve the Shaw Library building sightlines and to expand spaces for pre-school children and their caregivers.	09-30-2022
Operate neighborhood libraries (1 Strategic Initiative)		
Launch the new DCPL content management system and public-facing website	DCPL will upgrade its existing Drupal 7 content management system and website to Drupal 9 and redesign its website. This upgrade and revamp will result in a new customer-facing website with a mobile responsive design, an enhanced search experience, and the integration of DCPL's meeting and event software with Drupal 9 for a seamless events search and calendar experience.	09-30-2022
Provide computer and technology training and assistance (1 Strategic Initiative)		
Introduce a corps of Digital Navigators to support District residents in growing their digital skills	DCPL will introduce a corps of digital navigators who will provide responsive support to library customers in increasing their digital skills and achieving personal goals tied to digital tasks (i.e. job applications, benefit applications, social connectedness). DCPL will onboard approximately 10 part-time navigators who will provide on-the-spot support to library customers at select DCPL locations, as well as appointment-based services and training classes.	09-30-2022
Serve as a community hub:meeting and study spaces (1 Strategic Initiative)		

Strategic Initiative Title	Strategic Initiative Description	Proposed Completion Date
Pilot Families First DC services at DCPL	Families First DC is an initiative led by the DC Children and Family Services Agency focused on families in Wards 7 and 8. Key to the initiative's success is the ability to connect with families in trusted locations. DCPL and CFSA will be piloting Families First services in several library locations across Wards 7 and 8. Families First grantees will have an area for specific programs on a given date and time, with the goal of having a regular "pop-up" presence at the library. We will establish a MOU and, if feasible in the current health climate, launch programing and review initial participation.	09-30-2022
Southeast Neighborhood Library (1 Strategic Initiative)		
Advance design for a renovated Southeast Neighborhood Library	DCPL will advance into design to bid documents for the renovation and expansion of the Southeast Library.	09-30-2022

GENERAL QUESTIONS

Question Number 58

Provide the following budget information for DCPL, including the approved budget, revised budget, and expenditures, for FY21 and to date in FY22:

- a. At the agency level, provide the information broken out by source of funds and by Comptroller Source Group and Comptroller Object;**
- b. At the program level, provide the information broken out by source of funds and by Comptroller Source Group and Comptroller Object.**
- c. At the activity level, provide the information broken out by source of funds and by Comptroller Source Group.**

Reports follow.

Provide the following budget information for DCPL, including the approved budget, revised budget, and expenditures, for FY21 and to date in FY22:
 - At the agency level, provide the information broken out by source of funds and by Comptroller Source Group and Comptroller Object;

FY21 by Agency

Approp Fund	GAAP Category1	Comp Source Group	Comp Object	FY21 Approved	FY21 Revised	FY21 Year End
0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	0111 CONTINUING FULL TIME	38,414,515.64	35,260,585.64	36,255,675.05
		0011 REGULAR PAY - CONT FULL TIME Total		38,414,515.64	35,260,585.64	36,255,675.05
		0012 REGULAR PAY - OTHER	0121 TEMPORARY FULL-TIME	22,963.20	22,963.20	0.00
			0122 CONTINUING PART-TIME	746,930.06	708,930.06	653,488.65
			0123 TEMPORARY PART-TIME	429,011.08	274,011.08	0.00
			0124 WHEN ACTUALLY EMPLOYED - WAE	15,571.50	15,571.50	506,670.39
			0125 TERM FULL-TIME	315,040.17	315,040.17	241,963.48
			0126 TERM PART-TIME	116,671.82	116,671.82	48,123.44
			0127 WORKER'S COMP INJURY EARNINGS	0.00	0.00	117.47
		0012 REGULAR PAY - OTHER Total		1,646,187.83	1,453,187.83	1,450,363.43
		0013 ADDITIONAL GROSS PAY	0128 ADDITIONAL INCOME ALLOWANCE	20,055.00	20,055.00	533.52
			0131 SHIFT DIFFERENTIAL	228,700.00	228,700.00	269,674.37
			0134 TERMINAL LEAVE	101,965.00	101,965.00	217,169.95
			0135 HOLIDAY PAY	102,000.00	102,000.00	55,168.31
			0136 SUNDAY PAY	866,205.00	866,205.00	39,552.29
			0174 SEVERANCE PAY	0.00	0.00	22,560.50
			0172 EARLY OUT INCENTIVE PAY	0.00	0.00	125,000.00
			0138 BONUS PAY	0.00	0.00	57,033.25
			0132 ADMINISTRATIVE PREMIUM	0.00	0.00	83.14
		0013 ADDITIONAL GROSS PAY Total		1,318,925.00	1,318,925.00	786,775.33
		0014 FRINGE BENEFITS - CURR PERSONNEL	0141 GROUP LIFE INSURANCE	0.00	0.00	21,441.57
			0142 HEALTH BENEFITS	0.00	0.00	4,263,521.90
			0147 MISC FRINGE BENEFITS	10,488,222.04	9,530,154.04	265,396.24
			0148 RETIREMENT CONTRIBUTION - FICA	0.00	0.00	2,062,101.28
			0152 RETIREMENT CONTRIBUTION - CIVIL SERVICE	0.00	0.00	142,018.79
			0154 OPTICAL PLAN	0.00	0.00	34,399.21
			0155 DENTAL PLAN	0.00	0.00	99,579.38
			0156 EXTRA HEALTH BENEFITS	0.00	0.00	11.21
			0157 PREPAID LEGAL	0.00	0.00	79,045.00
			0158 MEDICARE CONTRIBUTION	0.00	0.00	498,391.04
			0159 RETIREMENT	0.00	0.00	1,587,112.17
			0160 DC METRO BENEFITS	0.00	0.00	499.65
			0161 DC HEALTH BENEFIT FEES	0.00	0.00	191,772.39
		0014 FRINGE BENEFITS - CURR PERSONNEL Total		10,488,222.04	9,530,154.04	9,245,289.83
		0015 OVERTIME PAY	0133 OVERTIME PAY	405,412.00	405,412.00	322,066.33
		0015 OVERTIME PAY Total		405,412.00	405,412.00	322,066.33
		01 PERSONNEL SERVICES Total		52,273,262.51	47,968,264.51	48,060,169.97
	02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	0201 OFFICE SUPPLIES	3,400.00	2,112.93	16,492.59
			0204 EDUCATIONAL	57,000.00	48,973.60	37,319.71
			0207 CLOTHING AND UNIFORMS	30,000.00	30,000.00	23,552.83
			0209 FOOD PROVISIONS	8,500.00	6,408.87	6,408.87
			0210 GENERAL	351,290.00	387,869.57	325,001.68
			0299 INT PENALTIES QUICK PAY CLS 20	0.00	0.00	0.00
		0020 SUPPLIES AND MATERIALS Total		450,190.00	475,364.97	408,775.68
		0030 ENERGY, COMM. AND BLDG RENTALS	0300 BUDGET ONLY - ENERGY, BLDG RENT	0.00	0.00	0.00
			0302 FUEL - HEATING	0.00	0.00	0.00
			0304 GAS	0.00	0.00	0.00
			0305 ELECTRICITY	0.00	0.00	0.00
			0306 STEAM	0.00	0.00	0.00
			0307 WATER	0.00	0.00	0.00
		0030 ENERGY, COMM. AND BLDG RENTALS Total		0.00	0.00	0.00
		0031 TELEPHONE, TELEGRAPH, TELEGRAM, ETC	0308 TELEPHONE, TELETYPE, TELEGRAM, ETC	0.00	0.00	0.00
		0031 TELEPHONE, TELEGRAPH, TELEGRAM, ETC Total		0.00	0.00	0.00
		0040 OTHER SERVICES AND CHARGES	0400 BUDGET ONLY - OTHER SERV CHARGES	0.00	0.00	0.00
			0401 TRAVEL - LOCAL	16,500.00	392.00	0.00
			0402 TRAVEL - OUT OF CITY	16,750.00	8,250.00	12,610.00
			0404 MAINTENANCE AND REPAIRS - AUTO	125,863.11	125,863.11	134,753.68
			0405 MAINTENANCE AND REPAIRS - MACH	0.00	0.00	0.00
			0406 MAINTENANCE AND REPAIRS - LAND, BUILDING	654,110.00	654,110.00	1,025,431.83
			0408 PROF SERVICE FEES AND CONTR	8,478,322.70	8,851,092.70	7,036,857.39
			0411 PRINTING, DUPLICATING, ETC	40,000.00	38,720.26	72,402.32
			0414 ADVERTISING	203,708.87	278,708.87	451,817.38
			0415 JUDGEMENTS, INDEMNITIES	0.00	0.00	56,160.40
			0416 POSTAGE	0.00	0.00	39,195.76
			0419 TUITION FOR EMPLOYEE TRAINING	42,125.00	37,845.24	8,908.72
			0425 PAYMENT OF MEMBERSHIP DUES	27,850.00	27,250.00	26,599.77
			0441 IT HARDWARE MAINTENANCE	0.00	0.00	0.00
			0494 OCTO IT ASSESSMENT	136,250.35	136,250.35	115,587.84
			0403 TRANS CHARGES - MATERIALS	0.00	0.00	1,719.60
			0424 CONFERENCE FEES LOC OUT OF CITY	28,787.00	0.00	0.00
			0407 MAINTENANCE AND REPAIRS - OTHER	0.00	0.00	35,717.96
			0499 INT PENALTIES QUICK PAY CLS 40	0.00	0.00	53.79
		0040 OTHER SERVICES AND CHARGES Total		9,770,267.03	10,158,482.53	9,017,816.44
		0041 CONTRACTUAL SERVICES - OTHER	0409 CONTRACTUAL SERVICES - OTHER	0.00	0.00	0.00
		0041 CONTRACTUAL SERVICES - OTHER Total		0.00	0.00	0.00
		0070 EQUIPMENT & EQUIPMENT RENTAL	0701 PURCHASES - FURNITURE AND FIXTURES	129,295.00	132,384.77	0.00
			0704 PURCHASES - OTHER EQUIPMENT	218,411.73	342,666.22	507,815.06
			0706 RENTALS - MACHINERY AND EQUIPMENT	392,000.00	392,000.00	709,336.31
			0708 LIBRARY BOOKS	6,643,431.78	6,643,431.76	4,574,223.47

			0710 IT HARDWARE ACQUISITIONS	283,000.00	288,696.79	61,795.50
			0711 IT SOFTWARE ACQUISITIONS	325,781.00	325,638.73	144,336.85
			0703 PURCHASES - AUTOMOTIVE EQUIPMENT	48,547.00	118,547.00	137,128.25
			0799 INT PENALTIES QUICK PAY CLS 70	0.00		
			0070 EQUIPMENT & EQUIPMENT RENTAL Total	8,040,466.51	8,243,365.27	6,134,635.44
		0080 DEBT SERVICE	0800 BUDGET SERVICE - DEBT SERVICE	0.00	0.00	0.00
			0811 LEASE PAYMENTS	0.00	0.00	0.00
			0080 DEBT SERVICE Total	0.00	0.00	0.00
		0031 TELECOMMUNICATIONS	0308 TELECOMMUNICATIONS	137,476.00	130,000.00	66,575.55
			0031 TELECOMMUNICATIONS Total	137,476.00	130,000.00	66,575.55
		02 NON-PERSONNEL SERVICES Total		18,398,399.54	19,007,212.77	15,627,803.11
0100 LOCAL FUND Total				70,671,662.05	66,975,477.28	63,687,973.08
0200 FEDERAL GRANT FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	0111 CONTINUING FULL TIME	66,542.00		
		0011 REGULAR PAY - CONT FULL TIME Total		66,542.00		
		0012 REGULAR PAY - OTHER	0111 CONTINUING FULL TIME			
			0121 TEMPORARY FULL-TIME	75,094.00	73,285.52	71,543.09
			0123 TEMPORARY PART-TIME	22,859.00	22,859.00	0.00
			0124 WHEN ACTUALLY EMPLOYED - WAE		0.00	2,324.53
			0125 TERM FULL-TIME	178,843.82	148,765.07	72,454.63
			0126 TERM PART-TIME	0.00	0.00	100,600.15
			0012 REGULAR PAY - OTHER Total	276,796.82	244,909.59	246,922.40
		0013 ADDITIONAL GROSS PAY	0131 SHIFT DIFFERENTIAL	2,000.00	129.22	0.00
			0135 HOLIDAY PAY		0.00	129.22
			0013 ADDITIONAL GROSS PAY Total	2,000.00	129.22	129.22
		0014 FRINGE BENEFITS - CURR PERSONNEL	0141 GROUP LIFE INSURANCE	0.00	0.00	102.69
			0142 HEALTH BENEFITS	0.00	0.00	7,649.35
			0147 MISC FRINGE BENEFITS	88,581.42	33,011.99	509.19
			0148 RETIREMENT CONTRIBUTION - FICA	0.00	0.00	14,714.32
			0154 OPTICAL PLAN	0.00	0.00	217.96
			0155 DENTAL PLAN	0.00	0.00	646.63
			0158 MEDICARE CONTRIBUTION	0.00	0.00	3,441.25
			0159 RETIREMENT	0.00	0.00	4,295.94
			0161 DC HEALTH BENEFIT FEES	0.00	0.00	265.76
			0014 FRINGE BENEFITS - CURR PERSONNEL Total	88,581.42	33,011.99	31,843.09
		01 PERSONNEL SERVICES Total		433,920.24	278,050.80	278,894.71
	02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	0204 EDUCATIONAL	2,325.00	268.84	0.00
			0210 GENERAL	5,000.00	25,000.00	25,268.84
			0020 SUPPLIES AND MATERIALS Total	7,325.00	25,268.84	25,268.84
		0040 OTHER SERVICES AND CHARGES	0402 TRAVEL - OUT OF CITY	50,000.00		
			0408 PROF SERVICE FEES AND CONTR	363,703.57	531,372.44	530,636.85
			0419 TUITION FOR EMPLOYEE TRAINING	75,760.00	108.32	0.00
			0424 CONFERENCE FEES LOC OUT OF CITY	1,000.00		
			0499 INT PENALTIES QUICK PAY CLS 40	0.00		
			0040 OTHER SERVICES AND CHARGES Total	490,463.57	531,480.76	530,636.85
		0050 SUBSIDIES AND TRANSFERS	0506 GRANTS AND GRATUITIES	40,000.00		
			0050 SUBSIDIES AND TRANSFERS Total	40,000.00		
		0070 EQUIPMENT & EQUIPMENT RENTAL	0702 PURCHASES - EQUIPMENT AND MACHINERY		0.00	64,594.62
			0704 PURCHASES - OTHER EQUIPMENT	158,250.00	752,639.80	574,732.10
			0708 LIBRARY BOOKS		0.00	82,235.00
			0711 IT SOFTWARE ACQUISITIONS		0.00	31,078.08
			0070 EQUIPMENT & EQUIPMENT RENTAL Total	158,250.00	752,639.80	752,639.80
		02 NON-PERSONNEL SERVICES Total		696,038.57	1,309,389.40	1,308,545.49
0200 FEDERAL GRANT FUND Total				1,129,958.81	1,587,440.20	1,587,440.20
0450 PRIVATE DONATIONS	02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	0209 FOOD PROVISIONS	1,500.00	1,500.00	0.00
			0210 GENERAL	2,500.00	2,500.00	0.00
			0020 SUPPLIES AND MATERIALS Total	4,000.00	4,000.00	0.00
		0040 OTHER SERVICES AND CHARGES	0402 TRAVEL - OUT OF CITY	7,000.00	7,000.00	0.00
			0408 PROF SERVICE FEES AND CONTR	3,000.00	3,000.00	0.00
			0040 OTHER SERVICES AND CHARGES Total	10,000.00	10,000.00	0.00
		0070 EQUIPMENT & EQUIPMENT RENTAL	0704 PURCHASES - OTHER EQUIPMENT	3,000.00	3,000.00	0.00
			0070 EQUIPMENT & EQUIPMENT RENTAL Total	3,000.00	3,000.00	0.00
		02 NON-PERSONNEL SERVICES Total		17,000.00	17,000.00	0.00
0450 PRIVATE DONATIONS Total				17,000.00	17,000.00	0.00
0600 SPECIAL PURPOSE REVENUE FUNDS (O'TYPE)	02 NON-PERSONNEL SERVICES	0040 OTHER SERVICES AND CHARGES	0408 PROF SERVICE FEES AND CONTR	827,000.00	72,376.70	0.00
			0407 MAINTENANCE AND REPAIRS - OTHER		0.00	1,705.20
			0040 OTHER SERVICES AND CHARGES Total	827,000.00	72,376.70	1,705.20
		0041 CONTRACTUAL SERVICES - OTHER	0409 CONTRACTUAL SERVICES - OTHER	0.00	0.00	0.00
			0041 CONTRACTUAL SERVICES - OTHER Total	0.00	0.00	0.00
		0070 EQUIPMENT & EQUIPMENT RENTAL	0700 BUDGET ONLY - EQUIP AND RENTAL	0.00	0.00	0.00
			0708 LIBRARY BOOKS	5,000.00	5,000.00	0.00
			0710 IT HARDWARE ACQUISITIONS	398,000.00	659,984.54	659,984.54
			0711 IT SOFTWARE ACQUISITIONS		8,316.98	8,316.98
			0070 EQUIPMENT & EQUIPMENT RENTAL Total	403,000.00	673,301.52	668,301.52
		02 NON-PERSONNEL SERVICES Total		1,230,000.00	745,678.22	670,006.72
0600 SPECIAL PURPOSE REVENUE FUNDS (O'TYPE) Total				1,230,000.00	745,678.22	670,006.72
0700 OPERATING INTRA-DISTRICT FUNDS	02 NON-PERSONNEL SERVICES	0040 OTHER SERVICES AND CHARGES	0406 MAINTENANCE AND REPAIRS - LAND, BUILDING	100,000.00	78,456.00	78,456.00
			0408 PROF SERVICE FEES AND CONTR	17,300.00	109,500.00	109,500.00
			0410 OFFICE SUPPORT	0.00	0.00	0.00
			0040 OTHER SERVICES AND CHARGES Total	117,300.00	187,956.00	187,956.00
		0070 EQUIPMENT & EQUIPMENT RENTAL	0708 LIBRARY BOOKS		769,994.57	769,994.57
			0070 EQUIPMENT & EQUIPMENT RENTAL Total		769,994.57	769,994.57
		02 NON-PERSONNEL SERVICES Total		117,300.00	957,950.57	957,950.57
0700 OPERATING INTRA-DISTRICT FUNDS Total				117,300.00	957,950.57	957,950.57
Grand Total				73,165,920.86	70,283,546.27	66,903,370.57

Provide the following budget information for DCPL, including the approved budget, revised budget, and expenditures, for FY21 and to date in FY22:
 - At the program level, provide the information broken out by source of funds and by Comptroller Source Group and Comptroller Object.

FY21 by Program

Program	Approp Fund	GAAP Category1	Comp Source	Comp Object	FY21 Approved	FY21 Revised	FY21 Year End				
1000 AGENCY MANAGEMENT	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PA	0111 CONTINUING FULL TIME	4,945,951.87	4,697,451.87	4,833,891.54				
			0011 REGULAR PAY - CONT FULL TIME Total			4,945,951.87	4,697,451.87	4,833,891.54			
			0012 REGULAR PAY - OTHER	0121 TEMPORARY FULL-TIME	22,963.20	22,963.20	0.00				
				0122 CONTINUING PART-TIME	19,031.50	19,031.50	0.00				
				0123 TEMPORARY PART-TIME	214,517.08	159,517.08	0.00				
				0124 WHEN ACTUALLY EMPLOYED - WAE	0.00	0.00	179,158.42				
				0125 TERM FULL-TIME	53,546.08	53,546.08	99,037.25				
			0012 REGULAR PAY - OTHER Total			310,057.86	255,057.86	278,195.67			
			0013 ADDITIONAL GROSS PAY	0128 ADDITIONAL INCOME ALLOWANCE	20,055.00	20,055.00	533.52				
				0131 SHIFT DIFFERENTIAL	2,060.00	2,060.00	850.08				
				0134 TERMINAL LEAVE		0.00	13,592.70				
				0135 HOLIDAY PAY		0.00	527.42				
				0136 SUNDAY PAY	3,005.00	3,005.00	73.29				
				0138 BONUS PAY		0.00	6,926.00				
				0174 SEVERANCE PAY		0.00	22,560.50				
			0013 ADDITIONAL GROSS PAY Total			25,120.00	25,120.00	45,063.51			
			0014 FRINGE BENEFITS - CURR PERSONNEL	0141 GROUP LIFE INSURANCE	0.00	0.00	3,088.39				
				0142 HEALTH BENEFITS	0.00	0.00	443,098.75				
				0147 MISC FRINGE BENEFITS	1,357,207.06	1,277,690.06	26,955.04				
				0148 RETIREMENT CONTRIBUTION - FICA	0.00	0.00	261,165.47				
				0152 RETIREMENT CONTRIBUTION - CIVIL SERVICE	0.00	0.00	28,742.73				
				0154 OPTICAL PLAN	0.00	0.00	3,473.38				
				0155 DENTAL PLAN	0.00	0.00	9,863.14				
				0157 PREPAID LEGAL	0.00	0.00	2,300.50				
				0158 MEDICARE CONTRIBUTION	0.00	0.00	65,085.86				
				0159 RETIREMENT	0.00	0.00	198,326.01				
				0161 DC HEALTH BENEFIT FEES	0.00	0.00	20,527.30				
			0014 FRINGE BENEFITS - CURR PERSONNEL Total			1,357,207.06	1,277,690.06	1,062,626.57			
			0015 OVERTIME P	0133 OVERTIME PAY	13,800.00	13,800.00	23,552.92				
			0015 OVERTIME PAY Total			13,800.00	13,800.00	23,552.92			
			01 PERSONNEL SERVICES Total					6,652,136.79	6,269,119.79	6,243,330.21	
			02 NON-PERSONNEL SERVICES	0100 LOCAL FUND	02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	0201 OFFICE SUPPLIES	3,400.00	2,112.93	0.00	
							0209 FOOD PROVISIONS	8,500.00	6,408.87	6,408.87	
							0210 GENERAL	111,198.00	107,904.64	104,811.52	
						0020 SUPPLIES AND MATERIALS Total			123,098.00	116,426.44	111,220.39
						0040 OTHER SERVICES AND CHARGES	0401 TRAVEL - LOCAL	16,500.00	392.00	0.00	
							0402 TRAVEL - OUT OF CITY	16,750.00	8,250.00	7,679.62	
							0404 MAINTENANCE AND REPAIRS - AUTO	125,863.11	125,863.11	134,753.68	
							0406 MAINTENANCE AND REPAIRS - LAND, BUILDING	284,500.00	284,500.00	288,361.07	
							0408 PROF SERVICE FEES AND CONTR	792,502.81	1,081,124.62	980,611.43	
							0411 PRINTING, DUPLICATING, ETC	30,000.00	30,000.00	40,534.82	
							0414 ADVERTISING	203,708.87	203,708.87	197,682.88	
							0415 JUDGEMENTS, INDEMNITIES		0.00	50,000.00	
							0416 POSTAGE	0.00	0.00	30.80	
							0419 TUITION FOR EMPLOYEE TRAINING	27,125.00	23,295.21	8,908.72	
0425 PAYMENT OF MEMBERSHIP DUES	1,500.00	1,500.00					849.77				
0494 OCTO IT ASSESSMENT	136,250.35	136,250.35				115,587.84					
0403 TRANS CHARGES - MATERIALS		0.00				1,394.60					
0424 CONFERENCE FEES LOC OUT OF CITY	28,787.00										
0407 MAINTENANCE AND REPAIRS - OTHER		0.00	6,632.16								
0499 INT PENALTIES QUICK PAY CLS 40	0.00										
0040 OTHER SERVICES AND CHARGES Total			1,663,487.14	1,894,884.16	1,833,027.39						
0070 EQUIPMENT & EQUIPMENT RENTAL	0701 PURCHASES - FURNITURE AND FIXTURES	10,000.00	10,000.00	0.00							
	0704 PURCHASES - OTHER EQUIPMENT	32,816.73	52,760.22	54,230.20							
	0706 RENTALS - MACHINERY AND EQUIPMENT	0.00	0.00	139,336.31							
	0710 IT HARDWARE ACQUISITIONS	55,000.00	64,970.71	53,821.60							
	0711 IT SOFTWARE ACQUISITIONS	281,882.00	281,739.73	114,698.69							
0703 PURCHASES - AUTOMOTIVE EQUIPMENT		0.00	4,400.00								
0799 INT PENALTIES QUICK PAY CLS 70	0.00										
0070 EQUIPMENT & EQUIPMENT RENTAL Total			379,698.73	409,470.66	366,486.80						
0031 TELECOMM	0308 TELECOMMUNICATIONS	137,476.00	130,000.00	66,575.55							
0031 TELECOMMUNICATIONS Total			137,476.00	130,000.00	66,575.55						
02 NON-PERSONNEL SERVICES Total					2,303,759.87	2,550,781.26	2,377,310.13				
0100 LOCAL FUND Total					8,955,896.66	8,819,901.05	8,620,640.34				
0700 OPERATING INTRA-DISTRICT FUNDS	0100 LOCAL FUND	02 NON-PERSONNEL SERVICES	0040 OTHER SERV	0406 MAINTENANCE AND REPAIRS - LAND, BUILDING	100,000.00	78,456.00	78,456.00				
			0040 OTHER SERVICES AND CHARGES Total			100,000.00	78,456.00	78,456.00			
			02 NON-PERSONNEL SERVICES Total			100,000.00	78,456.00	78,456.00			
			0700 OPERATING INTRA-DISTRICT FUNDS Total			100,000.00	78,456.00	78,456.00			
1000 AGENCY MANAGEMENT Total					9,055,896.66	8,898,357.05	8,699,096.34				
100F AGENCY FINANCIAL OPERATIONS	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PA	0111 CONTINUING FULL TIME	769,615.47	769,615.47	722,242.98				
			0011 REGULAR PAY - CONT FULL TIME Total			769,615.47	769,615.47	722,242.98			
			0013 ADDITIONAL	0134 TERMINAL LEAVE		0.00	26,764.81				
				0135 HOLIDAY PAY		0.00	411.62				
			0013 ADDITIONAL GROSS PAY Total			0.00	0.00	27,176.43			
			0014 FRINGE BENEFITS - CURR PERSONNEL	0141 GROUP LIFE INSURANCE	0.00	0.00	465.58				
0142 HEALTH BENEFITS	0.00	0.00		117,567.53							
0147 MISC FRINGE BENEFITS	198,560.80	198,560.80		2,826.93							

			0148 RETIREMENT CONTRIBUTION - FICA		0.00	0.00	38,859.95
			0152 RETIREMENT CONTRIBUTION - CIVIL SERVICE		0.00	0.00	3,051.66
			0154 OPTICAL PLAN		0.00	0.00	562.01
			0155 DENTAL PLAN		0.00	0.00	1,762.67
			0158 MEDICARE CONTRIBUTION		0.00	0.00	9,184.69
			0159 RETIREMENT		0.00	0.00	32,820.17
			0161 DC HEALTH BENEFIT FEES		0.00	0.00	5,376.52
			0014 FRINGE BENEFITS - CURR PERSONNEL Total		198,560.80	198,560.80	212,477.71
			0015 OVERTIME P	0133 OVERTIME PAY	1,500.00	1,500.00	1,352.82
			0015 OVERTIME PAY Total		1,500.00	1,500.00	1,352.82
			01 PERSONNEL SERVICES Total		969,676.27	969,676.27	963,249.94
			02 NON-PERSONNEL	0020 SUPPLIES AN	0210 GENERAL	1,950.00	1,657.00
				0020 SUPPLIES AND MATERIALS Total		1,950.00	1,657.00
			0040 OTHER SERV	0408 PROF SERVICE FEES AND CONTR	7,423.00	7,309.00	7,307.63
			0040 OTHER SERVICES AND CHARGES Total		7,423.00	7,309.00	7,307.63
			0070 EQUIPMENT	0704 PURCHASES - OTHER EQUIPMENT	850.00	850.00	784.00
			& EQUIPMENT	0710 IT HARDWARE ACQUISITIONS		0.00	66.00
			0070 EQUIPMENT & EQUIPMENT RENTAL Total		850.00	850.00	850.00
			02 NON-PERSONNEL SERVICES Total		10,223.00	9,816.00	9,814.63
			0100 LOCAL FUND Total		979,899.27	979,492.27	973,064.57
			100F AGENCY FINANCIAL OPERATIONS Total		979,899.27	979,492.27	973,064.57
			01 PERSONNEL	0011 REGULAR PA	0111 CONTINUING FULL TIME	177,960.99	177,960.99
			SERVICES	0011 REGULAR PAY - CONT FULL TIME Total		177,960.99	224,437.52
			0014 FRINGE	0141 GROUP LIFE INSURANCE	0.00	0.00	123.24
			BENEFITS - CURR	0142 HEALTH BENEFITS	0.00	0.00	18,669.89
			PERSONNEL	0147 MISC FRINGE BENEFITS	45,913.94	45,913.94	1,239.93
				0148 RETIREMENT CONTRIBUTION - FICA	0.00	0.00	12,845.30
				0154 OPTICAL PLAN	0.00	0.00	105.03
				0155 DENTAL PLAN	0.00	0.00	334.44
				0158 MEDICARE CONTRIBUTION	0.00	0.00	3,004.14
				0159 RETIREMENT	0.00	0.00	10,733.81
				0161 DC HEALTH BENEFIT FEES	0.00	0.00	902.71
			0014 FRINGE BENEFITS - CURR PERSONNEL Total		45,913.94	45,913.94	47,958.49
			01 PERSONNEL SERVICES Total		223,874.93	223,874.93	272,396.01
			02 NON-PERSONNEL	0020 SUPPLIES AN	0210 GENERAL	2,169.00	1,704.00
				0020 SUPPLIES AND MATERIALS Total		2,169.00	1,491.33
			0040 OTHER	0408 PROF SERVICE FEES AND CONTR	35,947.00	10,640.00	10,639.95
			SERVICES AND	0425 PAYMENT OF MEMBERSHIP DUES	26,350.00	25,750.00	25,750.00
			0040 OTHER SERVICES AND CHARGES Total		62,297.00	36,390.00	36,389.95
			0070 EQUIPMENT	0704 PURCHASES - OTHER EQUIPMENT	21,000.00	21,000.00	16,256.70
			& EQUIPMENT	0703 PURCHASES - AUTOMOTIVE EQUIPMENT		0.00	4,408.00
			0070 EQUIPMENT & EQUIPMENT RENTAL Total		21,000.00	21,000.00	20,664.70
			02 NON-PERSONNEL SERVICES Total		85,466.00	59,094.00	58,545.98
			0100 LOCAL FUND Total		309,340.93	282,968.93	330,941.99
			L200 CHIEF LIBRARIAN Total		309,340.93	282,968.93	330,941.99
			01 PERSONNEL	0011 REGULAR PA	0111 CONTINUING FULL TIME	27,356,423.62	24,450,993.62
			SERVICES	0011 REGULAR PAY - CONT FULL TIME Total		27,356,423.62	24,832,552.33
			0012 REGULAR	0122 CONTINUING PART-TIME	610,228.76	572,228.76	518,520.43
			PAY - OTHER	0123 TEMPORARY PART-TIME	159,945.34	59,945.34	0.00
				0124 WHEN ACTUALLY EMPLOYED - WAE	15,571.50	15,571.50	113,337.47
			0012 REGULAR PAY - OTHER Total		785,745.60	647,745.60	631,857.90
			0013	0131 SHIFT DIFFERENTIAL	180,215.00	180,215.00	191,779.25
			ADDITIONAL	0134 TERMINAL LEAVE	101,965.00	101,965.00	159,682.95
			GROSS PAY	0135 HOLIDAY PAY	70,000.00	70,000.00	9,374.62
				0136 SUNDAY PAY	803,350.00	803,350.00	6,797.04
				0138 BONUS PAY		0.00	32,462.00
				0172 EARLY OUT INCENTIVE PAY	0.00	0.00	75,000.00
				0132 ADMINISTRATIVE PREMIUM	0.00	0.00	83.14
			0013 ADDITIONAL GROSS PAY Total		1,155,530.00	1,155,530.00	475,179.00
			0014 FRINGE	0141 GROUP LIFE INSURANCE	0.00	0.00	14,230.01
			BENEFITS - CURR	0142 HEALTH BENEFITS	0.00	0.00	2,923,840.87
			PERSONNEL	0147 MISC FRINGE BENEFITS	7,412,083.58	6,533,532.58	165,848.22
				0148 RETIREMENT CONTRIBUTION - FICA	0.00	0.00	1,399,636.16
				0152 RETIREMENT CONTRIBUTION - CIVIL SERVICE	0.00	0.00	80,405.26
				0154 OPTICAL PLAN	0.00	0.00	24,161.28
				0155 DENTAL PLAN	0.00	0.00	70,076.91
				0157 PREPAID LEGAL	0.00	0.00	64,578.17
				0158 MEDICARE CONTRIBUTION	0.00	0.00	334,043.20
				0159 RETIREMENT	0.00	0.00	1,115,176.06
				0160 DC METRO BENEFITS	0.00	0.00	499.65
				0161 DC HEALTH BENEFIT FEES	0.00	0.00	134,051.08
			0014 FRINGE BENEFITS - CURR PERSONNEL Total		7,412,083.58	6,533,532.58	6,326,546.87
			0015 OVERTIME P	0133 OVERTIME PAY	25,000.00	25,000.00	7,806.16
			0015 OVERTIME PAY Total		25,000.00	25,000.00	7,806.16
			01 PERSONNEL SERVICES Total		36,734,782.80	32,812,801.80	32,273,942.26
			02 NON-PERSONNEL	0020 SUPPLIES	0201 OFFICE SUPPLIES		0.00
			SERVICES	AND MATERIALS	0204 EDUCATIONAL	57,000.00	48,973.60
					0207 CLOTHING AND UNIFORMS	0.00	0.00
					0210 GENERAL	68,142.00	62,400.69
					0299 INT PENALTIES QUICK PAY CLS 20	0.00	45,117.75
			0020 SUPPLIES AND MATERIALS Total		125,142.00	111,374.29	98,930.05

		0040 OTHER SERVICES AND CHARGES	0402 TRAVEL - OUT OF CITY 0408 PROF SERVICE FEES AND CONTR 0411 PRINTING, DUPLICATING, ETC 0414 ADVERTISING 0416 POSTAGE 0403 TRANS CHARGES - MATERIALS 0407 MAINTENANCE AND REPAIRS - OTHER	2,985,756.00 10,000.00	0.00 3,011,939.04 8,720.26 75,000.00 0.00 0.00 0.00	4,930.38 1,829,822.05 31,867.50 245,135.50 24,879.00 225.00 10,536.00	
		0040 OTHER SERVICES AND CHARGES Total		2,995,756.00	3,095,659.30	2,147,395.43	
		0070 EQUIPMENT & EQUIPMENT RENTAL	0701 PURCHASES - FURNITURE AND FIXTURES 0704 PURCHASES - OTHER EQUIPMENT 0708 LIBRARY BOOKS 0710 IT HARDWARE ACQUISITIONS 0711 IT SOFTWARE ACQUISITIONS 0703 PURCHASES - AUTOMOTIVE EQUIPMENT 0799 INT PENALTIES QUICK PAY CLS 70	119,295.00 161,745.00 6,643,431.78 40,000.00 9,975.00 0.00	122,384.77 200,967.00 6,643,431.76 40,000.00 9,975.00 0.00	0.00 294,519.95 4,574,223.47 200.00 0.00 82,404.72	
		0070 EQUIPMENT & EQUIPMENT RENTAL Total		6,974,446.78	7,016,758.53	4,951,348.14	
		02 NON-PERSONNEL SERVICES Total		10,095,344.78	10,223,792.12	7,197,673.62	
0100 LOCAL FUND	Total			46,830,127.58	43,036,593.92	39,471,615.88	
0200 FEDERAL GRANT FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY	0111 CONTINUING FULL TIME	66,542.00			
		0011 REGULAR PAY - CONT FULL TIME Total		66,542.00			
		0012 REGULAR PAY - OTHER	0111 CONTINUING FULL TIME 0121 TEMPORARY FULL-TIME 0123 TEMPORARY PART-TIME 0124 WHEN ACTUALLY EMPLOYED - WAE 0125 TERM FULL-TIME 0126 TERM PART-TIME	75,094.00 22,859.00 178,843.82 0.00	73,285.52 22,859.00 148,765.07 0.00	71,543.09 0.00 72,454.63 100,600.15	
		0012 REGULAR PAY - OTHER Total		276,796.82	244,909.59	246,922.40	
		0013 ADDITIONAL	0131 SHIFT DIFFERENTIAL 0135 HOLIDAY PAY	2,000.00	129.22 0.00	0.00 129.22	
		0013 ADDITIONAL GROSS PAY Total		2,000.00	129.22	129.22	
		0014 FRINGE BENEFITS - CURR PERSONNEL	0141 GROUP LIFE INSURANCE 0142 HEALTH BENEFITS 0147 MISC FRINGE BENEFITS 0148 RETIREMENT CONTRIBUTION - FICA 0154 OPTICAL PLAN 0155 DENTAL PLAN 0158 MEDICARE CONTRIBUTION 0159 RETIREMENT 0161 DC HEALTH BENEFIT FEES	0.00 0.00 88,581.42 0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 33,011.99 0.00 0.00 0.00 0.00 0.00 0.00	102.69 7,649.35 509.19 14,714.32 217.96 646.63 3,441.25 4,295.94 408.02	
		0014 FRINGE BENEFITS - CURR PERSONNEL Total		88,581.42	33,011.99	31,985.35	
		01 PERSONNEL SERVICES Total		433,920.24	278,050.80	279,036.97	
	02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	0204 EDUCATIONAL 0210 GENERAL	2,325.00 5,000.00	268.84 25,000.00	0.00 25,268.84	
		0020 SUPPLIES AND MATERIALS Total		7,325.00	25,268.84	25,268.84	
		0040 OTHER SERVICES AND CHARGES	0402 TRAVEL - OUT OF CITY 0408 PROF SERVICE FEES AND CONTR 0419 TUITION FOR EMPLOYEE TRAINING 0424 CONFERENCE FEES LOC OUT OF CITY 0499 INT PENALTIES QUICK PAY CLS 40	50,000.00 363,703.57 75,760.00 1,000.00 0.00	531,372.44 108.32	530,636.85 0.00	
		0040 OTHER SERVICES AND CHARGES Total		490,463.57	531,480.76	530,636.85	
		0050 SUBSIDIES AND TRANSFERS	0506 GRANTS AND GRATUITIES	40,000.00			
		0050 SUBSIDIES AND TRANSFERS Total		40,000.00			
		0070 EQUIPMENT & EQUIPMENT RENTAL	0702 PURCHASES - EQUIPMENT AND MACHINERY 0704 PURCHASES - OTHER EQUIPMENT 0708 LIBRARY BOOKS 0711 IT SOFTWARE ACQUISITIONS	158,250.00	0.00 752,639.80 0.00 0.00	64,594.62 574,732.10 82,235.00 31,078.08	
		0070 EQUIPMENT & EQUIPMENT RENTAL Total		158,250.00	752,639.80	752,639.80	
		02 NON-PERSONNEL SERVICES Total		696,038.57	1,309,389.40	1,308,545.49	
0200 FEDERAL GRANT FUND	Total			1,129,958.81	1,587,440.20	1,587,582.46	
0450 PRIVATE DONATIONS	02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	0209 FOOD PROVISIONS 0210 GENERAL	1,500.00 2,500.00	1,500.00 2,500.00	0.00 0.00	
		0020 SUPPLIES AND MATERIALS Total		4,000.00	4,000.00	0.00	
		0040 OTHER SERVICES AND CHARGES	0402 TRAVEL - OUT OF CITY 0408 PROF SERVICE FEES AND CONTR	7,000.00 3,000.00	7,000.00 3,000.00	0.00 0.00	
		0040 OTHER SERVICES AND CHARGES Total		10,000.00	10,000.00	0.00	
		0070 EQUIPMENT & EQUIPMENT RENTAL	0704 PURCHASES - OTHER EQUIPMENT	3,000.00	3,000.00	0.00	
		0070 EQUIPMENT & EQUIPMENT RENTAL Total		3,000.00	3,000.00	0.00	
		02 NON-PERSONNEL SERVICES Total		17,000.00	17,000.00	0.00	
0450 PRIVATE DONATIONS	Total			17,000.00	17,000.00	0.00	
0600 SPECIAL PURPOSE REVENUE FUNDS	02 NON-PERSONNEL SERVICES	0040 OTHER SERVICES AND CHARGES	0408 PROF SERVICE FEES AND CONTR	50,000.00	50,000.00	0.00	
		0040 OTHER SERVICES AND CHARGES Total		50,000.00	50,000.00	0.00	
		02 NON-PERSONNEL SERVICES Total		50,000.00	50,000.00	0.00	
0600 SPECIAL PURPOSE REVENUE FUNDS	('O' TYPE) Total			50,000.00	50,000.00	0.00	
0700 OPERATING INTRA-DISTRICT FUNDS	02 NON-PERSONNEL SERVICES	0040 OTHER SERVICES AND CHARGES	0408 PROF SERVICE FEES AND CONTR	17,300.00	10,500.00	10,500.00	
		0040 OTHER SERVICES AND CHARGES Total		17,300.00	10,500.00	10,500.00	
		0070 EQUIPMENT & EQUIPMENT RENTAL	0708 LIBRARY BOOKS		769,994.57	769,994.57	
		0070 EQUIPMENT & EQUIPMENT RENTAL Total			769,994.57	769,994.57	
		02 NON-PERSONNEL SERVICES Total		17,300.00	780,494.57	780,494.57	
0700 OPERATING INTRA-DISTRICT FUNDS	Total			17,300.00	780,494.57	780,494.57	
L300 LIBRARY SERVICES	Total			48,044,386.39	45,471,528.69	41,839,692.91	
L400	0100 LOCAL FUND	01 PERSONNEL	0011 REGULAR PAY	0111 CONTINUING FULL TIME	5,164,563.69	5,164,563.69	5,642,550.68

BUSINESS OPERATIONS	SERVICES	0011 REGULAR PAY - CONT FULL TIME Total		5,164,563.69	5,164,563.69	5,642,550.68	
		0012 REGULAR PAY - OTHER	0122 CONTINUING PART-TIME	117,669.80	117,669.80	134,968.22	
			0123 TEMPORARY PART-TIME	54,548.66	54,548.66	0.00	
			0124 WHEN ACTUALLY EMPLOYED - WAE	0.00	0.00	214,174.50	
			0125 TERM FULL-TIME	261,494.09	261,494.09	142,926.23	
			0126 TERM PART-TIME	116,671.82	116,671.82	48,123.44	
			0127 WORKER'S COMP INJURY EARNINGS	0.00	0.00	117.47	
			0012 REGULAR PAY - OTHER Total		550,384.37	550,384.37	540,309.86
			0013 ADDITIONAL GROSS PAY	0131 SHIFT DIFFERENTIAL	46,425.00	46,425.00	77,045.04
				0134 TERMINAL LEAVE		0.00	17,129.49
				0135 HOLIDAY PAY	32,000.00	32,000.00	44,854.65
				0136 SUNDAY PAY	59,850.00	59,850.00	32,681.96
				0138 BONUS PAY		0.00	17,645.25
				0172 EARLY OUT INCENTIVE PAY		0.00	50,000.00
			0013 ADDITIONAL GROSS PAY Total		138,275.00	138,275.00	239,356.39
			0014 FRINGE BENEFITS - CURR PERSONNEL	0141 GROUP LIFE INSURANCE	0.00	0.00	3,534.35
				0142 HEALTH BENEFITS	0.00	0.00	760,344.86
				0147 MISC FRINGE BENEFITS	1,474,456.66	1,474,456.66	68,526.12
				0148 RETIREMENT CONTRIBUTION - FICA	0.00	0.00	349,594.40
				0152 RETIREMENT CONTRIBUTION - CIVIL SERVICE	0.00	0.00	29,819.14
				0154 OPTICAL PLAN	0.00	0.00	6,097.51
				0155 DENTAL PLAN	0.00	0.00	17,542.22
				0156 EXTRA HEALTH BENEFITS		0.00	11.21
				0157 PREPAID LEGAL	0.00	0.00	12,166.33
				0158 MEDICARE CONTRIBUTION	0.00	0.00	87,073.15
		0159 RETIREMENT	0.00	0.00	230,056.12		
		0161 DC HEALTH BENEFIT FEES	0.00	0.00	30,914.78		
	0014 FRINGE BENEFITS - CURR PERSONNEL Total		1,474,456.66	1,474,456.66	1,595,680.19		
	0015 OVERTIME P	0133 OVERTIME PAY	365,112.00	365,112.00	289,354.43		
	0015 OVERTIME PAY Total		365,112.00	365,112.00	289,354.43		
	01 PERSONNEL SERVICES Total		7,692,791.72	7,692,791.72	8,307,251.55		
	02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	0207 CLOTHING AND UNIFORMS	30,000.00	30,000.00	23,552.83	
			0210 GENERAL	167,831.00	214,203.24	171,924.08	
		0020 SUPPLIES AND MATERIALS Total		197,831.00	244,203.24	195,476.91	
		0040 OTHER SERVICES AND CHARGES	0406 MAINTENANCE AND REPAIRS - LAND, BUILDING	369,610.00	369,610.00	737,070.76	
			0408 PROF SERVICE FEES AND CONTR	4,656,693.89	4,740,080.04	4,208,476.33	
			0414 ADVERTISING		0.00	8,999.00	
			0415 JUDGEMENTS, INDEMNITIES		0.00	6,160.40	
			0416 POSTAGE		0.00	14,285.96	
			0419 TUITION FOR EMPLOYEE TRAINING	15,000.00	14,550.03	0.00	
			0403 TRANS CHARGES - MATERIALS		0.00	100.00	
			0407 MAINTENANCE AND REPAIRS - OTHER		0.00	18,549.80	
			0499 INT PENALTIES QUICK PAY CLS 40	0.00	0.00	53.79	
		0040 OTHER SERVICES AND CHARGES Total		5,041,303.89	5,124,240.07	4,993,696.04	
		0070 EQUIPMENT & EQUIPMENT RENTAL	0704 PURCHASES - OTHER EQUIPMENT	2,000.00	67,089.00	142,024.21	
			0706 RENTALS - MACHINERY AND EQUIPMENT	392,000.00	392,000.00	570,000.00	
			0710 IT HARDWARE ACQUISITIONS	188,000.00	183,726.08	7,707.90	
			0711 IT SOFTWARE ACQUISITIONS	33,924.00	33,924.00	29,638.16	
			0703 PURCHASES - AUTOMOTIVE EQUIPMENT	48,547.00	118,547.00	45,915.53	
		0070 EQUIPMENT & EQUIPMENT RENTAL Total		664,471.00	795,286.08	795,285.80	
	02 NON-PERSONNEL SERVICES Total		5,903,605.89	6,163,729.39	5,984,458.75		
	0100 LOCAL FUND Total		13,596,397.61	13,856,521.11	14,291,710.30		
	0600 SPECIAL PURPOSE REVENUE FUNDS ('O'TYPE)	02 NON-PERSONNEL SERVICES	0040 OTHER SERVICES AND CHARGES	0408 PROF SERVICE FEES AND CONTR	777,000.00	22,376.70	
				0407 MAINTENANCE AND REPAIRS - OTHER		0.00	
		0040 OTHER SERVICES AND CHARGES Total		777,000.00	22,376.70	1,705.20	
		0070 EQUIPMENT & EQUIPMENT RENTAL	0708 LIBRARY BOOKS	5,000.00	5,000.00	0.00	
			0710 IT HARDWARE ACQUISITIONS	398,000.00	659,984.54	659,984.54	
			0711 IT SOFTWARE ACQUISITIONS		8,316.98	8,316.98	
		0070 EQUIPMENT & EQUIPMENT RENTAL Total		403,000.00	673,301.52	668,301.52	
	02 NON-PERSONNEL SERVICES Total		1,180,000.00	695,678.22	670,006.72		
	0600 SPECIAL PURPOSE REVENUE FUNDS ('O'TYPE) Total		1,180,000.00	695,678.22	670,006.72		
	0700 OPERATING INTRA-DISTRICT FUNDS	02 NON-PERSONNEL SERVICES	0040 OTHER SERV	0408 PROF SERVICE FEES AND CONTR	99,000.00	99,000.00	
			0040 OTHER SERVICES AND CHARGES Total		99,000.00	99,000.00	
		02 NON-PERSONNEL SERVICES Total		99,000.00	99,000.00	99,000.00	
	0700 OPERATING INTRA-DISTRICT FUNDS Total			99,000.00	99,000.00		
L400 BUSINESS OPERATIONS Total				14,776,397.61	14,651,199.33	15,060,717.02	
Grand Total				73,165,920.86	70,283,546.27	66,903,512.83	

Provide the following budget information for DCPL, including the approved budget, revised budget, and expenditures, for FY21 and to date in FY22:
 - At the activity level, provide the information broken out by source of funds and by Comptroller Source Group.

FY21 by Activity

Activity Code	Program Code	Approp Fund	GAAP Category1	Comp Source Group	FY21 Approved	FY21 Revised	FY21 Year End			
1010 PERSONNEL	1000 AGENCY MANAGEMENT	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	726,115.91	584,115.91	552,480.17			
				0012 REGULAR PAY - OTHER	108,519.21	53,519.21	0.00			
				0013 ADDITIONAL GROSS PAY		0.00	205.70			
				0014 FRINGE BENEFITS - CURR PERSONNEL	216,492.43	164,878.43	145,396.61			
				0015 OVERTIME PAY	0.00	0.00	448.51			
			01 PERSONNEL SERVICES Total				1,051,127.55	802,513.55	698,530.99	
			02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	2,000.00	500.00	340.97			
				0040 OTHER SERVICES AND CHARGES	26,533.00	12,425.00	5,605.20			
			02 NON-PERSONNEL SERVICES Total				28,533.00	12,925.00	5,946.17	
			0100 LOCAL FUND Total				1,079,660.55	815,438.55	704,477.16	
1000 AGENCY MANAGEMENT Total				1,079,660.55	815,438.55	704,477.16				
1010 PERSONNEL Total				1,079,660.55	815,438.55	704,477.16				
1015 TRAINING AND EMPLOYEE DEVELOPMENT	1000 AGENCY MANAGEMENT	0100 LOCAL FUND	01 PERSONNEL SERVICES	0012 REGULAR PAY - OTHER	42,853.93	42,853.93	29,523.90			
				0014 FRINGE BENEFITS - CURR PERSONNEL	11,056.31	11,056.31	2,258.50			
			01 PERSONNEL SERVICES Total				53,910.24	53,910.24	31,782.40	
			02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS		(1,382.28)	0.00			
				0040 OTHER SERVICES AND CHARGES	73,162.00	40,545.21	28,200.61			
				0070 EQUIPMENT & EQUIPMENT RENTAL	1,000.00	1,000.00	1,000.00			
			02 NON-PERSONNEL SERVICES Total				74,162.00	40,162.93	29,200.61	
			0100 LOCAL FUND Total				128,072.24	94,073.17	60,983.01	
			1000 AGENCY MANAGEMENT Total				128,072.24	94,073.17	60,983.01	
			1015 TRAINING AND EMPLOYEE DEVELOPMENT Total				128,072.24	94,073.17	60,983.01	
1020 CONTRACTING AND PROCUREMENT	1000 AGENCY MANAGEMENT	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	283,774.04	283,774.04	319,855.76			
				0013 ADDITIONAL GROSS PAY		0.00	2,811.00			
				0014 FRINGE BENEFITS - CURR PERSONNEL	73,213.70	73,213.70	51,229.57			
				01 PERSONNEL SERVICES Total				356,987.74	356,987.74	373,896.33
			02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	7,098.00	7,098.00	5,014.35			
				0040 OTHER SERVICES AND CHARGES	28,554.00	11,050.00	7,560.83			
				02 NON-PERSONNEL SERVICES Total				35,652.00	18,148.00	12,575.18
			0100 LOCAL FUND Total				392,639.74	375,135.74	386,471.51	
			1000 AGENCY MANAGEMENT Total				392,639.74	375,135.74	386,471.51	
			1020 CONTRACTING AND PROCUREMENT Total				392,639.74	375,135.74	386,471.51	
1030 PROPERTY MANAGEMENT	1000 AGENCY MANAGEMENT	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	458,592.21	458,592.21	497,548.66			
				0014 FRINGE BENEFITS - CURR PERSONNEL	118,316.80	118,316.80	109,120.25			
				0015 OVERTIME PAY	400.00	400.00	89.77			
				01 PERSONNEL SERVICES Total				577,309.01	577,309.01	606,758.68
				02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	82,500.00	82,500.00	82,499.01		
			0031 TELECOMMUNICATIONS		50,000.00	50,000.00	2,892.83			
			0040 OTHER SERVICES AND CHARGES		469,312.00	618,208.33	576,676.07			
			0070 EQUIPMENT & EQUIPMENT RENTAL		10,000.00	10,000.00	8,510.00			
			02 NON-PERSONNEL SERVICES Total				611,812.00	760,708.33	670,577.91	
			0100 LOCAL FUND Total				1,189,121.01	1,338,017.34	1,277,336.59	
0700 OPERATING INTRA-DISTRICT	02 NON-PERSONNEL SERVICES	0040 OTHER SERVICES AND CHARGES	0700 OPERATING INTRA-DISTRICT		100,000.00	78,456.00	78,456.00			
			0700 OPERATING INTRA-DISTRICT		100,000.00	78,456.00	78,456.00			
			0700 OPERATING INTRA-DISTRICT		100,000.00	78,456.00	78,456.00			
			0700 OPERATING INTRA-DISTRICT		100,000.00	78,456.00	78,456.00			
1000 AGENCY MANAGEMENT Total				1,289,121.01	1,416,473.34	1,355,792.59				
1030 PROPERTY MANAGEMENT Total				1,289,121.01	1,416,473.34	1,355,792.59				
1040 INFORMATION TECHNOLOGY	1000 AGENCY MANAGEMENT	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	538,036.06	538,036.06	579,272.68			
				0013 ADDITIONAL GROSS PAY	1,610.00	1,610.00	3,359.96			
				0014 FRINGE BENEFITS - CURR PERSONNEL	138,813.30	138,813.30	126,857.10			
				0015 OVERTIME PAY	12,000.00	12,000.00	5,933.38			
				01 PERSONNEL SERVICES Total				690,459.36	690,459.36	715,423.12
			02 NON-PERSONNEL SERVICES	0031 TELECOMMUNICATIONS	87,476.00	80,000.00	63,682.72			
				0040 OTHER SERVICES AND CHARGES	271,978.16	271,186.16	250,523.00			
				0070 EQUIPMENT & EQUIPMENT RENTAL	348,526.73	348,384.46	311,952.69			
				02 NON-PERSONNEL SERVICES Total				707,980.89	699,570.62	626,158.41
				0100 LOCAL FUND Total				1,398,440.25	1,390,029.98	1,341,581.53
1000 AGENCY MANAGEMENT Total				1,398,440.25	1,390,029.98	1,341,581.53				
1040 INFORMATION TECHNOLOGY Total				1,398,440.25	1,390,029.98	1,341,581.53				
1060 LEGAL SERVICES	1000 AGENCY MANAGEMENT	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	360,572.03	360,572.03	403,558.72			
				0014 FRINGE BENEFITS - CURR PERSONNEL	93,027.58	93,027.58	59,202.91			
			01 PERSONNEL SERVICES Total				453,599.61	453,599.61	462,761.63	
			02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	3,400.00	2,112.93	443.55			
				0040 OTHER SERVICES AND CHARGES	128,453.00	108,955.04	85,753.60			
				0070 EQUIPMENT & EQUIPMENT RENTAL	4,115.00	4,058.49	3,066.16			
			02 NON-PERSONNEL SERVICES Total				135,968.00	115,126.46	89,263.31	
			0100 LOCAL FUND Total				589,567.61	568,726.07	552,024.94	
			1000 AGENCY MANAGEMENT Total				589,567.61	568,726.07	552,024.94	
			1060 LEGAL SERVICES Total				589,567.61	568,726.07	552,024.94	
1070 FLEET MANAGEMENT	1000 AGENCY MANAGEMENT	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	335,532.69	335,532.69	350,776.92			
				0012 REGULAR PAY - OTHER	76,509.28	76,509.28	0.00			
				0013 ADDITIONAL GROSS PAY	55.00	55.00	0.00			
				0014 FRINGE BENEFITS - CURR PERSONNEL	106,306.81	106,306.81	104,460.18			
				0015 OVERTIME PAY	600.00	600.00	42.65			
			01 PERSONNEL SERVICES Total				519,003.78	519,003.78	455,279.75	
			02 NON-PERSONNEL SERVICES	0040 OTHER SERVICES AND CHARGES	125,863.11	125,863.11	134,753.68			
				02 NON-PERSONNEL SERVICES Total				125,863.11	125,863.11	134,753.68
			0100 LOCAL FUND Total				644,866.89	644,866.89	590,033.43	
			1000 AGENCY MANAGEMENT Total				644,866.89	644,866.89	590,033.43	
1070 FLEET MANAGEMENT Total				644,866.89	644,866.89	590,033.43				
1080	1000 AGENCY	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	1,078,471.87	1,078,471.87	939,004.83			

COMMUNICATIONS	MANAGEMENT			0012	REGULAR PAY - OTHER	82,175.44	82,175.44	248,671.77
				0013	ADDITIONAL GROSS PAY	3,400.00	3,400.00	38,153.33
				0014	FRINGE BENEFITS - CURR PERSONNEL	299,447.01	299,447.01	253,364.81
				0015	OVERTIME PAY	800.00	800.00	17,038.61
				01 PERSONNEL SERVICES Total		1,464,294.32	1,464,294.32	1,496,233.35
				02 NON-PERSONNEL SERVICES				
				0020	SUPPLIES AND MATERIALS	19,600.00	19,188.92	16,513.64
				0040	OTHER SERVICES AND CHARGES	515,886.87	675,739.40	718,921.48
				0070	EQUIPMENT & EQUIPMENT RENTAL	16,057.00	46,027.71	41,957.95
				02 NON-PERSONNEL SERVICES Total		551,543.87	740,956.03	777,393.07
0100 LOCAL FUND Total		2,015,838.19	2,205,250.35	2,273,626.42				
1000 AGENCY MANAGEMENT		Total	2,015,838.19	2,205,250.35	2,273,626.42			
1080 COMMUNICATIONS Total						2,015,838.19	2,205,250.35	2,273,626.42
1085 CUSTOMER SERVICE	1000 AGENCY MANAGEMENT	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011	REGULAR PAY - CONT FULL TIME	475,458.98	475,458.98	484,279.94
				0014	FRINGE BENEFITS - CURR PERSONNEL	150,145.42	122,242.42	104,259.69
				01 PERSONNEL SERVICES Total		732,104.40	597,701.40	588,539.63
				0100 LOCAL FUND Total		732,104.40	597,701.40	588,539.63
1000 AGENCY MANAGEMENT		Total	732,104.40	597,701.40	588,539.63			
1085 CUSTOMER SERVICE Total						732,104.40	597,701.40	588,539.63
1087 LANGUAGE ACCESS	1000 AGENCY MANAGEMENT	0100 LOCAL FUND	02 NON-PERSONNEL SERVICES	0040	OTHER SERVICES AND CHARGES	14,250.00	10,551.62	10,495.50
				02 NON-PERSONNEL SERVICES Total		14,250.00	10,551.62	10,495.50
				0100 LOCAL FUND Total		14,250.00	10,551.62	10,495.50
				1000 AGENCY MANAGEMENT		Total	14,250.00	10,551.62
1087 LANGUAGE ACCESS Total						14,250.00	10,551.62	10,495.50
1090 PERFORMANCE MANAGEMENT	1000 AGENCY MANAGEMENT	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011	REGULAR PAY - CONT FULL TIME	582,898.08	582,898.08	707,113.86
				0013	ADDITIONAL GROSS PAY	20,055.00	20,055.00	533.52
				0014	FRINGE BENEFITS - CURR PERSONNEL	150,387.70	150,387.70	106,476.95
				01 PERSONNEL SERVICES Total		753,340.78	753,340.78	814,124.33
				02 NON-PERSONNEL SERVICES				
				0020	SUPPLIES AND MATERIALS	8,500.00	6,408.87	6,408.87
				0040	OTHER SERVICES AND CHARGES	9,495.00	20,360.29	14,537.42
				02 NON-PERSONNEL SERVICES Total		17,995.00	26,769.16	20,946.29
				0100 LOCAL FUND Total		771,335.78	780,109.94	835,070.62
				1000 AGENCY MANAGEMENT		Total	771,335.78	780,109.94
1090 PERFORMANCE MANAGEMENT Total						771,335.78	780,109.94	835,070.62
110F BUDGET OPERATIONS	100F AGENCY FINANCIAL OPERATIONS	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011	REGULAR PAY - CONT FULL TIME	378,083.32	378,083.32	307,279.87
				0014	FRINGE BENEFITS - CURR PERSONNEL	97,545.50	97,545.50	90,054.70
				01 PERSONNEL SERVICES Total		475,628.82	475,628.82	397,334.57
				02 NON-PERSONNEL SERVICES				
				0020	SUPPLIES AND MATERIALS	950.00	807.00	807.00
				0040	OTHER SERVICES AND CHARGES	1,199.00	1,085.00	1,084.99
				0070	EQUIPMENT & EQUIPMENT RENTAL	250.00	250.00	250.00
				02 NON-PERSONNEL SERVICES Total		2,399.00	2,142.00	2,141.99
				0100 LOCAL FUND Total		478,027.82	477,770.82	399,476.56
				100F AGENCY FINANCIAL OPERATIONS		Total	478,027.82	477,770.82
110F BUDGET OPERATIONS Total						478,027.82	477,770.82	399,476.56
120F ACCOUNTING OPERATIONS	100F AGENCY FINANCIAL OPERATIONS	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011	REGULAR PAY - CONT FULL TIME	391,532.15	391,532.15	414,963.11
				0013	ADDITIONAL GROSS PAY		0.00	27,176.43
				0014	FRINGE BENEFITS - CURR PERSONNEL	101,015.30	101,015.30	122,423.01
				0015	OVERTIME PAY	1,500.00	1,500.00	1,352.82
				01 PERSONNEL SERVICES Total		494,047.45	494,047.45	565,915.37
				02 NON-PERSONNEL SERVICES				
				0020	SUPPLIES AND MATERIALS	1,000.00	850.00	850.00
				0040	OTHER SERVICES AND CHARGES	6,224.00	6,224.00	6,222.64
				0070	EQUIPMENT & EQUIPMENT RENTAL	600.00	600.00	600.00
				02 NON-PERSONNEL SERVICES Total		7,824.00	7,674.00	7,672.64
0100 LOCAL FUND Total		501,871.45	501,721.45	573,588.01				
100F AGENCY FINANCIAL OPERATIONS		Total	501,871.45	501,721.45	573,588.01			
120F ACCOUNTING OPERATIONS Total						501,871.45	501,721.45	573,588.01
L210 INTERGOVERNMENTAL AFFAIRS	L200 CHIEF LIBRARIAN	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011	REGULAR PAY - CONT FULL TIME	51,828.50	51,828.50	80,444.48
				0014	FRINGE BENEFITS - CURR PERSONNEL	13,371.76	13,371.76	22,094.08
				01 PERSONNEL SERVICES Total		65,200.26	65,200.26	102,538.56
				0100 LOCAL FUND Total		65,200.26	65,200.26	102,538.56
L200 CHIEF LIBRARIAN		Total	65,200.26	65,200.26	102,538.56			
L210 INTERGOVERNMENTAL AFFAIRS Total						65,200.26	65,200.26	102,538.56
L220 EXECUTIVE MANAGEMENT OFFICE	L200 CHIEF LIBRARIAN	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011	REGULAR PAY - CONT FULL TIME	126,132.49	126,132.49	143,993.04
				0014	FRINGE BENEFITS - CURR PERSONNEL	32,542.18	32,542.18	25,864.41
				01 PERSONNEL SERVICES Total		158,674.67	158,674.67	169,857.45
				02 NON-PERSONNEL SERVICES				
				0020	SUPPLIES AND MATERIALS	2,169.00	1,704.00	1,491.33
				0040	OTHER SERVICES AND CHARGES	62,297.00	36,390.00	36,389.95
				0070	EQUIPMENT & EQUIPMENT RENTAL	21,000.00	21,000.00	20,664.70
02 NON-PERSONNEL SERVICES Total		85,466.00	59,094.00	58,545.98				
0100 LOCAL FUND Total		244,140.67	217,768.67	228,403.43				
L200 CHIEF LIBRARIAN		Total	244,140.67	217,768.67	228,403.43			
L220 EXECUTIVE MANAGEMENT OFFICE Total						244,140.67	217,768.67	228,403.43
L310 CHILDREN AND YOUNG ADULT SERVICES	L300 LIBRARY SERVICES	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011	REGULAR PAY - CONT FULL TIME	3,514,718.93	3,514,718.93	3,546,617.75
				0012	REGULAR PAY - OTHER	57,413.41	57,413.41	62,591.29
				0013	ADDITIONAL GROSS PAY	76,800.00	76,800.00	108,117.21
				0014	FRINGE BENEFITS - CURR PERSONNEL	921,245.29	896,245.29	839,785.29
				0015	OVERTIME PAY	2,500.00	2,500.00	1,322.39
				01 PERSONNEL SERVICES Total		4,572,677.63	4,547,677.63	4,558,433.93
				02 NON-PERSONNEL SERVICES				
				0020	SUPPLIES AND MATERIALS	60,000.00	51,973.60	47,108.31
				0040	OTHER SERVICES AND CHARGES	1,339,303.00	1,335,436.73	1,237,058.98
				0070	EQUIPMENT & EQUIPMENT RENTAL	70,000.00	70,000.00	69,999.86
02 NON-PERSONNEL SERVICES Total		1,469,303.00	1,457,410.33	1,354,167.15				
0100 LOCAL FUND Total		6,041,980.63	6,005,087.96	5,912,601.08				
L300 LIBRARY SERVICES		Total	6,041,980.63	6,005,087.96	5,912,601.08			
L310 CHILDREN AND YOUNG ADULT SERVICES Total						6,041,980.63	6,005,087.96	5,912,601.08
L320 MARTIN LUTHER KING SERVICES	L300 LIBRARY SERVICES	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011	REGULAR PAY - CONT FULL TIME	5,466,338.22	5,216,338.22	5,250,265.08
				0012	REGULAR PAY - OTHER	42,259.67	27,259.67	15,718.41

JR MEMORIAL LIBRARY				0013	ADDITIONAL GROSS PAY	43,235.00	43,235.00	98,157.19								
				0014	FRINGE BENEFITS - CURR PERSONNEL	1,543,701.55	1,184,271.55	1,185,134.36								
				0015	OVERTIME PAY	1,300.00	1,300.00	2,091.14								
				01 PERSONNEL SERVICES Total		7,096,834.44	6,472,404.44	6,551,366.18								
			02	NON-PERSONNEL SERVICES	0020	SUPPLIES AND MATERIALS	12,090.00	8,494.85	7,548.46							
					0040	OTHER SERVICES AND CHARGES	1,126,618.00	1,126,394.00	329,803.92							
					0070	EQUIPMENT & EQUIPMENT RENTAL	111,240.00	111,240.00	11,214.88							
				02 NON-PERSONNEL SERVICES Total		1,249,948.00	1,246,128.85	348,567.26								
			0100 LOCAL FUND Total			8,346,782.44	7,718,533.29	6,899,933.44								
			0200	FEDERAL GRANT FUND	01	PERSONNEL SERVICES	70,441.82	70,441.82	72,454.63							
					0014	FRINGE BENEFITS - CURR PERSONNEL	18,173.99	18,173.99	17,147.35							
				01 PERSONNEL SERVICES Total		88,615.81	88,615.81	89,601.98								
				02	NON-PERSONNEL SERVICES	0040	OTHER SERVICES AND CHARGES	51,000.00	843.91	0.00						
					0050	SUBSIDIES AND TRANSFERS	40,000.00									
					0070	EQUIPMENT & EQUIPMENT RENTAL		439,788.66	439,788.66							
			02 NON-PERSONNEL SERVICES Total		91,000.00	440,632.57	439,788.66									
		0200 FEDERAL GRANT FUND Total			179,615.81	529,248.38	529,390.64									
		L300 LIBRARY SERVICES Total			8,526,398.25	8,247,781.67	7,429,324.08									
		L320 MARTIN LUTHER KING JR MEMORIAL LIBRARY Total			8,526,398.25	8,247,781.67	7,429,324.08									
L330 NEIGHBORHO OD LIBRARIES	L300 LIBRARY SERVICES	0100	LOCAL FUND	01	PERSONNEL SERVICES	0011	REGULAR PAY - CONT FULL TIME	15,654,409.01	13,023,979.01	13,303,321.67						
						0012	REGULAR PAY - OTHER	630,925.37	507,925.37	497,458.82						
						0013	ADDITIONAL GROSS PAY	1,027,855.00	1,027,855.00	251,887.60						
						0014	FRINGE BENEFITS - CURR PERSONNEL	4,230,901.72	3,743,330.72	3,660,879.20						
						0015	OVERTIME PAY	17,000.00	17,000.00	3,613.62						
						01 PERSONNEL SERVICES Total		21,561,091.10	18,320,090.10	17,717,160.91						
						02	NON-PERSONNEL SERVICES	0020	SUPPLIES AND MATERIALS	28,500.00	25,515.39	25,025.03				
								0040	OTHER SERVICES AND CHARGES	83,910.00	82,630.26	56,194.26				
								0070	EQUIPMENT & EQUIPMENT RENTAL	237,800.00	237,800.00	229,868.31				
								02 NON-PERSONNEL SERVICES Total		350,210.00	345,945.65	311,087.60				
						0100 LOCAL FUND Total		21,911,301.10	18,666,035.75	18,028,248.51						
						0450	PRIVATE DONATIONS	0020	SUPPLIES AND MATERIALS	4,000.00	4,000.00	0.00				
								0040	OTHER SERVICES AND CHARGES	10,000.00	10,000.00	0.00				
								0070	EQUIPMENT & EQUIPMENT RENTAL	3,000.00	3,000.00	0.00				
								02 NON-PERSONNEL SERVICES Total		17,000.00	17,000.00	0.00				
0450 PRIVATE DONATIONS Total		17,000.00	17,000.00	0.00												
0600	SPECIAL PURPOSE	02	NON-PERSONNEL SERVICES	0040	OTHER SERVICES AND CHARGES	50,000.00	50,000.00	0.00								
				02 NON-PERSONNEL SERVICES Total		50,000.00	50,000.00	0.00								
0600 SPECIAL PURPOSE REVENUE FUNDS (O'TYPE) Total				50,000.00	50,000.00	0.00										
		L300 LIBRARY SERVICES Total			21,978,301.10	18,733,035.75	18,028,248.51									
		L330 NEIGHBORHOOD LIBRARIES Total			21,978,301.10	18,733,035.75	18,028,248.51									
L335 ADULT SERVICES	L300 LIBRARY SERVICES	0100	LOCAL FUND	01	PERSONNEL SERVICES	0011	REGULAR PAY - CONT FULL TIME	421,326.09	421,326.09	408,252.50						
						0013	ADDITIONAL GROSS PAY	170.00	170.00	5,642.65						
						0014	FRINGE BENEFITS - CURR PERSONNEL	108,702.14	108,702.14	100,220.32						
						01 PERSONNEL SERVICES Total		530,198.23	530,198.23	514,115.47						
						02	NON-PERSONNEL SERVICES	0020	SUPPLIES AND MATERIALS	2,000.00	183.96	183.96				
								0040	OTHER SERVICES AND CHARGES	164,645.00	158,015.33	145,067.83				
								0070	EQUIPMENT & EQUIPMENT RENTAL	13,000.00	13,000.00	13,000.00				
								02 NON-PERSONNEL SERVICES Total		179,645.00	171,199.29	158,251.79				
						0100 LOCAL FUND Total		709,843.23	701,397.52	672,367.26						
								L300 LIBRARY SERVICES Total			709,843.23	701,397.52	672,367.26			
								L335 ADULT SERVICES Total			709,843.23	701,397.52	672,367.26			
						L340 ADAPTIVE SERVICES	L300 LIBRARY SERVICES	0100	LOCAL FUND	01	PERSONNEL SERVICES	0011	REGULAR PAY - CONT FULL TIME	428,727.81	403,727.81	380,826.24
												0013	ADDITIONAL GROSS PAY	2,375.00	2,375.00	1,513.50
												0014	FRINGE BENEFITS - CURR PERSONNEL	110,611.77	104,061.77	103,254.93
												0015	OVERTIME PAY	800.00	800.00	20.10
01 PERSONNEL SERVICES Total		542,514.58	510,964.58	485,614.77												
02	NON-PERSONNEL SERVICES	0040	OTHER SERVICES AND CHARGES	22,621.00	16,766.98							14,981.82				
		0070	EQUIPMENT & EQUIPMENT RENTAL	9,975.00	9,975.00							9,974.48				
		02 NON-PERSONNEL SERVICES Total		32,596.00	26,741.98							24,956.30				
0100 LOCAL FUND Total		575,110.58	537,706.56	510,571.07												
0700	OPERATING INTRA-DISTRICT	02	NON-PERSONNEL SERVICES	0040	OTHER SERVICES AND CHARGES							17,300.00	10,500.00	10,500.00		
				02 NON-PERSONNEL SERVICES Total								17,300.00	10,500.00	10,500.00		
0700 OPERATING INTRA-DISTRICT FUNDS Total				17,300.00	10,500.00							10,500.00				
		L300 LIBRARY SERVICES Total			592,410.58							548,206.56	521,071.07			
		L340 ADAPTIVE SERVICES Total			592,410.58							548,206.56	521,071.07			
L350 LITERACY RESOURCES	L300 LIBRARY SERVICES	0100	LOCAL FUND	01	PERSONNEL SERVICES							0011	REGULAR PAY - CONT FULL TIME	464,656.40	464,656.40	507,719.99
						0013	ADDITIONAL GROSS PAY	5,075.00	5,075.00	4,652.85						
						0014	FRINGE BENEFITS - CURR PERSONNEL	119,881.35	119,881.35	129,548.25						
						0015	OVERTIME PAY	1,500.00	1,500.00	128.06						
						01 PERSONNEL SERVICES Total		591,112.75	591,112.75	642,049.15						
						02	NON-PERSONNEL SERVICES	0020	SUPPLIES AND MATERIALS	2,000.00						
								0040	OTHER SERVICES AND CHARGES	20,700.00	20,672.00	19,300.20				
								0070	EQUIPMENT & EQUIPMENT RENTAL	2,000.00	2,000.00	2,000.00				
								02 NON-PERSONNEL SERVICES Total		24,700.00	22,672.00	21,300.20				
						0100 LOCAL FUND Total		615,812.75	613,784.75	663,349.35						
						0200	FEDERAL GRANT FUND	01	PERSONNEL SERVICES	0011	REGULAR PAY - CONT FULL TIME	66,542.00				
										0012	REGULAR PAY - OTHER	206,355.00	174,467.77	174,467.77		
										0013	ADDITIONAL GROSS PAY	2,000.00	129.22	129.22		
										0014	FRINGE BENEFITS - CURR PERSONNEL	70,407.43	14,838.00	14,838.00		
										01 PERSONNEL SERVICES Total		345,304.43	189,434.99	189,434.99		
02	NON-PERSONNEL SERVICES	0020	SUPPLIES AND MATERIALS	7,325.00	25,268.84					25,268.84						
		0040	OTHER SERVICES AND CHARGES	439,463.57	530,636.85					530,636.85						
		0070	EQUIPMENT & EQUIPMENT RENTAL	158,250.00	312,851.14					312,851.14						
02 NON-PERSONNEL SERVICES Total		605,038.57	868,756.83	868,756.83												
0200 FEDERAL GRANT FUND Total		950,343.00	1,058,191.82	1,058,191.82												

	L300 LIBRARY SERVICES		Total			1,566,155.75	1,671,976.57	1,721,541.17
L350 LITERACY RESOURCES			Total			1,566,155.75	1,671,976.57	1,721,541.17
L360 TEENS OF DISTINCTION PROGRAM	L300 LIBRARY SERVICES	0100 LOCAL FUND	01 PERSONNEL SERVICES	0012 REGULAR PAY - OTHER		55,147.15	55,147.15	56,089.38
				0014 FRINGE BENEFITS - CURR PERSONNEL		14,227.97	14,227.97	4,290.94
			01 PERSONNEL SERVICES Total			69,375.12	69,375.12	60,380.32
		0100 LOCAL FUND	Total			69,375.12	69,375.12	60,380.32
	L300 LIBRARY SERVICES		Total			69,375.12	69,375.12	60,380.32
L360 TEENS OF DISTINCTION PROGRAM			Total			69,375.12	69,375.12	60,380.32
L370 VOLUNTEERS	L300 LIBRARY SERVICES	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME		63,138.82	63,138.82	68,094.27
				0014 FRINGE BENEFITS - CURR PERSONNEL		16,289.82	16,289.82	14,983.36
			01 PERSONNEL SERVICES Total			79,428.64	79,428.64	83,077.63
			02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS		620.00		
				0040 OTHER SERVICES AND CHARGES		2,436.00	2,000.00	2,000.00
			02 NON-PERSONNEL SERVICES Total			3,056.00	2,000.00	2,000.00
		0100 LOCAL FUND	Total			82,484.64	81,428.64	85,077.63
	L300 LIBRARY SERVICES		Total			82,484.64	81,428.64	85,077.63
L370 VOLUNTEERS			Total			82,484.64	81,428.64	85,077.63
L380 COLLECTIONS	L300 LIBRARY SERVICES	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME		1,343,108.34	1,343,108.34	1,367,454.83
				0013 ADDITIONAL GROSS PAY		20.00	20.00	5,208.00
				0014 FRINGE BENEFITS - CURR PERSONNEL		346,521.97	346,521.97	288,450.22
				0015 OVERTIME PAY		1,900.00	1,900.00	630.85
			01 PERSONNEL SERVICES Total			1,691,550.31	1,691,550.31	1,661,743.90
			02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS		19,932.00	18,206.49	12,064.29
				0040 OTHER SERVICES AND CHARGES		178,659.00	168,057.00	165,673.00
				0070 EQUIPMENT & EQUIPMENT RENTAL		6,530,431.78	6,530,431.76	4,574,223.47
			02 NON-PERSONNEL SERVICES Total			6,729,022.78	6,716,695.25	4,751,960.76
		0100 LOCAL FUND	Total			8,420,573.09	8,408,245.56	6,413,704.66
		0700 OPERATING	02 NON-PERSONNEL SERVICES	0070 EQUIPMENT & EQUIPMENT RENTAL		769,994.57	769,994.57	769,994.57
		INTRA-DISTRICT	02 NON-PERSONNEL SERVICES Total			769,994.57	769,994.57	769,994.57
		0700 OPERATING	INTRA-DISTRICT FUNDS Total			769,994.57	769,994.57	769,994.57
	L300 LIBRARY SERVICES		Total			8,420,573.09	9,178,240.13	7,183,699.23
L380 COLLECTIONS			Total			8,420,573.09	9,178,240.13	7,183,699.23
L390 LIBRARY PROGRAM INFORMATION	L300 LIBRARY SERVICES	0100 LOCAL FUND	02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS		7,000.00	7,000.00	7,000.00
				0040 OTHER SERVICES AND CHARGES		56,864.00	185,687.00	177,315.42
				0070 EQUIPMENT & EQUIPMENT RENTAL			42,311.77	41,067.14
			02 NON-PERSONNEL SERVICES Total			56,864.00	234,998.77	225,382.56
		0100 LOCAL FUND	Total			56,864.00	234,998.77	225,382.56
	L300 LIBRARY SERVICES		Total			56,864.00	234,998.77	225,382.56
L390 LIBRARY PROGRAM INFORMATION			Total			56,864.00	234,998.77	225,382.56
L410 CUSTODIAL AND MAINTENANCE	L400 BUSINESS OPERATIONS	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME		2,389,620.69	2,389,620.69	2,652,188.51
				0012 REGULAR PAY - OTHER		106,571.73	106,571.73	46,993.24
				0013 ADDITIONAL GROSS PAY		60,550.00	60,550.00	114,036.19
				0014 FRINGE BENEFITS - CURR PERSONNEL		644,017.61	644,017.61	800,637.78
				0015 OVERTIME PAY		120,000.00	120,000.00	170,761.15
			01 PERSONNEL SERVICES Total			3,320,760.03	3,320,760.03	3,784,616.87
			02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS		142,831.00	194,831.00	156,911.02
				0040 OTHER SERVICES AND CHARGES		3,212,449.89	3,307,578.08	3,227,739.96
				0070 EQUIPMENT & EQUIPMENT RENTAL		135,089.00	135,089.00	135,088.72
			02 NON-PERSONNEL SERVICES Total			3,355,280.89	3,637,498.08	3,519,739.70
		0100 LOCAL FUND	Total			6,676,040.92	6,958,258.11	7,304,356.57
		0600 SPECIAL PURPOSE	02 NON-PERSONNEL SERVICES	0070 EQUIPMENT & EQUIPMENT RENTAL		5,000.00	5,000.00	0.00
		PURPOSE	02 NON-PERSONNEL SERVICES Total			5,000.00	5,000.00	0.00
		0600 SPECIAL PURPOSE	REVENUE FUNDS ('O'TYPE) Total			5,000.00	5,000.00	0.00
	L400 BUSINESS OPERATIONS		Total			6,681,040.92	6,963,258.11	7,304,356.57
L410 CUSTODIAL AND MAINTENANCE			Total			6,681,040.92	6,963,258.11	7,304,356.57
L420 PUBLIC SAFETY	L400 BUSINESS OPERATIONS	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME		1,950,964.57	1,950,964.57	1,806,158.17
				0012 REGULAR PAY - OTHER		172,218.46	172,218.46	349,142.72
				0013 ADDITIONAL GROSS PAY		72,225.00	72,225.00	104,081.90
				0014 FRINGE BENEFITS - CURR PERSONNEL		547,781.33	547,781.33	507,788.86
				0015 OVERTIME PAY		200,112.00	200,112.00	107,507.15
			01 PERSONNEL SERVICES Total			2,943,301.36	2,943,301.36	2,874,678.80
			02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS		32,500.00	29,199.84	26,893.49
				0040 OTHER SERVICES AND CHARGES		296,237.00	295,787.03	295,129.48
				0070 EQUIPMENT & EQUIPMENT RENTAL		50,547.00	50,547.00	50,547.00
			02 NON-PERSONNEL SERVICES Total			379,284.00	375,533.87	372,569.97
		0100 LOCAL FUND	Total			3,322,585.36	3,318,835.23	3,247,248.77
		0600 SPECIAL PURPOSE	02 NON-PERSONNEL SERVICES	0040 OTHER SERVICES AND CHARGES		75,000.00	20,671.50	0.00
		PURPOSE	02 NON-PERSONNEL SERVICES Total			75,000.00	20,671.50	0.00
		0600 SPECIAL PURPOSE	REVENUE FUNDS ('O'TYPE) Total			75,000.00	20,671.50	0.00
	L400 BUSINESS OPERATIONS		Total			3,397,585.36	3,339,506.73	3,247,248.77
L420 PUBLIC SAFETY			Total			3,397,585.36	3,339,506.73	3,247,248.77
L430 ASSET MANAGEMENT	L400 BUSINESS OPERATIONS	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME		72,370.47	72,370.47	77,094.58
				0012 REGULAR PAY - OTHER		0.00	0.00	117.47
				0014 FRINGE BENEFITS - CURR PERSONNEL		18,671.58	18,671.58	6,281.48
			01 PERSONNEL SERVICES Total			91,042.05	91,042.05	83,493.53
			02 NON-PERSONNEL SERVICES	0040 OTHER SERVICES AND CHARGES		29,105.00	24,000.00	24,000.00
			02 NON-PERSONNEL SERVICES Total			29,105.00	24,000.00	24,000.00
		0100 LOCAL FUND	Total			120,147.05	115,042.05	107,493.53
	L400 BUSINESS OPERATIONS		Total			120,147.05	115,042.05	107,493.53
L430 ASSET MANAGEMENT			Total			120,147.05	115,042.05	107,493.53
L440 21ST CENTURY CAPITAL PROJECTS	L400 BUSINESS OPERATIONS	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME			0.00	233,718.00
				0013 ADDITIONAL GROSS PAY			0.00	6,002.85
				0014 FRINGE BENEFITS - CURR PERSONNEL			0.00	34,759.94
			01 PERSONNEL SERVICES Total				0.00	274,480.79
			02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS		12,500.00	11,672.40	11,672.40

				0040 OTHER SERVICES AND CHARGES	683,568.00	681,767.96	643,886.60
				02 NON-PERSONNEL SERVICES Total	696,068.00	693,440.36	655,559.00
		0100 LOCAL FUND	Total		696,068.00	693,440.36	930,039.79
		0700 OPERATING	02 NON-PERSONNEL SERVICES	0040 OTHER SERVICES AND CHARGES	99,000.00	99,000.00	99,000.00
		INTRA-DISTRICT	02 NON-PERSONNEL SERVICES Total		99,000.00	99,000.00	99,000.00
		0700 OPERATING	INTRA-DISTRICT FUNDS Total		99,000.00	99,000.00	99,000.00
		L400 BUSINESS OPERATIONS	Total		696,068.00	792,440.36	1,029,039.79
		L440 21ST CENTURY CAPITAL PROJECTS	Total		696,068.00	792,440.36	1,029,039.79
L450 PUBLIC SERVICE TECHNOLOGY	L400 BUSINESS OPERATIONS	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	751,607.96	751,607.96	873,391.42
				0012 REGULAR PAY - OTHER	271,594.18	271,594.18	144,056.43
				0013 ADDITIONAL GROSS PAY	5,500.00	5,500.00	15,235.45
				0014 FRINGE BENEFITS - CURR PERSONNEL	263,986.14	263,986.14	246,212.13
				0015 OVERTIME PAY	45,000.00	45,000.00	11,086.13
			01 PERSONNEL SERVICES Total		1,337,688.28	1,337,688.28	1,289,981.56
			02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	10,000.00	8,500.00	0.00
				0040 OTHER SERVICES AND CHARGES	819,944.00	815,107.00	802,940.00
				0070 EQUIPMENT & EQUIPMENT RENTAL	613,924.00	609,650.08	609,650.08
			02 NON-PERSONNEL SERVICES Total		1,443,868.00	1,433,257.08	1,412,590.08
		0100 LOCAL FUND	Total		2,781,556.28	2,770,945.36	2,702,571.64
		0600 SPECIAL PURPOSE REVENUE FUNDS	02 NON-PERSONNEL SERVICES	0040 OTHER SERVICES AND CHARGES	702,000.00	1,705.20	1,705.20
				0070 EQUIPMENT & EQUIPMENT RENTAL	398,000.00	668,301.52	668,301.52
			02 NON-PERSONNEL SERVICES Total		1,100,000.00	670,006.72	670,006.72
		0600 SPECIAL PURPOSE REVENUE FUNDS ('O' TYPE)	Total		1,100,000.00	670,006.72	670,006.72
		L400 BUSINESS OPERATIONS	Total		3,881,556.28	3,440,952.08	3,372,578.36
		L450 PUBLIC SERVICE TECHNOLOGY	Total		3,881,556.28	3,440,952.08	3,372,578.36
Grand Total					73,165,920.86	70,283,546.27	66,903,512.83

Provide the following budget information for DCPL, including the approved budget, revised budget, and expenditures, for FY21 and to date in FY22:
 - At the agency level, provide the information broken out by source of funds and by Comptroller Source Group and Comptroller Object;

FY22 Q1 by Agency (FM3 Closed)

Approp Fund	GAAP Category1	Comp Source Group	Comp Object	FY22 Approved	FY22 Revised	FY22 1st Quarter			
0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	0111 CONTINUING FULL TIME	39,393,690.26	39,393,690.26	10,668,787.97			
		0011 REGULAR PAY - CONT FULL TIME Total			39,393,690.26	39,393,690.26	10,668,787.97		
		0012 REGULAR PAY - OTHER	0121 TEMPORARY FULL-TIME		0.00	0.00	15,536.68		
			0122 CONTINUING PART-TIME	763,784.98	763,784.98	172,753.80			
			0123 TEMPORARY PART-TIME	472,397.20	472,397.20	0.00			
			0124 WHEN ACTUALLY EMPLOYED - WAE	0.00	0.00	152,182.82			
			0125 TERM FULL-TIME	260,994.20	260,994.20	68,254.77			
			0126 TERM PART-TIME	56,557.49	56,557.49	11,925.40			
			0127 WORKER'S COMP INJURY EARNINGS	0.00	0.00	5,710.54			
		0012 REGULAR PAY - OTHER Total			1,553,733.87	1,553,733.87	426,364.01		
		0013 ADDITIONAL GROSS PAY	0128 ADDITIONAL INCOME ALLOWANCE	20,055.00	20,055.00	0.00			
			0131 SHIFT DIFFERENTIAL	228,700.00	228,700.00	46,094.46			
			0134 TERMINAL LEAVE	101,965.00	101,965.00	139,344.69			
			0135 HOLIDAY PAY	218,000.00	218,000.00	42,031.44			
			0136 SUNDAY PAY	866,205.00	866,205.00	80,134.53			
			0172 EARLY OUT INCENTIVE PAY			123,215.00			
			0138 BONUS PAY			3,738.00			
		0013 ADDITIONAL GROSS PAY Total			1,434,925.00	1,434,925.00	434,558.12		
		0014 FRINGE BENEFITS - CURR PERSONNEL	0141 GROUP LIFE INSURANCE	0.00	0.00	5,741.80			
			0142 HEALTH BENEFITS	0.00	0.00	1,094,174.34			
			0147 MISC FRINGE BENEFITS	10,753,060.66	10,753,060.66	0.00			
			0148 RETIREMENT CONTRIBUTION - FICA	0.00	0.00	629,373.08			
			0152 RETIREMENT CONTRIBUTION - CIVIL SERVICE	0.00	0.00	39,735.26			
			0154 OPTICAL PLAN	0.00	0.00	8,878.61			
			0155 DENTAL PLAN	0.00	0.00	28,039.13			
			0156 EXTRA HEALTH BENEFITS	0.00	0.00	(2.95)			
			0157 PREPAID LEGAL	0.00	0.00	20,710.16			
			0158 MEDICARE CONTRIBUTION	0.00	0.00	157,202.27			
			0159 RETIREMENT	0.00	0.00	458,657.19			
			0161 DC HEALTH BENEFIT FEES	0.00	0.00	50,070.98			
		0014 FRINGE BENEFITS - CURR PERSONNEL Total			10,753,060.66	10,753,060.66	2,492,579.87		
		0015 OVERTIME PAY	0133 OVERTIME PAY	405,412.00	405,412.00	91,387.87			
		0015 OVERTIME PAY Total			405,412.00	405,412.00	91,387.87		
		01 PERSONNEL SERVICES Total				53,540,821.79	53,540,821.79	14,113,677.84	
		02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	0201 OFFICE SUPPLIES	0201 OFFICE SUPPLIES	3,400.00	3,400.00	0.00	
				0204 EDUCATIONAL	0204 EDUCATIONAL	57,000.00	57,000.00	0.00	
				0207 CLOTHING AND UNIFORMS	0207 CLOTHING AND UNIFORMS	30,000.00	30,000.00	0.00	
				0209 FOOD PROVISIONS	0209 FOOD PROVISIONS	8,500.00	8,500.00	0.00	
				0210 GENERAL	0210 GENERAL	351,290.00	351,290.00	36,515.45	
				0213 SECURITY SUPPLIES	0213 SECURITY SUPPLIES			0.00	
				0020 SUPPLIES AND MATERIALS Total			450,190.00	450,190.00	36,515.45
				0030 ENERGY, COMM. AND BLDG RENTALS	0300 BUDGET ONLY - ENERGY, BLDG RENT	0.00	0.00	0.00	
					0302 FUEL - HEATING	0.00	0.00	0.00	
					0304 GAS	0.00	0.00	0.00	
					0305 ELECTRICITY	0.00	0.00	0.00	
	0306 STEAM			0.00	0.00	0.00			
	0307 WATER			0.00	0.00	0.00			
0030 ENERGY, COMM. AND BLDG RENTALS Total				0.00	0.00	0.00			
0031 TELEPHONE, TELEGRAPH, TELEGRAM, ETC	0308 TELEPHONE, TELETYPE, TELEGRAM, ETC			0.00	0.00	0.00			
0031 TELEPHONE, TELEGRAPH, TELEGRAM, ETC Total				0.00	0.00	0.00			
0040 OTHER SERVICES AND CHARGES	0400 BUDGET ONLY - OTHER SERV CHARGES			0.00	0.00	0.00			
	0401 TRAVEL - LOCAL			16,500.00	16,500.00	0.00			
	0402 TRAVEL - OUT OF CITY			16,750.00	16,750.00	(356.25)			
	0404 MAINTENANCE AND REPAIRS - AUTO			148,603.43	148,603.43	39,129.91			
	0405 MAINTENANCE AND REPAIRS - MACH			0.00	0.00	0.00			
	0406 MAINTENANCE AND REPAIRS - LAND, BUILDING			654,110.00	654,110.00	0.00			
	0408 PROF SERVICE FEES AND CONTR			8,606,862.67	10,123,821.86	612,251.68			
	0410 OFFICE SUPPORT					9,107.75			
	0411 PRINTING, DUPLICATING, ETC			40,000.00	140,000.00	12,920.01			
	0414 ADVERTISING			203,708.87	303,708.87	0.00			
	0415 JUDGEMENTS, INDEMNITIES			0.00	0.00	0.00			
	0416 POSTAGE			0.00	10,000.00	773.83			
	0419 TUITION FOR EMPLOYEE TRAINING			42,125.00	42,125.00	435.00			
	0425 PAYMENT OF MEMBERSHIP DUES			27,850.00	27,850.00	5,000.00			
	0441 IT HARDWARE MAINTENANCE			0.00	0.00	0.00			
	0494 OCTO IT ASSESSMENT			100,970.06	100,970.06	11,973.54			
	0403 TRANS CHARGES - MATERIALS			0.00	0.00	462.00			
	0424 CONFERENCE FEES LOC OUT OF CITY	28,787.00	28,787.00	0.00					
	0407 MAINTENANCE AND REPAIRS - OTHER	0.00	0.00	0.00					
	0499 INT PENALTIES QUICK PAY CLS 40	0.00	0.00	0.00					
0040 OTHER SERVICES AND CHARGES Total			9,886,267.03	11,613,226.22	691,697.47				
0041 CONTRACTUAL SERVICES - OTHER	0409 CONTRACTUAL SERVICES - OTHER	0.00	0.00	0.00					
0041 CONTRACTUAL SERVICES - OTHER Total			0.00	0.00	0.00				
0070 EQUIPMENT & EQUIPMENT RENTAL	0701 PURCHASES - FURNITURE AND FIXTURES	129,295.00	129,295.00	0.00					
	0704 PURCHASES - OTHER EQUIPMENT	239,411.73	239,411.73	205.39					
	0706 RENTALS - MACHINERY AND EQUIPMENT	392,000.00	392,000.00	123,761.65					
	0708 LIBRARY BOOKS	6,293,431.78	12,175,648.85	749,741.59					
	0710 IT HARDWARE ACQUISITIONS	283,000.00	283,000.00	0.00					
	0711 IT SOFTWARE ACQUISITIONS	325,781.00	325,781.00	40,454.00					
	0703 PURCHASES - AUTOMOTIVE EQUIPMENT	48,547.00	48,547.00	0.00					
0070 EQUIPMENT & EQUIPMENT RENTAL Total			7,711,466.51	13,593,683.58	914,162.63				

		0080 DEBT SERVICE	0800 BUDGET SERVICE - DEBT SERVICE	0.00	0.00	0.00
			0811 LEASE PAYMENTS	0.00	0.00	0.00
		0080 DEBT SERVICE Total		0.00	0.00	0.00
		0031 TELECOMMUNICATIONS	0308 TELECOMMUNICATIONS	137,476.00	137,476.00	0.00
		0031 TELECOMMUNICATIONS Total		137,476.00	137,476.00	0.00
		02 NON-PERSONNEL SERVICES Total		18,185,399.54	25,794,575.80	1,642,375.55
0100 LOCAL FUND Total				71,726,221.33	79,335,397.59	15,756,053.39
0200 FEDERAL GRANT FUND	01 PERSONNEL SERVICES	0012 REGULAR PAY - OTHER	0121 TEMPORARY FULL-TIME	75,094.00	75,094.00	20,723.54
			0125 TERM FULL-TIME	153,924.00	153,924.00	21,739.10
			0126 TERM PART-TIME	102,065.47	102,065.47	27,567.79
		0012 REGULAR PAY - OTHER Total		331,083.47	331,083.47	70,030.43
		0013 ADDITIONAL GROSS PAY	0131 SHIFT DIFFERENTIAL	2,000.00	2,000.00	0.00
			0135 HOLIDAY PAY			0.00
		0013 ADDITIONAL GROSS PAY Total		2,000.00	2,000.00	2.58
		0014 FRINGE BENEFITS - CURR PERSONNEL	0141 GROUP LIFE INSURANCE	0.00	0.00	26.74
			0142 HEALTH BENEFITS	0.00	0.00	1,928.08
			0147 MISC FRINGE BENEFITS	86,081.71	86,081.71	0.00
			0148 RETIREMENT CONTRIBUTION - FICA	0.00	0.00	4,278.65
			0154 OPTICAL PLAN	0.00	0.00	54.93
			0155 DENTAL PLAN	0.00	0.00	174.55
			0158 MEDICARE CONTRIBUTION	0.00	0.00	1,000.69
			0159 RETIREMENT	0.00	0.00	1,548.39
	0161 DC HEALTH BENEFIT FEES	0.00	0.00	102.84		
	0014 FRINGE BENEFITS - CURR PERSONNEL Total	86,081.71	86,081.71	9,114.87		
	01 PERSONNEL SERVICES Total	419,165.18	419,165.18	79,147.88		
	02 NON- PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	0204 EDUCATIONAL	2,325.00	2,325.00	0.00
			0210 GENERAL	255,000.00	255,000.00	0.00
		0020 SUPPLIES AND MATERIALS Total		257,325.00	257,325.00	0.00
		0040 OTHER SERVICES AND CHARGES	0402 TRAVEL - OUT OF CITY	50,000.00	50,000.00	0.00
			0408 PROF SERVICE FEES AND CONTR	1,062,555.82	1,062,555.82	1,308.50
			0419 TUITION FOR EMPLOYEE TRAINING	75,760.00	75,760.00	0.00
			0425 PAYMENT OF MEMBERSHIP DUES		0.00	0.00
			0424 CONFERENCE FEES LOC OUT OF CITY	1,000.00	1,000.00	0.00
		0040 OTHER SERVICES AND CHARGES Total	1,189,315.82	1,189,315.82	1,308.50	
		0050 SUBSIDIES AND TRANSFERS	0506 GRANTS AND GRATUITIES	40,000.00	40,000.00	0.00
	0050 SUBSIDIES AND TRANSFERS Total		40,000.00	40,000.00	0.00	
	0070 EQUIPMENT & EQUIPMENT RENTAL	0702 PURCHASES - EQUIPMENT AND MACHINERY		0.00	0.00	0.00
			0704 PURCHASES - OTHER EQUIPMENT	408,250.00	408,250.00	0.00
			0708 LIBRARY BOOKS	0.00	0.00	0.00
			0710 IT HARDWARE ACQUISITIONS		0.00	0.00
			0711 IT SOFTWARE ACQUISITIONS	0.00	0.00	0.00
		0070 EQUIPMENT & EQUIPMENT RENTAL Total	408,250.00	408,250.00	0.00	
	02 NON-PERSONNEL SERVICES Total	1,894,890.82	1,894,890.82	1,308.50		
0200 FEDERAL GRANT FUND Total				2,314,056.00	2,314,056.00	80,456.38
0450 PRIVATE DONATIONS	02 NON- PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	0209 FOOD PROVISIONS	1,500.00	1,500.00	0.00
			0210 GENERAL	2,500.00	2,500.00	0.00
		0020 SUPPLIES AND MATERIALS Total		4,000.00	4,000.00	0.00
		0040 OTHER SERVICES AND CHARGES	0402 TRAVEL - OUT OF CITY	7,000.00	7,000.00	0.00
			0408 PROF SERVICE FEES AND CONTR	3,000.00	3,000.00	0.00
		0040 OTHER SERVICES AND CHARGES Total		10,000.00	10,000.00	0.00
		0070 EQUIPMENT & EQUIPMENT RENTAL	0704 PURCHASES - OTHER EQUIPMENT	3,000.00	3,000.00	0.00
		0070 EQUIPMENT & EQUIPMENT RENTAL Total		3,000.00	3,000.00	0.00
	02 NON-PERSONNEL SERVICES Total	17,000.00	17,000.00	0.00		
0450 PRIVATE DONATIONS Total				17,000.00	17,000.00	0.00
0600 SPECIAL PURPOSE REVENUE FUNDS (O'TYPE)	02 NON- PERSONNEL SERVICES	0040 OTHER SERVICES AND CHARGES	0408 PROF SERVICE FEES AND CONTR	902,000.00	902,000.00	0.00
			0407 MAINTENANCE AND REPAIRS - OTHER	0.00	0.00	0.00
		0040 OTHER SERVICES AND CHARGES Total		902,000.00	902,000.00	0.00
		0041 CONTRACTUAL SERVICES - OTHER	0409 CONTRACTUAL SERVICES - OTHER	0.00	0.00	0.00
		0041 CONTRACTUAL SERVICES - OTHER Total		0.00	0.00	0.00
		0070 EQUIPMENT & EQUIPMENT RENTAL	0700 BUDGET ONLY - EQUIP AND RENTAL	0.00	0.00	0.00
	0710 IT HARDWARE ACQUISITIONS	398,000.00	398,000.00	0.00		
0070 EQUIPMENT & EQUIPMENT RENTAL Total		398,000.00	398,000.00	0.00		
	02 NON-PERSONNEL SERVICES Total	1,300,000.00	1,300,000.00	0.00		
0600 SPECIAL PURPOSE REVENUE FUNDS (O'TYPE) Total				1,300,000.00	1,300,000.00	0.00
0700 OPERATING INTRA- DISTRICT FUNDS	02 NON- PERSONNEL SERVICES	0040 OTHER SERVICES AND CHARGES	0406 MAINTENANCE AND REPAIRS - LAND, BUILDING	120,000.00	120,000.00	0.00
			0408 PROF SERVICE FEES AND CONTR	17,300.00	17,300.00	0.00
			0410 OFFICE SUPPORT	0.00	0.00	0.00
		0040 OTHER SERVICES AND CHARGES Total		137,300.00	137,300.00	0.00
		0070 EQUIPMENT & EQUIPMENT RENTAL	0708 LIBRARY BOOKS	0.00	0.00	0.00
0070 EQUIPMENT & EQUIPMENT RENTAL Total		0.00	0.00	0.00		
	02 NON-PERSONNEL SERVICES Total	137,300.00	137,300.00	0.00		
0700 OPERATING INTRA-DISTRICT FUNDS Total				137,300.00	137,300.00	0.00
Grand Total				75,494,577.33	83,103,753.59	15,836,509.77

Provide the following budget information for DCPL, including the approved budget, revised budget, and expenditures, for FY21 and to date in FY22:
 - At the program level, provide the information broken out by source of funds and by Comptroller Source Group and Comptroller Object.

FY22 Q1 by Program (FM3 Closed)

Program Code	Approp Fund	GAAP Category1	Comp Source	Comp Object	FY22 Approved	FY22 Revised	FY22 1st Quarter			
1000 AGENCY MANAGEMENT	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY	0111 CONTINUING FULL TIME	5,173,414.63	5,173,414.63	1,353,745.57			
			0011 REGULAR PAY - CONT FULL TIME Total			5,173,414.63	5,173,414.63	1,353,745.57		
			0012 REGULAR PAY - OTHER	0121 TEMPORARY FULL-TIME	0.00	0.00	8,182.30			
				0122 CONTINUING PART-TIME	76,126.00	76,126.00	0.00			
				0123 TEMPORARY PART-TIME	207,751.50	207,751.50	0.00			
				0124 WHEN ACTUALLY EMPLOYED - WAE	0.00	0.00	34,133.96			
				0125 TERM FULL-TIME	64,147.20	64,147.20	33,712.33			
				0127 WORKER'S COMP INJURY EARNINGS	0.00	0.00	179.71			
			0012 REGULAR PAY - OTHER Total			348,024.70	348,024.70	76,208.30		
			0013 ADDITIONAL GROSS PAY	0128 ADDITIONAL INCOME ALLOWANCE	20,055.00	20,055.00	0.00			
				0131 SHIFT DIFFERENTIAL	2,060.00	2,060.00	58.86			
				0134 TERMINAL LEAVE	0.00	0.00	53,016.59			
				0135 HOLIDAY PAY	1,950.00	1,950.00	427.04			
				0136 SUNDAY PAY	3,005.00	3,005.00	103.10			
				0172 EARLY OUT INCENTIVE PAY	0.00	0.00	25,000.00			
			0013 ADDITIONAL GROSS PAY Total			27,070.00	27,070.00	78,605.59		
			0014 FRINGE BENEFITS - CURR PERSONNEL	0141 GROUP LIFE INSURANCE	0.00	0.00	791.23			
				0142 HEALTH BENEFITS	0.00	0.00	104,157.38			
				0147 MISC FRINGE BENEFITS	1,439,689.95	1,439,689.95	0.00			
				0148 RETIREMENT CONTRIBUTION - FICA	0.00	0.00	63,648.40			
				0152 RETIREMENT CONTRIBUTION - CIVIL SERVICE	0.00	0.00	8,409.92			
				0154 OPTICAL PLAN	0.00	0.00	831.02			
				0155 DENTAL PLAN	0.00	0.00	2,571.69			
				0157 PREPAID LEGAL	0.00	0.00	613.49			
				0158 MEDICARE CONTRIBUTION	0.00	0.00	19,962.18			
				0159 RETIREMENT	0.00	0.00	57,754.97			
				0161 DC HEALTH BENEFIT FEES	0.00	0.00	4,911.48			
			0014 FRINGE BENEFITS - CURR PERSONNEL Total			1,439,689.95	1,439,689.95	263,651.76		
			0015 OVERTIME PAY	0133 OVERTIME PAY	13,800.00	13,800.00	6,889.98			
			0015 OVERTIME PAY Total			13,800.00	13,800.00	6,889.98		
			01 PERSONNEL SERVICES Total			7,001,999.28	7,001,999.28	1,779,101.20		
			02 NON-PERSONNEL SERVICES	0200 SUPPLIES AND MATERIALS	0201 OFFICE SUPPLIES	0201 OFFICE SUPPLIES	3,400.00	3,400.00	0.00	
					0209 FOOD PROVISIONS	0209 FOOD PROVISIONS	8,500.00	8,500.00	0.00	
					0210 GENERAL	0210 GENERAL	111,198.00	111,198.00	8,054.85	
					0020 SUPPLIES AND MATERIALS Total			123,098.00	123,098.00	8,054.85
					0040 OTHER SERVICES AND CHARGES	0401 TRAVEL - LOCAL	0401 TRAVEL - LOCAL	16,500.00	16,500.00	0.00
						0402 TRAVEL - OUT OF CITY	0402 TRAVEL - OUT OF CITY	16,750.00	16,750.00	(356.25)
						0404 MAINTENANCE AND REPAIRS - AUTO	0404 MAINTENANCE AND REPAIRS - AUTO	148,603.43	148,603.43	39,129.91
						0406 MAINTENANCE AND REPAIRS - LAND, BUILDING	0406 MAINTENANCE AND REPAIRS - LAND, BUILDING	284,500.00	284,500.00	0.00
						0408 PROF SERVICE FEES AND CONTR	0408 PROF SERVICE FEES AND CONTR	805,042.78	805,042.78	49,251.44
						0411 PRINTING, DUPLICATING, ETC	0411 PRINTING, DUPLICATING, ETC	30,000.00	30,000.00	12,920.01
						0414 ADVERTISING	0414 ADVERTISING	203,708.87	203,708.87	0.00
						0415 JUDGEMENTS, INDEMNITIES	0415 JUDGEMENTS, INDEMNITIES	0.00	0.00	0.00
						0416 POSTAGE	0416 POSTAGE	0.00	0.00	0.00
						0419 TUITION FOR EMPLOYEE TRAINING	0419 TUITION FOR EMPLOYEE TRAINING	27,125.00	27,125.00	435.00
0425 PAYMENT OF MEMBERSHIP DUES	0425 PAYMENT OF MEMBERSHIP DUES	1,500.00				1,500.00	0.00			
0494 OCTO IT ASSESSMENT	0494 OCTO IT ASSESSMENT	100,970.06				100,970.06	11,973.54			
0403 TRANS CHARGES - MATERIALS	0403 TRANS CHARGES - MATERIALS	0.00				0.00	462.00			
0424 CONFERENCE FEES LOC OUT OF CITY	0424 CONFERENCE FEES LOC OUT OF CITY	28,787.00				28,787.00	0.00			
0407 MAINTENANCE AND REPAIRS - OTHER	0407 MAINTENANCE AND REPAIRS - OTHER	0.00				0.00	0.00			
0040 OTHER SERVICES AND CHARGES Total					1,663,487.14	1,663,487.14	113,815.65			
0070 EQUIPMENT & RENTAL	0701 PURCHASES - FURNITURE AND FIXTURES	10,000.00			10,000.00	0.00				
	0704 PURCHASES - OTHER EQUIPMENT	32,816.73			32,816.73	(237.10)				
	0706 RENTALS - MACHINERY AND EQUIPMENT	0.00			0.00	24,234.00				
	0710 IT HARDWARE ACQUISITIONS	55,000.00			55,000.00	0.00				
	0711 IT SOFTWARE ACQUISITIONS	281,882.00			281,882.00	36,249.00				
0070 EQUIPMENT & EQUIPMENT RENTAL Total			379,698.73	379,698.73	60,245.90					
0031 TELECOMMUNICATIONS	0308 TELECOMMUNICATIONS	137,476.00	137,476.00	0.00						
0031 TELECOMMUNICATIONS Total			137,476.00	137,476.00	0.00					
02 NON-PERSONNEL SERVICES Total			2,303,759.87	2,303,759.87	182,116.40					
0100 LOCAL FUND Total			9,305,759.15	9,305,759.15	1,961,217.60					
0700 OPERATING INTRA-DISTRICT FUNDS	02 NON-PERSONNEL	0040 OTHER SERVICES AND CHARGES	0406 MAINTENANCE AND REPAIRS - LAND, BUILDING	120,000.00	120,000.00	0.00				
0040 OTHER SERVICES AND CHARGES Total			120,000.00	120,000.00	0.00					
02 NON-PERSONNEL SERVICES Total			120,000.00	120,000.00	0.00					
0700 OPERATING INTRA-DISTRICT FUNDS Total			120,000.00	120,000.00	0.00					
1000 AGENCY MANAGEMENT Total			9,425,759.15	9,425,759.15	1,961,217.60					
100F AGENCY FINANCIAL OPERATIONS	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY	0111 CONTINUING FULL TIME	821,620.82	821,620.82	241,067.43			
			0011 REGULAR PAY - CONT FULL TIME Total			821,620.82	821,620.82	241,067.43		
			0013 ADDITIONAL GROSS PAY	0135 HOLIDAY PAY	0.00	0.00	507.07			
			0013 ADDITIONAL GROSS PAY Total			0.00	0.00	507.07		
			0014 FRINGE BENEFITS - CURR PERSONNEL	0141 GROUP LIFE INSURANCE	0.00	0.00	113.07			
				0142 HEALTH BENEFITS	0.00	0.00	30,401.85			
				0147 MISC FRINGE BENEFITS	213,621.41	213,621.41	0.00			
				0148 RETIREMENT CONTRIBUTION - FICA	0.00	0.00	12,944.68			
				0154 OPTICAL PLAN	0.00	0.00	150.28			
				0155 DENTAL PLAN	0.00	0.00	510.95			
				0158 MEDICARE CONTRIBUTION	0.00	0.00	3,302.61			

			0159 RETIREMENT		0.00	0.00	12,053.35
			0161 DC HEALTH BENEFIT FEES		0.00	0.00	1,484.56
			0014 FRINGE BENEFITS - CURR PERSONNEL Total		213,621.41	213,621.41	60,961.35
			0015 OVERTIME P	0133 OVERTIME PAY	1,500.00	1,500.00	806.16
			0015 OVERTIME PAY Total		1,500.00	1,500.00	806.16
			01 PERSONNEL SERVICES Total		1,036,742.23	1,036,742.23	303,342.01
			02 NON-PERSONNEL SERVICES	0210 GENERAL	1,950.00	1,950.00	0.00
			0020 SUPPLIES AND MATERIALS Total		1,950.00	1,950.00	0.00
			0040 OTHER SERV	0408 PROF SERVICE FEES AND CONTR	7,423.00	7,423.00	0.00
			0040 OTHER SERVICES AND CHARGES Total		7,423.00	7,423.00	0.00
			0070 EQUIPMENT	0704 PURCHASES - OTHER EQUIPMENT	850.00	850.00	0.00
			0070 EQUIPMENT & EQUIPMENT RENTAL Total		850.00	850.00	0.00
			02 NON-PERSONNEL SERVICES Total		10,223.00	10,223.00	0.00
			0100 LOCAL FUND Total		1,046,965.23	1,046,965.23	303,342.01
			100F AGENCY FINANCIAL OPERATIONS Total		1,046,965.23	1,046,965.23	303,342.01
9220 DCPL PCARD POOL	0100 LOCAL FUND	02 NON-PERSONNEL	0040 OTHER SERV	0410 OFFICE SUPPORT		0.00	9,107.75
			0040 OTHER SERVICES AND CHARGES Total			0.00	9,107.75
			02 NON-PERSONNEL SERVICES Total			0.00	9,107.75
			0100 LOCAL FUND Total			0.00	9,107.75
9220 DCPL PCARD POOL			Total			0.00	9,107.75
L200 CHIEF LIBRARIAN	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PA	0111 CONTINUING FULL TIME	238,940.15	238,940.15	79,458.96
			0011 REGULAR PAY - CONT FULL TIME Total		238,940.15	238,940.15	79,458.96
			0014 FRINGE BENEFITS - CURR PERSONNEL	0141 GROUP LIFE INSURANCE	0.00	0.00	40.12
				0142 HEALTH BENEFITS	0.00	0.00	6,710.59
				0147 MISC FRINGE BENEFITS	62,124.44	62,124.44	0.00
				0148 RETIREMENT CONTRIBUTION - FICA	0.00	0.00	4,754.16
				0154 OPTICAL PLAN	0.00	0.00	35.30
				0155 DENTAL PLAN	0.00	0.00	118.87
				0158 MEDICARE CONTRIBUTION	0.00	0.00	1,111.87
				0159 RETIREMENT	0.00	0.00	3,972.97
				0161 DC HEALTH BENEFIT FEES	0.00	0.00	325.79
			0014 FRINGE BENEFITS - CURR PERSONNEL Total		62,124.44	62,124.44	17,069.67
			01 PERSONNEL SERVICES Total		301,064.59	301,064.59	96,528.63
			02 NON-PERSONNEL SERVICES	0210 GENERAL	2,169.00	2,169.00	0.00
			0020 SUPPLIES AND MATERIALS Total		2,169.00	2,169.00	0.00
			0040 OTHER SERVICES AND	0408 PROF SERVICE FEES AND CONTR	35,947.00	35,947.00	0.00
				0425 PAYMENT OF MEMBERSHIP DUES	26,350.00	26,350.00	5,000.00
			0040 OTHER SERVICES AND CHARGES Total		62,297.00	62,297.00	5,000.00
			0070 EQUIPMENT	0704 PURCHASES - OTHER EQUIPMENT	21,000.00	21,000.00	0.00
			0070 EQUIPMENT & EQUIPMENT RENTAL Total		21,000.00	21,000.00	0.00
			02 NON-PERSONNEL SERVICES Total		85,466.00	85,466.00	5,000.00
			0100 LOCAL FUND Total		386,530.59	386,530.59	101,528.63
L200 CHIEF LIBRARIAN			Total		386,530.59	386,530.59	101,528.63
L300 LIBRARY SERVICES	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PA	0111 CONTINUING FULL TIME	27,079,234.99	27,079,234.99	7,482,072.13
			0011 REGULAR PAY - CONT FULL TIME Total		27,079,234.99	27,079,234.99	7,482,072.13
			0012 REGULAR PAY - OTHER	0121 TEMPORARY FULL-TIME		0.00	205.92
				0122 CONTINUING PART-TIME	589,470.30	589,470.30	134,527.24
				0123 TEMPORARY PART-TIME	122,464.70	122,464.70	0.00
				0124 WHEN ACTUALLY EMPLOYED - WAE	0.00	0.00	40,894.03
			0012 REGULAR PAY - OTHER Total		711,935.00	711,935.00	175,627.19
			0013 ADDITIONAL GROSS PAY	0131 SHIFT DIFFERENTIAL	180,215.00	180,215.00	33,535.58
				0134 TERMINAL LEAVE	101,965.00	101,965.00	41,757.72
				0135 HOLIDAY PAY	148,565.00	148,565.00	27,136.18
				0136 SUNDAY PAY	803,350.00	803,350.00	67,867.37
				0138 BONUS PAY		0.00	3,738.00
				0172 EARLY OUT INCENTIVE PAY		0.00	73,215.00
			0013 ADDITIONAL GROSS PAY Total		1,234,095.00	1,234,095.00	247,249.85
			0014 FRINGE BENEFITS - CURR PERSONNEL	0141 GROUP LIFE INSURANCE	0.00	0.00	3,962.59
				0142 HEALTH BENEFITS	0.00	0.00	765,328.74
				0147 MISC FRINGE BENEFITS	7,310,810.19	7,310,810.19	0.00
				0148 RETIREMENT CONTRIBUTION - FICA	0.00	0.00	449,979.68
				0152 RETIREMENT CONTRIBUTION - CIVIL SERVICE	0.00	0.00	23,096.61
				0154 OPTICAL PLAN	0.00	0.00	6,402.43
				0155 DENTAL PLAN	0.00	0.00	20,307.85
				0157 PREPAID LEGAL	0.00	0.00	17,281.60
				0158 MEDICARE CONTRIBUTION	0.00	0.00	107,586.75
				0159 RETIREMENT	0.00	0.00	316,032.66
				0161 DC HEALTH BENEFIT FEES	0.00	0.00	35,461.23
			0014 FRINGE BENEFITS - CURR PERSONNEL Total		7,310,810.19	7,310,810.19	1,745,440.14
			0015 OVERTIME P	0133 OVERTIME PAY	25,000.00	25,000.00	8,923.63
			0015 OVERTIME PAY Total		25,000.00	25,000.00	8,923.63
			01 PERSONNEL SERVICES Total		36,361,075.18	36,361,075.18	9,659,312.94
			02 NON-PERSONNEL SERVICES	0201 OFFICE SUPPLIES	0.00	0.00	0.00
				0204 EDUCATIONAL	57,000.00	57,000.00	0.00
				0210 GENERAL	68,142.00	68,142.00	2,323.93
			0020 SUPPLIES AND MATERIALS Total		125,142.00	125,142.00	2,323.93
			0040 OTHER SERVICES AND CHARGES	0408 PROF SERVICE FEES AND CONTR	2,135,756.00	3,652,715.19	124,096.62
				0411 PRINTING, DUPLICATING, ETC	10,000.00	110,000.00	0.00
				0414 ADVERTISING	0.00	100,000.00	0.00
				0416 POSTAGE	0.00	10,000.00	0.00
				0407 MAINTENANCE AND REPAIRS - OTHER	0.00	0.00	0.00
			0040 OTHER SERVICES AND CHARGES Total		2,145,756.00	3,872,715.19	124,096.62
			0070	0701 PURCHASES - FURNITURE AND FIXTURES	119,295.00	119,295.00	0.00

		EQUIPMENT & EQUIPMENT RENTAL	0704 PURCHASES - OTHER EQUIPMENT 0708 LIBRARY BOOKS 0710 IT HARDWARE ACQUISITIONS 0711 IT SOFTWARE ACQUISITIONS	161,745.00 6,293,431.78 40,000.00 9,975.00	161,745.00 12,175,648.85 40,000.00 9,975.00	442.49 749,741.59 0.00 0.00
		0070 EQUIPMENT & EQUIPMENT RENTAL Total		6,624,446.78	12,506,663.85	750,184.08
		02 NON-PERSONNEL SERVICES Total		8,895,344.78	16,504,521.04	876,604.63
	0100 LOCAL FUND Total			45,256,419.96	52,865,596.22	10,535,917.57
0200 FEDERAL GRANT FUND	01 PERSONNEL SERVICES	0012 REGULAR PAY - OTHER	0121 TEMPORARY FULL-TIME 0125 TERM FULL-TIME 0126 TERM PART-TIME	75,094.00 153,924.00 102,065.47	75,094.00 153,924.00 102,065.47	20,723.54 21,739.10 27,567.79
		0012 REGULAR PAY - OTHER Total		331,083.47	331,083.47	70,030.43
		0013 ADDITIONAL GROSS PAY	0131 SHIFT DIFFERENTIAL 0135 HOLIDAY PAY	2,000.00 0.00	2,000.00 0.00	0.00 2.58
		0013 ADDITIONAL GROSS PAY Total		2,000.00	2,000.00	2.58
		0014 FRINGE BENEFITS - CURR PERSONNEL	0141 GROUP LIFE INSURANCE 0142 HEALTH BENEFITS 0147 MISC FRINGE BENEFITS 0148 RETIREMENT CONTRIBUTION - FICA 0154 OPTICAL PLAN 0155 DENTAL PLAN 0158 MEDICARE CONTRIBUTION 0159 RETIREMENT 0161 DC HEALTH BENEFIT FEES	0.00 0.00 86,081.71 0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 86,081.71 0.00 0.00 0.00 0.00 0.00 0.00	26.74 1,928.08 0.00 4,278.65 54.93 174.55 1,000.69 1,548.39 102.84
		0014 FRINGE BENEFITS - CURR PERSONNEL Total		86,081.71	86,081.71	9,114.87
		01 PERSONNEL SERVICES Total		419,165.18	419,165.18	79,147.88
	02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	0204 EDUCATIONAL 0210 GENERAL	2,325.00 255,000.00	2,325.00 255,000.00	0.00 0.00
		0020 SUPPLIES AND MATERIALS Total		257,325.00	257,325.00	0.00
		0040 OTHER SERVICES AND CHARGES	0402 TRAVEL - OUT OF CITY 0408 PROF SERVICE FEES AND CONTR 0419 TUITION FOR EMPLOYEE TRAINING 0425 PAYMENT OF MEMBERSHIP DUES 0424 CONFERENCE FEES LOC OUT OF CITY	50,000.00 1,062,555.82 75,760.00 0.00 1,000.00	50,000.00 1,062,555.82 75,760.00 0.00 1,000.00	0.00 1,308.50 0.00 0.00 0.00
		0040 OTHER SERVICES AND CHARGES Total		1,189,315.82	1,189,315.82	1,308.50
		0050 SUBSIDIES AND TRANSFERS	0506 GRANTS AND GRATUITIES	40,000.00	40,000.00	0.00
		0050 SUBSIDIES AND TRANSFERS Total		40,000.00	40,000.00	0.00
		0070 EQUIPMENT & EQUIPMENT RENTAL	0702 PURCHASES - EQUIPMENT AND MACHINERY 0704 PURCHASES - OTHER EQUIPMENT 0708 LIBRARY BOOKS 0710 IT HARDWARE ACQUISITIONS 0711 IT SOFTWARE ACQUISITIONS	0.00 408,250.00 0.00 0.00 0.00	0.00 408,250.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00
		0070 EQUIPMENT & EQUIPMENT RENTAL Total		408,250.00	408,250.00	0.00
		02 NON-PERSONNEL SERVICES Total		1,894,890.82	1,894,890.82	1,308.50
	0200 FEDERAL GRANT FUND Total			2,314,056.00	2,314,056.00	80,456.38
0450 PRIVATE DONATIONS	02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	0209 FOOD PROVISIONS 0210 GENERAL	1,500.00 2,500.00	1,500.00 2,500.00	0.00 0.00
		0020 SUPPLIES AND MATERIALS Total		4,000.00	4,000.00	0.00
		0040 OTHER SERVICES AND CHARGES	0402 TRAVEL - OUT OF CITY 0408 PROF SERVICE FEES AND CONTR	7,000.00 3,000.00	7,000.00 3,000.00	0.00 0.00
		0040 OTHER SERVICES AND CHARGES Total		10,000.00	10,000.00	0.00
		0070 EQUIPMENT & EQUIPMENT RENTAL	0704 PURCHASES - OTHER EQUIPMENT	3,000.00	3,000.00	0.00
		0070 EQUIPMENT & EQUIPMENT RENTAL Total		3,000.00	3,000.00	0.00
		02 NON-PERSONNEL SERVICES Total		17,000.00	17,000.00	0.00
	0450 PRIVATE DONATIONS Total			17,000.00	17,000.00	0.00
0600 SPECIAL PURPOSE REVENUE FUNDS	02 NON-PERSONNEL SERVICES	0040 OTHER SERVICES AND CHARGES	0408 PROF SERVICE FEES AND CONTR	200,000.00	200,000.00	0.00
		0040 OTHER SERVICES AND CHARGES Total		200,000.00	200,000.00	0.00
		02 NON-PERSONNEL SERVICES Total		200,000.00	200,000.00	0.00
	0600 SPECIAL PURPOSE REVENUE FUNDS ('O'-TYPE) Total			200,000.00	200,000.00	0.00
0700 OPERATING INTRA-DISTRICT FUNDS	02 NON-PERSONNEL SERVICES	0040 OTHER SERVICES AND CHARGES	0408 PROF SERVICE FEES AND CONTR	17,300.00	17,300.00	0.00
		0040 OTHER SERVICES AND CHARGES Total		17,300.00	17,300.00	0.00
		0070 EQUIPMENT & EQUIPMENT RENTAL	0708 LIBRARY BOOKS	0.00	0.00	0.00
		0070 EQUIPMENT & EQUIPMENT RENTAL Total		0.00	0.00	0.00
		02 NON-PERSONNEL SERVICES Total		17,300.00	17,300.00	0.00
	0700 OPERATING INTRA-DISTRICT FUNDS Total			17,300.00	17,300.00	0.00
L300 LIBRARY SERVICES	Total			47,804,775.96	55,413,952.22	10,616,373.95
L400 BUSINESS OPERATIONS	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	6,080,479.67	6,080,479.67	1,512,443.88
		0011 REGULAR PAY - CONT FULL TIME Total		6,080,479.67	6,080,479.67	1,512,443.88
		0012 REGULAR PAY - OTHER	0121 TEMPORARY FULL-TIME 0122 CONTINUING PART-TIME 0123 TEMPORARY PART-TIME 0124 WHEN ACTUALLY EMPLOYED - WAE 0125 TERM FULL-TIME 0126 TERM PART-TIME 0127 WORKER'S COMP INJURY EARNINGS	98,188.68 142,181.00 0.00 196,847.00 56,557.49 0.00	98,188.68 142,181.00 0.00 196,847.00 56,557.49 0.00	7,148.46 38,226.56 0.00 77,154.83 34,542.44 11,925.40 5,530.83
		0012 REGULAR PAY - OTHER Total		493,774.17	493,774.17	174,528.52
		0013 ADDITIONAL GROSS PAY	0131 SHIFT DIFFERENTIAL 0134 TERMINAL LEAVE 0135 HOLIDAY PAY 0136 SUNDAY PAY 0172 EARLY OUT INCENTIVE PAY	46,425.00 0.00 67,485.00 59,850.00 0.00	46,425.00 0.00 67,485.00 59,850.00 0.00	12,500.02 44,570.38 13,961.15 12,164.06 25,000.00
		0013 ADDITIONAL GROSS PAY Total		173,760.00	173,760.00	108,195.61
		0014 FRINGE	0141 GROUP LIFE INSURANCE	0.00	0.00	834.79

		BENEFITS - CURR PERSONNEL	0142 HEALTH BENEFITS	0.00	0.00	187,575.78	
			0147 MISC FRINGE BENEFITS	1,726,814.67	1,726,814.67	0.00	
			0148 RETIREMENT CONTRIBUTION - FICA	0.00	0.00	98,046.16	
			0152 RETIREMENT CONTRIBUTION - CIVIL SERVICE	0.00	0.00	8,228.73	
			0154 OPTICAL PLAN	0.00	0.00	1,459.58	
			0155 DENTAL PLAN	0.00	0.00	4,529.77	
			0156 EXTRA HEALTH BENEFITS	0.00	0.00	(2.95)	
			0157 PREPAID LEGAL	0.00	0.00	2,815.07	
			0158 MEDICARE CONTRIBUTION	0.00	0.00	25,238.86	
			0159 RETIREMENT	0.00	0.00	68,843.24	
			0161 DC HEALTH BENEFIT FEES	0.00	0.00	7,887.92	
			0014 FRINGE BENEFITS - CURR PERSONNEL Total	1,726,814.67	1,726,814.67	405,456.95	
			0015 OVERTIME P	0133 OVERTIME PAY	365,112.00	365,112.00	74,768.10
			0015 OVERTIME PAY Total	365,112.00	365,112.00	74,768.10	
		01 PERSONNEL SERVICES Total		8,839,940.51	8,839,940.51	2,275,393.06	
	02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	0207 CLOTHING AND UNIFORMS	30,000.00	30,000.00	0.00	
			0210 GENERAL	167,831.00	167,831.00	26,136.67	
			0213 SECURITY SUPPLIES		0.00	0.00	
			0020 SUPPLIES AND MATERIALS Total	197,831.00	197,831.00	26,136.67	
		0040 OTHER SERVICES AND CHARGES	0406 MAINTENANCE AND REPAIRS - LAND, BUILDING	369,610.00	369,610.00	0.00	
			0408 PROF SERVICE FEES AND CONTR	5,622,693.89	5,622,693.89	438,903.62	
			0414 ADVERTISING	0.00	0.00	0.00	
			0416 POSTAGE	0.00	0.00	773.83	
			0419 TUITION FOR EMPLOYEE TRAINING	15,000.00	15,000.00	0.00	
			0403 TRANS CHARGES - MATERIALS	0.00	0.00	0.00	
			0407 MAINTENANCE AND REPAIRS - OTHER	0.00	0.00	0.00	
			0499 INT PENALTIES QUICK PAY CLS 40	0.00	0.00	0.00	
			0040 OTHER SERVICES AND CHARGES Total	6,007,303.89	6,007,303.89	439,677.45	
		0070 EQUIPMENT & EQUIPMENT RENTAL	0704 PURCHASES - OTHER EQUIPMENT	23,000.00	23,000.00	0.00	
			0706 RENTALS - MACHINERY AND EQUIPMENT	392,000.00	392,000.00	99,527.65	
			0710 IT HARDWARE ACQUISITIONS	188,000.00	188,000.00	0.00	
			0711 IT SOFTWARE ACQUISITIONS	33,924.00	33,924.00	4,205.00	
			0703 PURCHASES - AUTOMOTIVE EQUIPMENT	48,547.00	48,547.00	0.00	
			0070 EQUIPMENT & EQUIPMENT RENTAL Total	685,471.00	685,471.00	103,732.65	
		02 NON-PERSONNEL SERVICES Total		6,890,605.89	6,890,605.89	569,546.77	
	0100 LOCAL FUND Total			15,730,546.40	15,730,546.40	2,844,939.83	
	0600 SPECIAL PURPOSE REVENUE FUNDS ('O'TYPE)	02 NON-PERSONNEL SERVICES	0040 OTHER SERVICES AND	0408 PROF SERVICE FEES AND CONTR	702,000.00	702,000.00	0.00
				0407 MAINTENANCE AND REPAIRS - OTHER	0.00	0.00	0.00
			0040 OTHER SERVICES AND CHARGES Total	702,000.00	702,000.00	0.00	
			0070 EQUIPMENT	0710 IT HARDWARE ACQUISITIONS	398,000.00	398,000.00	0.00
			0070 EQUIPMENT & EQUIPMENT RENTAL Total	398,000.00	398,000.00	0.00	
		02 NON-PERSONNEL SERVICES Total		1,100,000.00	1,100,000.00	0.00	
	0600 SPECIAL PURPOSE REVENUE FUNDS ('O'TYPE) Total			1,100,000.00	1,100,000.00	0.00	
	L400 BUSINESS OPERATIONS Total			16,830,546.40	16,830,546.40	2,844,939.83	
	Grand Total			75,494,577.33	83,103,753.59	15,836,509.77	

Provide the following budget information for DCPL, including the approved budget, revised budget, and expenditures, for FY21 and to date in FY22:
 - At the activity level, provide the information broken out by source of funds and by Comptroller Source Group.

FY22 Q1 by Activity (FM3 Closed)

Activity Code	Program Code	Approp Fund	GAAP Category1	Comp Source Group	FY22 Approved	FY22 Revised	FY22 1st Quarter		
1010 PERSONNEL	1000 AGENCY MANAGEMENT	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	722,273.40	722,273.40	183,937.89		
				0012 REGULAR PAY - OTHER	76,126.00	76,126.00	0.00		
				0013 ADDITIONAL GROSS PAY		0.00	9.90		
				0014 FRINGE BENEFITS - CURR PERSONNEL	209,387.66	209,387.66	42,168.36		
				0015 OVERTIME PAY		0.00	3.96		
			01 PERSONNEL SERVICES Total				1,007,787.06	1,007,787.06	226,120.11
			02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	2,000.00	2,000.00	0.00		
				0040 OTHER SERVICES AND CHARGES	26,533.00	26,533.00	0.00		
			02 NON-PERSONNEL SERVICES Total				28,533.00	28,533.00	0.00
			0100 LOCAL FUND Total				1,036,320.06	1,036,320.06	226,120.11
1000 AGENCY MANAGEMENT Total				1,036,320.06	1,036,320.06	226,120.11			
1010 PERSONNEL Total				1,036,320.06	1,036,320.06	226,120.11			
1015 TRAINING AND EMPLOYEE DEVELOPMENT	1000 AGENCY MANAGEMENT	0100 LOCAL FUND	01 PERSONNEL SERVICES	0012 REGULAR PAY - OTHER	24,806.50	24,806.50	8,040.03		
				0014 FRINGE BENEFITS - CURR PERSONNEL	6,449.69	6,449.69	615.07		
			01 PERSONNEL SERVICES Total				31,256.19	31,256.19	8,655.10
			02 NON-PERSONNEL SERVICES	0040 OTHER SERVICES AND CHARGES	73,162.00	73,162.00	78.75		
				0070 EQUIPMENT & EQUIPMENT RENTAL	1,000.00	1,000.00	0.00		
			02 NON-PERSONNEL SERVICES Total				74,162.00	74,162.00	78.75
			0100 LOCAL FUND Total				105,418.19	105,418.19	8,733.85
			1000 AGENCY MANAGEMENT Total				105,418.19	105,418.19	8,733.85
			1015 TRAINING AND EMPLOYEE DEVELOPMENT Total				105,418.19	105,418.19	8,733.85
			1020 CONTRACTING AND PROCUREMENT	1000 AGENCY MANAGEMENT	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	336,272.82	336,272.82
0013 ADDITIONAL GROSS PAY		0.00					119.62		
0014 FRINGE BENEFITS - CURR PERSONNEL	87,430.93	87,430.93					17,666.23		
0015 OVERTIME PAY		0.00					46.69		
01 PERSONNEL SERVICES Total							423,703.75	423,703.75	119,690.70
02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	7,098.00				7,098.00	0.00		
	0040 OTHER SERVICES AND CHARGES	28,554.00				28,554.00	5,000.00		
02 NON-PERSONNEL SERVICES Total						35,652.00	35,652.00	5,000.00	
0100 LOCAL FUND Total						459,355.75	459,355.75	124,690.70	
1000 AGENCY MANAGEMENT Total						459,355.75	459,355.75	124,690.70	
1020 CONTRACTING AND PROCUREMENT Total				459,355.75	459,355.75	124,690.70			
1030 PROPERTY MANAGEMENT	1000 AGENCY MANAGEMENT	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	481,416.85	481,416.85	115,305.33		
				0013 ADDITIONAL GROSS PAY		0.00	70,632.14		
				0014 FRINGE BENEFITS - CURR PERSONNEL	125,168.38	125,168.38	26,841.65		
				0015 OVERTIME PAY	400.00	400.00	234.90		
				01 PERSONNEL SERVICES Total				606,985.23	606,985.23
			02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	82,500.00	82,500.00	6,196.44		
				0031 TELECOMMUNICATIONS	50,000.00	50,000.00	0.00		
				0040 OTHER SERVICES AND CHARGES	469,312.00	469,312.00	22,118.01		
				0070 EQUIPMENT & EQUIPMENT RENTAL	10,000.00	10,000.00	0.00		
				02 NON-PERSONNEL SERVICES Total				611,812.00	611,812.00
0100 LOCAL FUND Total				1,218,797.23	1,218,797.23	241,328.47			
0700 OPERATING INTRA-DISTRICT	02 NON-PERSONNEL SERVICES	0040 OTHER SERVICES AND CHARGES			120,000.00	120,000.00	0.00		
					120,000.00	120,000.00	0.00		
					120,000.00	120,000.00	0.00		
0700 OPERATING INTRA-DISTRICT Total				1,338,797.23	1,338,797.23	241,328.47			
1000 AGENCY MANAGEMENT Total				1,338,797.23	1,338,797.23	241,328.47			
1030 PROPERTY MANAGEMENT Total				1,338,797.23	1,338,797.23	241,328.47			
1040 INFORMATION TECHNOLOGY	1000 AGENCY MANAGEMENT	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	565,150.71	565,150.71	161,499.92		
				0013 ADDITIONAL GROSS PAY	1,610.00	1,610.00	80.49		
				0014 FRINGE BENEFITS - CURR PERSONNEL	146,939.18	146,939.18	31,683.54		
				0015 OVERTIME PAY	12,000.00	12,000.00	3,530.08		
				01 PERSONNEL SERVICES Total				725,699.89	725,699.89
			02 NON-PERSONNEL SERVICES	0031 TELECOMMUNICATIONS	87,476.00	87,476.00	0.00		
				0040 OTHER SERVICES AND CHARGES	249,237.84	249,237.84	11,973.54		
				0070 EQUIPMENT & EQUIPMENT RENTAL	348,526.73	348,526.73	55,484.00		
			02 NON-PERSONNEL SERVICES Total				685,240.57	685,240.57	67,457.54
			0100 LOCAL FUND Total				1,410,940.46	1,410,940.46	264,251.57
1000 AGENCY MANAGEMENT Total				1,410,940.46	1,410,940.46	264,251.57			
1040 INFORMATION TECHNOLOGY Total				1,410,940.46	1,410,940.46	264,251.57			
1060 LEGAL SERVICES	1000 AGENCY MANAGEMENT	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	384,985.34	384,985.34	120,430.33		
				0014 FRINGE BENEFITS - CURR PERSONNEL	100,096.19	100,096.19	17,831.58		
			01 PERSONNEL SERVICES Total				485,081.53	485,081.53	138,261.91
			02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	3,400.00	3,400.00	0.00		
				0040 OTHER SERVICES AND CHARGES	128,453.00	128,453.00	7,068.60		
				0070 EQUIPMENT & EQUIPMENT RENTAL	4,115.00	4,115.00	0.00		
			02 NON-PERSONNEL SERVICES Total				135,968.00	135,968.00	7,068.60
			0100 LOCAL FUND Total				621,049.53	621,049.53	145,330.51
			1000 AGENCY MANAGEMENT Total				621,049.53	621,049.53	145,330.51
			1060 LEGAL SERVICES Total				621,049.53	621,049.53	145,330.51
1070 FLEET MANAGEMENT	1000 AGENCY MANAGEMENT	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	407,522.41	407,522.41	96,948.84		
				0012 REGULAR PAY - OTHER		0.00	179.71		
				0013 ADDITIONAL GROSS PAY	55.00	55.00	0.00		
				0014 FRINGE BENEFITS - CURR PERSONNEL	108,267.75	108,267.75	26,846.93		
				0015 OVERTIME PAY	600.00	600.00	1.45		
			01 PERSONNEL SERVICES Total				516,445.16	516,445.16	123,976.93
			02 NON-PERSONNEL SERVICES	0040 OTHER SERVICES AND CHARGES	148,603.43	148,603.43	39,129.91		
				02 NON-PERSONNEL SERVICES Total				148,603.43	148,603.43
			0100 LOCAL FUND Total				665,048.59	665,048.59	163,106.84

	1000 AGENCY MANAGEMENT		Total			665,048.59	665,048.59	163,106.84	
1070 FLEET MANAGEMENT			Total			665,048.59	665,048.59	163,106.84	
1080 COMMUNICATIONS	1000 AGENCY MANAGEMENT	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	1,134,241.93	1,134,241.93	242,913.16		
				0012 REGULAR PAY - OTHER	247,092.20	247,092.20	67,988.56		
				0013 ADDITIONAL GROSS PAY	4,020.00	4,020.00	378.99		
				0014 FRINGE BENEFITS - CURR PERSONNEL	359,146.88	359,146.88	53,812.31		
				0015 OVERTIME PAY	800.00	800.00	3,072.90		
			01 PERSONNEL SERVICES Total				1,745,301.01	1,745,301.01	368,165.92
			02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	19,600.00	19,600.00	1,858.41		
				0040 OTHER SERVICES AND CHARGES	515,886.87	515,886.87	28,069.32		
				0070 EQUIPMENT & EQUIPMENT RENTAL	16,057.00	16,057.00	4,761.90		
			02 NON-PERSONNEL SERVICES Total				551,543.87	551,543.87	34,689.63
0100 LOCAL FUND Total				2,296,844.88	2,296,844.88	402,855.55			
1000 AGENCY MANAGEMENT			Total		2,296,844.88	2,296,844.88	402,855.55		
1080 COMMUNICATIONS			Total		2,296,844.88	2,296,844.88	402,855.55		
1085 CUSTOMER SERVICE	1000 AGENCY MANAGEMENT	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	468,086.04	468,086.04	125,433.05		
				0013 ADDITIONAL GROSS PAY	1,330.00	1,330.00	7,384.45		
				0014 FRINGE BENEFITS - CURR PERSONNEL	121,702.36	121,702.36	23,588.69		
			01 PERSONNEL SERVICES Total				591,118.40	591,118.40	156,406.19
			0100 LOCAL FUND Total				591,118.40	591,118.40	156,406.19
1000 AGENCY MANAGEMENT			Total		591,118.40	591,118.40	156,406.19		
1085 CUSTOMER SERVICE			Total		591,118.40	591,118.40	156,406.19		
1087 LANGUAGE ACCESS	1000 AGENCY MANAGEMENT	0100 LOCAL FUND	02 NON-PERSONNEL SERVICES	0040 OTHER SERVICES AND CHARGES	14,250.00	14,250.00	377.52		
				02 NON-PERSONNEL SERVICES Total				14,250.00	14,250.00
			0100 LOCAL FUND Total				14,250.00	14,250.00	377.52
			1000 AGENCY MANAGEMENT			Total		14,250.00	14,250.00
1087 LANGUAGE ACCESS			Total		14,250.00	14,250.00	377.52		
1090 PERFORMANCE MANAGEMENT	1000 AGENCY MANAGEMENT	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	673,465.13	673,465.13	205,418.89		
				0013 ADDITIONAL GROSS PAY	20,055.00	20,055.00	0.00		
				0014 FRINGE BENEFITS - CURR PERSONNEL	175,100.93	175,100.93	22,597.40		
			01 PERSONNEL SERVICES Total				868,621.06	868,621.06	228,016.29
			02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	8,500.00	8,500.00	0.00		
				0040 OTHER SERVICES AND CHARGES	9,495.00	9,495.00	0.00		
			02 NON-PERSONNEL SERVICES Total				17,995.00	17,995.00	0.00
0100 LOCAL FUND Total				886,616.06	886,616.06	228,016.29			
1000 AGENCY MANAGEMENT			Total		886,616.06	886,616.06	228,016.29		
1090 PERFORMANCE MANAGEMENT			Total		886,616.06	886,616.06	228,016.29		
110F BUDGET OPERATIONS	100F AGENCY FINANCIAL OPERATIONS	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	365,764.50	365,764.50	105,711.93		
				0014 FRINGE BENEFITS - CURR PERSONNEL	95,098.77	95,098.77	26,863.74		
			01 PERSONNEL SERVICES Total				460,863.27	460,863.27	132,575.67
			02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	950.00	950.00	0.00		
				0040 OTHER SERVICES AND CHARGES	1,199.00	1,199.00	0.00		
				0070 EQUIPMENT & EQUIPMENT RENTAL	250.00	250.00	0.00		
			02 NON-PERSONNEL SERVICES Total				2,399.00	2,399.00	0.00
0100 LOCAL FUND Total				463,262.27	463,262.27	132,575.67			
100F AGENCY FINANCIAL OPERATIONS			Total		463,262.27	463,262.27	132,575.67		
110F BUDGET OPERATIONS			Total		463,262.27	463,262.27	132,575.67		
120F ACCOUNTING OPERATIONS	100F AGENCY FINANCIAL OPERATIONS	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	455,856.32	455,856.32	135,355.50		
				0013 ADDITIONAL GROSS PAY		0.00	507.07		
				0014 FRINGE BENEFITS - CURR PERSONNEL	118,522.64	118,522.64	34,097.61		
				0015 OVERTIME PAY	1,500.00	1,500.00	806.16		
				01 PERSONNEL SERVICES Total				575,878.96	575,878.96
			02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	1,000.00	1,000.00	0.00		
				0040 OTHER SERVICES AND CHARGES	6,224.00	6,224.00	0.00		
				0070 EQUIPMENT & EQUIPMENT RENTAL	600.00	600.00	0.00		
			02 NON-PERSONNEL SERVICES Total				7,824.00	7,824.00	0.00
			0100 LOCAL FUND Total				583,702.96	583,702.96	170,766.34
100F AGENCY FINANCIAL OPERATIONS			Total		583,702.96	583,702.96	170,766.34		
120F ACCOUNTING OPERATIONS			Total		583,702.96	583,702.96	170,766.34		
9221 DCPL PCARD POOL	1000 DCPL PCARD POOL	0100 LOCAL FUND	02 NON-PERSONNEL SERVICES	0040 OTHER SERVICES AND CHARGES		0.00	9,107.75		
				02 NON-PERSONNEL SERVICES Total					0.00
			0100 LOCAL FUND Total					0.00	9,107.75
9220 DCPL PCARD POOL			Total			0.00	9,107.75		
9221 DCPL PCARD POOL			Total			0.00	9,107.75		
L210 INTERGOVERNMENTAL AFFAIRS	L200 CHIEF LIBRARIAN	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	103,657.00	103,657.00	36,227.26		
				0014 FRINGE BENEFITS - CURR PERSONNEL	26,950.82	26,950.82	9,669.01		
			01 PERSONNEL SERVICES Total				130,607.82	130,607.82	45,896.27
			0100 LOCAL FUND Total				130,607.82	130,607.82	45,896.27
L200 CHIEF LIBRARIAN			Total		130,607.82	130,607.82	45,896.27		
L210 INTERGOVERNMENTAL AFFAIRS			Total		130,607.82	130,607.82	45,896.27		
L220 EXECUTIVE MANAGEMENT OFFICE	L200 CHIEF LIBRARIAN	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	135,283.15	135,283.15	43,231.70		
				0014 FRINGE BENEFITS - CURR PERSONNEL	35,173.62	35,173.62	7,400.66		
			01 PERSONNEL SERVICES Total				170,456.77	170,456.77	50,632.36
			02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	2,169.00	2,169.00	0.00		
				0040 OTHER SERVICES AND CHARGES	62,297.00	62,297.00	5,000.00		
				0070 EQUIPMENT & EQUIPMENT RENTAL	21,000.00	21,000.00	0.00		
			02 NON-PERSONNEL SERVICES Total				85,466.00	85,466.00	5,000.00
0100 LOCAL FUND Total				255,922.77	255,922.77	55,632.36			
L200 CHIEF LIBRARIAN			Total		255,922.77	255,922.77	55,632.36		
L220 EXECUTIVE MANAGEMENT OFFICE			Total		255,922.77	255,922.77	55,632.36		
L310 CHILDREN AND YOUNG	L300 LIBRARY SERVICES	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	3,887,726.96	3,887,726.96	1,004,800.95		
				0012 REGULAR PAY - OTHER	59,850.84	59,850.84	19,139.33		
				0013 ADDITIONAL GROSS PAY	84,620.00	84,620.00	87,564.29		

ADULT SERVICES				0014 FRINGE BENEFITS - CURR PERSONNEL	1,056,418.77	1,056,418.77	224,072.45			
				0015 OVERTIME PAY	2,500.00	2,500.00	2,745.48			
				01 PERSONNEL SERVICES Total	5,091,116.57	5,091,116.57	1,338,322.50			
				02 NON-PERSONNEL SERVICES	60,000.00	60,000.00	0.00			
				0040 OTHER SERVICES AND CHARGES	1,339,303.00	2,276,262.19	74,706.80			
				0070 EQUIPMENT & EQUIPMENT RENTAL	70,000.00	70,000.00	0.00			
				02 NON-PERSONNEL SERVICES Total	1,469,303.00	2,406,262.19	74,706.80			
				0100 LOCAL FUND Total	6,560,419.57	7,497,378.76	1,413,029.30			
		L300 LIBRARY SERVICES		Total	6,560,419.57	7,497,378.76	1,413,029.30			
	L310 CHILDREN AND YOUNG ADULT SERVICES				Total	6,560,419.57	7,497,378.76	1,413,029.30		
L320 MARTIN LUTHER KING JR MEMORIAL LIBRARY	L300 LIBRARY SERVICES	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	5,888,530.52	5,888,530.52	1,574,958.54			
				0012 REGULAR PAY - OTHER	52,718.50	52,718.50	19,157.62			
				0013 ADDITIONAL GROSS PAY	49,130.00	49,130.00	43,105.28			
				0014 FRINGE BENEFITS - CURR PERSONNEL	1,556,207.58	1,556,207.58	335,821.78			
				0015 OVERTIME PAY	1,800.00	1,800.00	1,718.52			
				01 PERSONNEL SERVICES Total	7,548,386.60	7,548,386.60	1,974,761.74			
				02 NON-PERSONNEL SERVICES	12,090.00	12,090.00	0.00			
				0040 OTHER SERVICES AND CHARGES	276,618.00	1,066,618.00	9,824.34			
				0070 EQUIPMENT & EQUIPMENT RENTAL	11,240.00	111,240.00	247.84			
				02 NON-PERSONNEL SERVICES Total	299,948.00	1,189,948.00	10,072.18			
			0100 LOCAL FUND Total	7,848,334.60	8,738,334.60	1,984,833.92				
	0200 FEDERAL GRANT FUND	01 PERSONNEL SERVICES	0012 REGULAR PAY - OTHER	0012 REGULAR PAY - OTHER	71,406.00	71,406.00	21,739.10			
						0014 FRINGE BENEFITS - CURR PERSONNEL	18,565.56	18,565.56	4,771.07	
						01 PERSONNEL SERVICES Total	89,971.56	89,971.56	26,510.17	
						02 NON-PERSONNEL SERVICES	0.00	0.00	0.00	
						0020 SUPPLIES AND MATERIALS	250,000.00	250,000.00	0.00	
						0040 OTHER SERVICES AND CHARGES	620,028.44	620,028.44	0.00	
						0050 SUBSIDIES AND TRANSFERS	40,000.00	40,000.00	0.00	
						0070 EQUIPMENT & EQUIPMENT RENTAL	250,000.00	250,000.00	0.00	
						02 NON-PERSONNEL SERVICES Total	1,160,028.44	1,160,028.44	0.00	
						0200 FEDERAL GRANT FUND Total	1,250,000.00	1,250,000.00	26,510.17	
	L300 LIBRARY SERVICES		Total	9,098,334.60	9,988,334.60	2,011,344.09				
L320 MARTIN LUTHER KING JR MEMORIAL LIBRARY				Total	9,098,334.60	9,988,334.60	2,011,344.09			
L330 NEIGHBORHOOD LIBRARIES	L300 LIBRARY SERVICES	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	14,501,945.27	14,501,945.27	4,089,331.59			
				0012 REGULAR PAY - OTHER	530,784.16	530,784.16	126,698.74			
				0013 ADDITIONAL GROSS PAY	1,092,015.00	1,092,015.00	113,811.34			
				0014 FRINGE BENEFITS - CURR PERSONNEL	3,952,084.28	3,952,084.28	1,008,985.05			
				0015 OVERTIME PAY	17,000.00	17,000.00	4,388.64			
				01 PERSONNEL SERVICES Total	20,093,828.71	20,093,828.71	5,343,215.36			
				02 NON-PERSONNEL SERVICES	28,500.00	28,500.00	0.00			
				0040 OTHER SERVICES AND CHARGES	83,910.00	83,910.00	0.00			
				0070 EQUIPMENT & EQUIPMENT RENTAL	237,800.00	237,800.00	194.65			
				02 NON-PERSONNEL SERVICES Total	350,210.00	350,210.00	194.65			
			0100 LOCAL FUND Total	20,444,038.71	20,444,038.71	5,343,410.01				
	0450 PRIVATE DONATIONS	02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	0020 SUPPLIES AND MATERIALS	4,000.00	4,000.00	0.00			
						0040 OTHER SERVICES AND CHARGES	10,000.00	10,000.00	0.00	
						0070 EQUIPMENT & EQUIPMENT RENTAL	3,000.00	3,000.00	0.00	
						02 NON-PERSONNEL SERVICES Total	17,000.00	17,000.00	0.00	
						0450 PRIVATE DONATIONS Total	17,000.00	17,000.00	0.00	
				0600 SPECIAL PURPOSE	02 NON-PERSONNEL SERVICES	0040 OTHER SERVICES AND CHARGES	0040 OTHER SERVICES AND CHARGES	200,000.00	200,000.00	0.00
									02 NON-PERSONNEL SERVICES Total	200,000.00
						0600 SPECIAL PURPOSE REVENUE FUNDS ('O'TYPE) Total	200,000.00	200,000.00	0.00	
				L300 LIBRARY SERVICES		Total	20,661,038.71	20,661,038.71	5,343,410.01	
L330 NEIGHBORHOOD LIBRARIES				Total	20,661,038.71	20,661,038.71	5,343,410.01			
L335 ADULT SERVICES	L300 LIBRARY SERVICES	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	488,086.17	488,086.17	130,033.90			
				0013 ADDITIONAL GROSS PAY	470.00	470.00	704.61			
				0014 FRINGE BENEFITS - CURR PERSONNEL	126,902.41	126,902.41	28,751.83			
				0015 OVERTIME PAY	0.00	0.00	54.85			
				01 PERSONNEL SERVICES Total	615,458.58	615,458.58	159,545.19			
				02 NON-PERSONNEL SERVICES	2,000.00	2,000.00	0.00			
				0040 OTHER SERVICES AND CHARGES	164,645.00	164,645.00	0.00			
				0070 EQUIPMENT & EQUIPMENT RENTAL	13,000.00	13,000.00	0.00			
				02 NON-PERSONNEL SERVICES Total	179,645.00	179,645.00	0.00			
							0100 LOCAL FUND Total	795,103.58	795,103.58	159,545.19
	L300 LIBRARY SERVICES		Total	795,103.58	795,103.58	159,545.19				
L335 ADULT SERVICES				Total	795,103.58	795,103.58	159,545.19			
L340 ADAPTIVE SERVICES	L300 LIBRARY SERVICES	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	424,245.51	424,245.51	107,226.27			
				0013 ADDITIONAL GROSS PAY	2,375.00	2,375.00	865.69			
				0014 FRINGE BENEFITS - CURR PERSONNEL	110,303.83	110,303.83	27,100.12			
				0015 OVERTIME PAY	700.00	700.00	0.68			
				01 PERSONNEL SERVICES Total	537,624.34	537,624.34	135,192.76			
				02 NON-PERSONNEL SERVICES	22,621.00	22,621.00	445.63			
				0070 EQUIPMENT & EQUIPMENT RENTAL	9,975.00	9,975.00	0.00			
				02 NON-PERSONNEL SERVICES Total	32,596.00	32,596.00	445.63			
							0100 LOCAL FUND Total	570,220.34	570,220.34	135,638.39
					0700 OPERATING INTRA-DISTRICT	02 NON-PERSONNEL SERVICES	0040 OTHER SERVICES AND CHARGES	0040 OTHER SERVICES AND CHARGES	17,300.00	17,300.00
			02 NON-PERSONNEL SERVICES Total	17,300.00				17,300.00	0.00	
			0700 OPERATING INTRA-DISTRICT FUNDS Total	17,300.00	17,300.00	0.00				
	L300 LIBRARY SERVICES		Total	587,520.34	587,520.34	135,638.39				
L340 ADAPTIVE SERVICES				Total	587,520.34	587,520.34	135,638.39			
L350 LITERACY RESOURCES	L300 LIBRARY SERVICES	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	490,996.12	490,996.12	145,794.95			
				0013 ADDITIONAL GROSS PAY	5,075.00	5,075.00	943.46			
				0014 FRINGE BENEFITS - CURR PERSONNEL	127,658.98	127,658.98	33,992.11			
				0015 OVERTIME PAY	1,200.00	1,200.00	4.33			

			01 PERSONNEL SERVICES Total		624,930.10	624,930.10	180,734.85
			02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	2,000.00	2,000.00	0.00
				0040 OTHER SERVICES AND CHARGES	20,700.00	20,700.00	2,834.80
				0070 EQUIPMENT & EQUIPMENT RENTAL	2,000.00	2,000.00	0.00
			02 NON-PERSONNEL SERVICES Total		24,700.00	24,700.00	2,834.80
		0100 LOCAL FUND	Total		649,630.10	649,630.10	183,569.65
		0200 FEDERAL GRANT FUND	01 PERSONNEL SERVICES	0012 REGULAR PAY - OTHER	259,677.47	259,677.47	48,291.33
				0013 ADDITIONAL GROSS PAY	2,000.00	2,000.00	2.58
				0014 FRINGE BENEFITS - CURR PERSONNEL	67,516.15	67,516.15	4,343.80
			01 PERSONNEL SERVICES Total		329,193.62	329,193.62	52,637.71
			02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	7,325.00	7,325.00	0.00
				0040 OTHER SERVICES AND CHARGES	569,287.38	569,287.38	1,308.50
				0070 EQUIPMENT & EQUIPMENT RENTAL	158,250.00	158,250.00	0.00
			02 NON-PERSONNEL SERVICES Total		734,862.38	734,862.38	1,308.50
		0200 FEDERAL GRANT FUND	Total		1,064,056.00	1,064,056.00	53,946.21
		L300 LIBRARY SERVICES	Total		1,713,686.10	1,713,686.10	237,515.86
L350 LITERACY RESOURCES			Total		1,713,686.10	1,713,686.10	237,515.86
L360 TEENS OF DISTINCTION PROGRAM	L300 LIBRARY SERVICES	0100 LOCAL FUND	01 PERSONNEL SERVICES	0012 REGULAR PAY - OTHER	68,581.50	68,581.50	10,631.50
				0014 FRINGE BENEFITS - CURR PERSONNEL	17,831.19	17,831.19	813.32
			01 PERSONNEL SERVICES Total		86,412.69	86,412.69	11,444.82
		0100 LOCAL FUND	Total		86,412.69	86,412.69	11,444.82
		L300 LIBRARY SERVICES	Total		86,412.69	86,412.69	11,444.82
L360 TEENS OF DISTINCTION PROGRAM			Total		86,412.69	86,412.69	11,444.82
L370 VOLUNTEERS	L300 LIBRARY SERVICES	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	65,747.00	65,747.00	19,017.36
				0014 FRINGE BENEFITS - CURR PERSONNEL	17,094.22	17,094.22	4,025.66
			01 PERSONNEL SERVICES Total		82,841.22	82,841.22	23,043.02
			02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	620.00	620.00	0.00
				0040 OTHER SERVICES AND CHARGES	2,436.00	2,436.00	0.00
			02 NON-PERSONNEL SERVICES Total		3,056.00	3,056.00	0.00
		0100 LOCAL FUND	Total		85,897.22	85,897.22	23,043.02
		L300 LIBRARY SERVICES	Total		85,897.22	85,897.22	23,043.02
L370 VOLUNTEERS			Total		85,897.22	85,897.22	23,043.02
L380 COLLECTIONS	L300 LIBRARY SERVICES	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	1,331,957.44	1,331,957.44	410,908.57
				0013 ADDITIONAL GROSS PAY	410.00	410.00	255.18
				0014 FRINGE BENEFITS - CURR PERSONNEL	346,308.93	346,308.93	81,877.82
				0015 OVERTIME PAY	1,800.00	1,800.00	11.13
			01 PERSONNEL SERVICES Total		1,680,476.37	1,680,476.37	493,052.70
			02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	19,932.00	19,932.00	2,323.93
				0040 OTHER SERVICES AND CHARGES	178,659.00	178,659.00	36,285.05
				0070 EQUIPMENT & EQUIPMENT RENTAL	6,280,431.78	12,062,648.85	749,741.59
			02 NON-PERSONNEL SERVICES Total		6,479,022.78	12,261,239.85	788,350.57
		0100 LOCAL FUND	Total		8,159,499.15	13,941,716.22	1,281,403.27
		0700 OPERATING INTRA-DISTRICT	02 NON-PERSONNEL SERVICES	0070 EQUIPMENT & EQUIPMENT RENTAL	0.00	0.00	0.00
			02 NON-PERSONNEL SERVICES Total		0.00	0.00	0.00
		0700 OPERATING INTRA-DISTRICT FUNDS	Total		0.00	0.00	0.00
		L300 LIBRARY SERVICES	Total		8,159,499.15	13,941,716.22	1,281,403.27
L380 COLLECTIONS			Total		8,159,499.15	13,941,716.22	1,281,403.27
L390 LIBRARY PROGRAM INFORMATION	L300 LIBRARY SERVICES	0100 LOCAL FUND	02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	0.00	0.00	0.00
				0040 OTHER SERVICES AND CHARGES	56,864.00	56,864.00	0.00
				0070 EQUIPMENT & EQUIPMENT RENTAL	0.00	0.00	0.00
			02 NON-PERSONNEL SERVICES Total		56,864.00	56,864.00	0.00
		0100 LOCAL FUND	Total		56,864.00	56,864.00	0.00
		L300 LIBRARY SERVICES	Total		56,864.00	56,864.00	0.00
L390 LIBRARY PROGRAM INFORMATION			Total		56,864.00	56,864.00	0.00
L410 CUSTODIAL AND MAINTENANCE	L400 BUSINESS OPERATIONS	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	2,715,910.48	2,715,910.48	737,504.14
				0012 REGULAR PAY - OTHER	46,127.00	46,127.00	12,663.55
				0013 ADDITIONAL GROSS PAY	73,380.00	73,380.00	52,772.89
				0014 FRINGE BENEFITS - CURR PERSONNEL	735,645.96	735,645.96	200,807.10
				0015 OVERTIME PAY	120,000.00	120,000.00	52,089.01
			01 PERSONNEL SERVICES Total		3,691,063.44	3,691,063.44	1,055,836.69
			02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	142,831.00	142,831.00	24,913.12
				0040 OTHER SERVICES AND CHARGES	3,803,449.89	3,803,449.89	383,207.96
				0070 EQUIPMENT & EQUIPMENT RENTAL	0.00	0.00	0.00
			02 NON-PERSONNEL SERVICES Total		3,946,280.89	3,946,280.89	408,121.08
		0100 LOCAL FUND	Total		7,637,344.33	7,637,344.33	1,463,957.77
		L400 BUSINESS OPERATIONS	Total		7,637,344.33	7,637,344.33	1,463,957.77
L410 CUSTODIAL AND MAINTENANCE			Total		7,637,344.33	7,637,344.33	1,463,957.77
L420 PUBLIC SAFETY	L400 BUSINESS OPERATIONS	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	2,070,084.27	2,070,084.27	462,110.03
				0012 REGULAR PAY - OTHER	240,369.68	240,369.68	107,900.35
				0013 ADDITIONAL GROSS PAY	92,040.00	92,040.00	21,554.74
				0014 FRINGE BENEFITS - CURR PERSONNEL	600,710.47	600,710.47	129,629.99
				0015 OVERTIME PAY	200,112.00	200,112.00	21,796.93
			01 PERSONNEL SERVICES Total		3,203,316.42	3,203,316.42	742,992.04
			02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	32,500.00	32,500.00	0.00
				0040 OTHER SERVICES AND CHARGES	446,237.00	446,237.00	8,184.47
				0070 EQUIPMENT & EQUIPMENT RENTAL	71,547.00	71,547.00	0.00
			02 NON-PERSONNEL SERVICES Total		550,284.00	550,284.00	8,184.47
		0100 LOCAL FUND	Total		3,753,600.42	3,753,600.42	751,176.51
		L400 BUSINESS OPERATIONS	Total		3,753,600.42	3,753,600.42	751,176.51
L420 PUBLIC SAFETY			Total		3,753,600.42	3,753,600.42	751,176.51
L430 ASSET MANAGEMENT	L400 BUSINESS OPERATIONS	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	75,695.89	75,695.89	13,726.35
				0012 REGULAR PAY - OTHER	0.00	0.00	5,530.83
				0013 ADDITIONAL GROSS PAY	0.00	0.00	32,782.38
				0014 FRINGE BENEFITS - CURR PERSONNEL	19,680.93	19,680.93	3,633.39

				0015 OVERTIME PAY		0.00	27.72
			01 PERSONNEL SERVICES Total		95,376.82	95,376.82	55,700.67
			02 NON-PERSONNEL SERVICES	0040 OTHER SERVICES AND CHARGES	29,105.00	29,105.00	0.00
			02 NON-PERSONNEL SERVICES Total		29,105.00	29,105.00	0.00
		0100 LOCAL FUND	Total		124,481.82	124,481.82	55,700.67
	L400 BUSINESS OPERATIONS		Total		124,481.82	124,481.82	55,700.67
L430 ASSET MANAGEMENT			Total		124,481.82	124,481.82	55,700.67
L440 21ST CENTURY CAPITAL PROJECTS	L400 BUSINESS OPERATIONS	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	307,586.00	307,586.00	42,706.50
				0014 FRINGE BENEFITS - CURR PERSONNEL	79,972.36	79,972.36	5,972.32
			01 PERSONNEL SERVICES Total		387,558.36	387,558.36	48,678.82
			02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	12,500.00	12,500.00	1,223.55
				0040 OTHER SERVICES AND CHARGES	683,568.00	683,568.00	0.00
			02 NON-PERSONNEL SERVICES Total		696,068.00	696,068.00	1,223.55
		0100 LOCAL FUND	Total		1,083,626.36	1,083,626.36	49,902.37
	L400 BUSINESS OPERATIONS		Total		1,083,626.36	1,083,626.36	49,902.37
L440 21ST CENTURY CAPITAL PROJECTS			Total		1,083,626.36	1,083,626.36	49,902.37
L450 PUBLIC SERVICE TECHNOLOGY	L400 BUSINESS OPERATIONS	0100 LOCAL FUND	01 PERSONNEL SERVICES	0011 REGULAR PAY - CONT FULL TIME	911,203.03	911,203.03	256,396.86
				0012 REGULAR PAY - OTHER	207,277.49	207,277.49	48,433.79
				0013 ADDITIONAL GROSS PAY	8,340.00	8,340.00	1,085.60
				0014 FRINGE BENEFITS - CURR PERSONNEL	290,804.95	290,804.95	65,414.15
				0015 OVERTIME PAY	45,000.00	45,000.00	854.44
			01 PERSONNEL SERVICES Total		1,462,625.47	1,462,625.47	372,184.84
			02 NON-PERSONNEL SERVICES	0020 SUPPLIES AND MATERIALS	10,000.00	10,000.00	0.00
				0040 OTHER SERVICES AND CHARGES	1,044,944.00	1,044,944.00	48,285.02
				0070 EQUIPMENT & EQUIPMENT RENTAL	613,924.00	613,924.00	103,732.65
			02 NON-PERSONNEL SERVICES Total		1,668,868.00	1,668,868.00	152,017.67
		0100 LOCAL FUND	Total		3,131,493.47	3,131,493.47	524,202.51
	0600 SPECIAL PURPOSE REVENUE FUNDS	02 NON-PERSONNEL SERVICES	0040 OTHER SERVICES AND CHARGES		702,000.00	702,000.00	0.00
			0070 EQUIPMENT & EQUIPMENT RENTAL		398,000.00	398,000.00	0.00
			02 NON-PERSONNEL SERVICES Total		1,100,000.00	1,100,000.00	0.00
			0600 SPECIAL PURPOSE REVENUE FUNDS ('O'TYPE) Total		1,100,000.00	1,100,000.00	0.00
	L400 BUSINESS OPERATIONS		Total		4,231,493.47	4,231,493.47	524,202.51
L450 PUBLIC SERVICE TECHNOLOGY			Total		4,231,493.47	4,231,493.47	524,202.51
Grand Total					75,494,577.33	83,103,753.59	15,836,509.77

GENERAL QUESTIONS

Question Number 59

Provide a complete accounting of all intra-district transfers received by or transferred from DCPL during FY21 and to date in FY22. For each, provide a narrative description as to the purpose of the transfer and which programs, activities, and services within DCPL the transfer affected.

FY21 Intra-Districts - DCPL as Seller

ADVANCED FROM AGENCY	BUYER APPROPRIATED FUND	PROJECT CODE/ PHASE	Program/ Activity	FY21 Year End Expenditure	Purpose
	Capital Sub-total			\$ -	No FY21 Capital Advances
GA0	0101	0PSSTS /21	L300/L380	769,994.57	DC Public Schools (GA0) for Shared Technical Services
KG0	0622	0DOESE/19	L400/L440	99,000.00	Dept of Energy and Environment (DOEE) (KG0) for Solar Energy Systems
JM0	8200	0NFBNS/21	L300/L340	10,500.00	National Foundation for the Blind Newslines Services from DDS/RSA (Dept. on Disability Services/Rehabilitation Services Administration) (JM0)
AM0	2225	0DGSWE/21	1000/1030	78,456.00	Dept of General Services (DGS) (AM0) for West End Library Common Area Costs
Operating Sub-Total				\$ 957,950.57	

FY 2021 Intra-Districts - DCPL as Buyer

ADVANCED FROM AGENCY	BUYER APPROPRIATED FUND	PROJECT CODE/ PHASE	Program/ Activity	FY21 Year End Expenditure	Purpose
	Capital Sub-total			\$ -	No FY21 Capital Advances
CE0	0100	PX0CE0/21	Various	268,777.83	Purchase Card Payments to JPMorgan to Office of Contracts and Procurement (PX0)
CE0	8200	PX0CE0/21	Various	4,799.04	Purchase Card Payments to JPMorgan to Office of Contracts and Procurement (PX0)
CE0	8200	8SACE0/21	L300/L350	2,000.00	Single Audit to OCFO (AT0)
CE0	0100	1BIACE/01	1000/1040	9,260.46	IT Assessment to OCTO (TO0) for Data Analytics Sweep
CE0	0100	1WEBCE/01	1000/1040	1,170.00	IT Assessment to OCTO (TO0) for Web Services
CE0	0100	1COMCE/01	1000/1040	4,317.00	IT Assessment to OCTO (TO0) for Communications
CE0	0100	1AIMCE/01	1000/1040	1,128.00	IT Assessment to OCTO (TO0) for Applications and D&O Sweep
CE0	0100	1CISCE/01	1000/1040	99,712.38	IT Assessment to OCTO (TO0) for Cloud Information
CE0	0100	DTCE21/02	1000/1040	74,970.00	IT Assessment to OCTO (TO0) for High Speed Internet and WAN Connectivity
CE0	0100	9FMCE0/02	Various	87,320.25	MOU with DPW (KT0) to procure trucks for DCPL
CE0	0100	CEBE21/01	1000/1060	22,958.16	Employment Screening to DC Human Resources (BE0)
CE0	0100	L21CE0/03	1000/1030	2,892.83	IT Assessment to OCTO (TO0) Non DCNET Services
CE0	0100	DTCE21/10	1000/1030&1040	63,682.72	IT Assessment to OCTO (TO0) DCNET RTS
CE0	0100	AEPLDC/21	1000/1060	48,386.44	Labor Relations to the Office of the City Administrator (AE0)
CE0	0100	9FMCE0/21	1000/1070	134,753.68	Automotive Maintenance to Dept. of Public Works (KT0)
CE0	0100	DCPL21/21	L400/L420	15,894.69	Radio Airtime to Office of Unified Communications (UC0)
Operating Sub-Total				\$ 842,023.48	

FY 2022 1ST QTR Intra-Districts - DCPL as Sellers

ADVANCED FROM AGENCY	BUYER APPROPRIATED FUND	PROJECT CODE/ PHASE	Program/ Activity	FY22 1st QTR Budget Available	Purpose
	Capital Sub-total			\$ -	No FY22 Capital Advances
JM0	8200	0NFBNS/22	L300/L340	0.00	National Foundation for the Blind Newslines Services from DDS/RSA (Dept. on Disability Services/Rehabilitation Services Administration) (JM0) - <i>MOU is still being processed</i>
AM0	2225	0DGSWE/22	1000/1030	0.00	Dept of General Services (DGS) (AM0) for West End Library Common Area Costs - <i>MOU is still being processed</i>
Operating Sub-Total				\$ -	

FY 2022 1ST QTR Intra-Districts - DCPL as Buyer

ADVANCED FROM AGENCY	BUYER APPROPRIATED FUND	PROJECT CODE/ PHASE	Program/ Activity	FY22 1st QTR Budget Available	Purpose
CE0				0.00	No FY22 Capital Advances
Capital Sub-total				\$ -	
CE0	0100	2AIMCE/01	1000/1040	10,360.76	IT Assessment to OCTO (TO0) for Applications and D&O Sweep
CE0	0100	2BIACE/01	1000/1040	11,313.31	IT Assessment to OCTO (TO0) for Data Analytics Sweep
CE0	0100	2CISCE/01	1000/1040	60,946.54	IT Assessment to OCTO (TO0) for Cloud Information
CE0	0100	2COMCE/01	1000/1040	4,317.00	IT Assessment to OCTO (TO0) for Communications
CE0	0100	2FNTCE/01	1000/1040	4,350.00	IT Assessment to OCTO (TO0) for FileNet Sweep
CE0	0100	2ISUCE/01	1000/1040	8,512.35	IT Assessment to OCTO (TO0) for OCTO HELPS Sweep
CE0	0100	2WEBCE/01	1000/1040	1,170.00	IT Assessment to OCTO (TO0) for Web Services
CE0	0100	9FMCE0/22	1000/1070	148,634.43	Automotive Maintenance to Dept. of Public Works (KT0)
CE0	0100	AKDCPL/22	1000/1060	70,000.00	Labor Relations to the Office of the City Administrator (AE0)

CE0	0100	CEBE22/01	1000/1060	21,059.22	Employment Screening to DC Human Resources (BE0)
CE0	0100	DPLDWC/04	L400/L440	46,517.98	MOU with DGS (AM0) for the Demolition of the Deanwood Kiosk
CE0	0100	DTCE22/02	1000/1040	99,960.00	IT Assessment to OCTO (TO0) for High Speed Internet and WAN Connectivity
CE0	0100	L21CE0/03	1000/1030	30,000.00	IT Assessment to OCTO (TO0) Non DCNET Services
CE0	0100	DTCE21/10	1000/1030&1040	100,000.00	IT Assessment to OCTO (TO0) DCNET RTS
CE0	0100	PX0CE0/21	Various	326,090.00	Purchase Card Payments to JPMorgan to Office of Contracts and Procurement (PO0)
CE0	8200	PX0CE0/21	Various	200.00	Purchase Card Payments to JPMorgan to Office of Contracts and Procurement (PO0)
Operating Sub-Total				<u>\$ 943,431.59</u>	

GENERAL QUESTIONS

Question Number 60

Provide a complete accounting of all reprogrammings received by or transferred from DCPL during FY21 and to date in FY22. For each, provide a narrative description as to the purpose and reason of the transfer and which programs, activities, and services within the agency the reprogramming affected. In addition, provide an accounting of all reprogrammings made within the agency that exceeded \$100,000 and provide a narrative description as to the purpose and reason of the transfer and which programs, activities, and services within the agency the reprogramming affected.

FY21 Reprogrammings

Fund Type	Reprogramming Amount	Purpose / Reason	Programs / Activities Affected
Capital	250,000.00	These funds were reprogrammed by Council to add opening day collections to the Lamond Riggs project renovation.	Added by Council via the FY21 Supplemental process, see Supplemental A24-0160. These funds were moved to LAR37C (Lamond Riggs Library).
Private Grant	1,500.00	These funds were reprogrammed from NPS CSG 40 to NPS CSG 20 to purchase supplies for the Providence Public Library Private Grant.	This reprogramming was allowable by the grantor. Under Library Services Program/Literacy Resources Activity.
Federal	18,000.00	These funds were reprogrammed from NPS CSG 50 to NPS CSG 70 to purchase specialized equipment under the IMLS National Leadership Grant.	This reprogramming was allowable by the grantor. Funds remained within the Library Services Program / Martin Luther King Jr Memorial Library.
Federal	74,657.79	These funds were reprogrammed from PS to NPS to purchase equipment for virtual tutoring and job search resources under the LSTA Grant.	This reprogramming was allowable by the grantor. Funds remained within the Library Services Program / Literacy Resources Activity.
Local	3,321,568.00	FY21 Supplemental (Mayoral Reduction)	This reprogramming was across all agency programs and activities.
Federal	133,111.96	These funds were reprogrammed from PS to NPS to purchase equipment for the Center for Accessibility, under the LSTA Grant.	This reprogramming was allowable by the grantor. Funds remained within the Library Services Program / Literacy Resources Activity.
Local	983,430.00	These funds were reprogrammed from PS (realized Salary Lapse) to NPS to support operating needs to address the COVID response and reopening.	This reprogramming was across all agency programs and activities.
Capital	118,308.31	These funds were reprogrammed to move residual capital balances from Capital View, Woodridge, Cleveland Park and Palisades to Lamond Riggs for a construction contingency.	The funds were reallocated from four capital projects to Lamond Riggs for a construction contingency.
SPR	400,000.00	These funds were reprogrammed to purchase laptops and software for teleworking during the public health emergency, under the E-Rate Fund.	The funds were reprogrammed within Business Operations Program / Public Service Technology Activity.

Local	374,616.75	FY21 Year End Reprogramming (Mayoral Reprogramming)	This reprogramming was across all agency programs and activities.

FY22 Reprogrammings (to date)

Fund Type	Reprogramming Amount	Purpose / Reason	Programs / Activities Affected
Federal	304,534.44	These funds were reprogrammed from NPS CSG 20 & 40 to NPS CSG 70 to purchase Digital and Express Collections and fully fund the purchase of Self Check Kiosk, under the ARPA Grant.	This reprogramming was allowable by the grantor. Funds remained within the Library Services Program / Martin Luther King Jr Memorial Library.

GENERAL QUESTIONS

Question Number 61

Provide a list of all DCPL's fixed costs budget and actual dollars spent for FY21 and to date in FY22. Include the source of funding and the percentage of these costs assigned to each DCPL program. Provide the percentage change between DCPL's fixed costs budget for these years and a narrative explanation for any changes.

Fix costs forecasts are developed by DGS at least two years in advance. Most of the major fluctuation between estimates and actuals in FY21 are attributable to the Martin Luther King Jr. Memorial Library, which at more than 420,000 square feet makes up about half of the Library's footprint throughout the city. The variance in utility costs, between the forecasted and actual in FY21, can be attributed to MLK Library being budgeted while under construction. DCPL has not yet received expenditure data for the Sustainable DC budgets. Thus, expenditures were not reported in this category.

DC Public Library Fixed Costs - Budget vs Actuals

	FY21 DGS Revised Forecast	FY21Actuals	Variance	% Change
Electricity	1,170,696.69	1,677,213.78	(506,517.09)	-43.3%
Sustainable DC	88,098.04		88,098.04	100.0%
Water	236,016.28	377,467.31	(141,451.03)	-59.9%
Steam	117,710.00	411,322.90	(293,612.90)	-249.4%
Gas	99,457.20	115,578.00	(16,120.80)	-16.2%
Telecomm	388,908.15	357,723.19	21,079.00	7.2%
Lease/Rent	258,445.83	\$ 280,153.29	(21,707.46)	-8.4%
Subtotal - DGS/OCTO	2,359,332.19	3,219,458.47	(870,232.24)	-36.9%

	FY21 DCPL Revised Budget	FY21 Actuals	Variance	% Change
RTS*	137,476.00	66,575.55	70,900.45	51.6%
Security	0.00	0.00	0.00	0.0%
Subtotal - DCPL	137,476.00	66,575.55	70,900.45	51.6%

	FY21 DGS Revised Forecast	FY22 DGS Forecast	Variance	% Change
Electricity	1,170,696.69	1,351,877.00	(181,180.31)	-15.5%
Water	236,016.28	332,736.00	(96,719.72)	-41.0%
Steam	117,710.00	226,241.00	(108,531.00)	-92.2%
Sustainable DC	88,098.04	103,116.00	(15,017.96)	-17.0%
Auto fuel	41,367.88	#REF!	#REF!	#REF!
Waste Management	11,584.78	4,868.00	6,716.78	58.0%
Gas	99,457.20	88,828.00	10,629.20	10.7%
Telecomm	388,908.15	514,447.37	(125,539.22)	32.5%
Lease/Rent	258,445.83	276,539.00	(18,093.17)	-7.0%
Subtotal - DGS/OCTO	2,412,284.85	#REF!	#REF!	#REF!

	FY21 DCPL Revised Budget	FY22 DCPL Budget	Variance	% Change
Telecom/RTS	137,476.00	137,476.00	0.00	0.0%
Security	0.00	0.00	0.00	0.0%
Subtotal - DCPL	137,476.00	137,476.00	0.00	0.0%

* RTS - Request for Telephone Service

** MLK Jr Memorial Library is the only facility that uses Steam. It was closed for renovations for a few years and reopen in FY20. Expenditures for FY21 & FY22 1st QTR are above budgeted projects.

**** DCPL has not yet received expenditure information for Sustainable DC, Water, Telecom, & Rent/Lease.

All Data Furnished by DGS

FY22 DGS Forecast	FY 2022 Actuals OCT to DEC****	Available Balance
1,351,877.00	320,729.22	1,031,147.78
103,116.00	0.00	103,116.00
332,736.00	0.00	332,736.00
226,241.00	423,343.00	(197,102.00)**
88,828.00	25,721.32	63,106.68
514,447.37	0.00	514,447.37
276,539.00	0.00	276,539.00
2,893,784.37	769,793.54	2,123,990.83

FY22 DCPL Budget	FY22 Actuals - To Date	Available Balance
137,476.00	130,000.00	7,476.00
0.00	0.00	0.00
137,476.00	130,000.00	7,476.00

FY21 Fixed Costs

FY21 Breakout of Energy

Agency Code	Sum of Total Auto Fuel	Sum of Total Gas	Sum of Total Electricity	Sum of Total Steam	Sum of Total Sustain DC	Sum of Total Waste Mgmt	Sum of Total Water	Sum of Total Energy
CE	41,367.88	99,457.20	1,170,696.69	117,710.00	88,098.04	11,584.78	236,016.28	1,764,930.87
Grand Total	41,367.88	99,457.20	1,170,696.69	117,710.00	88,098.04	11,584.78	236,016.28	1,764,930.87

FY21

Agency Code	Sum of Total Occupancy	Sum of Total Energy	Sum of Total Security	Sum of Total Rent	Sum of Grand Total
CE	1,927,049.35	1,764,930.87	70,754.76	258,445.83	4,021,180.81
Grand Total	1,927,049.35	1,764,930.87	70,754.76	258,445.83	4,021,180.81

FY22 Fixed Cost Estimate

DEPARTMENT OF GENERAL SERVICES
 FY22 BUDGET FORMULATION (FIXED COSTS ONLY)
 DRAFT 7

August 12, 2021

NPS/PS	Fund	Agency Code	Values											
			Sum of Total Occupancy	Sum of Total Auto Fuel	Sum of Total Gas	Sum of Total Electricity	Sum of Total Steam	Sum of Total Water	Sum of Total Sustain DC	Sum of Total Waste Mgmt	Sum of Total Energy	Sum of Total Security	Sum of Total Rent	Sum of Grand Total
NPS	Local	CE	-	-	88,828	1,351,877	226,241	332,736	103,116	4,868	2,107,665	71,492	276,539	2,455,695
NPS Total			-	-	88,828	1,351,877	226,241	332,736	103,116	4,868	2,107,665	71,492	276,539	2,455,695
Grand Total			-	-	88,828	1,351,877	226,241	332,736	103,116	4,868	2,107,665	71,492	276,539	2,455,695

FY21 Rent Budget Estimates:

Agency Code	Agency Name	Address Suite	File Id	Fund	Total
CE	Public Library	1523-1571 Alabama Avenue, SE		812 Local	\$258,445.83
		1990 K Street, NW, 5th Floor		707161 Local	\$ -
		1990 K Street, NW, Lower Level		812161 Local	\$ -
Grand Total					\$258,445.83

Hi Desmond,

Below are the FY21 Rent Actuals. Please let me know if you have any questions or need more detail.

FILE ID#	LEASE ADDRESS	AGENCY CODE	AGENCY NAME	Sum of PAYMENT AMOUNT
419171	9893 Brewers Court	CE	Public Library	\$ 10,644.38
812	1523-1571 Alabama Avenue, SE	CE	Public Library	\$ 249,221.38
1130181	425 M Street, SW	CE	Public Library	\$ 20,287.53
Grand Total				\$ 280,153.29

Telecom Data

CEO	FY21 Budget	FY21 Actual	FY22 Budget
Non-DCNET	222,495.78	194,573.92	196,249.35
DCNET	166,412.37	163,149.27	318,198.02
TOTAL	388,908.15	357,723.19	514,447.37

CEO	FY21 budget	FY21 actual	FY22 budget
non -dcnet	22,495.78	194,573.92	196,249.35
dcnet	166,412.37	163,149.27	318,198.02
Total	388,908.15	357,723.19	514,447.37

FY2019 - FY2022 YTD STEAM

Pay	Code	Service Address	File #	Bldg	FY2021 Total	Ne	DEC 2021	DEC 2021	FY2022 Total	FY2022 Total
AM	CE	901 G St NW	114	DC127	\$ 411,322.90	C24	4,754.0	\$ 184,930.60	10,870.0	\$ 423,343.00
TOTALS					\$ 411,322.90		4,754.0	\$ 184,930.60	10,870.0	\$ 423,343.00

DC PUBLIC LIBRARY - WASHINGTON GAS

FY21

Code	Building Name	Building Address	Service Address	New Acct #	EXPEN Aug 21	CONS Sep 21	EXPEN Sep 21	CONS Sep 21	FY21 TOTAL CONSUMPTION	FY21 TOTAL EXPENDITURES
CE	Anacostia Library	1800 Good Hope	1800 Good Hope Rd SE	120000113445	104.20	0.0	63.70	6.0	7,243.3	\$ 7,907.90
CE	Bellevue Library	115 Atlantic St S	115 Atlantic St SW	120001528369	37.36	0.0	27.20	0.0	831.6	\$ 1,211.89
CE	Capital View Branch	5001 Central Ave	5001 Central Ave SE	120000186342	702.88	600.6	732.99	627.6	7,946.8	\$ 8,802.40
CE	Chevy Chase Library	5625 Conn Ave	5625 Conn Ave NW	120000855235					0.0	\$ -
CE	Cleveland Park Library	3310 Conn Ave	3310 Conn Ave NW	110000449691	38.35	4.6	40.07	4.4	933.2	\$ 1,115.25
CE	Deanwood Rec Ctr	1350 49th St NE	1350 49th St NE	120000348850	87.69	29.0	39.96	11.1	1,334.2	\$ 1,540.10
CE	Francis Gregory Library	3660 Alabama	3660 Ala Ave SE	120000235826	1,256.33	974.3	1,149.41	1,177.2	14,106.4	\$ 15,022.19
CE	Georgetown Library	3260 R St NW	3260 R St NW	120000101168	85.57	0.0	85.57	13.4	6,893.2	\$ 8,127.12
CE	Lamond-Riggs Library	5401 S Dakota	5401 S Dakota Ave NE	120001813688					0.0	\$ -
CE	Mt Pleasant Library	3160 16th St NW	3160 16th St NW	120000388344	88.01	1.0	83.06	25.8	5,592.4	\$ 6,499.38
CE	Palisades Library	4901 V St NW	4901 V St NW	120001623962	50.38	21.6	55.28	6.4	812.3	\$ 1,147.27
CE	Parklands-Turner Library	1547-1549 Alab	1547 Alabama Ave SE	120000214904	79.50	1.2	28.54	2.3	1,956.1	\$ 2,635.75
CE	Penn Center	1709 3rd St NE	1709 3rd St NE	120000661336	153.81	12.9	34.00	7.5	16,880.6	\$ 17,751.15
CE	Petworth Library	4200 Kansas Ave	4200 Kansas Ave NW	120001377221	47.46	18.6	86.23	8.6	3,782.5	\$ 4,094.86
CE	Rosedale Comm Ctr & Library	1701 Gales St N	1701 Gales St NE	120001301585	199.53	62.4	133.24	47.1	9,719.9	\$ 10,701.12
CE	Shepherd Park Library	7420 Georgia Ave	7420 Georgia Ave NW	120000599502	37.59	0.0	58.00	0.0	3,022.9	\$ 3,455.02
CE	Southeast Branch	403 7th St SE	403 7th St SE	120000398558	41.38	4.1	31.81	7.2	2,015.8	\$ 2,282.70
CE	Southwest Branch Library	900 Wesley Pl S	900 Wesley Pl SW	110001430377	27.20	0.0	63.70	12.7	2,979.7	\$ 3,948.69
CE	Takoma Park Library	416 Cedar St N	500 Cedar St NW	120001420294	104.45	5.2	106.24	2.1	4,714.7	\$ 5,928.48
CE	Tenley Library	4450 Wisc Ave	4450 Wisc Ave NW	120001180153	82.21	0.0	82.21	6.2	3,645.7	\$ 4,454.50
CE	Walker-Jones Elem Library	1125 N J Ave N	1125 N J Ave NW	120001632039	32.79	10.6	15.11	78.3	3,001.6	\$ 3,125.21
CE	Library	1630 7th St NW	1630 7th St NW	120001193669	29.09	0.0	29.09	0.3	643.6	\$ 941.31
CE	Woodridge Library	1801 R I Ave NE	1801 R I Ave NE	120001212055	91.71	28.9	95.91	23.9	4,221.4	\$ 4,885.71
			SUB-TOTAL		\$ 3,377.49	1,775.0	\$ 3,041.32	2,068.1	102,277.9	\$ 115,578.00

moved to "HA" (Oct 2020)
closed 6-30-20; raze & rebuild

DC Public Library - FY2021 Water Data

BUILDING NAME	UILDING ADDRESS	SERVICE ADDRESS	AG Codes	CONS Sep 21 Suppl	EXPEN Sep 21 Suppl	FY21 TOTAL CONSUMPTION	FY21 TOTAL EXPENDITURES	COMMENTS
Anacostia Interim Library	1800-T Good Hope	1800 Good Hope Rd SE	CE	5.96	\$ 675.43	70.38	\$ 13,411.74	
Bellevue Library (formerly Wash Highland)	115 ATLANTIC ST	115 Atlantic St SW	CE			0.00	\$ 4,355.91	
Bellevue Library (formerly Wash Highland)	115 ATLANTIC ST	115 Atlantic St SW	CE	7.21	\$ 183.07	57.68	\$ 2,143.25	
Benning Branch Library	3935 Benning Rd	3935 Benning Rd NE	CE	82.03	\$ 1,747.44	233.45	\$ 13,827.44	
Capital View Branch	5001 CENTRAL AVE	5001 Central Ave SE	CE	5.55	\$ 382.47	108.58	\$ 7,880.43	
Chevy Chase Library	5625 Connecticut	5625 Connecticut Ave NW	CE			0.00	\$ -	
Cleveland Park Library	3310 Conn Ave NW	3310 Conn Ave NW	CE	12.34	\$ 277.44	205.21	\$ 4,380.43	
Deanwood Rec Ctr & Library	1350 49th St NE	1350 49th St NE	CE	56.93	\$ 951.97	245.03	\$ 4,844.11	
DCES Headquarters	4058 Minn Ave NE	4058 Minn Ave NE	CE			0.00	\$ -	
Francis A Gregory Library	3660 Alabama Ave	3660 Alabama Ave SE	CE	3.29	\$ 124.71	44.07	\$ 2,145.99	
Georgetown Library	3260 R St NW	3260 R St NW	CE	17.99	\$ 701.81	312.74	\$ 11,932.22	
Lamond-Riggs Library	5401 South Dakota	5401 S Dakota Ave NE	CE			0.00	\$ -	
M.L. King Jr. Library	901 G St NW	901 G St NW	CE	649.34	\$ 11,423.28	12076.16	\$ 204,283.18	
M.L. King Jr. Library	901 G St NW	901 G St NW	CE			0.00	\$ -	
Mt. Pleasant Library	3160 16th St NW	1600 Lamont St NW	CE	393.49	\$ 6,341.18	1321.57	\$ 24,168.52	
Northeast Library	330 7th St NE	330 7th St NE	CE	11.96	\$ 334.95	53.48	\$ 3,931.10	
Palisades Library	4901 V ST NW	4901 V St NW	CE	0.00	\$ 952.44	16.63	\$ 7,351.64	
Penn Central Parking Lot	1709 3rd St NE	1709 3rd St NE	CE	29.87	\$ 621.80	490.51	\$ 10,205.91	
Penn Central Parking Lot	1709 3rd St NE	309 Randolph Pl NE	CE	0.02	\$ 227.47	0.38	\$ 4,536.94	
Petworth Library	4200 Kansas Ave	4200 Kansas Ave NW	CE	9.30	\$ 377.42	69.11	\$ 5,186.88	
Reeves Center	2000 14th St NW	2000 14th St NW	CE			3.62	\$ 127.60	
Shepherd Park Library (Juanita E. Thornton)	7420 GEORGIA AVE	7420 Georgia Ave NW	CE	9.03	\$ 497.84	78.76	\$ 7,544.34	
Southeast Branch	403 7th St SE	647 7th St SE	CE			0.00	\$ 1,586.65	
Southeast Branch	403 7th St SE	403 7TH ST SE	CE	4.15	\$ 93.10	32.14	\$ 1,091.92	
Southwest Branch Library	900 Wesley Pl SW	900 Wesley Pl SW	CE	9.80	\$ 527.80	40.29	\$ 3,409.53	
Takoma Park Library	416 Cedar St NW	416 Cedar St NW	CE	3.34	\$ 192.04	54.64	\$ 3,172.28	closed Oct 2020
Tenley Library	4450 Wisconsin Ave	4450 Wisconsin Ave NW	CE	12.24	\$ 757.76	273.36	\$ 15,530.80	closed 6-30-20; raze & rebuild
Walker-Jones Elem & Library	1125 New Jersey Ave	1125 New Jersey Ave NW	CE	3.13	\$ 147.56	28.26	\$ 2,306.72	closed
Watha T Daniel/ Shaw Library	1630 7th St NW	1630 7th St NW	CE	14.09	\$ 619.91	154.04	\$ 8,839.71	moved to "HA" (Oct 2020)
Woodridge Library	1801 Hamlin St NE	1801 Hamlin St NE	CE	2.78	\$ 491.83	51.56	\$ 9,271.76	closed Feb 2021
		SUB-TOTAL		1,343.84	\$ 28,650.72	16,021.63	\$ 377,467.31	

DC Public Library - FY2020 Electric Data

Agency Code	Building Name	Building Address	Service Address	Accruals EXPENDITURES SEPTEMBER 21	Accruals CONSUMPTIONS SEPTEMBER 21	EXPENDITURE TOTAL	CONSUMPTION TOTAL
CE	Woodridge Library	1801 Hamlin St NE	1801 Hamlin St NE	2,493.89	16,052	47,276.78	350,173
CE	Cleveland Park Library		3310 Conn Ave NW	3,472.73	21,363	85,299.64	779,661
CE	West End Library		2301 L St NW	1,071.05	6,846	43,226.83	271,870
CE	Southwest Modular Library		425 M St SW			3,779.26	29,697
CE			395 Ingraham St NE	253.11	1,702	6,150.63	45,550
CE			900 Wesley PI SW	0.00	5,363	64,163.00	245,683
CE	Parkland Turner Library	1547 Alabama Ave SE	1547 Alabama AveSe	426.38	2,839	3,188.76	22,490
CE	Parkland Turner Library	1549 Alabama Ave SE	1549 Alabama AveSe	559.49	3,793	3,538.50	25,235
CE	Petworth Library	4200 Kansas Ave NW	4200 Kansas Ave NW	4,425.61	29,446	55,455.41	409,739
CE	Benning Neighborhood Library	3935 Benning Rd NE	3935 Benning Rd NE	4,993.84	33,787	130,032.21	1,033,897
CE	Deanwood Rec Ctr		1350 49th St NE	706.76	4,609	16,076.02	139,396
CE	Anacostia Library	1800 Good Hope Rd SE	1800 Good Hope Rd SE	5,881.93	39,001	47,895.87	332,463
CE	Francis A Gregory Neighborhood Library	3660 Alabama Ave SE	3660 Alabama Ave SE	6,298.12	41,292	51,609.80	341,516
CE	Watha T Daniels Library		1630 7th St NW	6,257.05	43,419	124,773.67	1,007,395
CE	Bellevue Library	115 Atlantic St SW	115 Atlantic St SW	6,770.23	47,197	64,628.83	492,366
CE	Shepherd Park Library	7420 Gerogia Ave NW	7420 Georgia Ave NW	3,230.90	20,938	34,714.49	254,870
CE	Mt. Pleasant Library	3160 16th St NW	3160 16th St NW	4,197.58	28,998	50,936.31	371,136
CE	Chevy Chase Library	5625 Conn Ave NW	5625 Conn Ave NW	3,151.40	20,710	47,964.88	346,832
CE	Takoma Park Library	416 Cedar St NW	100 5th and Cedar St NW	1,767.26	11,413	21,163.95	159,504
CE	Georgetown Library	3260 R St NW	3260 R St NW	3,138.88	20,223	51,563.21	379,356
CE	Walker Jones ES/Library		1125 New Jersey Ave NW	6,169.14	26,173	16,389.51	127,609
CE	Palisades Library	4901 V St NW	4901 V St NW	1,405.95	8,887	34,442.65	259,346
CE	Penn Center		1709 3rd St NE	35.59	219	727.06	5,171
CE	Capital View Branch	5001 Central Ave SE	5001 Central Ave SE	676.24	4,539	29,770.46	231,851
CE	Northeast Library	330 7th St NE	100 7th & MD Av NE	716.35	4,613	46,621.80	363,592
CE	Southeast Branch	403 7th St SE	403 7th St SE	2,606.16	15,822	15,085.45	109,797
CE	Tenley Library	4450 Wisconsin Ave NW	4450 Wisconsin Ave NW	3,420.12	21,620	57,795.44	419,066
CE	Penn Center		1709 3rd St NE	1,658.19	11,039	19,836.95	156,404
CE	M.L. King Jr. Library	901 G St NW	901 G St NW Loc Lib	57,035.41	499,550	500,864.54	4,810,705
CE	Reeves Center	901 G St NW	3309 14th St NW			2,241.87	19,298
				132,819.36	991,453	\$ 1,677,213.78	13,541,667

DC Public Library - FY2022 Electric Data

Agency Code	Building Name	Building Address	Account #	Service Address	EXPENDITURES OCTOBER 21	CONSUMPTION S	EXPENDITURES NOVEMBER 21	CONSUMPTION S NOVEMBER 21	EXPENDITURES DECEMBER 21	CONSUMPTIONS DECEMBER 21	EXPENDITURE TOTAL	CONSUMPTION TOTAL
CE	Woodridge Library	1801 Hamlin St NE	50005552711	1801 Hamlin St NE	1,760.40	11,330	3,768.17	23,777	7,707.10	24,550	13,235.67	59,657
CE	Cleveland Park Library		50013364901	3310 Conn Ave NW	1,104.96	6,797	4,259.30	25,840	4,180.58	26,480	9,544.84	59,117
CE	West End Library		50013708032	2301 L St NW	3,366.14	21,516	3,782.97	22,856	3,668.99	23,186	10,818.10	67,558
CE			50022624196	395 Ingraham St NE	205.66	1,382	131.82	1,759	563.30	3,100	900.78	6,241
CE			50025795993	900 Wesley Pl SW	0.00	11,917	0.00	15,200	0.00	29,600	0.00	56,717
CE	Parkland Turner Library	1547 Alabama Ave SE	55012470534	1547 Alabama AveSe	0.00	0	241.99	1,532	194.31	1,278	436.30	2,810
CE	Parkland Turner Library	1549 Alabama Ave SE	55012471391	1549 Alabama AveSe	0.00	0	358.42	2,366	243.30	1,657	601.72	4,023
CE	Petworth Library	4200 Kansas Ave NW	55013921758	4200 Kansas Ave NW	152.61	1,015	4,005.08	26,735	5,673.78	37,666	9,831.47	65,416
CE	Benning Neighborhood Library	3935 Benning Rd NE	55014571818	3935 Benning Rd NE	6,914.54	46,783	9,420.09	62,454	5,348.05	32,129	21,682.68	141,366
CE	Deanwood Rec Ctr		55015203007	1350 49th St NE	1,570.57	10,242	2,031.20	13,333	1,912.10	12,584	5,513.87	36,159
CE	Anacostia Library	1800 Good Hope Rd SE	55015393295	1800 Good Hope Rd SE	0.00	0	5,133.23	34,408	4,638.26	30,425	9,771.49	64,833
CE	Francis A Gregory Neighborhood Library	3660 Alabama Ave SE	55016463766	3660 Alabama Ave SE	0.00	0	5,312.95	29,061	3,774.27	21,393	9,087.22	50,454
CE	Watha T Daniels Library		55016472965	1630 7th St NW	4,416.74	30,649	10,400.88	70,774	21,726.32	75,781	36,543.94	177,204
CE	Bellevue Library	115 Atlantic St SW	55016536181	115 Atlantic St SW	0.00	0	4,524.74	30,748	3,937.37	25,788	8,462.11	56,536
CE	Shepherd Park Library	7420 Gerogia Ave NW	55017360987	7420 Georgia Ave NW	111.41	722	2,860.78	19,597	2,478.80	16,930	5,450.99	37,249
CE	Mt. Pleasant Library	3160 16th St NW	55019767759	3160 16th St NW	1,095.02	7,565	4,621.71	30,829	4,108.45	28,275	9,825.18	66,669
CE	Chevy Chase Library	5625 Conn Ave NW	55019799976	5625 Conn Ave NW	1,200.54	7,889	3,768.48	24,416	3,556.26	22,588	8,525.28	54,893
CE	Takoma Park Library	416 Cedar St NW	55019819709	100 5th and Cedar St NW	461.03	2,977	1,967.27	13,331	2,761.11	19,455	5,189.41	35,763
CE	Georgetown Library	3260 R St NW	55020095760	3260 R St NW	1,195.76	7,704	4,301.24	29,002	4,380.84	29,254	9,877.84	65,960
CE	Walker Jones ES/Library		55020139816	1125 New Jersey Ave NW	977.01	3,251	1,719.26	11,900	0.00	10,222	2,696.26	25,373
CE	Palisades Library	4901 V St NW	55020169250	4901 V St NW	1,312.22	8,295	2,413.28	16,157	3,307.61	22,881	7,033.11	47,333
CE	Penn Center		55020215400	1709 3rd St NE	28.92	178	73.28	497	83.47	575	185.67	1,251
CE	Capital View Branch	5001 Central Ave SE	55021127059	5001 Central Ave SE	2,817.68	18,913	2,594.72	17,887	2,169.84	15,337	7,582.24	52,137
CE	Northeast Library	330 7th St NE	55021171479	100 7th & MD Av NE	2,251.37	14,498	3,301.30	22,503	4,750.74	33,545	10,303.41	70,546
CE	Southeast Branch	403 7th St SE	55021245760	403 7th St SE	3,452.66	9,450	1,150.96	7,804	0.00	8,462	4,603.62	25,716
CE	Tenley Library	4450 Wisconsin Ave NW	55021314988	4450 Wisconsin Ave NW	1,088.22	6,879	4,064.00	25,133	5,192.71	33,486	10,344.93	65,498
CE	Penn Center		55021489541	1709 3rd St NE	1,013.34	6,746	1,977.71	13,426	1,428.12	9,513	4,419.16	29,686
CE	M.L. King Jr. Library	901 G St NW	55021489756	901 G St NW Loc Lib	0.00	0	47,564.52	408,629	50,697.42	448,621	98,261.94	857,250
					36,496.78	236,700	135,749.35	1,001,956	148,483.09	1,044,762	\$ 320,729.22	2,283,418

DC Public Library - FY2022 Water Data

BUILDING NAME	SERVICE ADDRESS	New Acct #	AG Codes	CONS Dec 21	EXPEN Dec 21	FY22 TOTAL CONSUMPTION	FY22 TOTAL EXPENDITURES	COMMENTS
Watha T Daniel/ Shaw Library	1630 7th St NW	2004537	CE	16.49	\$ 863.76	80.98	\$ 2,658.83	
Penn Central Parking Lot	1709 3rd St NE	2004680	CE	43.73	\$ 975.54	98.04	\$ 2,197.09	
Penn Central Parking Lot	309 Randolph Pl NE	2004681	CE	0.03	\$ 365.02	0.07	\$ 866.47	
Walker-Jones Elem & Library	1125 New Jersey Ave NW	2004938	CE	3.47	\$ 191.46	7.89	\$ 429.11	
Deanwood Rec Ctr & Library	1350 49th St NE	2005109	CE	20.41	\$ 437.42	162.96	\$ 2,886.66	
Shepherd Park Library (Juanita E. Thornton)	7420 Georgia Ave NW	2004526	CE	12.90	\$ 687.07	28.97	\$ 1,537.44	
Capital View Branch	5001 Central Ave SE	2004527	CE	2.60	\$ 567.05	10.85	\$ 1,449.39	
Anacostia Interim Library	1800 Good Hope Rd SE	2004528	CE	10.01	\$ 1,222.57	27.38	\$ 3,007.44	
Southeast Branch	647 7th St SE	2004529	CE	0.00	\$ 115.89	0.00	\$ 347.67	
Francis A Gregory Library	3660 Alabama Ave SE	2004530	CE	5.30	\$ 218.78	15.21	\$ 567.15	
Southeast Branch	403 7TH ST SE	2004532	CE	7.06	\$ 170.24	18.75	\$ 438.24	
Bellevue Library (formerly Wash Highland)	115 Atlantic St SW	2004533	CE	0.00	\$ 318.16	0.00	\$ 954.48	
Northeast Library	330 7th St NE	2004535	CE	7.30	\$ 382.98	24.04	\$ 1,026.99	
Benning Branch Library	3935 Benning Rd NE	2004536	CE	4.40	\$ 965.23	91.77	\$ 3,642.03	
Bellevue Library (formerly Wash Highland)	115 Atlantic St SW	2004538	CE	9.00	\$ 245.59	22.29	\$ 582.03	
Woodridge Library	1801 Hamlin St NE	2004539	CE	4.23	\$ 841.39	9.79	\$ 1,932.13	
Petworth Library	4200 Kansas Ave NW	2004711	CE	11.87	\$ 600.28	31.15	\$ 1,456.83	
Palisades Library	4901 V St NW	2004712	CE	0.00	\$ 565.46	0.00	\$ 1,203.11	
Takoma Park Library	416 Cedar St NW	2004713	CE	4.40	\$ 260.77	9.66	\$ 579.39	
Mt. Pleasant Library	1600 Lamont St NW	2004714	CE	595.30	\$ 10,030.59	1726.51	\$ 28,740.81	
Georgetown Library	3260 R St NW	2004715	CE	25.70	\$ 1,007.32	59.12	\$ 2,296.01	
Tenley Library	4450 Wisconsin Ave NW	2004716	CE	18.60	\$ 1,180.21	45.21	\$ 2,663.49	
Cleveland Park Library	3310 Conn Ave NW	2006715	CE	18.08	\$ 413.69	38.32	\$ 886.96	
M.L. King Jr. Library	901 G St NW	2013699	CE	588.92	\$ 11,545.06	1523.43	\$ 29,042.83	
Southwest Branch Library	900 Wesley Pl SW	2023692	CE	7.50	\$ 814.47	22.80	\$ 2,037.43	
	SUB-TOTAL			1,417.30	\$ 34,986.00	4,055.19	\$ 93,430.01	

DC PUBLIC LIBRARY - WASHINGTON GAS

FY22

Code	Service Address	New Acct #	CONS Dec 20	EXPEN Dec 20	FY21 TOTAL CONSUMPTION	FY21 TOTAL EXPENDITURES
CE	3310 Conn Ave NW	110000449691	218.3	290.18	350.3	\$ 512.15
CE	900 Wesley Pl SW	110001430377	505.3	700.85	555.9	\$ 881.56
CE	3260 R St NW	120000101168	700.3	918.47	1,362.0	\$ 1,861.51
CE	1800 Good Hope Rd SE	120000113445	1,061.9	1,304.21	1,426.3	\$ 1,849.00
CE	5001 Central Ave SE	120000186342	742.4	927.78	1,512.2	\$ 1,901.88
CE	1547 Alabama Ave SE	120000214904	330.3	419.72	331.5	\$ 474.12
CE	3660 Ala Ave SE	120000235826	1,415.5	1,678.94	2,641.5	\$ 3,164.34
CE	1350 49th St NE	120000348850	525.8	603.78	549.9	\$ 660.77
CE	3160 16th St NW	120000388344	749.3	966.78	1,211.6	\$ 1,665.19
CE	403 7th St SE	120000398558	93.0	160.29	98.1	\$ 222.30
CE	7420 Georgia Ave NW	120000599502	411.9	549.69	595.2	\$ 886.38
CE	1709 3rd St NE	120000661336	2,473.4	2,964.03	2,521.1	\$ 3,289.53
CE	4450 Wisc Ave NW	120001180153	521.6	701.25	1,018.9	\$ 1,441.86
CE	1630 7th St NW	120001193669	3.1	38.51	6.9	\$ 97.00
CE	1801 R I Ave NE	120001212055	624.1	781.69	818.1	\$ 1,114.47
CE	1701 Gales St NE	120001301585	1,239.0	1,544.29	1,630.0	\$ 2,180.07
CE	4200 Kansas Ave NW	120001377221	59.0	166.90	88.5	\$ 336.67
CE	500 Cedar St NW	120001420294	690.3	911.37	1,147.6	\$ 1,614.68
CE	115 Atlantic St SW	120001528369	0.0	45.45	0.0	\$ 89.63
CE	4901 V St NW	120001623962	75.6	123.83	137.2	\$ 255.36
CE	1125 N J Ave NW	120001632039	590.4	673.59	1,059.7	\$ 1,222.85
	SUB-TOTAL		13,030.5	\$ 16,471.60	19,062.5	\$ 25,721.32

GENERAL QUESTIONS

Question Number 62

Describe any spending pressures that existed in FY21. In your response provide a narrative description of the spending pressure, how the spending pressure was identified, and how the spending pressure was remedied.

In FY21, DC Public Library did not have any spending pressures.

GENERAL QUESTIONS

Question Number 63

Identify potential areas where spending pressures may exist in FY22. Provide a detailed narrative of the spending pressure, including any steps that are being taken to minimize the impact on the FY22 budget.

The DC Public Library is not projecting any spending pressures or deficit at this time.

GENERAL QUESTIONS

Question Number 64

Provide a list of all FY21 and to date for FY22 full-time equivalent positions for DCPL, broken down by program and activity. In addition, for each position note whether the position is filled (and if filled, the name of the employee) or whether it is vacant. Finally, indicate the source of funds for each FTE (local, federal, special purpose, etc.).

Program Name	Activity Name	Posn Nbr	Title	Name	Source	FTE Count	
1000 - AMP	1010 - Personnel	00001505	Director of Human Resources	Graves,Lauren A	Local	1	
		00011935	Human Resources Specialist	Scott,Marlene Delores James	Local	1	
		00015536	Human Resources Specialist	VACANT	Local	1	
		00023322	Human Resources Assistant	VACANT	Local	0.5	
		00025441	Human Resources Specialist	Hopkins,Tahlita Lynn	Local	1	
		00034027	Supervisory Human Resources Sp	Gueye,Aida	Local	1	
		00034943	Human Resources Specialist	Stafford,Lisa S	Local	1	
		00041080	Deputy Dir, Human Resources	Buckley,Jaki A	Local	1	
		00046475	Human Resources Specialist	Holodnak,Tiffany	Local	1	
		1010 - Personnel Total					
	1015 - Training and Employee Development	00047429	Human Resources Assistant	Downing,Astarte Z	Local	0.5	
	1015 - Training and Employee Development Total						0.5
	1020 - Contracting and Procurement	00044648	Supv Contract Specialist	Bryant Wooden,Diane	Local	1	
		00045601	Contract Specialist/Procuremnt	Abdullah Sr.,Ameer M	Local	1	
		00045602	Contract Specialist/Procuremnt	Beard,Latoya M	Local	1	
	1020 - Contracting and Procurement Total						3
	1030 - Property Management	00025832	Staff Assistant	VACANT	Local	1	
		00044645	Facilities Management Officer	Fuller,Kim Sebrena	Local	1	
		00047431	Risk Manager	VACANT	Local	1	
		00082380	Facilities Coordinator	Barnett,Gilbert A	Local	1	
		00082386	Facilities Coordinator	Holmes,Jeffrey L	Local	1	
	1030 - Property Management Total						5
	1040 - Information Technology	00013149	IT Specialist (Customer Supp)	Jackson,Elizabeth Anne	Local	1	
		00018325	IT Specialist (Network)	Busby,Michael B	Local	1	
		00022786	IT Specialist (Customer Supp)	Sydnor,Barry Cosanga	Local	1	
		00025042	IT Specialist (Customer Supp)	Akinola,Akinwole O	Local	1	
		00045365	IT Specialist (Internet)	Cruz,Ian	Local	1	
		00076984	IT Specialist	Martin,Wesley C	Local	1	
	1040 - Information Technology Total						6
	1060 - Legal Services	00012475	General Counsel	Perry Gaiter,Grace	Local	1	
		00046051	Paralegal Specialist	Jones,Marissa D	Local	1	
		00082155	Attorney Advisor	Taliaferro,Monika M	Local	1	
	1060 - Legal Services Total						3
	1070 - Fleet Management	00009867	Motor Vehicle Operator	VACANT	Local	1	
		00017338	Motor Vehicle Operator	Edwards,Jesse D	Local	1	
		00019576	Motor Vehicle Operator	Wills,James H	Local	1	
		00046474	Supervisor Motor Vehicle Opr	Thomas,Jamarle K	Local	1	
		00047774	Distribution Services Manager	VACANT	Local	1	
		00082377	Motor Vehicle Operator	Harrison,Shenell I	Local	1	
		00082378	Motor Vehicle Operator	Holmes Sr.,Kevin D	Local	1	
	1070 - Fleet Management Total						7
	1080 - Communications & Intergovernmental Relations	00000454	Chief of Staff	Mecks,Joilette Michelle	Local	1	
		00001946	Public Affairs Specialist	VACANT	Local	1	
		00003382	Producer	VACANT	Local	1	
		00013224	Deputy Dir, Mkting & Comm	VACANT	Local	1	
		00016029	Audiovisual Mechanic	Marshall Jr.,Robert C	Local	1	
		00016135	Events Program Coordinator	Williams,Ryan L	Local	1	
		00018226	Audiovisual Mechanic	Wimbush,Paul A	Local	1	
		00020537	Social Media Specialist	VACANT	Local	1	
		00023940	Audiovisual Mechanic	Moore II,Maurice	Local	1	
		00035114	Senior Graphic Designer	Greaves,George F	Local	1	
		00042687	Print Production Manager	Cooper,Jon A	Local	1	
		00044646	Public Affairs Spec (Media)	Williams,George A	Local	1	
		00046105	Supervisory Public Affairs Spc	VACANT	Local	1	
		00047810	Office Manager	Ward,Deborah A	Local	1	
		00082176	Public Affairs Specialist	Thomas,Katherine A	Local	1	
		00082190	Administrative Support Assista	Warren,Siccola K	Local	1	
		00082318	Public Affairs Specialist	VACANT	Local	1	
		00082387	Dir, Mkting & Communications	West Barbour,Tanzi	Local	1	
	1080 - Communications & Intergovernmental Relations Total						18
	1085 - Customer Service	00000923	Development Specialist	Gary,Tiffany M	Local	1	
		00001074	Compliance Analyst	Johnson,Michelle	Local	1	

		00043325	Administrative Support Asst	VACANT	Local	1
		00046874	Administrative Support Asst	Nicholas,Anissa	Local	1
		00082389	Director, Strategic Planning	Greenberg,Judith C	Local	1
	1085 - Customer Service Total					5
	1090 - Performance Management	00002711	Executive Director	Reyes-Gavilan,Richard	Local	1
		00023652	Administrative Officer	VACANT	Local	1
		00024832	Administrative Officer	Clifford,Deniece S.	Local	1
		00040923	Dir, Strategic Partners & Dev	Hegarty,Emily Linnea Dyer	Local	1
		00043831	Director of Business Operation	Jumper,Barbara DeLaine	Local	1
		00082391	Passport Acceptance Agent	Diop,Ahmadou B	Local	0.5
	1090 - Performance Management Total					5.5
	1000 - AMP Total					61.5
100F - Agency Financial	110F - Budget Operations	00006790	Agency Fiscal Officer	Pacana,Rosemarie	Local	0.5
		00035867	BUDGET OFFICER	MILLER,KORY A	Local	1
		00036344	BUDGET ANALYST	Bartholomew,Raphael	Local	1
		00039210	BUDGET ANALYST	Powell,Daniel	Local	1
	110F - Budget Operations Total					3.5
	120F - Accounting Operations	00005070	Accounts Payable Technician	Godbee,Dobie Dwight	Local	1
		00006790	Agency Fiscal Officer	Pacana,Rosemarie	Local	0.5
		00008475	Financial Manager	Chisolm,Anieka	Local	1
		00013935	Accounts Payable Supervisor	Butler,Cynthia	Local	1
		00026619	ACCOUNTS PAYABLE TECH	Dargan,Cherie N	Local	1
	120F - Accounting Operations Total					4.5
	100F - Agency Financial Operations Total					8
L200 - CHIEF LIBRARIAN	L210 - INTERGOVERNMENTAL AFFAIRS	00044130	Director of Community Relation	Saccocio,Martha N	Local	1
	L210 - INTERGOVERNMENTAL AFFAIRS Total					1
	L220 - EXECUTIVE MANAGEMENT OFFICE	00025135	Executive Management Officer	Romero,Gary A	Local	1
	L220 - EXECUTIVE MANAGEMENT OFFICE Total					1
	L200 - CHIEF LIBRARIAN Total					2
L300 - LIBRARY SERVICES	L310 - CHILDREN & YOUNG ADULT SERVICES	00001316	Supervisory Librarian	Farquhar,Erin	Local	1
		00001338	Children's Librarian	Fogarty,Claire A	Local	1
		00001708	Librarian	Digwood,Brandon E	Local	1
		00002262	Librarian	Ndaka,Jane M	Local	1
		00006461	Librarian	Young Thompson Bey,Shaleyah U	Local	1
		00007632	Children's Librarian	Snow,Margarette L	Local	1
		00010129	Children's Librarian	Clinkscale III,Lawrence	Local	1
		00010665	Children's Librarian	Steward,Suzanne	Local	1
		00011094	Librarian	Kulikowski,Julie A	Local	1
		00012329	Children's Librarian	Campbell,Aja D	Local	1
		00012673	Librarian	Allen,Cheryl O	Local	1
		00015269	Children's Librarian	Ballentine,Patricia M.	Local	1
		00015570	Children's Librarian	Ginsburg,Shoshana G	Local	1
		00016063	Children Prog/Partnership Coord	Boston,Carmen Lynette	Local	1
		00016474	LIBRARY ASSOCIATE	Barber,Blake A	Local	1
		00017719	LIBRARY ASSOCIATE	Pierce,Allison M	Local	1
		00020185	LIBRARY ASSOCIATE	Brenowitz,Kathleen S	Local	1
		00021004	Librarian	VACANT	Local	1
		00022428	Children's Librarian	Carey,Allison K	Local	1
		00026701	Children's Librarian	Lee,Charisma P	Local	1
		00028368	Children's Librarian	VACANT	Local	1
		00033014	Librarian	Njoku,Eboni R	Local	1
		00033340	Children's Librarian	Kotchka,Karen L	Local	1
		00034933	LIBRARY ASSOCIATE	Mendez,Manuel J	Local	1
		00039285	Children's Librarian	Shields,Benjamin T C	Local	1
		00039288	Children's Librarian	Hargreaves,Abigail R	Local	1
		00047444	Early Literacy Services Coord	Woody,Lauren Melissa	Local	1
		00050764	Children's Librarian	McDermott,Miranda J	Local	1
		00070165	Children's Librarian	Fields,Audrey	Local	1
		00073144	Children's Librarian	Moeller,Julie C	Local	1
		00073145	Children's Librarian	Dyer,Katherine E	Local	1
		00073149	Children's Librarian	Kerr,Erika M	Local	1
		00075026	Librarian	Arnold,Claire O'Leary	Local	1
		00075027	Children's Librarian	Pelton,Elaine Gabrielle	Local	1
		00075610	Children's Librarian	Ward,Rachel C	Local	1
		00076970	Children's Librarian	Wagner,Catherine Gayle	Local	1
		00076972	Librarian	Frank,Linnea A	Local	1
		00082138	Children's Librarian	Lambert,Jherusha L	Local	1
		00082144	Children's Librarian	Damron,Aryssa F	Local	1
		00082148	Children's Librarian	Thomas,Tara N	Local	1

00082168	LIBRARY ASSOCIATE	Whaley,Victoria Toliver	Local	1	
00082175	LIBRARY ASSOCIATE	Lipscomb,Derrell M	Local	1	
00082200	LIBRARY ASSOCIATE	White,Rachel	Local	0.5	
00082201	LIBRARY ASSOCIATE	Prince,Louise L	Local	0.5	
00082320	Children's Librarian	Borsiewicz,Shelley LeAnn	Local	1	
00082321	Children's Librarian	Zaino,Mark	Local	1	
00082324	Children's Librarian	Wilkerson-Glover,Karla Y	Local	1	
00082327	Children's Librarian	Bateman,Marisa H	Local	1	
00082328	Children's Librarian	Ranallo,Craig A	Local	1	
00082330	Children's Librarian	Livoti,Annclaire	Local	1	
00082385	Program Analyst	VACANT	Local	1	
00087525	Library Program Coordinator	VACANT	Local	1	
00094561	Children's Librarian	Wackerbarth,Susan A	Local	1	
00094566	Children's Librarian	Harris,Yvonne	Local	1	
00100248	LIBRARY ASSOCIATE	Zakin,Natasha K	Local	1	
L310 - CHILDREN & YOUNG ADULT SERVICES Total				54	
L320 - MARTIN LUTHER KING JR MEMORIAL LIBR	00002293	Program Coordinator	VACANT	Local	1
	00002694	Director, Public Services	Alston,Tiffany	Local	1
	00003049	Librarian	Freeman,Sheldon T	Local	1
	00004605	Library Technician	Thomas Roots,Pamela M	Local	1
	00004883	Library Technician	Randall,Elaine Williams	Local	1
	00005339	Director, Public Services	VACANT	Local	1
	00005760	Librarian	Smith,Brandy M	Local	1
	00006347	Library Support Coordinator	Bess,Caleb J	Local	1
	00006856	Children's Librarian	Kirkland,Chelsea C	Local	1
	00007445	LIBRARY ASSOCIATE	Milenkovic,Biljana	Local	1
	00008380	Librarian	Casto,Susan Michele	Local	1
	00009168	Circulation Services Manager	Akiti,Andrea P	Local	1
	00009821	LIBRARY ASSOCIATE	Staley Jr.,Jervy L	Local	1
	00009907	Children's Librarian	Percell,Johnna M	Local	1
	00010540	Supvy Library Technician	Sampson,Eliza M	Local	1
	00010974	Supvy Library Technician	Akins,Renee	Local	1
	00011537	Special Collections Manager	Warwick,Lisa L	Local	1
	00011604	Library Support Coordinator	Epperson,Amanda M	Local	1
	00011621	Librarian	Mccoy,Jerry A	Local	1
	00011851	Librarian	Desperrt Jr.,Kenneth R	Local	1
	00012411	Public Services Ops Manager	VACANT	Local	1
	00012608	LIBRARY ASSOCIATE	Genia,Alexandra M	Local	1
	00012950	Supervisory Librarian	Cavallero,Jennifer S	Local	1
	00013410	Supervisory Librarian	Benitez,Victor M	Local	1
	00013813	Public Services Ops Manager	VACANT	Local	1
	00014789	Library Technician	Boone,Graemme Denyce	Local	1
	00015507	Asst Director, Public Services	James-Daley,Maryann V.	Local	1
	00015515	Library Technician	Wayne,Michael Anthony	Local	1
	00015726	Administrative Support Asst	Frederick,Amber	Local	1
	00015802	Library Technician	Smith,Tina M	Local	1
	00016383	LIBRARY ASSOCIATE	Gyamfi,Angel Mary	Local	1
	00017511	Library Technician	Hunter,Antonia	Local	1
	00018649	Library Technician	Alston,Crystal B	Local	1
	00021989	Supvy Library Technician	Greenwood,Monica R	Local	1
	00022235	Administrative Support Asst	Middleton,Audrey R	Local	1
	00022392	Asst Director, Public Services	Ross,Anthony G	Local	1
	00024712	LIBRARY ASSOCIATE	Costolanski,Peter S	Local	1
	00024724	Assistant Manager	Grogan,Desire P	Local	1
	00025015	LIBRARY ASSOCIATE	Cosby,Jasmine A.	Local	1
	00025766	Library Program Coordinator	Campbell,Natalie B	Local	1
	00027491	Library Technician	VACANT	Local	1
	00028308	LIBRARY ASSOCIATE	Campbell,Dubian A	Local	1
	00033512	Library Support Coordinator	Toms,Chanel C	Local	1
	00039284	LIBRARY ASSOCIATE	Stratton,Molly Lynn	Local	1
	00039290	Librarian	Foster,Jennifer E	Local	1
	00042230	Library Technician	West,Dolores Lachay	Local	1
	00043344	Library Technician	Gray,Stephon	Local	1
	00046907	Library Technician	Andrews,Gloria A	Local	1
	00047428	Associate Director Neighbourhood	VACANT	Local	1
	00047773	LIBRARY ASSOCIATE	Bakare,Olubunmi Viola	Local	1
	00048058	Special Collections Manager	VACANT	Local	1
	00048070	Library Technician	De Arman,Joanna C	Local	1
	00070145	Assistant Director, Public Ser	Harris,Regina L	Local	1

00076974	LIBRARY ASSOCIATE	Reid,William B	Local	0.5
00076978	Librarian	Davis,Amanda H	Local	1
00076980	Asst Dir Programs/Partnerships	O'Connor,Meaghan K	Local	1
00076983	Library Program Coordinator	Goodwin,Joshua A	Local	1
00076994	Administrative Support Assista	Graves,Shakira M	Local	1
00082145	Archivist	Barker,Ray T	Local	1
00082147	Archivist	Gray,Derek Mitchell	Local	1
00082150	Exhibits Coordinator	Miller,Monica	Local	1
00082151	Library Program Coordinator II	Greek,Mark	Local	1
00082157	LIBRARY ASSOCIATE	Burns,Julie Cosby	Local	1
00082160	LIBRARY ASSOCIATE	Gees,Catherine S	Local	1
00082182	LIBRARY ASSOCIATE	Davis,Lauren H	Local	1
00082189	Library Technician	VACANT	Local	1
00082235	LIBRARY ASSOCIATE	Perry,Shonpaul	Local	1
00082262	Library Technician	Mingo,Paradise Achic'a	Local	1
00082266	Library Technician	Palmer,Genesa Brenae'	Local	1
00082298	Library Technician	Scott,Bunnetta M	Local	1
00082311	Library Technician	Caldwell,Tracee Lynette	Local	1
00082319	Librarian	Farley,Laura M	Local	1
00082326	Library Program Coordinator	Burns,Tora	Local	1
00082332	Special Assistant	Black,Sarah Jane	Local	1
00093528	Program Manager, Memory Labs	Hagan,Siobhan C	Federal	1
00094573	LIBRARY ASSOCIATE	Addison,Natalia C	Local	1
00100156	Supervisory Librarian	Brennan,Esti	Local	1
00100159	Supervisory Librarian	MacCall,Melinda A	Local	1
00100160	Supervisory Librarian	Langsam,Paula M	Local	1
00100161	Supervisory Librarian	Clark,Aja	Local	1
00100162	Events Manager	Pinckney,Morgan D	Local	1
00100238	Library Program Coordinator	VACANT	Local	1
00100239	Adult Digital Literacy Coord	McNeal,Natalya S	Local	1
00100240	Library Program Coordinator	VACANT	Local	1
00100241	Library Program Coordinator	VACANT	Local	1
00100242	Librarian	VACANT	Local	1
00100247	Librarian	LaRose,Robert A	Local	1
00102573	Library Technician	Baker,Khailynn A	Local	1
00102576	Library Technician	Miyazaki,Mariko	Local	1
00102577	Library Technician	Ovens,April C	Local	1
00102578	Library Technician	Barnard,Moshi S.	Local	1
00102579	Library Technician	Allen,Donald	Local	1
00102591	Library Support Coordinator	VACANT	Local	0.5
00105687	LIBRARY ASSOCIATE	VACANT	Federal	0.37
00105688	LIBRARY ASSOCIATE	VACANT	Federal	0.37
00105689	LIBRARY ASSOCIATE	VACANT	Federal	0.37
00105690	LIBRARY ASSOCIATE	VACANT	Federal	0.37
00105691	LIBRARY ASSOCIATE	VACANT	Federal	0.37
00105692	LIBRARY ASSOCIATE	VACANT	Federal	0.37
00105693	LIBRARY ASSOCIATE	VACANT	Federal	0.37
00105694	LIBRARY ASSOCIATE	VACANT	Federal	0.37
00105695	LIBRARY ASSOCIATE	VACANT	Federal	0.37
00105696	LIBRARY ASSOCIATE	VACANT	Federal	0.37
L320 - MARTIN LUTHER KING JR MEMORIAL LIBRARY (MLKML) Total				95.7
L330 - NEIGHBORHOOD LIBRARIES				
00000010	Librarian	Mcdermott,Shawn J	Local	1
00000183	Librarian	Mckinney,Tamara Marea	Local	1
00000190	LIBRARY ASSOCIATE	Babino,Savannah A	Local	1
00000216	Library Technician	Jones,Michael D	Local	1
00000279	Librarian	Johnson,Tawanda Deshawn	Local	1
00000423	LIBRARY ASSOCIATE	Anderson,M'Bwende N	Local	1
00000471	LIBRARY ASSOCIATE	Saint Preux,Edith	Local	1
00000940	Library Technician	Conry,Hanife O	Local	1
00001559	Supervisory Librarian	Candelori,Brian R	Local	1
00001948	Supervisory Librarian	Dubosky,Patricia B	Local	1
00002058	LIBRARY ASSOCIATE	Bailey,Neil K	Local	1
00002663	Supervisory Librarian	Irvine,Angela J	Local	1
00002708	Supervisory Librarian	King,April S	Local	1
00002879	Librarian	Fritz,Rebecca B	Local	1
00003263	LIBRARY ASSOCIATE	Gluckman,Jeffrey N	Local	1
00004212	LIBRARY ASSOCIATE	Johnson 5th,J Edwards	Local	1
00004609	Supervisory Librarian	Imperial,Robin Marie	Local	1
00005669	LIBRARY ASSOCIATE	McIntyre,Aneshia	Local	1

00005755	LIBRARY ASSOCIATE	Dickson,Michael S	Local	0.25
00006377	Supervisory Librarian	Jordan,Kendra P	Local	1
00006608	Library Technician	Davis,Tonya R	Local	1
00006908	Librarian	Akunwafor,Daniel Dominic	Local	1
00007200	LIBRARY ASSOCIATE	Gillette,David Patrick	Local	1
00007250	Library Technician	Jones,MacArthur	Local	1
00007258	LIBRARY ASSOCIATE	Welsh,Dakota Parrish	Local	1
00007620	Administrative Support Asst	Polk,Jasmine	Local	1
00007674	Librarian	Fontem,Oliver	Local	1
00008014	Librarian	Pflager,Julia T	Local	1
00008226	Librarian	Fowler,Betsy G	Local	1
00008499	Supervisory Librarian	Scott,Heather R	Local	1
00008890	Librarian	Ross,Iris G	Local	1
00008899	Library Technician	Bankins,JaNey	Local	1
00009563	LIBRARY ASSOCIATE	Alemu,Mary T	Local	1
00009848	Library Technician	Womack,Simone M	Local	1
00009855	Library Technician	VACANT	Local	1
00009896	Asst Dir, Youth & Family Svcs	Riordan,Ellen M	Local	1
00010266	Library Technician	Baker,Francia M	Local	1
00010737	Dir of Customer Experience	Schauer,Corinne L	Local	1
00010817	Library Technician	Jacobs,Nikko	Local	1
00010940	Librarian	Armstrong,Virgil	Local	1
00011090	Children's Librarian	Sturm,Verity	Local	1
00011697	Supervisory Librarian	Neher,Jeffrey E	Local	1
00011965	Supervisory Librarian	Jones,Linda W	Local	1
00012694	Library Technician	Fisher,Helen L	Local	1
00013096	LIBRARY ASSOCIATE	Kellar,Wendell	Local	1
00013157	LIBRARY ASSOCIATE	Kracfik,Caroline	Local	1
00014015	Librarian	Morris,Meredith Anne	Local	1
00014338	LIBRARY ASSOCIATE	Knott,Christopher J	Local	1
00014487	LIBRARY ASSOCIATE	Sims,Jasmine A	Local	1
00014525	Library Technician	Smith,Domonique L	Local	1
00014574	Library Technician	Guerrier,Andre Reynolds	Local	1
00014689	LIBRARY ASSOCIATE	Wheelwright,Amanda Jo	Local	1
00014814	Library Technician	Carter,Clarence L	Local	1
00014879	Library Technician	Lemus Pena,Maria Isabel	Local	1
00014938	Library Technician	Powell,Paulet P	Local	1
00015073	Supervisory Librarian	Waide,Marcus A	Local	1
00015349	Librarian	Kroger,Trevor P	Local	1
00015622	Supervisory Librarian	Steinbauer,Amy M	Local	1
00015744	LIBRARY ASSOCIATE	Dada,Olabajo O	Local	1
00016040	Library Technician	Bargeman,Roy Lemonds	Local	1
00016129	LIBRARY ASSOCIATE	Walker,Cody K	Local	1
00016152	Librarian	Babel,Elisa A	Local	1
00016437	Library Technician	Dowdle,Keyarra R	Local	1
00016544	LIBRARY ASSOCIATE	Green,Ashley A	Local	1
00016697	Library Technician	Minson,Brandon A	Local	1
00016720	LIBRARY ASSOCIATE	Katz,Myra E	Local	0.3
00016895	Library Technician	Rafael,Angelina T	Local	1
00017183	Librarian	Simpkins,Cheryl Diane	Local	1
00017649	Library Support Coordinator	Safronova,Tatyana	Local	1
00017966	Library Technician	Gravitt,Towanda A	Local	1
00018008	Library Technician	Jones,Pauline P	Local	1
00018165	LIBRARY ASSOCIATE	Hope,Aja L	Local	1
00018822	Librarian	Jones,Wanda Elaine	Local	1
00019020	Libr. Design & Appearance Coor	McCoy,Ryan C	Local	1
00020073	Supervisory Librarian	Ertel,Anina Sarah	Local	1
00020116	Library Technician	Wilson,Taylor Nicole	Local	1
00020119	Library Technician	Woolfolk,Trevor	Local	1
00020190	Supervisory Librarian	Sterling,Elizabeth L	Local	1
00020345	Librarian	Menchal,Emily Nicole	Local	1
00020535	Supervisory Librarian	Strusienki,Julia Marie	Local	1
00020743	Library Technician	Jones,John W	Local	1
00021158	LIBRARY ASSOCIATE	Stone,Isaac K	Local	1
00021259	Library Technician	Mayo,Stacey Denise	Local	1
00021737	Supervisory Librarian	Graham,Janette	Local	1
00021973	Librarian	Tanner,Janna C	Local	1
00022232	Library Technician	Barnes,Denise F	Local	1
00023899	Library Technician	Akyeampomah,Qualitress	Local	1

00024036	Supervisory Librarian	Davis,Yvette F	Local	1
00024286	Library Technician	Green,Elizabeth M	Local	1
00024502	LIBRARY ASSOCIATE	Johnson,William Samuel	Local	1
00024606	Supervisory Librarian	Myers,Tracy D	Local	1
00025027	Library Technician	Henry,Marc Anthony	Local	0.5
00025387	Supervisory Librarian	Gaston,David N	Local	1
00025885	Librarian	VACANT	Local	1
00025937	Library Technician	Dohawk,Cheyenne L	Local	1
00026193	Library Technician	Perry,Darnelle D	Local	1
00027224	Library Technician	Hook Jr.,Anthony David	Local	1
00027833	Supervisory Librarian	VACANT	Local	1
00028305	Librarian	Brown,Dunnell O	Local	1
00028314	Librarian	Edmonds,David Lionel	Local	1
00028316	LIBRARY ASSOCIATE	Nixon,Gina	Local	1
00028341	Librarian	White,Eric H	Local	1
00028358	Library Technician	Fonseca,Marina Isabel	Local	1
00032323	Library Support Coordinator	Hook,Lisa L	Local	1
00032397	Librarian	Sambasivan,Jayanthi	Local	1
00032670	Library Technician	Ferrell,Carmelia Yvette	Local	1
00032983	Library Technician	Thompson,Lashon R	Local	1
00033090	Librarian	Cheney,Andrea B	Local	1
00034020	LIBRARY ASSOCIATE	New,Mathew C	Local	1
00034024	Library Technician	Miller-Key,Anita M	Local	1
00034820	LIBRARY ASSOCIATE	Fox,Dawn N.	Local	1
00034898	LIBRARY ASSOCIATE	Allen,Junae M	Local	1
00034938	Library Technician	Little,Jestine S	Local	0.5
00034948	LIBRARY ASSOCIATE	Tsui,Kingta	Local	1
00034987	Library Technician	Williams,Mathew James	Local	1
00035105	LIBRARY ASSOCIATE	Bush,Erin L	Local	1
00035115	LIBRARY ASSOCIATE	Espe,Philip A. P.	Local	1
00035126	LIBRARY ASSOCIATE	Dixon,E'Qwette M	Local	1
00035137	Library Technician	Holmes,Darryl J	Local	1
00036289	Library Technician	Belsky,David	Local	1
00039212	LIBRARY ASSOCIATE	Quinn,Robert JP	Local	0.25
00039213	Teen Services Coordinator	Harris,Joanna Margaret	Local	1
00039281	LIBRARY ASSOCIATE	Rosser,Vanette S	Local	1
00039282	LIBRARY ASSOCIATE	Auerbach,Carol	Local	1
00039286	Library Technician	Wilson,Tasheka	Local	1
00039292	LIBRARY ASSOCIATE	Timus Jr.,Ronald J.	Local	1
00039294	LIBRARY ASSOCIATE	Jolly,Malcolm	Local	0.25
00039296	LIBRARY ASSOCIATE	Kehshen,Hanna T	Local	1
00039298	Library Technician	Conway,Rochelle	Local	1
00039300	LIBRARY ASSOCIATE	Phillips,Vanessa J	Local	1
00039803	Supervisory Librarian	Freeman,Stefanie A	Local	1
00039804	LIBRARY ASSOCIATE	VACANT	Local	0.25
00042685	Librarian	Wilson,Monica	Local	1
00043327	Librarian	Williams,Jasmine D I	Local	1
00043343	Library Technician	Williams,Shahida	Local	1
00044132	LIBRARY ASSOCIATE	Finston,Rachel L	Local	1
00044150	LIBRARY ASSOCIATE	Childs,Solangel T	Local	1
00044151	LIBRARY ASSOCIATE	Coyle,Adrienne V	Local	1
00044153	Library Technician	Brock,Shilaina C	Local	1
00044381	Librarian	VACANT	Local	1
00044568	LIBRARY ASSOCIATE	VACANT	Local	0.25
00044656	LIBRARY ASSOCIATE	Konno,Kathleen M	Local	1
00044660	Library Technician	Brown,Fayeth P	Local	1
00046406	Supervisory Librarian	Badalamenti,Jean M	Local	1
00048085	Library Technician	Deadwyler,Stephen David	Local	1
00070159	Supervisory Librarian	Escher,Maria T	Local	1
00070161	Supervisory Librarian	Sumler,Tracy Reid	Local	1
00070164	Supervisory Librarian	Schneider,Robert J	Local	1
00073140	Supervisory Librarian	Miles,Tamyka Z	Local	1
00073142	Library Technician	Gross,Jennifer E	Local	1
00073151	LIBRARY ASSOCIATE	Garcia Gongora,Liliana	Local	1
00073152	LIBRARY ASSOCIATE	Lannan,Laura M	Local	0.5
00073155	LIBRARY ASSOCIATE	Lyles,Rashard D	Local	1
00073156	Library Technician	Butler,Dominique Nicole	Local	1
00073157	Library Technician	Pena,Jocelyn V	Local	1
00073158	Library Technician	VACANT	Local	1

00073159	Library Technician	Fields,Tenethia D	Local	1
00075022	Library Technician	Lucas,Tracy A	Local	1
00075023	Library Technician	Blount,Miltonette Denise	Local	1
00075025	LIBRARY ASSOCIATE	Wilson,Blake	Local	0.5
00075028	Library Support Coordinator	Damtoft,Anne C	Local	1
00075605	Library Technician	Newsome,Venita M	Local	1
00075606	Supervisory Librarian	Dougherty,Barbara F	Local	1
00076971	LIBRARY ASSOCIATE	Johnston,Kaly	Local	1
00076973	Supervisory Librarian	Bond,Phillip J	Local	1
00076989	Digital User Experience (UX/UI	Sabbavarapu,Venu Sri	Local	1
00076992	Library Technician	Myrie,Alesha A	Local	1
00076993	LIBRARY ASSOCIATE	Thompson,Maya Lin	Local	1
00076996	LIBRARY ASSOCIATE	Noble,Bryan T.	Local	1
00076997	LIBRARY ASSOCIATE	Johnson,Jordan C	Local	1
00076999	LIBRARY ASSOCIATE	Conn,Michelle	Local	1
00077000	LIBRARY ASSOCIATE	Stevenson,Christopher B	Local	1
00077007	LIBRARY ASSOCIATE	Kovacs,Morgan K	Local	0.5
00077009	LIBRARY ASSOCIATE	Meehan,Mary Catherine H	Local	1
00077011	Library Technician	Ferrufino,Nancy	Local	1
00082134	Librarian	Seigel,Julie B	Local	1
00082135	Librarian	McNitt,Megan E	Local	1
00082139	LIBRARY ASSOCIATE	Upshur-Williams,Miya N	Local	1
00082142	Librarian	Nicodemo,Alessandra L	Local	1
00082143	Librarian	Nguyen,My Thuy	Local	1
00082149	Librarian	Rodgers,Walter Reuben	Local	1
00082152	LIBRARY ASSOCIATE	Colgan,James C	Local	1
00082154	LIBRARY ASSOCIATE	Britton,Kandace K	Local	1
00082156	LIBRARY ASSOCIATE	Rivera,Michael Alexander	Local	1
00082159	LIBRARY ASSOCIATE	Ceballos,Fabiana Y	Local	1
00082162	LIBRARY ASSOCIATE	Black,Princess L	Local	1
00082163	LIBRARY ASSOCIATE	Clare,Zachary A	Local	1
00082164	LIBRARY ASSOCIATE	Hernandez Romero,Lucy E	Local	1
00082166	LIBRARY ASSOCIATE	Watkins,Wendy D	Local	1
00082167	LIBRARY ASSOCIATE	Willis,Robert B	Local	1
00082169	LIBRARY ASSOCIATE	Lewis,Detric	Local	1
00082170	LIBRARY ASSOCIATE	Pila,Nathaniel Allen T	Local	1
00082172	LIBRARY ASSOCIATE	Taylor,Brittney J	Local	1
00082173	LIBRARY ASSOCIATE	Washington,Jonee S	Local	0.5
00082174	LIBRARY ASSOCIATE	Garcia,Carolina	Local	1
00082177	LIBRARY ASSOCIATE	Newman,Diamond Stephanie	Local	1
00082180	LIBRARY ASSOCIATE	VACANT	Local	1
00082181	LIBRARY ASSOCIATE	Brown,Kyle W	Local	1
00082184	LIBRARY ASSOCIATE	Heard,Zataunia	Local	1
00082185	LIBRARY ASSOCIATE	Sealey,Pauline	Local	1
00082186	Library Technician	VACANT	Local	1
00082187	Library Technician	Coles,Kierra Denise	Local	1
00082188	LIBRARY ASSOCIATE	Evans,Larry J	Local	1
00082191	Library Technician	Little,Donyell	Local	1
00082194	Library Technician	Dyer,Tiffany C	Local	1
00082195	Library Technician	Tinsley,Diann	Local	1
00082205	LIBRARY ASSOCIATE	Charity,Guy D	Local	0.25
00082206	LIBRARY ASSOCIATE	Faulkner,Neva S	Local	1
00082212	LIBRARY ASSOCIATE	Perez-Blanco,August L	Local	1
00082213	LIBRARY ASSOCIATE	Jackson-EL,David	Local	0.5
00082214	LIBRARY ASSOCIATE	Pittard,Melanie A	Local	0.5
00082217	LIBRARY ASSOCIATE	Lacey,Brittany	Local	1
00082219	LIBRARY ASSOCIATE	Harris Jr,Nolan	Local	1
00082220	LIBRARY ASSOCIATE	Grimaila,Zoe A	Local	0.25
00082222	LIBRARY ASSOCIATE	McCray,Terry S	Local	1
00082223	LIBRARY ASSOCIATE	Spotswood,Jessica S	Local	0.5
00082226	LIBRARY ASSOCIATE	Ward,Joann Elizabeth	Local	0.5
00082227	LIBRARY ASSOCIATE	Jones,Joy E	Local	0.5
00082228	LIBRARY ASSOCIATE	Jones,Caitlin A	Local	1
00082229	LIBRARY ASSOCIATE	Fitts,Ruth Withnell	Local	1
00082232	LIBRARY ASSOCIATE	Powell,Micah N	Local	1
00082236	LIBRARY ASSOCIATE	Jones,Maria Patrice	Local	1
00082240	LIBRARY ASSOCIATE	Offor,Chidimma I	Local	0.25
00082241	Library Support Coordinator	Waters,Monisa Loretta	Local	1
00082245	LIBRARY ASSOCIATE	Leonard,Karrie S	Local	1

	00082260	Library Technician	Lewis,Jason L	Local	0.5
	00082277	Library Aide	VACANT	Local	0.8
	00082281	Library Technician	Milam,Diamond Christine	Local	1
	00082295	Library Technician	Kabia,Nakia M	Local	1
	00082296	LIBRARY ASSOCIATE	Wick,Lauren M	Local	1
	00082300	LIBRARY ASSOCIATE	Jones,Oni K.	Local	1
	00082301	Library Technician	VACANT	Local	1
	00082302	Library Technician	Stephens,Shalone D	Local	1
	00082305	LIBRARY ASSOCIATE	Rockler,Aleezah P	Local	1
	00082306	Library Aide	VACANT	Local	0.8
	00082307	Library Technician	Smith,Tiffany Michelle	Local	1
	00082308	Library Technician	Holliday,Bridget	Local	1
	00082309	Library Technician	VACANT	Local	0.5
	00082310	LIBRARY ASSOCIATE	Campbell,Jason O	Local	1
	00082322	Supervisory Librarian	Malveaux,Herbert J	Local	1
	00082323	LIBRARY ASSOCIATE	Proctor,Devyn F	Local	1
	00094562	LIBRARY ASSOCIATE	Davis,Melissa E	Local	1
	00094563	LIBRARY ASSOCIATE	Otto,CarolAnne	Local	1
	00094565	LIBRARY ASSOCIATE	Bass,Blake E	Local	1
	00094567	Librarian	Norr,Melissa Jan	Local	1
	00094571	Librarian	Wilson,Darryl K	Local	1
	00099857	LIBRARY ASSOCIATE	Motshwane,Tsholofelo Amanda	Local	1
	00099858	LIBRARY ASSOCIATE	Lattimore,Monica	Local	1
	00099859	Library Support Coordinator	Robinson,LaToya Donise	Local	1
	00102572	LIBRARY ASSOCIATE	Franklin,Isaiah	Local	1
	00102574	Library Technician	Williams,Hosea Lee	Local	1
	00102575	Library Technician	Schmitt,Jonathan M	Local	1
	00102580	Library Technician	Williams,Erin D	Local	1
	00102581	LIBRARY ASSOCIATE	Smith,Peter J	Local	1
	00102582	Library Technician	Wright,Anthony A	Local	1
	00102583	Library Technician	Segura Galvez,Josabeth S	Local	1
	00102584	LIBRARY ASSOCIATE	Kerekes,Katherine J	Local	1
	00102585	Library Technician	Locust,Erica A	Local	1
	00102586	Library Technician	Moten,Marquis L	Local	1
	00102587	LIBRARY ASSOCIATE	Costas Velasco,Isabel	Local	1
L330 - NEIGHBORHOOD LIBRARIES Total					246.4
L335 - ADULT SERVICES	00025401	LIBRARY ASSOCIATE	Billings,Alexandra M	Local	1
	00073153	Supervisory Librarian	Kerelchuk,Nicholas Thomas	Local	1
	00076985	Adult Services Coordinator	Quick,David B	Local	1
	00085425	Librarian	Goodhue,Danielle	Local	1
	00097165	Civic Engagement Coordinator	Veiga,Diana E	Local	1
	00100237	LIBRARY ASSOCIATE	Cedres Ortiz,Aimee C	Local	1
	L335 - ADULT SERVICES Total				
L340 - ADAPTIVE SERVICES	00009775	Librarian	Rosen,Janice Faye	Local	1
	00015132	Librarian	McKinney,Deborah B	Local	1
	00015662	Library Technician	Harrison,Bernard Jr	Local	1
	00033391	Librarian(Adaptive Technology)	Timony,James Patrick	Local	1
	00075608	LIBRARY ASSOCIATE	Jackson,Paisley N	Local	1
L340 - ADAPTIVE SERVICES Total					5
L350 - LITERACY RESOURCES	00000235	Library Program Coordinator	VACANT	Federal	1
	00002726	Supvy Education Specialist	Patrick,Chenniah M	Local	1
	00003221	Education Specialist	Peterson,Janice A	Federal	1
	00011100	Program Support Assistant	Hines,Renee P	Federal	0.75
	00012243	Program Support Assistant	Thomas,Jerome	Federal	0.75
	00017596	Educational Specialist	White Richardson,Anntoinett	Local	1
	00021577	Library Technician	VACANT	Federal	1
	00032535	Education Specialist	Williams,Paula Johnson	Local	1
	00043326	LIBRARY ASSOCIATE	Maye,Maxine M	Local	1
	00082133	Educational Specialist	Merrion,Benjamin Thomas	Local	1
	00082221	LIBRARY ASSOCIATE	Saber,Reza	Local	1
	00100359	Program Support Assistant	Lampkin,Ellery D	Federal	0.75
L350 - LITERACY RESOURCES Total					11.25
L360 - TEENS OF DISTINCTION PROGRAM	00046736	Teen Aide	VACANT	Local	0.3
	00047957	Teen Aide	Coburn,Destinee A	Local	0.3
	00047971	Teen Aide	Gionis,Nicholas L	Local	0.3
	00077013	Teen Aide	Azikiwe,Ezebube U	Local	0.3
	00077014	Teen Aide	Waters,Sheridan D	Local	0.3
	00094758	Teen Aide	Jackson,Toni M	Local	0.3
	00094759	Teen Aide	Crutchfield,Tiara M	Local	0.3

	00094760	Teen Aide	Murray,Gary J	Local	0.3	
L360 - TEENS OF DISTINCTION PROGRAM Total					2.4	
L370 - VOLUNTEERS	00034025	Program Support Specialist (Vo	Lucas,Stacey B	Local	1	
L370 - VOLUNTEERS Total					1	
L380 - COLLECTIONS	00003014	Coor Juvenile & Special Pop	Lukehart,Wendy B	Local	1	
	00005172	Librarian	Gibson,William A	Local	1	
	00007182	Library Technician	VACANT	Local	1	
	00007317	Library Technician	Thornton,Ricardo	Local	1	
	00007676	Library Technician	White,Montay Broderick	Local	1	
	00013454	Librarian	Mohr,Diane L	Local	1	
	00016485	Asst Chief, Acquisitions	Davis,Dennis L	Local	1	
	00018355	Library Technician	Sorrell,Tyrone V	Local	1	
	00018655	Library Technician	Day,Pamela Islar	Local	1	
	00020212	Library Technician	Proctor,Marvin L	Local	1	
	00020648	Library Technician	Newman,Ethel Shirlene	Local	1	
	00021861	Catalog Support Technician	Aycox,Janice E	Local	1	
	00023236	Library Technician	Chappell,Orlanzo F	Local	1	
	00025456	Library Technician	Nesbit,Ricardo	Local	1	
	00039805	Library Program Coordinator	Waide,Alexis Marlene	Local	1	
	00043475	Assoc Director, Collections	Katzin,Sheryl L	Local	1	
	00044274	Assistant Manager	McDanold,Shana L	Local	1	
	00070162	LIBRARY ASSOCIATE	Curington,Demetrius T	Local	1	
	00076979	Supervisory Librarian	Holzman,Melody L	Local	1	
	00082339	Electronic Resources Librarian	DeRome,April E	Local	1	
L380 - COLLECTIONS Total					20	
L300 - LIBRARY SERVICES Total					441.75	
L400 - BUSINESS OPERA	L410 - CUSTODIAL AND MAINTENANCE	00006412	Facilities Operations Manager	Banks,Jonathan Richard	Local	1
		00007268	Custodial Worker/Laborer	Williams,Dennis Calvin	Local	1
		00008691	Custodial Worker/Laborer	Galvez,Daysi Corina	Local	1
		00010717	Custodial Worker/Laborer	Burr,Anthony Jesse	Local	1
		00010778	Custodial Worker/Laborer	Wells,Paul Lawrence	Local	1
		00014114	A/C Equipment Mechanic	Hazell,Anthony	Local	1
		00014563	Custodial Worker Supervisor	Segovia,Wendy Yamileth	Local	1
		00015273	Building Services Manager	Dodson,Michael Anthony	Local	1
		00015554	A/C Equipment Mechanic	Robinson,James E	Local	1
		00015609	Plumber	Davis,Sylvester R	Local	1
		00017465	A/C Equipment Mechanic	Young,Juan M	Local	1
		00017796	Building Engineer Helper	Brown,Andre P	Local	1
		00017910	Custodial Worker/Laborer	VACANT	Local	1
		00018158	Custodial Worker/Laborer	Gross,Lamont	Local	1
		00018504	Custodial Worker/Laborer	Whitfield,Richard	Local	1
		00019909	Painter	Thorne,John R	Local	1
		00020291	Painter	Frazier Jr.,Charles E	Local	1
		00021344	Maintenance Worker	VACANT	Local	1
		00021918	Custodial Worker/Laborer	Smith,Edgar Arlester	Local	1
		00021937	Materials Handler	VACANT	Local	1
		00021982	Custodial Worker/Laborer	Hodge,Anthony R	Local	1
		00021991	Custodial Worker/Laborer	Williams Jr.,Robert Lee	Local	1
		00022137	Maintenance Worker	Grays,Darrell M	Local	1
		00022190	A/C Equipment Mechanic	Johnson,Michael J	Local	1
		00024725	Electrician	Makle,Kevin A	Local	1
		00025109	Custodial Worker/Laborer	Bacon,Franklin L	Local	1
		00025306	A/C Equipment Mechanic	Blakeney,Luke	Local	1
		00025462	Custodial Worker/Laborer	Davis,Brian C	Local	1
		00025486	Painter Helper	Barnes,Michael H	Local	1
		00026015	Custodial Worker/Laborer	Flood,Calvin H	Local	1
		00026254	Custodial Worker/Laborer	Gray,Deborah S	Local	1
		00026730	Materials Handler	Wayns Jr.,Carroll Stricklin	Local	1
		00027221	Receptionist	Lyons Jr.,Darrin C	Local	1
		00027442	Carpenter	Roach,Darrin C	Local	1
		00033594	Custodial Worker/Laborer	McElrath,Tamara C	Local	1
		00038920	Boiler Plant Operator Supvsr	Walker Sr.,Michael	Local	1
		00047426	A/C Equipment Mechanic	VACANT	Local	1
		00047427	A/C Equipment Mechanic	Pimble,Edward F	Local	1
		00070160	A/C Equipment Mechanic	Abouelmagd,Mostafa A	Local	1
		00082352	Custodial Worker Supervisor	Cosey Jr.,Antonio	Local	1
		00082379	A/C Equipment Mechanic	Simmons,Winfred Delonta	Local	1
		00082381	A/C Equipment Mechanic	Wyatt,Sean Christopher	Local	1
		00082382	Electrician	Irving Jr.,Phillip K	Local	1

		00082383	Boiler Plant Operator Supvsr	Gilbert,Keith	Local	1
		00082384	Carpenter	Larin Portillo,Herson G	Local	1
		00082388	Plumber	VACANT	Local	1
L410 - CUSTODIAL AND MAINTENANCE Total						46
L420 - PUBLIC SAFETY						
		00002166	Special Police Officer	Mobley,Regina Anita	Local	1
		00005981	Special Police Officer	Smith,Vernon	Local	0.5
		00006203	Special Police Officer	VACANT	Local	1
		00008086	Staff Assistant	Davis Kennie,Leslie	Local	0.5
		00009029	Training Specialist	Arena,Gerard	Local	0.5
		00010463	Special Police Officer	Franklin,Brian T	Local	1
		00012823	Supvy Special Police Officer	Haynes,Timmy Jed	Local	1
		00014014	Dir. of Safety and Security	Morency,Douglass	Local	1
		00016775	Special Police Officer	VACANT	Local	1
		00017441	Special Police Officer	Drew,Ervin	Local	1
		00021947	Supvy Special Police Officer	Wallace,Latone Young	Local	1
		00025188	Special Police Officer	Gillis,Jonathan S	Local	1
		00026080	Special Police Officer	Williams,Daryl E	Local	1
		00028307	Special Police Officer	VACANT	Local	1
		00028310	Supvy Special Police Officer	Chaney,Jurgen	Local	1
		00028337	Special Police Officer	Mickens,Anthony Thomas	Local	1
		00034028	Passport Acceptance Agent	Hubbard,Nicole A	Local	0.5
		00037781	Special Police Officer	VACANT	Local	1
		00044131	Special Police Officer	Hicks,Terry L	Local	1
		00046484	Lead Passport Acceptance Agent	Muhammad,Abdurrahman	Local	0.5
		00047171	Supvy Special Police Officer	Scott,Garrett	Local	1
		00047172	Supvy Special Police Officer	Murray,Darrell E	Local	1
		00082312	Special Police Officer	Jackson Sr.,Dante D	Local	1
		00082314	Special Police Officer	Jenkins,Alphonso F	Local	1
		00082315	Special Police Officer	VACANT	Local	1
		00082316	Special Police Officer	Simpkins,Bonita S	Local	1
		00082317	Special Police Officer	VACANT	Local	1
		00082333	Library Program Coordinator	Sims,Sabrina R	Local	0.5
		00082390	Special Police Officer	Catoe,Esther	Local	0.5
		00099846	Special Police Officer	VACANT	Local	1
		00099847	Special Police Officer	Richardson Jr.,William A	Local	1
		00099849	Special Police Officer	Whitaker,Latare C	Local	1
		00099850	Special Police Officer	VACANT	Local	1
		00099851	Supervisory Special Police Off	Wiley,Carla P	Local	1
		00099852	Special Police Officer	Burns,Andre E	Local	1
		00100243	Special Police Officer	Toler,Chauncey E	Local	1
		00100244	Special Police Officer	Diggs,Keon E	Local	1
		00100245	Special Police Officer	Cohen,Derick J	Local	1
		00100246	Special Police Officer	Davis,Tyrone Leroy	Local	1
L420 - PUBLIC SAFETY Total						35.5
L430 - ASSET MANAGEMENT						
		00010618	Facilities Coordinator	VACANT	Local	1
L430 - ASSET MANAGEMENT Total						1
L440 - 21st CENTURY CAPITAL PROJECTS						
		00013427	Director, Capital Construction	Pahwa,Jaspreet G	Local	1
		00043111	Asst Dir, Capital Construction	VACANT	Local	1
L440 - 21st CENTURY CAPITAL PROJECTS Total						2
L450 - PUBLIC SERVICE TECHNOLOGY						
		00000001	Systems Administrator	Blahnik,Andrew G	Local	1
		00044481	Director, Information Tech	Aromire,Ogunlami O	Local	1
		00044647	IT Specialist	Burgess,Ray L	Local	1
		00045913	IT Specialist (Customer Supp)	Lamine,Arezki	Local	1
		00047772	IT Specialist (Telecom)	Carney,Kelvin J	Local	0.25
		00076982	Supervisory IT Specialist	Givens,Cedric C	Local	1
		00077006	IT Specialist (Customer Supp)	Allen-Carlisle,Arlene L	Local	1
		00082371	IT Specialist (Customer Supp)	Blackmon,Keith R	Local	1
		00082372	IT Specialist (Customer Supp)	Toure,Oumar	Local	1
		00082373	IT Specialist (Network)	King,Kevin	Local	1
		00082374	IT Specialist (Customer Supp)	Oulahyane,Youssef	Local	1
		00082375	IT Specialist (Telecom)	Buchanan,Steven J	Local	0.75
		00082376	IT Project Manager	Hill,Ian M	Local	1
L450 - PUBLIC SERVICE TECHNOLOGY Total						12
L400 - BUSINESS OPERATIONS Total						96.5
9990 - Capital Projects						
	CAPTL - Capital Projects	00034022	Project Manager (Capital)	Wallace,Marshella M	Capital	1
		00046403	Project Manager (Capital)	Pabla,Sweta	Capital	1
		00047900	Project Coordinator	VACANT	Capital	1
CAPTL - Capital Projects Total						3
9990 - Capital Projects Total						3

Grand Total	612.75
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Note: Please note that some position numbers may be shifted to different activities as needs change.

Local approved at 604.80 FTEs. There are 599.8 Local FTEs listed above, with 5 New Lamond Riggs Library FTEs still to be added.

Federal approved at 6.25 FTEs. An additional 9 FTEs will be requested for the LSTA ARPA grant, 10 Part-Time Library Associates have been added to the list above.

Capital approved at 3.0 FTEs.

GENERAL QUESTIONS

Question Number 65

How many vacancies were posted for DCPL during FY21? To date in FY22? Which positions? Why was the position vacated? In addition, note how long the position was vacant, what steps have been taken to fill the position, whether or not the position has been filled, and the source of funding for the position.

The number of vacancies for FY21 and FY22 to date are as follows. There may be multiple vacancies filled for one posted position.

- FY21 - 33 vacancies were posted
- FY22 - 11 vacancies have been posted to date.

Which positions?

Below is a list of positions posted for FY21 and to date FY22.

FY21 Posted Positions

- Administrative Support Assistant
- Adult Digital Literacy Coordinator
- Painter Helper
- Library Manager
- Supervisory Special Police Officer
- Library Technician
- Contract Specialist
- Director of Community Relations
- Exhibit Coordinator
- Library Program Coordinator (Reading Programs)
- Library Program Coordinator (Collections)
- Library Program Coordinator (Early Literacy)
- IT Specialist (Drupal)
- IT Specialist (Customer Support)
- HR Specialist (HRIS)
- Librarian
- Print Production Manager
- Administrative Officer
- Library Support Coordinator
- Digital User Experience
- Library Program Coordinator (Assistive Technology)
- Custodial Worker Supervisor
- Library Associate
- IT Specialist (Drupal)
- Director of Human Resources
- Distribution Services Manager
- Chief of Public Services
- Materials Handler
- Teen Aide
- Library Technician (Jail Library Services)
- Library Associate (Floater)
- Plumber
- Director of Capital Construction

FY22 Posted Positions to Date

- A/C Equipment Mechanic
- Supervisory Human Resources Specialist
- Events Program Coordinator
- Associate Director (Public Services)

- Library Associate
- Librarian (Adult)
- Librarian (Digital Curation)
- Producer
- Social Media Specialist
- Distribution Services Manager
- Special Collections Manager

Why was the position vacated?

FY21-for the 33 positions posted, the reasons were as follows:

- New positions
- Internal Promotions
- Resignations
- Terminations

FY22-for the 11 positions posted to date, the reasons for the vacancies included:

- New positions
- Resignations
- Promotions

In addition, note how long the position was vacant, what steps have been taken to fill the position, whether or not the position has been filled, and the source of funding for the position.

Positions remain vacant anywhere from several weeks to several months due to various factors including the agency's efforts to encourage ongoing hiring by leaving requisitions open to regularly pull candidates, the need to review and re-classify position descriptions (the process by which a position is certified to be used for hiring) to ensure that job skills and experiences are in line with the agency's needs and challenges with finding the right talent for hard to fill positions. DCPL advertises positions on various industry specific websites, including the American Library Association, Indeed and on diverse library institutions and organization platforms such as the HBCU Library Alliance, the Joint Libraries of Color, Wayne State University and North Carolina Central University. Furthermore, DCPL will be participating in a DCHR sponsored job fair in early March to fill vacancies.

GENERAL QUESTIONS

Question Number 66

How many employee performance evaluations were completed in FY21 and how was performance measured against position descriptions? To date in FY22? What steps are taken to correct poor performance and how long does an employee have to correct their performance?

Performance evaluations were completed for 73 percent of DC Public Library employees in FY21. Performance is measured against goals established early in the fiscal year. The goals are based on position duties for each job classification, as they relate to agency priorities/focus areas.

The FY22 goal setting process is currently underway. Goals are mandatory for all staff and within 30 days for new hires or position changes. Supervisors monitor achievement of individual goals throughout the year, updating as necessary to include new goals. In addition, managers complete a mid-year evaluation review for each employee. If, after 90 days from the time goals are established, an employee is performing below satisfactory level on any goal, a Performance Improvement Plan (PIP) is created. The plan is established for 30–90 days and is monitored by the manager through regular coaching meetings with the employee. If the employee is not successful in completing the PIP, next steps are taken, consistent with the collective bargaining agreements for union staff or the District Personnel Manual for non-union staff.

GENERAL QUESTIONS

Question Number 67

Provide the Committee with the following:

- a. A list of all vehicles owned, leased, or otherwise used by the agency and to whom the vehicle is assigned;**
- b. A list of employees receiving bonuses, special pay, additional compensation, or hiring incentives in FY21 and to date in FY22, and the amount;**
- c. A list of the total overtime and workman's compensation payments paid in FY21 & FY22 to date; and**
- d. A list of travel expenses for FY21 and to date in FY22, arranged by employee. Include the travel schedule (location and purpose of travel) and budget for each member in the agency's executive team, including the agency director.**

Reports follow.

a. A list of all vehicles owned, leased, or otherwise used by the agency and to whom the vehicle is assigned.

The list of DC Public Library (DCPL) vehicles that are owned, leased, or otherwise used by the agency and to whom they are assigned is shown in the following chart:

Vehicle Tag Number	Own/Lease Status	Year	Make	Model	Department Assigned	Department Responsible POC
53-12415	Lease	2018	TOYOTA	Corolla	Admin-Director's Office	Jamarle Thomas/Doug Morency
DC12596	Lease	2018	Dodge	Ram Pick-up	Facilities - Janitorial	Michael Dodson
53-7646	Own	2010	FORD	F-150 Crew Cab	Facilities-Janitorial	Michael Dodson
I53-11811	Own	2017	CHEV	Silverado	Public Safety - Security	Doug Morency
DC-12621	Lease	2018	DODGE	Ram 1500	Public Safety - Security	Doug Morency
DC- 12627	Lease	2018	TOYOTA	Tacoma	Public Safety - Security	Doug Morency
53-11171	Own	2015	TOYOTA	Corolla	Public Safety - Security	Doug Morency
53-11172	Own	2015	TOYOTA	Corolla	Public Safety - Security	Doug Morency
53-11173	Own	2015	TOYOTA	Corolla	Public Safety - Security	Doug Morency
53-7642	Own	2011	FORD	E-150 Cargo	Facilities - Engineering	Jonathan Banks - Rover
53-14176	Own	2021	FORD	E-150 Engineering	Facilities - Engineering	Jonathan Banks - Rover
53-7408	Own	2010	FORD	E-250 Engineering	Facilities - Engineering	Jonathan Banks - Rover
DC-12821	Own	2017	FORD	F-150 Crew cab Pickup	Facilities-Engineering	Jonathan Banks,
DC12179	Lease	2018	Toyota	Tacoma Pick-up	Facilities-Engineering	Jonathan Banks
DC12622	Lease	2018	DODGE	Ram Pickup	Facilities-Engineering	Jonathan Banks-Keith Gilbert
DC-12482	Lease	2018	FORD	Transit (T-250-Cargo)	Facilities - Trades	Jonathan Banks
DC-12475	Lease	2018	FORD	Transit	Facilities - Trades	Roach, Darren - Carpenter
53-14071	Own	2021	FORD	E-150	Facilities - Trades	Jonathan Banks
DC-11963	Lease	2018	CHEVY	Express 1500	Facilities - Trades	Jonathan Banks - Phil Irving
DC-11922	Lease	2018	DODGE	Caravan SE	Facilities - Distribution Svcs	Michael Dodson

53-13901	Own	2022	ISUZU	NPR Box Truck	Facilities - Distribution Svcs	Michael Dodson
53-13906	Own	2022	ISUZU	NPR Box Truck	Facilities - Distribution Svcs	Michael Dodson
53-13907	Own	2022	ISUZU	NPR Box Truck	Facilities - Distribution Svcs	Michael Dodson
53-13900	Own	2022	ISUZU	NPR Box Truck	Facilities - Distribution Svcs	Michael Dodson
53-11603	Own	2017	DODGE	Caravan	Information Technology	Cedric Givens,
DC-12015	Lease	2018	TOYOTA	Corolla	Information Technology	Cedric Givens
DC-11860	Own	2017	FORD	E350 Step Van	Service Design & Engagement	Meaghan O'Connor, Meaghan Nicholas Kerelchuk
DC-12396	Lease	2018	DODGE	Caravan	Communications	Deborah Ward
DC12593	Lease	2018	DODGE	Ram Pickup	Engineers	Keith Gilbert Jonathan Banks

b. A list of employees receiving bonuses, special pay, additional compensation, or hiring incentives in FY21 and to date in FY22, and the amount;

FY21		
0172 - Early Out Incentive Pay		
Name	Title	Amount
Montague,Winnell M	Supervisory Librarian	25,000.00
McCrimmon,Linda Louise	Library Technician	20,000.00
Martin,Alan L	Special Police Officer	25,000.00
		70,000.00
0128 - Additional Gross Income Allowance		
Name	Title	Amount
Reyes-Gavilan,Richard	Executive Director	533.52
0138 - Bonus Pay (Step 10 Merit Award)		
Name	Title	Amount

Mckinney, Tamara Marea	Librarian	2,138.00
Randall, Elaine Williams	Library Technician	1,438.00
Gibson, William A	Librarian	2,138.00
Casto, Susan Michele	Librarian	2,138.00
Baker, Francia M	Library Technician	1,297.00
Kulikowski, Julie A	Librarian	2,138.00
Mccoy, Jerry A	Librarian	2,138.00
Morris, Meredith Anne	Librarian	2,138.00
Davis, Sylvester R	Plumber	1,892.80
Davis, Dennis L	Asst Chief, Acquisitions	1,479.00
Gravitt, Towanda A	Library Technician	1,297.00
Towles, Karen Beverly	Librarian	2,138.00
Mayo, Stacey Denice	Library Technician	1,297.00
Aycox, Janice E	Catalog Support Technician	1,589.00
Middleton, Audrey R	Administrative Support Asst	1,632.00
Sydnor, Barry Cosanga	IT Specialist (Customer Supp)	2,138.00
Hook Jr., Anthony David	Library Technician	1,297.00
Mickens, Anthony Thomas	Special Police Officer	1,472.00
Fonseca, Marina Isabel	Library Technician	1,438.00
Ferrell, Carmelia Yvette	Library Technician	1,297.00
Thompson, Lashon R	Library Technician	1,297.00
Pahwa, Jaspreet G	Asst Dir, Capital Construction	5,600.00
Aromire, Odunlami O	Director, Information Tech	6,703.45
Abdullah Sr., Ameer M	Contract Specialist/Procuremnt	2,811.00
Ward, Deborah A	Office Manager	1,977.00
Merrion, Benjamin Thomas	Educational Specialist	2,138.00
Oulahyane, Youssef	IT Specialist (Customer Supp)	1,977.00

		57,033.25
FY22 1st QTR		
0172 - Early Out Incentive Pay		
Name	Title	Amount
Quash,Karen P	Supervisory Librarian	25,000.00
Ward, Darell C	Maintenance Worker	25,000.00
Towles,Karen Beverly	Librarian	25,000.00
Dasai,Bridgette	Staff Assistant	25,000.00
		100,000.00
0128 - Additional Gross Income Allowance		
Name	Title	Amount
N/A		
0138 - Bonus Pay (Step 10 Merit Award)		
Name	Title	Amount
Sambasivan,Jayanthi	Librarian	2,138.00
Kellar,Wendell	Library Associate	1,600.00
		3,738.00

c. A list of the total overtime and workman's compensation payments paid in FY21 & FY22 to date;

	<u>FY21</u>	<u>FY22 1st QTR</u>	
Overtime	322,066.33	91,387.87	
Workman's Compensation	117.47	5,710.54	FY22 expenditures will be moved to Employee's Compensation Fund

d. A list of travel expenses for FY21 and to date in FY22, arranged by employee. Include the travel schedule (location and purpose of travel) and budget for each member in the agency's executive team, including the agency director.

FY20 Travel Expenditures

NAME	NAME OF COURSE	TRAINING DATES	Amount Paid
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Barbara Jumper	Brooklyn Public Library	9/19/21 - 9/21/21	344.98
Cori Schauer	Brooklyn Public Library	9/19/21 - 9/21/21	224.00
Deniece Clifford	Brooklyn Public Library	9/19/21 - 9/21/21	302.94
Joi Mecks	Brooklyn Public Library	9/19/21 - 9/21/21	190.00
Maryann James-Daley	Brooklyn Public Library	9/19/21 - 9/21/21	190.00
Sheryl Katzin	Brooklyn Public Library	9/19/21 - 9/21/21	203.95
Tamyka Miles	Relocation Expenses	April - May 2021	4,930.38
Tiffany Alston	Brooklyn Public Library	9/19/21 - 9/21/21	190.00
Grand Total			6,576.25

Travel Charged to Purchase Card (i.e., airfare, train, lodging)	6,033.75
Grand Total	12,610.00

There have been no FY22 travel expenditures to date

GENERAL QUESTIONS

Question Number 68

Provide the following information for all grants awarded to or accepted by DCPL during FY21 and to date in FY22:

- a. Grant Number/Title;
- b. Approved Budget Authority;
- c. Expenditures (including encumbrances and pre-encumbrances);
- d. Purpose of the grant;
- e. Grant deliverables;
- f. Grant outcomes, including grantee performance;
- g. Any corrective actions taken or technical assistance provided;
- h. DCPL program and activity supported by the grant;
- i. DCPL employee(s) responsible for grant deliverables; and
- j. Source of funds.

FY21

Grant Number/Title: LS-246143-OLS-20, "LSTA State Grants"

Approved Budget Authority: \$1,064,056.00

Expenditures (including encumbrances and pre-encumbrances): \$1,064,056.00

Purpose of the grant: The purpose of the grant is to provide federal funds to State Library Administrative Agencies (SLAA) to support lifelong learning, employment & economic development, human services, civic engagement, information access, and library capacity building.

Grant deliverables: The grant supported sign language interpretation for staff and public programs, GED preparation, STEAM and teen programs, digitization of library collections, purchase of public technology in libraries, planning activities for the modernized central library, ongoing talent management initiatives, Peer Navigators to support customers without homes in select libraries, new adaptive technology, and staff training.

Grant outcomes, including grantee performance:

- Made referrals to adult literacy programs and held book discussions and conversation circles
- Provided American Sign Language interpretation for programs, as well as for deaf/hard of hearing staff
- Preserved and digitized special collections in the People's Archive via accessible public platforms
- Delivered programs for children and teens including STEM kits and Summer Challenge
- Supported an ongoing staff talent management initiative around Rewards and Recognition as well as Core Purpose and Values
- Completed the development of an arts and exhibitions strategy for the central library
- Supported staff training programs around equity and inclusion and restorative justice
- Purchased new digital resources to support students, job seekers, business owners and entrepreneurs
- Researched customer needs in the English and Spanish-speaking communities of D.C.

Any corrective actions taken or technical assistance provided: Due to pandemic-related supply chain issues, an extension was approved by the funding agency, the Institute of Museum and Library

Services, through December 31, 2021.

DCPL program and activity supported by the grant: Center for Accessibility, Adult Literacy Resource Center, the Labs@DCPL, the People's Archive, teen projects/programs, the peer outreach program, and signature programs such as DC Reads.

DCPL employee responsible for grant deliverables: Tiffany Alston

Source of funds: Institute of Museum and Library Services under the Library Services and Technology Act (LSTA) Grant.

**

Grant Number/Title: LS-246526-OLS-20, "LSTA CARES ACT State Grants"

Approved Budget Authority: \$63,771.00

Expenditures (including encumbrances and pre-encumbrances): \$63,771.00

Purpose of the grant: The Institute of Museum and Library Services (IMLS) provides this grant support pursuant to the provisions of the CARES Act (Public Law 116-136) and the IMLS authorization statute (20 U.S.C. § 9101 et seq.). Under the CARES Act, this funding is to be used for the following purposes: to prevent, prepare for, and respond to coronavirus, including to expand digital network access, purchase internet accessible devices, and provide technical support services. Funding will primarily address digital inclusion and related technical support, using the following types of data to inform targeted efforts: poverty/Supplemental Nutrition Assistance Program (SNAP); unemployment; broadband availability. Additionally, the grant will address other efforts that prevent, prepare for, and respond to COVID-19.

Grant deliverables: Support District residents in bridging the digital divide, specifically in response to challenges created by the public health emergency.

Grant outcomes, including grantee performance: Funds were utilized to support outdoor programming, crucial to delivering library programs and services during the pandemic. The grant supported the purchase of outdoor furniture, including tents, as well as programming supplies for crafts, games, and other outdoor activities.

Any corrective actions taken or technical assistance provided: Due to pandemic-related supply chain issues, an extension was approved by the funding agency, the Institute of Museum and Library Services, through December 31, 2021.

DCPL program and activity supported by the grant: Outdoor programming for children, teens and adults.

DCPL employee responsible for grant deliverables: Sarah Black

Source of funds: Institute of Museum and Library Services under the CARES Act.

**

Grant Number/Title: LG-95-17-0079, "The Memory Lab Network: National Distribution of the Public Library Memory Lab Model"

Approved Budget Authority: \$748,481.00 (Total 5 year grant)

Expenditures (including encumbrances and pre-encumbrances): \$80,174.20

Purpose of the grant: This is a five-year project to embed digital preservation tools and education in public libraries across the United States, following the model of the DC Public Library (DCPL) Memory Lab. Sixteen libraries across the country are selected to participate in the project to build their own Memory Lab programs. The Memory Lab Network sites receive training, mentoring, and financial support to create digitization stations and curriculum to build public knowledge and skills around the complex and paralyzing problems of personal digital archiving. The experience and data gathered at these Memory Labs are being used to refine and inform current and future models.

Grant deliverables: The first cohort of seven nationwide Memory Labs was trained and began implementing their own labs via subgrants in FY18. FY19 consisted of online workshops, webinars, purchasing equipment and building out the physical Labs at each location. Visits were made to four labs to check progress and aid in their development. At the end of FY19 the second cohort of seven new Labs was chosen. The second cohort began training in mid-January 2020. Subgrants were to be dispersed in Q3 of FY20 but have been delayed due to the public health emergency as partnering institutions have been shut down and/or have been operating in a limited capacity. Subgrants for the second cohort will be dispersed in Q2 of FY22. Grants are based on institutional need with a general minimum subgrant of \$6,000 per lab. The grant also funds a Project Manager position that is the subject matter expert and liaison to the cohort members.

Grant outcomes, including grantee performance: Anecdotal outcomes from cohort members have been collected through site visits and impact stories. A website (<https://memorylabnetwork.github.io/>) has been created and will be continually updated with grant information, partner information, training videos, and a vast online library of research and information regarding personal digital archiving. A full white paper collecting data on all partners with outcomes and future direction and guidance of the project will be completed at the end of the grant. Due to the pandemic the grant has been extended a year with an end date of May 2023. The third cohort of two final labs will begin in mid 2022. The last year of the grant will also feature a conference for the Memory Lab Network, with speakers, presentations, and training classes put on by DCPL and selected cohort members.

Any corrective actions taken or technical assistance provided: Due to the pandemic, the grant has been extended by Institute of Museum and Library Services (IMLS) for a year with an end date of May 2023.

DCPL program and activity supported by the grant: the Labs@DCPL, special collections, leadership and innovation, and strategic planning for program evaluation.

DCPL employee responsible for grant deliverables: Nicholas Kerelchuk

Source of funds: Institute of Museum and Library Services under the National Leadership Grant (NLG).

**

Grant Number/Title: LS-250201-OLS-21, "LSTA ARPA State Grants"

Approved Budget Authority: \$2,155,313.00

Expenditures (including encumbrances and pre-encumbrances): \$426,491.63

Purpose of the grant: The Institute of Museum and Library Services (IMLS) provides this grant support pursuant to the provisions of the American Rescue Plan Act (Public Law 117-2) and the IMLS authorization statute (20 U.S.C. § 9101 et seq.). Funds are allotted to help communities respond directly and immediately to the pandemic, as well as to related economic and community needs, through equitable approaches. The funding is intended to: enable libraries to reach residents with digital inclusion

efforts, particularly in support of education, health, and workforce development needs; to provide rapid emergency relief to libraries allowing them to safely respond to the pandemic and implement public health protocols; and to support library services that meet the needs of communities including costs such as personnel, technology, training, materials, supplies, equipment, and associated indirect costs.

Grant deliverables: Grant funds will support new digital navigator and workforce development & entrepreneurship programs; a full-time staff person to manage the tech truck for outreach and inclusion, digital and express book collections, online experience and website accessibility improvements, self-check kiosks and new filtration systems and improved air filters at all library locations.

Grant outcomes, including grantee performance:

- During FY21 the Library purchased 95 small/stand-alone air filtration systems and 15,000 replacement MERV filters to help all library locations to implement public health protocols.
- All remaining program elements supported by this grant will be implemented in FY22.

Any corrective actions taken or technical assistance provided: Neither corrective action nor technical assistance has been needed.

DCPL program and activity supported by the grant: Library physical and digital infrastructure; workforce development; closing the digital divide; outreach and inclusion; and physical and digital collections.

DCPL employee responsible for grant deliverables: Sarah Black

Source of funds: Institute of Museum and Library Services under the American Rescue Plan Act (Public Law 117-2) and the IMLS authorization statute (20 U.S.C. § 9101 et seq.).

FY22 to Date

Grant Number/Title: LS-249955-OLS-21, "LSTA State Grants"

Approved Budget Authority: \$ 1,103,450.00

Expenditures (including encumbrances and pre-encumbrances): \$ 156,010.00

Purpose of the grant: The purpose of the grant is to provide federal funds to State Library Administrative Agencies (SLAA) to support lifelong learning, employment & economic development, human services, civic engagement, information access, and library capacity building.

Grant deliverables: The grant will support sign language interpretation for staff and public programs, GED preparation, STEAM and teen programs, digitization of library collections, purchase of public technology in libraries, ongoing talent management initiatives, Peer Navigators to support customers without homes in select libraries, new adult learning initiatives, an adaptive technology coordinator and staff training.

Grant outcomes, including grantee performance: All program elements supported by this grant will be implemented in FY22.

Any corrective actions taken or technical assistance provided: Neither corrective action nor technical assistance has been needed.

DCPL program and activity supported by the grant: Center for Accessibility, Adult Literacy Resource Center, the Labs@DCPL, the People's Archive, teen projects/programs, the peer outreach program, and

signature programs such as DC Reads.

DCPL employee responsible for grant deliverables: Tiffany Alston

Source of funds: Institute of Museum and Library Services under the Library Services and Technology Act (LSTA) Grant.

**

Grant Number/Title: LG-95-17-0079, "The Memory Lab Network: National Distribution of the Public Library Memory Lab Model"

Approved Budget Authority: \$748,481.00 (Total 5 year grant)

Expenditures (including encumbrances and pre-encumbrances): \$30,024.99

Purpose of the grant: This is a five-year project to embed digital preservation tools and education in public libraries across the United States, following the model of the DC Public Library (DCPL) Memory Lab. Sixteen libraries across the country are selected to participate in the project to build their own Memory Lab programs. The Memory Lab Network sites receive training, mentoring, and financial support to create digitization stations and curriculum to build public knowledge and skills around the complex and paralyzing problems of personal digital archiving. The experience and data gathered at these Memory Labs are being used to refine and inform current and future models.

Grant deliverables: The first cohort of seven nationwide Memory Labs was trained and began implementing their own labs via subgrants in FY18. FY19 consisted of online workshops, webinars, purchasing equipment and building out the physical Labs at each location. Visits were made to four labs to check progress and aid in their development. At the end of FY19 the second cohort of seven new Labs was chosen. The second cohort began training in mid-January 2020. Subgrants were to be dispersed in Q3 of FY20 but have been delayed due to the public health emergency as partnering institutions have been shut down and/or have been operating in a limited capacity. Subgrants for the second cohort will be dispersed in Q2 of FY22. Grants are based on institutional need with a general minimum subgrant of \$6,000 per lab. The grant also funds a Project Manager position that is the subject matter expert and liaison to the cohort members.

Grant outcomes, including grantee performance: Anecdotal outcomes from cohort members have been collected through site visits and impact stories. A website (<https://memorylabnetwork.github.io/>) has been created and will be continually updated with grant information, partner information, training videos, and a vast online library of research and information regarding personal digital archiving. A full white paper collecting data on all partners with outcomes and future direction and guidance of the project will be completed at the end of the grant. Due to the pandemic the grant has been extended a year with an end date of May 2023. The third cohort of two final labs will begin in mid 2022. The last year of the grant will also feature a conference for the Memory Lab Network, with speakers, presentations, and training classes put on by DCPL and selected cohort members.

Any corrective actions taken or technical assistance provided: Due to the pandemic, the grant has been extended by Institute of Museum and Library Services (IMLS) for a year with an end date of May 2023.

DCPL program and activity supported by the grant: the Labs@DCPL, special collections, leadership and innovation, and strategic planning for program evaluation.

DCPL employee responsible for grant deliverables: Nicholas Kerelchuk

Source of funds: Institute of Museum and Library Services under the National Leadership Grant (NLG).

**

Grant Number/Title: LS-250201-OLS-21, "LSTA ARPA State Grants"

Approved Budget Authority: \$2,155,313.00

Expenditures (including encumbrances and pre-encumbrances): \$552,272.00

Purpose of the grant: The Institute of Museum and Library Services (IMLS) provides this grant support pursuant to the provisions of the American Rescue Plan Act (Public Law 117-2) and the IMLS authorization statute (20 U.S.C. § 9101 et seq.). Funds are allotted to help communities respond directly and immediately to the pandemic, as well as to related economic and community needs, through equitable approaches. The funding is intended to: enable libraries to reach residents with digital inclusion efforts, particularly in support of education, health, and workforce development needs; to provide rapid emergency relief to libraries allowing them to safely respond to the pandemic and implement public health protocols; and to support library services that meet the needs of communities including costs such as personnel, technology, training, materials, supplies, equipment, and associated indirect costs.

Grant deliverables: Grant funds will support new digital navigator and workforce development & entrepreneurship programs; a full-time staff person to manage the tech truck for outreach and inclusion, digital and express book collections, online experience and website accessibility improvements, self-check kiosks and new filtration systems and improved air filters at all library locations.

Grant outcomes, including grantee performance:

- During FY21 the Library purchased 95 small/stand-alone air filtration systems and 15,000 replacement MERV filters to help all library locations to implement public health protocols.
- All remaining program elements supported by this grant will be implemented in FY22.

Any corrective actions taken or technical assistance provided: Neither corrective action nor technical assistance has been needed.

DCPL program and activity supported by the grant: Library physical and digital infrastructure; workforce development; closing the digital divide; outreach and inclusion; and physical and digital collections.

DCPL employee responsible for grant deliverables: Sarah Black

Source of funds: Institute of Museum and Library Services under the American Rescue Plan Act (Public Law 117-2) and the IMLS authorization statute (20 U.S.C. § 9101 et seq.).

GENERAL QUESTIONS

Question Number 69

Provide the following information for all grants/subgrants awarded by DCPL during FY21 and to date in FY22:

- a. Grant Number/Title;**
- b. Approved Budget Authority;**
- c. Expenditures (including encumbrances and pre-encumbrances);**
- d. Purpose of the grant;**
- e. Grant deliverables;**
- f. Grant outcomes, including grantee/subgrantee performance;**
- g. Any corrective actions taken or technical assistance provided;**
- h. DCPL employee/s responsible for overseeing the grant; and**
- i. Source of funds.**

The Library did not distribute any grants or subgrants in FY21 or to date in FY22.

GENERAL QUESTIONS

Question Number 70

Provide the following information for all contracts awarded by DCPL during FY21 and to date in FY22:

Please include:

- a. Contract Number;
- b. Approved Budget Authority;
- c. Funding Source;
- d. Whether it was competitively bid or sole sourced;
- e. Expenditures (including encumbrances and pre-encumbrances);
- f. Purpose of the contract;
- g. Name of the vendor;
- h. Contract deliverables;
- i. Contract outcomes;
- j. Any corrective actions taken or technical assistance provided; and
- k. DCPL employee/s responsible for overseeing the contract.

See the below list of contracts awarded by DC Public Library during FY21.

Contract Number DCPL- VA-190822	PO631439
Contract Number	VA-190822
Approved Budget Authority	\$108,300.00
Funding Source	Local
Competitively Bid or Sole Source	Cooperative Agreement
Expenditures	\$108,300.00
Purpose of Contract	New Dell Latitude 3310 Laptops
Name of Vendor	Dell Marketing LP
Contract Deliverables	New Dell Latitude 3310 Laptops
Contract Outcomes	New Dell Latitude 3310 Laptops
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Lami Aromire

Contract Number DCPL-2019-C-0004	PO631446
Contract Number	DCPL-2019-C-0003
Approved Budget Authority	\$138,480.00
Funding Source	Local
Competitively Bid or Sole Source	Competitively Bid
Expenditures	\$138,480.00
Purpose of Contract	Print Managed Services
Name of Vendor	Page After Page Business Systems
Contract Deliverables	Print Managed Services
Contract Outcomes	Print Managed Services
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Lami Aromire
Contract Number DCPL-2018-C-0034B	PO631519
Contract Number	DCPL-2018-C-0034B
Approved Budget Authority	\$475,000.00
Funding Source	Local/Non-Lapsing
Competitively Bid or Sole Source	Competitively Bid
Expenditures	\$102,427.51
Purpose of Contract	Books, Materials and Selected Services
Name of Vendor	Brodart Company
Contract Deliverables	Books, Materials and Selected Services
Contract Outcomes	Books, Materials and Selected Services
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Sheryl Katzin
Contract Number DCPL-2018-C-0040	PO633333
Contract Number	DCPL-2018-C-0040
Approved Budget Authority	\$266,100.43
Funding Source	Local
Competitively Bid or Sole Source	Competitively Bid
Expenditures	\$266,100.43
Purpose of Contract	Integrated Library System
Name of Vendor	Sirsi Corporation
Contract Deliverables	Integrated Library System
Contract Outcomes	Integrated Library System
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Lami Aromire
Contract Number DCPL-2021-C-0002	PO634039
Contract Number	DCPL-2021-C-0002
Approved Budget Authority	\$270,597.00
Funding Source	Local
Competitively Bid or Sole Source	Competition Exemption
Expenditures	\$270,593.00

Purpose of Contract	DCPL Website Hosting Services
Name of Vendor	The Triage Group
Contract Deliverables	DCPL Website Hosting Services
Contract Outcomes	DCPL Website Hosting Services
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Lami Aromire
Contract Number DCPL-2018-C-0034B	PO631518
Contract Number	DCPL-2018-C-0034B
Approved Budget Authority	\$500,000.00
Funding Source	Local/Non-Lapsing
Competitively Bid or Sole Source	Competitively Bid
Expenditures	\$114,822.13
Purpose of Contract	Books, Materials and Selected Services
Name of Vendor	Brodart Company
Contract Deliverables	Books, Materials and Selected Services
Contract Outcomes	Books, Materials and Selected Services
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Sheryl Katzin
Contract Number DCPL-2018-C-0034F	PO631469
Contract Number	DCPL-2018-C-0034F
Approved Budget Authority	\$300,000.00
Funding Source	Local/Non-Lapsing
Competitively Bid or Sole Source	Competitively Bid
Expenditures	\$118,566.92
Purpose of Contract	Tapes, Materials and Selected Services
Name of Vendor	Midwest Tapes, LLC
Contract Deliverables	Tapes, Materials and Selected Services
Contract Outcomes	Tapes, Materials and Selected Services
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Sheryl Katzin
Contract Number – GS-21F-0103U	PO632089
Contract Number	GS-21F-0103U
Approved Budget Authority	\$630,000.00
Funding Source	Local
Competitively Bid or Sole Source	Competitively Bid/GSA Contract
Expenditures	\$630,000.00
Purpose of Contract	HVAC Maintenance and Repair Services
Name of Vendor	RSC Electrical & Mechanical Contractors Inc.
Contract Deliverables	HVAC Maintenance and Repair Services
Contract Outcomes	HVAC Maintenance and Repair Services
Any Corrective Actions Taken or Technical Assistance Provided	No

DCPL Employee(s) Responsible for Overseeing the Contract	Jonathan Banks
Contract Number DCPL-2018-C-0034C	PO631521
Contract Number	DCPL-2018-C-0034C
Approved Budget Authority	\$900,000.00
Funding Source	Local/Non-Lapsing
Competitively Bid or Sole Source	Competitively Bid
Expenditures	\$335,127.97
Purpose of Contract	Books, Materials and Selected Services
Name of Vendor	Ingram Library Services
Contract Deliverables	Books, Materials and Selected Services
Contract Outcomes	Books, Materials and Selected Services
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Sheryl Katzin
Contract Number DCPL-2018-C-0034C	PO631524
Contract Number	DCPL-2018-C-0034C
Approved Budget Authority	\$477,445.00
Funding Source	Local/Non-Lapsing
Competitively Bid or Sole Source	Competitively Bid
Expenditures	\$71,234.49
Purpose of Contract	Books, Materials and Selected Services
Name of Vendor	Ingram Library Services
Contract Deliverables	Books, Materials and Selected Services
Contract Outcomes	Books, Materials and Selected Services
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Sheryl Katzin
Contract Number DCPL- 2018-C-0034A	PO631515
Contract Number	DCPL-2018-C-0034A
Approved Budget Authority	\$925,000.00
Funding Source	Local/Non-Lapsing
Competitively Bid or Sole Source	Competitively Bid
Expenditures	\$805,957.90
Purpose of Contract	Books, Materials and Selected Services
Name of Vendor	BTAC Acquisition Corporation
Contract Deliverables	Books, Materials and Selected Services
Contract Outcomes	Books, Materials and Selected Services
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Sheryl Katzin
Contract Number DCPL- 2018-C-0034A	PO631516
Contract Number	DCPL-2018-C-0034A
Approved Budget Authority	\$450,000.00
Funding Source	Local/Non-Lapsing
Competitively Bid or Sole Source	Competitively Bid

Expenditures	\$250,582.75
Purpose of Contract	Books, Materials and Selected Services
Name of Vendor	BTAC Acquisition Corporation
Contract Deliverables	Books, Materials and Selected Services
Contract Outcomes	Books, Materials and Selected Services
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Sheryl Katzin
Contract Number DCPL-2019-C-0003	PO631444
Contract Number	DCPL-2019-C-0003
Approved Budget Authority	\$570,000.00
Funding Source	Local
Competitively Bid or Sole Source	Competitively Bid
Expenditures	\$570,000.00
Purpose of Contract	Print Managed Services
Name of Vendor	Public Performance Management
Contract Deliverables	Print Managed Services
Contract Outcomes	Print Managed Services
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Lami Aromire
Contract Number DCPL-2020-C-0028	PO631425
Contract Number	DCPL-2020-C-0028
Approved Budget Authority	\$834,893.19
Funding Source	Local
Competitively Bid or Sole Source	Competitively Bid
Expenditures	\$827,695.16
Purpose of Contract	Janitorial Services for the MLK Library
Name of Vendor	Community Bridge, Inc.
Contract Deliverables	Janitorial Services for the MLK Library
Contract Outcomes	Clean MLK Library
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Michael Dodson
Contract Number DCPL-2020-C-0001	PO633618
Contract Number	DCPL-2020-C-0001
Approved Budget Authority	\$909,818.38
Funding Source	Local
Competitively Bid or Sole Source	Sole Source
Expenditures	\$909,746.38
Purpose of Contract	Delivery of Books to Children from Birth to 5 Years Old
Name of Vendor	Dollywood Foundation
Contract Deliverables	Delivery of Books
Contract Outcomes	Delivery of Books

Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Ellen Riordan
Contract Number DCPL PO613411	PO631447
Contract Number	PO613411
Approved Budget Authority	\$1,699,999.00
Funding Source	Local
Competitively Bid or Sole Source	Competition Exemption
Expenditures	\$1,656,131.04
Purpose of Contract	Overdrive Digital Content and Download Services
Name of Vendor	Overdrive, Inc.
Contract Deliverables	Digital Download Services
Contract Outcomes	Digital Download Services
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Sheryl Katzin
Contract Number DCPL-2020-C-0013	PO632067
Contract Number	DCPL-2020-C-0013
Approved Budget Authority	\$1,437,342.70
Funding Source	Local
Competitively Bid or Sole Source	Competitively Bid
Expenditures	\$88,351.20
Purpose of Contract	Janitorial Services for Branch Libraries
Name of Vendor	Motir Services, Inc.
Contract Deliverables	Janitorial Services
Contract Outcomes	Clean Branch Libraries
Any Corrective Actions Taken or Technical Assistance Provided	Yes. The contract was terminated as a result of vendor's name appearing on the OCP Excluded Parties List dated 9/8/2020.
DCPL Employee(s) Responsible for Overseeing the Contract	Michael Dodson
Contract Number GS-07F-225CA	PO634839
Contract Number	GS-07F-225CA
Approved Budget Authority	\$248,232.00
Funding Source	Local
Competitively Bid or Sole Source	Competitively Bid/GSA Contract
Expenditures	\$248,232.00
Purpose of Contract	Johnson Controls System Hardware and Software Maintenance Agreement
Name of Vendor	Johnson Controls Security Solutions
Contract Deliverables	Maintenance Agreement Renewal
Contract Outcomes	Maintenance Agreement Renewal
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Douglass Morency

Contract Number DCPL-2021-EM-0016	PO634634
Contract Number	DCPL-2021-EM-0016
Approved Budget Authority	\$647,563.81
Funding Source	Local
Competitively Bid or Sole Source	Competitively Bid
Expenditures	\$647,563.81
Purpose of Contract	120-Day Emergency Janitorial Services for the Branch Libraries
Name of Vendor	Community Bridge, Inc.
Contract Deliverables	Janitorial Services for the Branch Libraries
Contract Outcomes	Clean Branch Libraries
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Michael Dodson
Contract Number DCPL-2016-C-0024	PO616795
Contract Number	DCPL-2016-C-0024
Approved Budget Authority	\$958,256.08
Funding Source	Capital
Competitively Bid or Sole Source	Competitively Bid
Expenditures	\$957,194.67
Purpose of Contract	Capitol View Library Phase III Exterior Renovation
Name of Vendor	Broughton Construction CO, LLC
Contract Deliverables	Phase III Exterior Renovation
Contract Outcomes	Phase III Exterior Renovation
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Jaspreet Pahwa
Contract Number	PO633534
Contract Number	PO633534
Approved Budget Authority	\$249,000.00
Funding Source	Local
Competitively Bid or Sole Source	Competition Exemption
Expenditures	\$178,839.00
Purpose of Contract	Streaming DVD Subscription
Name of Vendor	Kanopy Inc.
Contract Deliverables	Subscription Renewal
Contract Outcomes	Subscription Renewal
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Sheryl Katzin
Contract Number DCPL-2017-C-0014	PO638559
Contract Number	DCPL-2017-C-0014
Approved Budget Authority	\$99,000.00
Funding Source	Capital
Competitively Bid or Sole Source	Competitively Bid
Expenditures	\$99,000.00

Purpose of Contract	Design-Build Services for Southwest Library
Name of Vendor	Turner Construction Company
Contract Deliverables	DOEE Remaining Project Funding
Contract Outcomes	DOEE Remaining Project Funding
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Jaspreet Pahwa
Contract Number DCPL-2020-C-0030	PO640908
Contract Number	DCPL-2020-C-0030
Approved Budget Authority	\$155,325.00
Funding Source	Local
Competitively Bid or Sole Source	Competitively Bid
Expenditures	\$91,960.08
Purpose of Contract	DC Oral History Collaborative
Name of Vendor	Humanities Council of Washington DC
Contract Deliverables	DC Oral History Collaborative
Contract Outcomes	DC Oral History Collaborative
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Maryann James-Daley
Contract Number DCPL-2020-C-0030	PO645145
Contract Number	DCPL-2020-C-0030
Approved Budget Authority	\$44,675.00
Funding Source	Local
Competitively Bid or Sole Source	Competitively Bid
Expenditures	\$0
Purpose of Contract	DC Oral History Collaborative
Name of Vendor	Humanities Council of Washington DC
Contract Deliverables	DC Oral History Collaborative
Contract Outcomes	DC Oral History Collaborative
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Maryann James-Daley
Contract Number DCPL-2018-C-0034J	PO640249
Contract Number	DCPL-2018-C-0034J
Approved Budget Authority	\$770,000.00
Funding Source	Intra-District/DCPS
Competitively Bid or Sole Source	Competitively Bid
Expenditures	\$769,994.57
Purpose of Contract	Books, Materials and Selected Services
Name of Vendor	Follett School Solutions
Contract Deliverables	Books, Materials and Selected Services
Contract Outcomes	Books, Materials and Selected Services
Any Corrective Actions Taken or Technical Assistance Provided	No

DCPL Employee(s) Responsible for Overseeing the Contract	Sheryl Katzin
Contract Number S20-026	PO641118
Contract Number	S20-026
Approved Budget Authority	\$125,000.00
Funding Source	Capital
Competitively Bid or Sole Source	Competitively Bid/PG County Contract
Expenditures	\$15,567.83
Purpose of Contract	Project Management Services for Small Capital Projects
Name of Vendor	JDC Construction Company
Contract Deliverables	Project Management Services
Contract Outcomes	Project Management Services
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Kim Fuller
Contract Number CW91021	PO642134
Contract Number	CW91021
Approved Budget Authority	\$305,168.00
Funding Source	Short-Term Bonds
Competitively Bid or Sole Source	Competitively Bid
Expenditures	\$305,168.00
Purpose of Contract	Purchase of Four New Trucks
Name of Vendor	Johnson Truck Center, LLC
Contract Deliverables	Four New Trucks
Contract Outcomes	Four New Trucks
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Kim Fuller
Contract Number CW59871	PO643320
Contract Number	CW59871
Approved Budget Authority	\$147,782.01
Funding Source	Local
Competitively Bid or Sole Source	Competitively Bid/DCSS
Expenditures	\$147,782.01
Purpose of Contract	Dell OptiPlex Computer Equipment
Name of Vendor	Public Performance Management
Contract Deliverables	Dell OptiPlex Computer Equipment
Contract Outcomes	Dell OptiPlex Computer Equipment
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Cedric Givens
Contract Number CW59871	PO643424
Contract Number	CW59871
Approved Budget Authority	\$125,652.00
Funding Source	Local

Competitively Bid or Sole Source	Competitively Bid/DCSS
Expenditures	\$125,652.00
Purpose of Contract	Dell OptiPlex 7490 AIO
Name of Vendor	Public Performance Management
Contract Deliverables	Dell OptiPlex 7490 AIO
Contract Outcomes	Dell OptiPlex 7490 AIO
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Cedric Givens
Contract Number PO643461	PO643461
Contract Number	PO643461
Approved Budget Authority	\$103,182.00
Funding Source	Local/Non-Lapsing
Competitively Bid or Sole Source	Competition Exemption
Expenditures	\$103,182.00
Purpose of Contract	EBSCO Database Package Renewal
Name of Vendor	EBSCO Industries, Inc.
Contract Deliverables	Subscription Renewal
Contract Outcomes	Subscription Renewal
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Sheryl Katzin
Contract Number PO643273	PO643273
Contract Number	PO643273
Approved Budget Authority	\$245,187.99
Funding Source	Local/Non-Lapsing
Competitively Bid or Sole Source	Competition Exemption
Expenditures	\$245,187.99
Purpose of Contract	Cengage Learning Online Databases Subscription Renewals
Name of Vendor	Cengage Learning
Contract Deliverables	Subscription Renewal
Contract Outcomes	Subscription Renewal
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Sheryl Katzin
Contract Number C16353-V2	PO648700
Contract Number	C16353-V2
Approved Budget Authority	\$226,491.75
Funding Source	ARPA Federal Grant
Competitively Bid or Sole Source	Competitively Bid/DCSS
Expenditures	\$226,491.75
Purpose of Contract	HEPA Air Purification Units
Name of Vendor	Omega Supply Services, Inc.
Contract Deliverables	HEPA Air Purification Units
Contract Outcomes	HEPA Air Purification Units

Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Jonathan Banks
Contract Number DCPL-2017-C-0014	PO648717
Contract Number	DCPL-2017-C-0014
Approved Budget Authority	\$113,004.17
Funding Source	Local
Competitively Bid or Sole Source	Competitive
Expenditures	\$113,004.17
Purpose of Contract	Design-Build Services for Southwest Library
Name of Vendor	Turner Construction
Contract Deliverables	Additional Scope Work
Contract Outcomes	Additional Scope Work
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Jaspreet Pahwa
Contract Number DCAM-17-CS-0033G	PO648642
Contract Number	DCAM-17-CS-0033G
Approved Budget Authority	\$112,789.88
Funding Source	Local
Competitively Bid or Sole Source	Competitive/DGS Contract
Expenditures	\$112,789.88
Purpose of Contract	Exterior Painting at Petworth Library
Name of Vendor	Paige Industrial Services
Contract Deliverables	New Exterior Paint Job
Contract Outcomes	New Exterior Paint Job
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Jonathan Banks

See the below list of contracts awarded by DC Public Library to date in FY22.

Contract Number DCPL-2021-C-0019	PO650337
Contract Number	DCPL-2021-C-0019
Approved Budget Authority	\$1,360,658.44
Funding Source	Local
Competitively Bid or Sole Source	Competitively Bid
Expenditures	\$226,536.78
Purpose of Contract	Janitorial Services for the Branch Libraries
Name of Vendor	Community Bridge, Inc.
Contract Deliverables	Janitorial Services for the Branch Libraries
Contract Outcomes	Clean Branch Libraries
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Michael Dodson

Contract Number DCPL-2022-C-0001	PO650329
Contract Number	DCPL-2022-C-0001
Approved Budget Authority	\$880,000.00
Funding Source	Local
Competitively Bid or Sole Source	Sole Source
Expenditures	\$291,972.53
Purpose of Contract	Delivery of Books to Children from Birth to 5 Years Old
Name of Vendor	Dollywood Foundation
Contract Deliverables	Delivery of Books
Contract Outcomes	Delivery of Books
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Ellen Riordan
Contract Number DCPL-2020-C-0028	PO650329
Contract Number	DCPL-2020-C-0028
Approved Budget Authority	\$810,540.16
Funding Source	Local
Competitively Bid or Sole Source	Competitively Bid
Expenditures	\$135,090.02
Purpose of Contract	Janitorial Services for the MLK Library
Name of Vendor	Community Bridge, Inc.
Contract Deliverables	Janitorial Services for the MLK Library
Contract Outcomes	Clean MLK Library
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Michael Dodson
Contract Number DCPL-2018-C-0034C	PO650316
Contract Number	DCPL-2018-C-0034C
Approved Budget Authority	\$749,000.00
Funding Source	Local/Non-Lapsing
Competitively Bid or Sole Source	Competitively Bid
Expenditures	\$54,649.94
Purpose of Contract	Books, Materials and Selected Services
Name of Vendor	Ingram Library Services
Contract Deliverables	Books, Materials and Selected Services
Contract Outcomes	Books, Materials and Selected Services
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Sheryl Katzin

Contract Number DCPL- 2018-C-0034A	PO650345
Contract Number	DCPL-2018-C-0034A
Approved Budget Authority	\$725,000.00
Funding Source	Local/Non-Lapsing

Competitively Bid or Sole Source	Competitively Bid
Expenditures	\$805,957.90
Purpose of Contract	Books, Materials and Selected Services
Name of Vendor	BTAC Acquisition Corporation
Contract Deliverables	Books, Materials and Selected Services
Contract Outcomes	Books, Materials and Selected Services
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Sheryl Katzin
Contract Number DCPL-2022-C-0002	PO651437
Contract Number	DCPL-2022-C-0002
Approved Budget Authority	\$1,500,000.00
Funding Source	Local
Competitively Bid or Sole Source	Competition Exemption
Expenditures	\$252,699.35
Purpose of Contract	Overdrive Digital Content and Download Services
Name of Vendor	Overdrive, Inc.
Contract Deliverables	Digital Download Services
Contract Outcomes	Digital Download Services
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Sheryl Katzin
Contract Number DCPL-2018-C-0034B	PO650342
Contract Number	DCPL-2018-C-0034B
Approved Budget Authority	\$700,000.00
Funding Source	Local/Non-Lapsing
Competitively Bid or Sole Source	Competitively Bid
Expenditures	\$213,273.38
Purpose of Contract	Books, Materials and Selected Services
Name of Vendor	Brodart Company
Contract Deliverables	Books, Materials and Selected Services
Contract Outcomes	Books, Materials and Selected Services
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Sheryl Katzin
Contract Number DCPL-2019-C-0003	PO650656
Contract Number	DCPL-2019-C-0003
Approved Budget Authority	\$597,165.90
Funding Source	Local
Competitively Bid or Sole Source	Competitively Bid
Expenditures	\$149,291.47
Purpose of Contract	Print Managed Services
Name of Vendor	Public Performance Management
Contract Deliverables	Print Managed Services
Contract Outcomes	Print Managed Services

Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Lami Aromire
Contract Number DCPL-2018-C-0034C	PO650317
Contract Number	DCPL-2018-C-0034C
Approved Budget Authority	\$550,000.00
Funding Source	Local/Non-Lapsing
Competitively Bid or Sole Source	Competitively Bid
Expenditures	\$5,735.00
Purpose of Contract	Books, Materials and Selected Services
Name of Vendor	Ingram Library Services
Contract Deliverables	Books, Materials and Selected Services
Contract Outcomes	Books, Materials and Selected Services
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Sheryl Katzin
Contract Number DCPL-2018-C-0034B	PO650339
Contract Number	DCPL-2018-C-0034B
Approved Budget Authority	\$450,000.00
Funding Source	Local/Non-Lapsing
Competitively Bid or Sole Source	Competitively Bid
Expenditures	\$25,000.92
Purpose of Contract	Books, Materials and Selected Services
Name of Vendor	Brodart Company
Contract Deliverables	Books, Materials and Selected Services
Contract Outcomes	Books, Materials and Selected Services
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Sheryl Katzin
Contract Number DCPL- 2018-C-0034A	PO650344
Contract Number	DCPL-2018-C-0034A
Approved Budget Authority	\$365,000.00
Funding Source	Local/Non-Lapsing
Competitively Bid or Sole Source	Competitively Bid
Expenditures	\$0
Purpose of Contract	Books, Materials and Selected Services
Name of Vendor	BTAC Acquisition Corporation
Contract Deliverables	Books, Materials and Selected Services
Contract Outcomes	Books, Materials and Selected Services
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Sheryl Katzin
Contract Number DCPL-2018-C-0040	PO651627
Contract Number	DCPL-2018-C-0040
Approved Budget Authority	\$266,944.54

Funding Source	Local
Competitively Bid or Sole Source	Competitively Bid
Expenditures	\$0
Purpose of Contract	Integrated Library System
Name of Vendor	Sirsi Corporation
Contract Deliverables	Integrated Library System
Contract Outcomes	Integrated Library System
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Lami Aromire
Contract Number DCPL-2021-C-0002	PO650350
Contract Number	DCPL-2021-C-0002
Approved Budget Authority	\$254,942.00
Funding Source	Local
Competitively Bid or Sole Source	Competition Exemption
Expenditures	\$23,615.18
Purpose of Contract	DCPL Website Hosting Services
Name of Vendor	The Triage Group
Contract Deliverables	DCPL Website Hosting Services
Contract Outcomes	DCPL Website Hosting Services
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Lami Aromire
Contract Number	PO651439
Contract Number	PO651439
Approved Budget Authority	\$250,000.00
Funding Source	Local
Competitively Bid or Sole Source	Competition Exemption
Expenditures	\$33,185.00
Purpose of Contract	Streaming DVD Subscription
Name of Vendor	Kanopy Inc.
Contract Deliverables	Subscription Renewal
Contract Outcomes	Subscription Renewal
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Sheryl Katzin
Contract Number GS-07F-225CA	PO653261
Contract Number	GS-07F-225CA
Approved Budget Authority	\$248,323.00
Funding Source	Local
Competitively Bid or Sole Source	Competitively Bid/GSA Contract
Expenditures	\$0
Purpose of Contract	Johnson Controls System Hardware and Software Maintenance Agreement
Name of Vendor	Johnson Controls Security Solutions
Contract Deliverables	Maintenance Agreement Renewal

Contract Outcomes	Maintenance Agreement Renewal
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Douglass Morency
Contract Number DCPL-2018-C-0034F	PO650315
Contract Number	DCPL-2018-C-0034F
Approved Budget Authority	\$200,000.00
Funding Source	Local/Non-Lapsing
Competitively Bid or Sole Source	Competitively Bid
Expenditures	\$32,912.85
Purpose of Contract	Tapes, Materials and Selected Services
Name of Vendor	Midwest Tapes, LLC
Contract Deliverables	Tapes, Materials and Selected Services
Contract Outcomes	Tapes, Materials and Selected Services
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Sheryl Katzin
Contract Number DCPL-2020-C-0030	PO651297
Contract Number	DCPL-2020-C-0030
Approved Budget Authority	\$155,325.00
Funding Source	Local
Competitively Bid or Sole Source	Competitively Bid
Expenditures	\$25,330.86
Purpose of Contract	DC Oral History Collaborative
Name of Vendor	Humanities Council of Washington DC
Contract Deliverables	DC Oral History Collaborative
Contract Outcomes	DC Oral History Collaborative
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Maryann James-Daley
Contract Number – GS-21F-0103U	PO650772
Contract Number	GS-21F-0103U
Approved Budget Authority	\$150,000.00
Funding Source	Local
Competitively Bid or Sole Source	Competitively Bid/GSA Contract
Expenditures	\$0
Purpose of Contract	HVAC Maintenance and Repair Services
Name of Vendor	RSC Electrical & Mechanical Contractors Inc.
Contract Deliverables	HVAC Maintenance and Repair Services
Contract Outcomes	HVAC Maintenance and Repair Services
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Jonathan Banks
Contract Number DCPL-2019-C-0004	PO650653
Contract Number	DCPL-2019-C-0003

Approved Budget Authority	\$145,404.00
Funding Source	Local
Competitively Bid or Sole Source	Competitively Bid
Expenditures	\$36,351.00
Purpose of Contract	Print Managed Services
Name of Vendor	Page After Page Business Systems
Contract Deliverables	Print Managed Services
Contract Outcomes	Print Managed Services
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Lami Aromire
Contract Number 4400008165	PO645684
Contract Number	4400008165
Approved Budget Authority	\$125,000.00
Funding Source	Capital
Competitively Bid or Sole Source	Competitively Bid/Fairfax County Contract
Expenditures	\$0
Purpose of Contract	Building Envelope Assessments at Five Libraries
Name of Vendor	Wiss, Janney, Elstner Associates
Contract Deliverables	Building Envelope Assessments
Contract Outcomes	Building Envelope Assessments
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Kim Fuller
Contract Number – GS-21F-0103U	PO653560
Contract Number	GS-21F-0103U
Approved Budget Authority	\$250,000.00
Funding Source	Local
Competitively Bid or Sole Source	Competitively Bid/GSA Contract
Expenditures	\$0
Purpose of Contract	MEP Maintenance and Repair Services
Name of Vendor	RSC Electrical & Mechanical Contractors Inc.
Contract Deliverables	MEP Maintenance and Repair Services
Contract Outcomes	MEP Maintenance and Repair Services
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Jonathan Banks
Contract Number PO656102	PO656102
Contract Number	PO656102
Approved Budget Authority	\$290,000.00
Funding Source	Local
Competitively Bid or Sole Source	Emergency Sole Source
Expenditures	\$0
Purpose of Contract	Fire Restoration Services at Benning Library
Name of Vendor	Charmay, Inc. dba ServiceMaster
Contract Deliverables	Fire Restoration Services at Benning Library

Contract Outcomes	Fire Restoration Services at Benning Library
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Jonathan Banks
Contract Number DCPL-2018-C-0034L	PO657145
Contract Number	DCPL-2018-C-0034L
Approved Budget Authority	\$150,000.00
Funding Source	Local/Non-Lapsing
Competitively Bid or Sole Source	Competitively Bid
Expenditures	\$0
Purpose of Contract	Books, Materials and Selected Services
Name of Vendor	Multicultural Books and Videos
Contract Deliverables	Books, Materials and Selected Services
Contract Outcomes	Books, Materials and Selected Services
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Sheryl Katzin
Contract Number DCPL-2018-C-0034F	PO631469
Contract Number	DCPL-2018-C-0034F
Approved Budget Authority	\$300,000.00
Funding Source	Local/Non-Lapsing
Competitively Bid or Sole Source	Competitively Bid
Expenditures	\$118,566.92
Purpose of Contract	Tapes, Materials and Selected Services
Name of Vendor	Midwest Tapes, LLC
Contract Deliverables	Tapes, Materials and Selected Services
Contract Outcomes	Tapes, Materials and Selected Services
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Sheryl Katzin
Contract Number – GS-21F-0103U	PO653560
Contract Number	GS-21F-0103U
Approved Budget Authority	\$250,000.00
Funding Source	Local
Competitively Bid or Sole Source	Competitively Bid/GSA Contract
Expenditures	\$0
Purpose of Contract	MEP Maintenance and Repair Services
Name of Vendor	RSC Electrical & Mechanical Contractors Inc.
Contract Deliverables	MEP Maintenance and Repair Services
Contract Outcomes	MEP Maintenance and Repair Services
Any Corrective Actions Taken or Technical Assistance Provided	No
DCPL Employee(s) Responsible for Overseeing the Contract	Jonathan Banks

GENERAL QUESTIONS

Question Number 71

Please provide the following information for all contract modifications made by DCPL during FY21 and to date in FY22, broken down by agency program and activity.

- Name of the vendor;
- Purpose and reason of the contract modification;
- Employee/s responsible for overseeing the contract;
- Modification cost, including budgeted amount and actual spent; and
- Funding source.

See the below list of contract modifications made by DC Public Library in FY21.

NAME OF VENDOR	PURPOSE OF CONTRACT MODIFICATION	EMPLOYEE(S) RESPONSIBLE FOR OVERSEEING CONTRACT	MODIFICATION COST (including Budgeted Amount and Actual Spent)	FUNDING SOURCE
Motir Services, Inc	Janitorial Services for Branch Libraries	Michael Dodson	PO632067-V5 \$1,437,342.70 (Budgeted) -\$1,343,205.54 (Modifications) \$94,137.16 (Total) \$88,351.20 (Actual Spent) \$5,785.96 (Remaining)	Local
Broughton Construction Company	Design-Build Services for Capitol View Library Green Roof Warranty Modification	Jaspreet Pahwa	PO636172 \$7,582.00 (Budgeted) \$0 (Modification) \$7,582.00 (Total) \$7,582.00 (Actual Spent) \$0 (Remaining)	Local
Community Bridge Inc	120-Day Emergency Janitorial Services for Branch Libraries and COVID-19 Deep Cleaning	Michael Dodson	PO634634-V7 \$335,717.08 (Budgeted) \$311,846.73 (Modifications) \$647,563.81 (Total) \$647,563.81 (Actual Spent) \$0 (Remaining)	Local
Community Bridge Inc	Janitorial Services for the MLK Library	Michael Dodson	PO631425-V7 \$800,000.00 (Budgeted) \$34,893.19 (Modifications) \$834,893.19 (Total) \$827,695.16 (Actual Spent) \$7,198.03 (Remaining)	Local
OTJ Architects (Formerly Martinez & Johnson)	Architect-Engineer Services for the MLK Library	Jaspreet Pahwa	PO601015-V4 \$2,885,820.67 (Budgeted) \$450,000.00 (Modifications) \$3,335,820.67 (Total) \$3,243,770.67 (Actual Spent) \$92,050.00 (Remaining)	Local

NAME OF VENDOR	PURPOSE OF CONTRACT MODIFICATION	EMPLOYEE(S) RESPONSIBLE FOR OVERSEEING CONTRACT	MODIFICATION COST (including Budgeted Amount and Actual Spent)	FUNDING SOURCE
Kanopy Inc.	Video Streaming Services	Sheryl Katzin	PO633534-V2 \$99,000.00 (Budgeted) \$150,000.00 (Modification) \$249,000.00 (Total) \$178,839.00 (Actual Spent) \$70,161.00 (Remaining)	Local
Ingram Library Services	Books, Materials and Selected Services	Sheryl Katzin	PO631521-V2 \$450,000.00 Budgeted) \$450,000.00 (Modification) \$900,000.00 (Total) \$335,220.45 (Actual Spent) \$564,779.55 (Remaining)	Local
Ingram Library Services	Books, Materials and Selected Services	Sheryl Katzin	PO631524-V2 \$450,000.00 Budgeted) \$27,445.00 (Modification) \$477,445.00 (Total) \$71,234.49 (Actual Spent) \$406,210.51 (Remaining)	Local
Brodart Company	Books, Materials and Selected Services	Sheryl Katzin	PO631518-V2 \$300,000.00 (Budgeted) \$200,000.00 (Modification) \$500,000.00 (Total) \$114,822.13 (Actual Spent) \$385,177.87 (Remaining)	Local
Cengage Learning	Cengage Learning Online Databases Subscriptions Renewals	Sheryl Katzin	PO643273-V2 \$211,192.63 (Budgeted) \$33,995.36 (Modification) \$245,187.99 (Total) \$166,712.37 (Actual Spent) \$78,475.62 (Remaining)	Local
Overdrive, Inc.	Overdrive Digital Content and Download Services	Sheryl Katzin	PO631447-V4 \$900,000.00 (Budgeted) \$799,999.00 (Modifications) \$1,699,999.00 (Total) \$1,656,131.04 (Actual Spent) \$43,867.96 (Remaining)	Local
Community Bridge Inc	Janitorial Services for Branch Libraries	Michael Dodson	PO643581-V3 \$448,587.80 (Budgeted) \$15,972.84 (Modifications) \$464,560.64 (Total) \$451,551.80 (Actual Spent) \$13,008.84 (Remaining)	Local
Public Performance Management	Managed Print Services Option Year 2	Lami Aromire	PO631444-V2 \$597,165.84 (Budgeted) -\$27,165.84 (Modification) \$570,000.00 (Total) \$570,000.00 (Actual Spent) \$0 (Remaining)	Local

NAME OF VENDOR	PURPOSE OF CONTRACT MODIFICATION	EMPLOYEE(S) RESPONSIBLE FOR OVERSEEING CONTRACT	MODIFICATION COST (including Budgeted Amount and Actual Spent)	FUNDING SOURCE
BTAC Acquisition Corporation	Books, Materials and Selected Services	Sheryl Katzin	PO631515-V3 \$450,000.00 (Budgeted) \$475,000.00 (Modifications) \$925,000.00 (Total) \$805,957.90 (Actual Spent) \$119,042.10 (Remaining)	Local
Dollywood Foundation	Books From Birth Program	Ellen Riordan	PO633618-V2 \$880,000.00 (Budgeted) \$29,818.38 (Modification) \$909,818.38 (Total) \$909,746.38 (Actual Spent) \$72.00 (Remaining)	Local
RSC Electrical & Mechanical Contractors	HVAC Maintenance and Repairs	Jonathan Banks	PO632089-V3 \$310,000.00 (Budgeted) \$320,000.00 (Modifications) \$630,000.00 (Total) \$630,000.00 (Actual Spent) \$0 (Remaining)	Local
Brodart Company	Books, Materials and Selected Services	Sheryl Katzin	PO631519-V3 \$250,000.00 (Budgeted) \$225,000.00 (Modifications) \$475,000.00 (Total) \$102,427.51 (Actual Spent) \$372,572.49 (Remaining)	Local
The Triage Group	Web Hosting, Patron Analysis, Solution Engineering and Drupal 9 Upgrade	Lami Aromire	PO634039-V2 \$270,597.00 (Budgeted) \$0 (Modification) \$270,597.00 (Total) \$270,593.00 (Actual Spent) \$4.00 (Remaining)	Local
Daylily Landscaping	Landscape Maintenance and Supplemental Landscape Services	Michael Dodson	PO641622-V6 \$42,306.00 (Budgeted) \$93,306.00 (Modifications) \$135,612.00 (Total) \$131,612.00 (Actual Spent) \$4,000.00 (Remaining)	Local
Turner Construction Company	Operational Costs for the Southwest Library	Jaspreet Pahwa	PO616526-V2 \$179,793.00 (Budgeted) \$42,277.00 (Modification) \$222,070.00 (Total) \$141,124.36 (Actual Spent) \$80,945.64 (Remaining)	Capital

NAME OF VENDOR	PURPOSE OF CONTRACT MODIFICATION	EMPLOYEE(S) RESPONSIBLE FOR OVERSEEING CONTRACT	MODIFICATION COST (including Budgeted Amount and Actual Spent)	FUNDING SOURCE
Broughton Construction Company	Design-Build Services for Capitol View Library Phase III Exterior Renovation	Jaspreet Pahwa	PO616795-V3 \$939,923.08 (Budgeted) \$18,333.00 (Modifications) \$958,256.08 (Total) \$957,194.67 (Actual Spent) \$1,061.41 (Remaining)	Capital
Whiting-Turner Contracting Company	Design-Build Services for the Southeast Library	Jaspreet Pahwa	PO617957-V7 \$246,550.00 (Budgeted) \$19,453,450.00 (Modifications) \$19,700,000.00 (Total) \$1,345,347.49 (Actual Spent) \$18,354,652.51 (Remaining)	Capital
Gilbane Building Company	Design-Build Services for the Cleveland Park Library Contract Close-Out	Jaspreet Pahwa	PO601776-V2 \$259,338.05 (Budgeted) -\$90.05 (Modification) \$259,248.00 (Total) \$259,248.00 (Actual Spent) \$0 (Remaining)	Capital
Consigli Construction Company	Design-Build Services for Lamond-Riggs Library	Jaspreet Pahwa	PO603026-V8 \$25,000.00 (Budgeted) \$16,984,578.43 (Modifications) \$17,009,578.43 (Total) \$10,017,175.66 (Actual Spent) \$6,992,402.77 (Remaining)	Capital
Turner Construction Company	Design-Build Services for the Southwest Library	Jaspreet Pahwa	PO600624-V9 \$691,210.34 (Budgeted) \$14,838,773.64 (Modifications) \$15,529,983.98 (Total) \$15,344,474.22 (Actual Spent) \$185,509.76 (Remaining)	Capital

See the below list of contract modifications made by DC Public Library in FY 22.

NAME OF VENDOR	PURPOSE OF CONTRACT MODIFICATION	EMPLOYEE(S) RESPONSIBLE FOR OVERSEEING CONTRACT	MODIFICATION COST (including Budgeted Amount and Actual Spent)	FUNDING SOURCE
Wiss Janney Elstner Associates	Building Envelope Assessment at Tenley, Mt. Pleasant, Woodridge, Takoma Park and Bellevue (William O. Lockridge)	Kim Fuller	PO616795-V3 \$125,000.00 (Budgeted) \$5,200.00 (Modifications) \$130,200.00 (Total) \$72,871.10 (Actual Spent) \$57,328.90 (Remaining)	Capital
Overdrive, Inc.	Overdrive Digital Content and Download Services	Sheryl Katzin	PO651437-V2 \$700,000.00 (Budgeted) \$800,000.00 (Modification) \$1,500,000.00 (Total) \$252,699.35 (Actual Spent) \$1,247,300.65 (Remaining)	Local
Smoot/Gilbane III MLK JV	Construction Manager at Risk Services for the MLK Library	Jaspreet Pahwa	PO601575-V7 \$92,706,243.76 (Budgeted) \$2,870,940.00 (Modifications) \$95,577,183.76 (Total) \$94,639,376.00 (Actual Spent) \$937,807.76 (Remaining)	Capital

GENERAL QUESTIONS

Question Number 72

Provide the following information for all purchase card transactions during FY21 and to date in

FY22:

- a. Employee that made the transaction**
- b. Transaction amount and**
- c. Transaction purpose**

The JP Morgan Chase report entitled "Transaction Detail" is attached. The report includes the cardholder, each cardholder's transaction amount and descriptions of goods or services purchased in FY21 and FY22 to date (as of January 21, 2022).

Transaction Detail

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Orientation: Landscape

Selection Criteria: Post Date Is Between '10/01/2020' AND '01/21/2022'

Transaction ID	Transaction Date	Post Date	Merchant Name	Merchant City	Merchant State/Province	MCC	Debit Amount	Credit Amount	Sales Tax	Transaction Type
BANKS, JONATHAN *****6275										
3113049928001	10/08/2020	10/09/2020	WEB	888-6429675	FL	5968	\$153.70	\$0.00	\$0.00	Purchase
3113049929001	10/08/2020	10/09/2020	BESTBUYCOM514	800-3733050	MN	5732	\$549.97	\$0.00	\$35.38	Purchase
3121539508001	10/24/2020	10/26/2020	STAMPS.COM	EL SEGUNDO	CA	7399	\$17.99	\$0.00	\$0.00	Purchase
3126800442001	11/03/2020	11/04/2020	GBCI	08007951747	DC	8999	\$85.00	\$0.00	\$0.00	Purchase
3131999473001	11/12/2020	11/13/2020	BLUEBEAM SOFTWARE	PASADENA	CA	7372	\$218.00	\$0.00	\$0.00	Purchase
3132869617001	11/12/2020	11/16/2020	EASTERN SHORE FLAGPOLE	GRASONVILLE	MD	5999	\$1,583.80	\$0.00	\$0.00	Purchase
3134433964001	11/17/2020	11/18/2020	SQ *COMMUNITY BRIDGE I	GOSQ.COM	DC	8999	\$1,474.93	\$0.00	\$0.00	Purchase
3138025124001	11/24/2020	11/25/2020	STAMPS.COM	EL SEGUNDO	CA	7399	\$17.99	\$0.00	\$0.00	Purchase
3141458537001	12/02/2020	12/03/2020	FLASH GLASS AND UNIT	WASHINGTON	DC	5714	\$1,175.00	\$0.00	\$0.00	Purchase
3142974352001	12/04/2020	12/07/2020	PAYPAL	4104991209	CA	7392	\$2,340.00	\$0.00	\$0.00	Purchase
3143910742001	12/07/2020	12/08/2020	ASSURED TELEMATICS	06176053410	MA	7538	\$235.00	\$0.00	\$0.00	Purchase
3152366332001	12/23/2020	12/24/2020	JPSEWOROOTORINC	301-5958900	MD	7399	\$923.95	\$0.00	\$0.00	Purchase
3152958195001	12/24/2020	12/28/2020	STAMPS.COM	EL SEGUNDO	CA	7399	\$17.99	\$0.00	\$0.00	Purchase
3156866877001	01/05/2021	01/06/2021	AMERICAN BUSINESS SUPP	ORDER@ORDERA B	DC	5046	\$76.00	\$0.00	\$0.00	Purchase
3156866878001	01/05/2021	01/06/2021	AMERICAN BUSINESS SUPP	ORDER@ORDERA B	DC	5046	\$334.40	\$0.00	\$0.00	Purchase
3165933165001	01/21/2021	01/25/2021	LEADERSHIP GREATER WAS	202-4653201	DC	8699	\$1,500.00	\$0.00	\$0.00	Purchase
3165933166001	01/24/2021	01/25/2021	STAMPS.COM	EL SEGUNDO	CA	7399	\$17.99	\$0.00	\$0.00	Purchase
3187443311001	03/03/2021	03/04/2021	SIMPLIFY COMPLIANCE	BRENTWOOD	TN	7399	\$299.00	\$0.00	\$0.00	Purchase
3188174300001	03/03/2021	03/05/2021	THE HOME DEPOT 2583	WASHINGTON	DC	5200	\$365.32	\$0.00	\$20.68	Purchase
3188174301001	03/03/2021	03/05/2021	THE HOME DEPOT 2583	WASHINGTON	DC	5200	\$422.72	\$0.00	\$0.00	Purchase
3188174302001	03/03/2021	03/05/2021	THE HOME DEPOT 2583	WASHINGTON	DC	5200	\$344.64	\$0.00	\$0.00	Purchase

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Transaction Detail

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Selection Criteria: Post Date Is Between '10/01/2020' AND '01/21/2022'

Transaction ID	Transaction Date	Post Date	Merchant Name	Merchant City	Merchant State/Province	MCC	Debit Amount	Credit Amount	Sales Tax	Transaction Type
3188174303001	03/03/2021	03/05/2021	THE HOME DEPOT 2583	WASHINGTON	DC	5200	\$636.19	\$0.00	\$0.00	Purchase
3188174304001	03/03/2021	03/05/2021	THE HOME DEPOT 2583	WASHINGTON	DC	5200	\$273.57	\$0.00	\$0.00	Purchase
3188174305001	03/03/2021	03/05/2021	THE HOME DEPOT 2583	WASHINGTON	DC	5200	\$0.00	(\$365.32)	\$-20.68	Purchase
3193519149001	03/12/2021	03/15/2021	REPSOURCE-MID ATLANTIC	ASHLAND	VA	5074	\$477.00	\$0.00	\$27.00	Purchase
3195382448001	03/16/2021	03/17/2021	THOMPSON CONSTRUCTION	WASHINGTON	DC	1520	\$1,895.55	\$0.00	\$0.00	Purchase
3210144320001	04/06/2021	04/07/2021	FREESTATE ELECTRICAL C	LAUREL	MD	1711	\$384.00	\$0.00	\$0.00	Purchase
3210144321001	04/06/2021	04/07/2021	EAGLE MAT & FLOOR PROD	3017622000	MD	5713	\$1,365.00	\$0.00	\$81.90	Purchase
3225708192001	04/26/2021	04/27/2021	EAGLE MAT & FLOOR PROD	GAITHERSBURG	MD	5713	\$997.00	\$0.00	\$56.43	Purchase
3251557573001	05/27/2021	05/28/2021	COMMUNITY BRIDGE INC	2027014008	DC	7349	\$2,400.00	\$0.00	\$0.00	Purchase
3269274201001	06/16/2021	06/17/2021	EASYCLOCKING	MIRAMAR	FL	7399	\$176.77	\$0.00	\$0.00	Purchase
3269274202001	06/16/2021	06/17/2021	EASYCLOCKING	MIRAMAR	FL	7399	\$1,080.00	\$0.00	\$0.00	Purchase
3274809240001	06/22/2021	06/23/2021	JPSEWOROOTORINC	301-5958900	MD	7399	\$719.92	\$0.00	\$0.00	Purchase
3298391752001	07/16/2021	07/19/2021	JPSEWOROOTORINC	301-5958900	MD	7399	\$2,358.06	\$0.00	\$0.00	Purchase
3298391753001	07/16/2021	07/19/2021	FLASH GLASS AND UNIT	WASHINGTON	DC	5714	\$895.00	\$0.00	\$0.00	Purchase
3298391754001	07/16/2021	07/19/2021	FLASH GLASS AND UNIT	WASHINGTON	DC	5714	\$750.00	\$0.00	\$0.00	Purchase
3301452679001	07/19/2021	07/21/2021	THE HOME DEPOT #2583	WASHINGTON	DC	5200	\$0.00	(\$275.29)	\$-15.58	Purchase
3301452680001	07/19/2021	07/21/2021	THE HOME DEPOT #2583	WASHINGTON	DC	5200	\$275.29	\$0.00	\$15.58	Purchase
3301452681001	07/19/2021	07/21/2021	THE HOME DEPOT #2583	WASHINGTON	DC	5200	\$259.71	\$0.00	\$0.00	Purchase
3302570302001	07/21/2021	07/22/2021	SQ *TOTAL CONSTRUCTION	GOSQ.COM	DE	8999	\$908.85	\$0.00	\$0.00	Purchase
3303702654001	07/22/2021	07/23/2021	SQ *TOTAL CONSTRUCTION	GOSQ.COM	DE	8999	\$1,812.22	\$0.00	\$0.00	Purchase
3305395140001	07/23/2021	07/26/2021	THE HOME DEPOT #2583	WASHINGTON	DC	5200	\$363.06	\$0.00	\$0.00	Purchase
3317638014001	08/05/2021	08/06/2021	SAF-GARD SAFETY SHOE	GREENSBORO	NC	5661	\$3,088.99	\$0.00	\$7.69	Purchase

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Selection Criteria: Post Date Is Between '10/01/2020' AND '01/21/2022'

Transaction ID	Transaction Date	Post Date	Merchant Name	Merchant City	Merchant State/Province	MCC	Debit Amount	Credit Amount	Sales Tax	Transaction Type
3322255820001	08/10/2021	08/11/2021	SAF-GARD SAFETY SHOE	GREENSBORO	NC	5661	\$100.00	\$0.00	\$0.30	Purchase
3332897507001	08/20/2021	08/23/2021	IN *BARCODESHACK.COM	301-2543410	MD	8999	\$900.00	\$0.00	\$0.00	Purchase
3332897508001	08/20/2021	08/23/2021	FREESTATE ELECTRICAL C	LAUREL	MD	1711	\$748.00	\$0.00	\$0.00	Purchase
3335853353001	08/24/2021	08/25/2021	IDENTISYS INCORPORATED	EDEN PRAIRIE	MN	5046	\$1,910.00	\$0.00	\$0.00	Purchase
3338032683001	08/26/2021	08/27/2021	EASYCLOCKING	MIRAMAR	FL	7399	\$716.96	\$0.00	\$0.00	Purchase
3343620842001	09/01/2021	09/02/2021	WEB	888-6429675	FL	5968	\$147.52	\$0.00	\$0.00	Purchase
3343620843001	09/01/2021	09/02/2021	GRAINGER	877-2022594	IL	5085	\$1,027.24	\$0.00	\$0.00	Purchase
3349865054001	09/08/2021	09/09/2021	SQ *TOTAL CONSTRUCTION	GOSQ.COM	DE	8999	\$952.65	\$0.00	\$0.00	Purchase
3349865055001	09/09/2021	09/09/2021	APPLE.COM/US	800-676-2775	CA	5732	\$161.12	\$0.00	\$9.12	Purchase
3349865056001	09/09/2021	09/09/2021	APPLE.COM/US	800-676-2775	CA	5732	\$1,991.74	\$0.00	\$112.74	Purchase
3350946962001	09/09/2021	09/10/2021	FLASH GLASS AND UNIT	WASHINGTON	DC	5714	\$1,975.00	\$0.00	\$0.00	Purchase
3350946963001	09/10/2021	09/10/2021	DMI* DELL SM BUS	8004563355	TX	5045	\$436.50	\$0.00	\$24.71	Purchase
3350946964001	09/09/2021	09/10/2021	S FREEDMAN AND SONS	301-386-7841	MD	5085	\$1,108.80	\$0.00	\$0.00	Purchase
3352551655001	09/10/2021	09/13/2021	IN *BARCODESHACK.COM	301-2543410	MD	8999	\$2,495.00	\$0.00	\$0.00	Purchase
3355454389001	09/14/2021	09/15/2021	EAGLE MAT & FLOOR PROD	3017622000	MD	5713	\$2,230.00	\$0.00	\$133.80	Purchase
3356566269001	09/15/2021	09/16/2021	FLASH GLASS AND UNIT	WASHINGTON	DC	5714	\$1,075.00	\$0.00	\$0.00	Purchase
3356566270001	09/15/2021	09/16/2021	FLASH GLASS AND UNIT	WASHINGTON	DC	5714	\$735.00	\$0.00	\$0.00	Purchase
3359386374001	09/17/2021	09/20/2021	FLASH GLASS AND UNIT	WASHINGTON	DC	5714	\$495.00	\$0.00	\$0.00	Purchase
3361310074001	09/20/2021	09/21/2021	IN *GENERAL MERCHANDIS	202-8328666	DC	5231	\$2,980.00	\$0.00	\$0.00	Purchase
3361310075001	09/20/2021	09/21/2021	JPSEWOROOTORINC	301-5958900	MD	7399	\$1,303.95	\$0.00	\$0.00	Purchase
3363496127001	09/23/2021	09/23/2021	APPLE.COM/US	800-676-2775	CA	5732	\$667.80	\$0.00	\$37.80	Purchase
3368369729001	09/28/2021	09/28/2021	APPLE.COM/US	800-676-2775	CA	5732	\$0.00	(\$37.80)	\$0.00	Purchase

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Orientation: Landscape

Selection Criteria: Post Date Is Between '10/01/2020' AND '01/21/2022'

Transaction ID	Transaction Date	Post Date	Merchant Name	Merchant City	Merchant State/Province	MCC	Debit Amount	Credit Amount	Sales Tax	Transaction Type
3368369730001	09/28/2021	09/28/2021	APPLE.COM/US	800-676-2775	CA	5732	\$0.00	(\$121.86)	\$0.00	Purchase
3390916740001	10/19/2021	10/20/2021	SQ *VEOLIA ES TECHNICA	GOSQ.COM	WI	8999	\$587.80	\$0.00	\$0.00	Purchase
3397673686001	10/26/2021	10/27/2021	SQ *HH LOGISTICS PLANN	GOSQ.COM	DC	7392	\$2,359.50	\$0.00	\$0.00	Purchase
3397673687001	10/26/2021	10/27/2021	BLUE BOY BLUEPRINTING	2022650272	DC	7338	\$100.00	\$0.00	\$0.00	Purchase
3399931770001	10/28/2021	10/29/2021	GRAINGER	877-2022594	IL	5085	\$1,834.11	\$0.00	\$0.00	Purchase
3431673250001	11/30/2021	12/01/2021	US GREEN BUILD COUNCIL	02028287422	DC	8641	\$199.00	\$0.00	\$0.00	Purchase
3472649600001	01/14/2022	01/17/2022	N & S RENTALS	GERMANTOWN	MD	7394	\$691.34	\$0.00	\$0.00	Purchase
BANKS, JONATHAN *****6275 Sub-Total:				72 Transaction(s)			\$63,198.60	(\$800.27)	\$526.87	
DAVIS, DENNIS *****4596										
3138657690001	11/25/2020	11/27/2020	AMAZON.COM*B23414J13	AMZN.COM/BILL	WA	5942	\$56.20	\$0.00	\$0.00	Purchase
3146708724001	12/10/2020	12/14/2020	DEMCO INC	800-9624463	WI	5111	\$2,960.36	\$0.00	\$0.00	Purchase
3146708725001	12/11/2020	12/14/2020	AMZN MKTP US	AMZN.COM/BILL	WA	5942	\$31.80	\$0.00	\$0.00	Purchase
3150402766001	12/16/2020	12/21/2020	STANDARD OFFICE SUPPLY	WASHINGTON	DC	5046	\$93.76	\$0.00	\$0.00	Purchase
3154681201001	12/31/2020	12/31/2020	AMZN MKTP US	AMZN.COM/BILL	WA	5942	\$34.55	\$0.00	\$0.00	Purchase
3154681202001	12/31/2020	12/31/2020	AMZN MKTP US	AMZN.COM/BILL	WA	5942	\$92.96	\$0.00	\$0.00	Purchase
3155459050001	12/31/2020	01/04/2021	AMZN MKTP US	AMZN.COM/BILL	WA	5942	\$151.78	\$0.00	\$0.00	Purchase
3155459051001	12/31/2020	01/04/2021	AMZN MKTP US	AMZN.COM/BILL	WA	5942	\$92.94	\$0.00	\$0.00	Purchase
3155459052001	01/02/2021	01/04/2021	AMZN MKTP US	AMZN.COM/BILL	WA	5942	\$39.99	\$0.00	\$0.00	Purchase
3165933144001	01/22/2021	01/25/2021	AMAZON.COM*1D3026HK3	AMZN.COM/BILL	WA	5942	\$24.99	\$0.00	\$0.00	Purchase
3165933145001	01/21/2021	01/25/2021	STANDARD OFFICE SUPPLY	WASHINGTON	DC	5046	\$269.80	\$0.00	\$0.00	Purchase
3175520265001	02/10/2021	02/11/2021	PAYPAL	8602829881	CA	8641	\$77.00	\$0.00	\$0.00	Purchase
3184873118001	02/28/2021	03/01/2021	AMAZON.COM*WG6FA4FT3	AMZN.COM/BILL	WA	5942	\$55.71	\$0.00	\$0.00	Purchase
3210144295001	04/06/2021	04/07/2021	AMAZON.COM*YM1S88GU3 A	AMZN.COM/BILL	WA	5942	\$68.16	\$0.00	\$0.00	Purchase

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Transaction ID	Transaction Date	Post Date	Merchant Name	Merchant City	Merchant State/Province	MCC	Debit Amount	Credit Amount	Sales Tax	Transaction Type
3238712019001	05/12/2021	05/13/2021	LABELVALUE.COM	TAMPA	FL	5943	\$876.00	\$0.00	\$0.00	Purchase
3238712020001	05/12/2021	05/13/2021	AOP BUSINESS SERVICES	02025260586	DC	5111	\$96.34	\$0.00	\$0.00	Purchase
3265325481001	06/11/2021	06/14/2021	AMAZON.COM*2X0AU8MZ2	AMZN.COM/BILL	WA	5942	\$36.12	\$0.00	\$0.00	Purchase
3265325482001	06/11/2021	06/14/2021	AMAZON.COM*217ZS6O01	AMZN.COM/BILL	WA	5942	\$36.12	\$0.00	\$0.00	Purchase
3280528889001	06/28/2021	06/29/2021	AMZ*AMAZON.COM	AMZN.COM/BILL	WA	5942	\$0.00	(\$36.12)	\$0.00	Purchase
3280528890001	06/28/2021	06/29/2021	AMZ*AMAZON.COM	AMZN.COM/BILL	WA	5942	\$0.00	(\$36.12)	\$0.00	Purchase
3283708133001	07/01/2021	07/02/2021	MSM PRODUCTIONS, LTD.	ROCHESTER	NY	2741	\$86.90	\$0.00	\$0.00	Purchase
3291428155001	07/09/2021	07/12/2021	PAYPAL	8602829881	CA	8641	\$77.00	\$0.00	\$0.00	Purchase
3291428156001	07/09/2021	07/12/2021	INFORMATION TODAY	609-654-6266	NJ	5192	\$2,105.65	\$0.00	\$0.00	Purchase
3305395092001	07/23/2021	07/26/2021	CHICAGO BOOKS & JOURNA	800-621-2736	IL	8220	\$61.19	\$0.00	\$0.00	Purchase
3323330993001	08/11/2021	08/12/2021	CHICAGO BOOKS & JOURNA	800-621-2736	IL	8220	\$42.30	\$0.00	\$0.00	Purchase
3328023417001	08/16/2021	08/17/2021	AOP BUSINESS SERVICES	02025260586	DC	5111	\$573.90	\$0.00	\$0.00	Purchase
3330152763001	08/18/2021	08/19/2021	PST*COLEINFORMATION	402-8274322	NE	6513	\$463.50	\$0.00	\$0.00	Purchase
3343620782001	09/01/2021	09/02/2021	AMZN MKTP US	AMZN.COM/BILL	WA	5942	\$51.18	\$0.00	\$0.00	Purchase
3343620783001	08/31/2021	09/02/2021	DEMCO INC	800-9624463	WI	5111	\$1,257.44	\$0.00	\$0.00	Purchase
3343620784001	09/01/2021	09/02/2021	AMZN MKTP US	AMZN.COM/BILL	WA	5942	\$255.00	\$0.00	\$0.00	Purchase
3343620785001	09/02/2021	09/02/2021	AMZN MKTP US	AMZN.COM/BILL	WA	5942	\$51.17	\$0.00	\$0.00	Purchase
3346339776001	09/03/2021	09/06/2021	UNIVERSAL MAP/MAPSCO	215-6436385		7399	\$1,695.54	\$0.00	\$0.00	Purchase
3352551583001	09/10/2021	09/13/2021	PP*WDCACDELTAS	4029352244	MD	8641	\$450.00	\$0.00	\$0.00	Purchase
3390916716001	10/18/2021	10/20/2021	DEMCO INC	800-9624463	WI	5111	\$2,323.93	\$0.00	\$0.00	Purchase
3394963208001	10/24/2021	10/25/2021	AMAZON.COM*2Y4EB2M62 A	AMZN.COM/BILL	WA	5942	\$257.51	\$0.00	\$0.00	Purchase
3396639736001	10/25/2021	10/26/2021	THE GREEN BOOK	MIDDLETOWN	MD	5192	\$320.00	\$0.00	\$18.12	Purchase

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3434124797001	12/03/2021	12/03/2021	AMAZON. COM*H35MB0NO3 A	AMZN.COM/BILL	WA	5942	\$253.88	\$0.00	\$0.00	Purchase
3446257850001	12/10/2021	12/15/2021	STANDARD OFFICE SUPPLY	WASHINGTON	DC	5046	\$124.69	\$0.00	\$0.00	Purchase
3447422884001	12/15/2021	12/16/2021	CHICAGO BOOKS & JOURNA	800-621-2736	IL	8220	\$398.85	\$0.00	\$0.00	Purchase
3450295664001	12/17/2021	12/20/2021	PST*COLEINFORMATION	402-8274322	NE	6513	\$2,285.00	\$0.00	\$0.00	Purchase
DAVIS, DENNIS *****4596 Sub-Total:				40 Transaction(s)			\$18,229.21	(\$72.24)	\$18.12	
FREDERICK, AMBER *****0219										
3135706243001	11/19/2020	11/20/2020	METROPOLITAN OFFICE PR	2025622320	DC	5045	\$459.30	\$0.00	\$0.00	Purchase
3143910692001	12/08/2020	12/08/2020	ULINE	800-295-5510	WI	5964	\$223.07	\$0.00	\$0.00	Purchase
3143910693001	12/07/2020	12/08/2020	SP * APPLIANCEPROS	3054251770	FL	5722	\$15.99	\$0.00	\$0.00	Purchase
3145823555001	12/10/2020	12/11/2020	ABC GLASS AND MIRROR I	MANASSAS	VA	1799	\$2,495.50	\$0.00	\$0.00	Purchase
3148275135001	12/15/2020	12/16/2020	PROJECT MGMT INSTITUTE	610-3564600	PA	8299	\$555.00	\$0.00	\$0.00	Purchase
3148909022001	12/16/2020	12/17/2020	PROJECT MGMT INSTITUTE	610-3564600	PA	8299	\$555.00	\$0.00	\$0.00	Purchase
3148909023001	12/16/2020	12/17/2020	METROPOLITAN OFFICE PR	2025622320	DC	5045	\$286.39	\$0.00	\$0.00	Purchase
3149528800001	12/18/2020	12/18/2020	ULINE	800-295-5510	WI	5964	\$167.14	\$0.00	\$0.00	Purchase
3157451050001	01/07/2021	01/07/2021	METROPOLITAN OFFICE PR	2025622320	DC	5045	\$58.59	\$0.00	\$0.00	Purchase
3170526915001	02/01/2021	02/02/2021	METROPOLITAN OFFICE PR	2025622320	DC	5045	\$851.43	\$0.00	\$0.00	Purchase
3172411245001	02/03/2021	02/05/2021	DEMCO INC	800-9624463	WI	5111	\$2,210.56	\$0.00	\$0.00	Purchase
3173291786001	02/05/2021	02/08/2021	IN *EAST COAST STORAGE	202-3156689	MD	7399	\$1,371.16	\$0.00	\$0.00	Purchase
3180802240001	02/19/2021	02/22/2021	PAYPAL	5137514422	CA	8398	\$315.00	\$0.00	\$0.00	Purchase
3180802241001	02/19/2021	02/22/2021	METROPOLITAN OFFICE	202-7498607	DC	5111	\$16.38	\$0.00	\$0.00	Purchase
3181841033001	02/22/2021	02/23/2021	PAYPAL	4029357733	NY	5734	\$1,090.00	\$0.00	\$0.00	Purchase
3188174246001	03/03/2021	03/05/2021	DEMCO INC	800-9624463	WI	5111	\$876.70	\$0.00	\$0.00	Purchase
3190345011001	03/08/2021	03/09/2021	FOLKMANIS, INC.	510-6587677	CA	5099	\$160.42	\$0.00	\$0.00	Purchase

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3193519084001	03/13/2021	03/15/2021	ULINE	800-295-5510	WI	5964	\$976.09	\$0.00	\$0.00	Purchase
3194692370001	03/15/2021	03/16/2021	PAYPAL	4029357733	BC	7911	\$1,440.00	\$0.00	\$0.00	Purchase
3196834570001	03/18/2021	03/19/2021	PAYPAL	4029357733	VA	7372	\$900.68	\$0.00	\$0.00	Purchase
3197887717001	03/18/2021	03/22/2021	DEMCO INC	800-9624463	WI	5111	\$2,009.60	\$0.00	\$0.00	Purchase
3201298418001	03/25/2021	03/26/2021	LIBRARYWORKS.COM	BETHESDA	MD	5192	\$25.00	\$0.00	\$0.00	Purchase
3207850124001	04/02/2021	04/05/2021	PAYPAL	4029357733	CA	8999	\$258.00	\$0.00	\$0.00	Purchase
3207850125001	04/02/2021	04/05/2021	PAYPAL	4029357733	CA	8999	\$258.00	\$0.00	\$0.00	Purchase
3209316416001	04/05/2021	04/06/2021	PAYPAL	4029357733	CA	8999	\$258.00	\$0.00	\$0.00	Purchase
3210144268001	04/06/2021	04/07/2021	PAYPAL	4029357733	CA	8999	\$255.00	\$0.00	\$0.00	Purchase
3215607509001	04/13/2021	04/14/2021	COMMONWEALTH CRIMINAL	05403223000	VA	8999	\$1,000.00	\$0.00	\$0.00	Purchase
3216450779001	04/14/2021	04/15/2021	PAYPAL	5137514422	CA	8398	\$255.00	\$0.00	\$0.00	Purchase
3218663784001	04/15/2021	04/19/2021	METROPOLITAN OFFICE	202-7498607	DC	5111	\$98.90	\$0.00	\$0.00	Purchase
3218663785001	04/15/2021	04/19/2021	METROPOLITAN OFFICE	202-7498607	DC	5111	\$261.29	\$0.00	\$0.00	Purchase
3224167799001	04/23/2021	04/26/2021	EB EVALUATING AUDITIN	8014137200	CA	7399	\$304.44	\$0.00	\$0.00	Purchase
3225708155001	04/26/2021	04/27/2021	DIGIPALOOZA 21	CLEVELAND	OH	5734	\$39.00	\$0.00	\$0.00	Purchase
3225708156001	04/26/2021	04/27/2021	PAYPAL	5149330878	CA	7922	\$2,500.00	\$0.00	\$0.00	Purchase
3226541887001	04/28/2021	04/28/2021	ULINE	800-295-5510	WI	5964	\$1,417.46	\$0.00	\$0.00	Purchase
3229707823001	04/30/2021	05/03/2021	MHFA - LMS	2026847457	DC	8398	\$718.50	\$0.00	\$0.00	Purchase
3229707824001	04/30/2021	05/03/2021	SCREENFLEX PORTABLE PARTITIONS	LAKE ZURICH	IL	5999	\$2,148.62	\$0.00	\$0.00	Purchase
3236909508001	05/10/2021	05/11/2021	IN *SUPRETECH, INC.	202-7267200	DC	7372	\$407.66	\$0.00	\$0.00	Purchase
3238711989001	05/11/2021	05/13/2021	METROPOLITAN OFFICE	202-7498607	DC	5111	\$26.70	\$0.00	\$0.00	Purchase
3241087650001	05/14/2021	05/17/2021	BAUDVILLE INC.	08007280888	MI	5199	\$270.66	\$0.00	\$0.00	Purchase
3244564691001	05/18/2021	05/20/2021	LIBRARYSKILLS	910-6737500	NC	5943	\$350.25	\$0.00	\$0.00	Purchase

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3248681579001	05/24/2021	05/25/2021	SCREENFLEX PORTABLE PARTITIONS	LAKE ZURICH	IL	5999	\$4,280.32	\$0.00	\$0.00	Purchase
3248681580001	05/24/2021	05/25/2021	PAYPAL	4029357733	CA	8999	\$300.00	\$0.00	\$0.00	Purchase
3249610420001	05/24/2021	05/26/2021	METROPOLITAN OFFICE	202-7498607	DC	5111	\$159.17	\$0.00	\$0.00	Purchase
3251557516001	05/26/2021	05/28/2021	METROPOLITAN OFFICE	202-7498607	DC	5111	\$309.99	\$0.00	\$0.00	Purchase
3251557517001	05/28/2021	05/28/2021	ULINE	800-295-5510	WI	5964	\$1,417.24	\$0.00	\$0.00	Purchase
3258880859001	06/05/2021	06/07/2021	MHFA - LMS	2026847457	DC	8398	\$718.50	\$0.00	\$0.00	Purchase
3263724585001	06/10/2021	06/11/2021	DISPLAYS2GO	FALL RIVER	MA	5099	\$659.93	\$0.00	\$0.00	Purchase
3263724586001	06/09/2021	06/11/2021	METROPOLITAN OFFICE	202-7498607	DC	5111	\$57.50	\$0.00	\$0.00	Purchase
3263724587001	06/09/2021	06/11/2021	METROPOLITAN OFFICE	202-7498607	DC	5111	\$17.82	\$0.00	\$0.00	Purchase
3265325415001	06/11/2021	06/14/2021	QUILL CORPORATION	COLUMBIA	SC	5111	\$114.46	\$0.00	\$6.48	Purchase
3268213819001	06/15/2021	06/16/2021	MVS INC	WASHINGTON	DC	7379	\$2,342.76	\$0.00	\$0.00	Purchase
3274809167001	06/22/2021	06/23/2021	THE CALVIN PRICE GROUP	2403506116	MD	5111	\$165.00	\$0.00	\$0.00	Purchase
3275869073001	06/23/2021	06/24/2021	THE CALVIN PRICE GROUP	2403506116	MD	5111	\$68.84	\$0.00	\$0.00	Purchase
3278618407001	06/24/2021	06/28/2021	METROPOLITAN OFFICE	202-7498607	DC	5111	\$286.30	\$0.00	\$0.00	Purchase
3281559245001	06/29/2021	06/30/2021	INOVA EAP SERVICES	7032468800	VA	7277	\$275.00	\$0.00	\$15.57	Purchase
3282612401001	06/30/2021	07/01/2021	QUILL CORPORATION	COLUMBIA	SC	5111	\$107.98	\$0.00	\$0.00	Purchase
3282612402001	06/30/2021	07/01/2021	QUILL CORPORATION	COLUMBIA	SC	5111	\$0.00	(\$114.46)	\$0.00	Purchase
3282612403001	06/30/2021	07/01/2021	PAYPAL	4029357733	CA	8999	\$200.00	\$0.00	\$0.00	Purchase
3282612404001	06/30/2021	07/01/2021	PAYPAL	4029357733	CA	8999	\$255.00	\$0.00	\$0.00	Purchase
3283708094001	06/30/2021	07/02/2021	METROPOLITAN OFFICE	202-7498607	DC	5111	\$573.86	\$0.00	\$0.00	Purchase
3289797530001	07/08/2021	07/09/2021	WHENTOWORK INC	7143899695	CA	5734	\$1,650.00	\$0.00	\$0.00	Purchase
3293370448001	07/12/2021	07/13/2021	KNOLL, INC	2156791873	PA	5021	\$586.71	\$0.00	\$23.46	Purchase
3295538934001	07/15/2021	07/15/2021	ULINE	800-295-5510	WI	5964	\$341.00	\$0.00	\$0.00	Purchase

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3296698972001	07/14/2021	07/16/2021	METROPOLITAN OFFICE	202-7498607	DC	5111	\$62.54	\$0.00	\$0.00	Purchase
3296698973001	07/14/2021	07/16/2021	METROPOLITAN OFFICE	202-7498607	DC	5111	\$36.19	\$0.00	\$0.00	Purchase
3296698974001	07/14/2021	07/16/2021	METROPOLITAN OFFICE	202-7498607	DC	5111	\$43.00	\$0.00	\$0.00	Purchase
3298391671001	07/15/2021	07/19/2021	DEMCO INC	800-9624463	WI	5111	\$50.03	\$0.00	\$0.00	Purchase
3298391672001	07/15/2021	07/19/2021	DEMCO INC	800-9624463	WI	5111	\$97.39	\$0.00	\$0.00	Purchase
3303702583001	07/21/2021	07/23/2021	SIGNARAMA DC NORTH	WASHINGTON	DC	7333	\$317.38	\$0.00	\$0.00	Purchase
3309545994001	07/28/2021	07/29/2021	PAYPAL	4029357733	CA	7299	\$525.00	\$0.00	\$0.00	Purchase
3309545995001	07/28/2021	07/29/2021	PAYPAL	4029357733	CA	8999	\$515.00	\$0.00	\$0.00	Purchase
3309545996001	07/28/2021	07/29/2021	PAYPAL	4029357733	CA	8999	\$525.00	\$0.00	\$0.00	Purchase
3312383951001	07/31/2021	08/02/2021	LAKESHORE LEARNING MAT	3105374778	CA	8299	\$137.97	\$0.00	\$0.00	Purchase
3315438873001	08/02/2021	08/04/2021	DEMCO INC	800-9624463	WI	5111	\$280.33	\$0.00	\$0.00	Purchase
3315438874001	08/02/2021	08/04/2021	METROPOLITAN OFFICE	202-7498607	DC	5111	\$11.00	\$0.00	\$0.00	Purchase
3316521627001	08/04/2021	08/05/2021	THE CALVIN PRICE GROUP	2403506116	MD	5111	\$35.97	\$0.00	\$0.00	Purchase
3319285559001	08/06/2021	08/09/2021	MHFA - LMS	2026847457	DC	8398	\$718.50	\$0.00	\$0.00	Purchase
3330152696001	08/18/2021	08/19/2021	TOUCAN PRINTING & PROM	WASHINGTON	DC	2741	\$692.00	\$0.00	\$0.00	Purchase
3330152697001	08/18/2021	08/19/2021	STREAMYARD.COM	WILMINGTON	DE	5734	\$240.00	\$0.00	\$0.00	Purchase
3330152698001	08/18/2021	08/19/2021	THE CALVIN PRICE GROUP	2403506116	MD	5111	\$70.23	\$0.00	\$0.00	Purchase
3332897359001	08/19/2021	08/23/2021	BIALEK ENVIRONMENTS	ROCKVILLE	MD	1799	\$762.90	\$0.00	\$0.00	Purchase
3341535671001	08/30/2021	08/31/2021	PAYPAL	4029357733	CA	8999	\$200.00	\$0.00	\$0.00	Purchase
3346339697001	09/03/2021	09/06/2021	IN *TEACHING FOR CHANG	800-7639131	DC	5942	\$1,200.00	\$0.00	\$0.00	Purchase
3352551478001	09/10/2021	09/13/2021	PAYPAL	4029357733	CA	7911	\$1,550.00	\$0.00	\$0.00	Purchase
3352551479001	09/10/2021	09/13/2021	PAYPAL	5137514422	CA	8398	\$255.00	\$0.00	\$0.00	Purchase
3352551480001	09/11/2021	09/13/2021	HOEFLER & CO.	NEW YORK	NY	7372	\$262.88	\$0.00	\$0.00	Purchase

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Selection Criteria: Post Date Is Between '10/01/2020' AND '01/21/2022'

Transaction ID	Transaction Date	Post Date	Merchant Name	Merchant City	Merchant State/Province	MCC	Debit Amount	Credit Amount	Sales Tax	Transaction Type
3354397450001	09/14/2021	09/14/2021	HOEFLER & CO.	NEW YORK	NY	7372	\$0.00	(\$14.88)	\$0.00	Purchase
3354397451001	09/13/2021	09/14/2021	FIGMA ANNUAL RENEWAL	SAN FRANCISCO	CA	7372	\$432.00	\$0.00	\$0.00	Purchase
3356566141001	09/15/2021	09/16/2021	PAYPAL	2485465490	CA	7399	\$1,740.95	\$0.00	\$0.00	Purchase
3356566142001	09/15/2021	09/16/2021	PORTER JOINT VENTURE G	4806261398	AZ	5732	\$1,979.98	\$0.00	\$0.00	Purchase
3357703021001	09/15/2021	09/17/2021	BIALEK ENVIRONMENTS	ROCKVILLE	MD	1799	\$762.90	\$0.00	\$0.00	Purchase
3359386154001	09/17/2021	09/20/2021	THE CALVIN PRICE GROUP	2403506116	MD	5111	\$79.98	\$0.00	\$0.00	Purchase
3359386155001	09/17/2021	09/20/2021	THE CALVIN PRICE GROUP	2403506116	MD	5111	\$210.65	\$0.00	\$0.00	Purchase
3363496021001	09/22/2021	09/23/2021	IN	708-4609082	IL	5964	\$867.46	\$0.00	\$0.00	Purchase
3399931712001	10/29/2021	10/29/2021	ULINE	800-295-5510	WI	5964	\$166.20	\$0.00	\$0.00	Purchase
3399931713001	10/28/2021	10/29/2021	MICROLOGIC SYSTEMS INC	TYLER	TX	5045	\$17.00	\$0.00	\$0.00	Purchase
3401572694001	10/28/2021	11/01/2021	METROPOLITAN OFFICE	202-7498607	DC	5111	\$33.53	\$0.00	\$0.00	Purchase
3401572695001	10/29/2021	11/01/2021	METROPOLITAN OFFICE	202-7498607	DC	5111	\$139.05	\$0.00	\$0.00	Purchase
3404598348001	11/02/2021	11/03/2021	MICROLOGIC SYSTEMS INC	TYLER	TX	5045	\$10.00	\$0.00	\$0.00	Purchase
3406901667001	11/03/2021	11/05/2021	METROPOLITAN OFFICE	202-7498607	DC	5111	\$99.78	\$0.00	\$0.00	Purchase
3410583852001	11/09/2021	11/09/2021	ULINE	800-295-5510	WI	5964	\$2,819.17	\$0.00	\$0.00	Purchase
3411705764001	11/08/2021	11/10/2021	METROPOLITAN OFFICE	202-7498607	DC	5111	\$183.45	\$0.00	\$0.00	Purchase
3411705765001	11/08/2021	11/10/2021	METROPOLITAN OFFICE	202-7498607	DC	5111	\$114.40	\$0.00	\$0.00	Purchase
3411705766001	11/09/2021	11/10/2021	THE CALVIN PRICE GROUP	2403506116	MD	5111	\$85.09	\$0.00	\$0.00	Purchase
3414065641001	11/11/2021	11/12/2021	GRAINGER	877-2022594	IL	5085	\$59.33	\$0.00	\$2.52	Purchase
3417804887001	11/15/2021	11/16/2021	AMIA	3234631500	CA	8999	\$200.00	\$0.00	\$0.00	Purchase
3426101342001	11/15/2021	11/24/2021	GRAINGER	877-2022594	IL	5085	\$0.00	(\$2.52)	\$0.00	Purchase
3431673166001	11/22/2021	12/01/2021	GRAINGER	877-2022594	IL	5085	\$0.00	(\$2.52)	\$0.00	Purchase
3431673167001	11/30/2021	12/01/2021	PAYPAL	4029357733	CO	7392	\$265.00	\$0.00	\$0.00	Purchase

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Transaction ID	Transaction Date	Post Date	Merchant Name	Merchant City	Merchant State/Province	MCC	Debit Amount	Credit Amount	Sales Tax	Transaction Type
3431673168001	11/30/2021	12/01/2021	PAYPAL	5137514422	CA	8398	\$550.00	\$0.00	\$0.00	Purchase
3432886211001	12/01/2021	12/02/2021	MONTE COOK GAMES, LLC	OVERLAND PARK	KS	5192	\$46.99	\$0.00	\$0.00	Purchase
3432886212001	12/01/2021	12/02/2021	THE CALVIN PRICE GROUP	2403506116	MD	5111	\$155.64	\$0.00	\$0.00	Purchase
3434124745001	12/03/2021	12/03/2021	DISPLAYS2GO	FALL RIVER	MA	5099	\$1,568.64	\$0.00	\$0.00	Purchase
3435850386001	12/03/2021	12/06/2021	LIBRARYSKILLS	910-6737500	NC	5943	\$350.25	\$0.00	\$0.00	Purchase
3441386893001	12/08/2021	12/10/2021	METROPOLITAN OFFICE	202-7498607	DC	5111	\$43.19	\$0.00	\$0.00	Purchase
3441386894001	12/08/2021	12/10/2021	METROPOLITAN OFFICE	202-7498607	DC	5111	\$47.34	\$0.00	\$0.00	Purchase
3445128962001	12/14/2021	12/14/2021	ULINE	800-295-5510	WI	5964	\$163.16	\$0.00	\$0.00	Purchase
3446257789001	12/13/2021	12/15/2021	METROPOLITAN OFFICE	202-7498607	DC	5111	\$247.84	\$0.00	\$0.00	Purchase
3447422837001	12/14/2021	12/16/2021	DEMCO INC	800-9624463	WI	5111	\$69.61	\$0.00	\$0.00	Purchase
3448626683001	12/15/2021	12/17/2021	SIGNARAMA DC NORTH	WASHINGTON	DC	7333	\$2,151.58	\$0.00	\$0.00	Purchase
3452181179001	12/20/2021	12/21/2021	EMERGENCY 911 SECURITY	WASHINGTON	DC	5065	\$86.70	\$0.00	\$0.00	Purchase
3452181180001	12/20/2021	12/21/2021	EMERGENCY 911 SECURITY	WASHINGTON	DC	5065	\$20.84	\$0.00	\$0.00	Purchase
3454059319001	12/21/2021	12/23/2021	METROPOLITAN OFFICE	202-7498607	DC	5111	\$154.60	\$0.00	\$0.00	Purchase
3454904599001	12/22/2021	12/24/2021	DEMCO INC	800-9624463	WI	5111	\$37.19	\$0.00	\$0.00	Purchase
3469166198001	01/10/2022	01/12/2022	METROPOLITAN OFFICE	202-7498607	DC	5111	\$332.33	\$0.00	\$0.00	Purchase
3470164518001	01/11/2022	01/13/2022	METROPOLITAN OFFICE	202-7498607	DC	5111	\$57.27	\$0.00	\$0.00	Purchase
3470164519001	01/12/2022	01/13/2022	EMERGENCY 911 SECURITY	WASHINGTON	DC	5065	\$86.70	\$0.00	\$0.00	Purchase
3471191928001	01/12/2022	01/14/2022	METROPOLITAN OFFICE	202-7498607	DC	5111	\$229.88	\$0.00	\$0.00	Purchase
3472649509001	01/15/2022	01/17/2022	DISPLAYS2GO	FALL RIVER	MA	5099	\$1,934.46	\$0.00	\$0.00	Purchase
FREDERICK, AMBER *****0219 Sub-Total:				129 Transaction(s)			\$69,962.30	(\$134.38)	\$48.03	
JOHNSON, MICHELLE *****0121										
3128038104001	11/05/2020	11/06/2020	WEB	888-6429675	FL	5968	\$422.94	\$0.00	\$0.00	Purchase

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3128889344001	11/06/2020	11/09/2020	BNP MEDIA SUB ENR-AR-N	248-362-3700	MI	5192	\$84.00	\$0.00	\$0.00	Purchase
3129850260001	11/10/2020	11/10/2020	WASHPOST	202-334-4875	DC	7311	\$341.28	\$0.00	\$0.00	Purchase
3139350202001	11/28/2020	11/30/2020	PAYPAL	8602829881	CA	8641	\$100.00	\$0.00	\$0.00	Purchase
3142974355001	12/04/2020	12/07/2020	LINDENMEYR MUNROE	ODENTON	MD	5199	\$2,390.00	\$0.00	\$0.00	Purchase
3145167708001	12/04/2020	12/10/2020	STANDARD OFFICE SUPPLY	WASHINGTON	DC	5046	\$289.49	\$0.00	\$0.00	Purchase
3147655451001	12/15/2020	12/15/2020	GRAMMARLY CO7YXVLEG	8883186146	CA	5734	\$139.95	\$0.00	\$0.00	Purchase
3149528858001	12/16/2020	12/18/2020	STANDARD OFFICE SUPPLY	WASHINGTON	DC	5046	\$339.68	\$0.00	\$0.00	Purchase
3151855355001	12/22/2020	12/23/2020	CANON SOLUTIONS AMER I	08006132228	NJ	5732	\$575.00	\$0.00	\$0.00	Purchase
3152366333001	12/22/2020	12/24/2020	STANDARD OFFICE SUPPLY	WASHINGTON	DC	5046	\$81.72	\$0.00	\$0.00	Purchase
3154681211001	12/30/2020	12/31/2020	IN *READSPEAKER, LLC	857-2144013	MA	7372	\$2,995.00	\$0.00	\$0.00	Purchase
3155459099001	01/01/2021	01/04/2021	APPLE.COM/US	800-676-2775	CA	5732	\$104.94	\$0.00	\$5.94	Purchase
3155459100001	12/31/2020	01/04/2021	SIRSIDYNIX	LEHI	UT	7379	\$1,876.80	\$0.00	\$0.00	Purchase
3156866880001	01/05/2021	01/06/2021	D&B	SHORT HILLS	NJ	7399	\$5,000.00	\$0.00	\$0.00	Purchase
3157451092001	01/07/2021	01/07/2021	BIBLIOTHECA, LLC	08772073127	GA	5045	\$1,177.75	\$0.00	\$0.00	Purchase
3160962844001	01/13/2021	01/14/2021	SQ *HH LOGISTICS PLANN	GOSQ.COM	DC	7392	\$950.00	\$0.00	\$0.00	Purchase
3165933169001	01/22/2021	01/25/2021	DEAF ACCESS SOLUTIONS	202-3910074	MD	7399	\$310.97	\$0.00	\$0.00	Purchase
3167445403001	01/25/2021	01/27/2021	NIGP - IWEB	HERNDON	VA	8699	\$280.00	\$0.00	\$0.00	Purchase
3167445404001	01/26/2021	01/27/2021	SQ *THE EMBROIDERY STO	GOSQ.COM	MD	5699	\$40.00	\$0.00	\$2.40	Purchase
3169551222001	01/29/2021	02/01/2021	WASHPOST	202-334-4875	DC	7311	\$248.40	\$0.00	\$0.00	Purchase
3169551223001	01/29/2021	02/01/2021	WASHPOST	202-334-4875	DC	7311	\$239.30	\$0.00	\$0.00	Purchase
3169551224001	01/29/2021	02/01/2021	QUITE SOFTWARE LTD	SHREWSBURY	GBR	7399	\$899.00	\$0.00	\$0.00	Purchase
3171129566001	02/02/2021	02/03/2021	IN *SENSOURCE, INC.	330-7927089	OH	5065	\$68.05	\$0.00	\$0.00	Purchase
3171129567001	02/03/2021	02/03/2021	PUBLIC PERFORMANCE MAN	202-425-3312	DC	7372	\$1,945.10	\$0.00	\$0.00	Purchase

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3171768165001	02/03/2021	02/04/2021	CDW GOVT #7560705	800-808-4239	IL	5045	\$225.28	\$0.00	\$0.00	Purchase
3197887773001	03/19/2021	03/22/2021	ITIEVENTS* REGYSZZDU2R	MEDFORD	NJ	5815	\$796.00	\$0.00	\$0.00	Purchase
3204043792001	03/30/2021	03/30/2021	WASHPOST	202-334-4875	DC	7311	\$494.83	\$0.00	\$0.00	Purchase
3233064723001	05/05/2021	05/06/2021	CDW GOVT #C688067	800-808-4239	IL	5045	\$47.87	\$0.00	\$0.00	Purchase
3237797863001	05/11/2021	05/12/2021	SQ *HH LOGISTICS PLANN	GOSQ.COM	DC	7392	\$950.00	\$0.00	\$0.00	Purchase
3242733150001	05/17/2021	05/18/2021	TRANSCRIBE.WREALLY.COM	LOS ANGELES	CA	5734	\$20.00	\$0.00	\$0.00	Purchase
3245537846001	05/20/2021	05/21/2021	CANVA* 03058-23699611	CAMDEN	DE	7221	\$119.40	\$0.00	\$0.00	Purchase
3253059622001	05/28/2021	05/31/2021	CDW GOVT #D849097	800-808-4239	IL	5045	\$30.15	\$0.00	\$0.00	Purchase
3255425876001	06/01/2021	06/02/2021	CDW GOVT #D910906	800-808-4239	IL	5045	\$37.00	\$0.00	\$0.00	Purchase
3263724673001	06/10/2021	06/11/2021	CDW GOVT #F379131	800-808-4239	IL	5045	\$30.15	\$0.00	\$0.00	Purchase
3263724674001	06/10/2021	06/11/2021	CDW GOVT #F379162	800-808-4239	IL	5045	\$30.15	\$0.00	\$0.00	Purchase
3263724675001	06/10/2021	06/11/2021	CDW GOVT #F379632	800-808-4239	IL	5045	\$226.22	\$0.00	\$0.00	Purchase
3273787287001	06/22/2021	06/22/2021	WASHPOST	202-334-4875	DC	7311	\$263.78	\$0.00	\$0.00	Purchase
3287717897001	07/07/2021	07/07/2021	PUBLIC PERFORMANCE MAN	202-425-3312	DC	7372	\$1,800.00	\$0.00	\$0.00	Purchase
3287717898001	07/07/2021	07/07/2021	PUBLIC PERFORMANCE MAN	202-425-3312	DC	7372	\$1,380.00	\$0.00	\$0.00	Purchase
3287717899001	07/07/2021	07/07/2021	PUBLIC PERFORMANCE MAN	202-425-3312	DC	7372	\$1,654.50	\$0.00	\$0.00	Purchase
3293370505001	07/13/2021	07/13/2021	BIBLIOTHECA, LLC	08772073127	GA	5045	\$366.63	\$0.00	\$0.00	Purchase
3307364280001	07/27/2021	07/27/2021	WASHPOST	202-334-4875	DC	7311	\$248.40	\$0.00	\$0.00	Purchase
3310689441001	07/29/2021	07/30/2021	SQ *HH LOGISTICS PLANN	GOSQ.COM	DC	7392	\$950.00	\$0.00	\$0.00	Purchase
3314371928001	08/02/2021	08/03/2021	CDW GOVT #H703296	800-808-4239	IL	5045	\$234.00	\$0.00	\$0.00	Purchase
3322255821001	08/10/2021	08/11/2021	OFFICE DEPOT #3307	800-463-3768	VA	5943	\$103.28	\$0.00	\$0.00	Purchase
3324444896001	08/13/2021	08/13/2021	WASHPOST	202-334-4875	DC	7311	\$210.84	\$0.00	\$0.00	Purchase

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3355454392001	09/10/2021	09/15/2021	STANDARD OFFICE SUPPLY	WASHINGTON	DC	5046	\$374.12	\$0.00	\$0.00	Purchase
3355454393001	09/15/2021	09/15/2021	INT'L CODE COUNCIL INC	888-422-7233	IL	8699	\$863.75	\$0.00	\$0.00	Purchase
3356566275001	09/15/2021	09/16/2021	NFPA NATL FIRE PROTECT	800-344-3555	MA	8398	\$514.99	\$0.00	\$0.00	Purchase
3357703149001	09/17/2021	09/17/2021	PUBLIC PERFORMANCE MAN	202-425-3312	DC	5045	\$2,726.30	\$0.00	\$0.00	Purchase
3357703150001	09/16/2021	09/17/2021	EASYCLOCKING	MIRAMAR	FL	7399	\$187.50	\$0.00	\$0.00	Purchase
3359386380001	09/17/2021	09/20/2021	CDW GOVT #K873597	800-808-4239	IL	5045	\$3,720.90	\$0.00	\$0.00	Purchase
3359386381001	09/16/2021	09/20/2021	STANDARD OFFICE SUPPLY	WASHINGTON	DC	5046	\$5.01	\$0.00	\$0.00	Purchase
3359386382001	09/16/2021	09/20/2021	MBA DESIGN &	610-5247590	PA	7399	\$2,448.00	\$0.00	\$0.00	Purchase
3359386383001	09/17/2021	09/20/2021	CDW GOVT #K892545	800-808-4239	IL	5045	\$167.40	\$0.00	\$0.00	Purchase
3362380247001	09/21/2021	09/22/2021	CDW GOVT #K985770	800-808-4239	IL	5045	\$1,033.75	\$0.00	\$0.00	Purchase
3362380248001	09/20/2021	09/22/2021	STANDARD OFFICE SUPPLY	WASHINGTON	DC	5046	\$5.84	\$0.00	\$0.00	Purchase
3369437433001	09/28/2021	09/29/2021	CDW GOVT #L343015	800-808-4239	IL	5045	\$180.10	\$0.00	\$0.00	Purchase
3401572772001	11/01/2021	11/01/2021	WASHPOST	202-334-4875	DC	7311	\$302.37	\$0.00	\$0.00	Purchase
3401572773001	11/01/2021	11/01/2021	WASHPOST	202-334-4875	DC	7311	\$302.37	\$0.00	\$0.00	Purchase
3405737913001	11/03/2021	11/04/2021	WEB	888-6429675	FL	5968	\$75.98	\$0.00	\$0.00	Purchase
3406901733001	11/04/2021	11/05/2021	APL* IPSTACK	VIENNA	DUB	5734	\$14.97	\$0.00	\$0.00	Purchase
3406901734001	11/04/2021	11/05/2021	WEB	888-6429675	FL	5968	\$153.70	\$0.00	\$0.00	Purchase
3408589298001	11/05/2021	11/08/2021	IN *SENSOURCE, INC.	330-7927089	OH	5065	\$1,837.70	\$0.00	\$0.00	Purchase
3420141831001	11/18/2021	11/18/2021	WASHPOST	202-334-4875	DC	7311	\$230.20	\$0.00	\$0.00	Purchase
3423117819001	11/17/2021	11/22/2021	STANDARD OFFICE SUPPLY	WASHINGTON	DC	5046	\$39.46	\$0.00	\$0.00	Purchase
3430552774001	11/30/2021	11/30/2021	WASHPOST	202-334-4875	DC	7311	\$367.22	\$0.00	\$0.00	Purchase
3432886295001	12/02/2021	12/02/2021	WASHPOST	202-334-4875	DC	7311	\$230.20	\$0.00	\$0.00	Purchase
3446257892001	12/14/2021	12/15/2021	IN *READSPEAKER, LLC	857-2144013	MA	7372	\$2,995.00	\$0.00	\$0.00	Purchase

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Transaction ID	Transaction Date	Post Date	Merchant Name	Merchant City	Merchant State/Province	MCC	Debit Amount	Credit Amount	Sales Tax	Transaction Type
3447422920001	12/14/2021	12/16/2021	CARASOFT TECHNOLOGY C	JILLIAN.SZCZE	VA	5734	\$447.65	\$0.00	\$0.00	Purchase
3452181243001	12/21/2021	12/21/2021	PUBLIC PERFORMANCE MAN	202-425-3312	DC	5045	\$1,730.84	\$0.00	\$0.00	Purchase
3453129858001	12/21/2021	12/22/2021	PAYPAL	8602829881	CA	8641	\$0.00	(\$150.00)	\$0.00	Purchase
3453129859001	12/21/2021	12/22/2021	PAYPAL	8602829881	CA	8641	\$300.00	\$0.00	\$0.00	Purchase
3460838534001	01/02/2022	01/03/2022	APL* IPSTACK	VIENNA	DUB	5734	\$95.90	\$0.00	\$0.00	Purchase
3460838535001	01/01/2022	01/03/2022	APPLE.COM/US	800-676-2775	CA	5732	\$104.94	\$0.00	\$5.94	Purchase
3468202948001	01/11/2022	01/11/2022	WASHPOST	202-334-4875	DC	7311	\$237.52	\$0.00	\$0.00	Purchase
JOHNSON, MICHELLE *****0121 Sub-Total:				76 Transaction(s)			\$52,811.53	(\$150.00)	\$14.28	
MECKS, JOILETTE *****8568										
3186027180001	03/02/2021	03/02/2021	ULINE	800-295-5510	WI	5964	\$407.04	\$0.00	\$0.00	Purchase
3186728205001	03/02/2021	03/03/2021	DEAF ACCESS SOLUTIONS	202-3910074	MD	7399	\$165.85	\$0.00	\$0.00	Purchase
3187443300001	03/01/2021	03/04/2021	STANDARD OFFICE SUPPLY	WASHINGTON	DC	5046	\$49.30	\$0.00	\$0.00	Purchase
3188174287001	03/04/2021	03/05/2021	GOLDEN OPENINGS	515-9862154	IA	7399	\$780.54	\$0.00	\$0.00	Purchase
3189202587001	03/03/2021	03/08/2021	STANDARD OFFICE SUPPLY	WASHINGTON	DC	5046	\$121.84	\$0.00	\$0.00	Purchase
3189202588001	03/04/2021	03/08/2021	STANDARD OFFICE SUPPLY	WASHINGTON	DC	5046	\$915.68	\$0.00	\$0.00	Purchase
3191749702001	03/09/2021	03/11/2021	STANDARD OFFICE SUPPLY	WASHINGTON	DC	5046	\$788.70	\$0.00	\$0.00	Purchase
3209316434001	04/05/2021	04/06/2021	OTTER.AI	MOUNTAIN VIEW	CA	5734	\$120.00	\$0.00	\$0.00	Purchase
3209316435001	04/05/2021	04/06/2021	CKO*WWW.ISTOCKPHOTO. CO	866-4786251	WA	7333	\$3,348.00	\$0.00	\$0.00	Purchase
3211002354001	04/07/2021	04/08/2021	CKO*WWW.ISTOCKPHOTO. CO	866-4786251	WA	7333	\$0.00	(\$3,348.00)	\$0.00	Purchase
3211886626001	04/08/2021	04/09/2021	CKO*WWW.ISTOCKPHOTO. CO	866-4786251	WA	7333	\$399.00	\$0.00	\$0.00	Purchase
3215607542001	04/13/2021	04/14/2021	SQ *THE EMBROIDERY STO	GOSQ.COM	MD	5699	\$564.00	\$0.00	\$33.84	Purchase
3224167844001	04/23/2021	04/26/2021	BIZJITIXMENTAL HEALTH	8668533661	NC	8999	\$100.00	\$0.00	\$0.00	Purchase

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3226541924001	04/27/2021	04/28/2021	PAYPAL	4029357733	CA	5999	\$525.00	\$0.00	\$0.00	Purchase
3227409709001	04/27/2021	04/29/2021	DODGE-CHROME	S S	MD	7333	\$180.00	\$0.00	\$0.00	Purchase
3228301429001	04/29/2021	04/30/2021	BIZJITXMENTAL HEALTH	8668533661	NC	8999	\$200.00	\$0.00	\$0.00	Purchase
3233064702001	05/05/2021	05/06/2021	OTTER.AI	MOUNTAIN VIEW	CA	5734	\$120.00	\$0.00	\$0.00	Purchase
3233064703001	05/05/2021	05/06/2021	AIRTABLE.COM/BILL	14152002040	CA	5734	\$1,200.00	\$0.00	\$0.00	Purchase
3235379538001	05/08/2021	05/10/2021	CKO*WWW.ISTOCKPHOTO. CO	866-4786251	WA	7333	\$399.00	\$0.00	\$0.00	Purchase
3237797848001	05/11/2021	05/12/2021	DROPBOX*DM65MB8GCPN R	DROPBOX.COM	CA	4816	\$1,272.00	\$0.00	\$0.00	Purchase
3237797849001	05/11/2021	05/12/2021	VIMEO.COM	646-470-8422	NY	8699	\$954.00	\$0.00	\$54.00	Purchase
3237797850001	05/12/2021	05/12/2021	AMZN MKTP US	AMZN.COM/BILL	WA	5942	\$33.98	\$0.00	\$0.00	Purchase
3238712030001	05/12/2021	05/13/2021	PAYPAL	4104991209	CA	7392	\$2,008.50	\$0.00	\$0.00	Purchase
3239665301001	05/06/2021	05/14/2021	STANDARD OFFICE SUPPLY	WASHINGTON	DC	5046	\$298.96	\$0.00	\$0.00	Purchase
3242733135001	05/17/2021	05/18/2021	VIMEO.COM	646-470-8422	NY	8699	\$0.00	(\$54.00)	\$-54.00	Purchase
3249610491001	05/25/2021	05/26/2021	SQ *THE EMBROIDERY STO	GOSQ.COM	MD	5699	\$278.00	\$0.00	\$16.68	Purchase
3249610492001	05/25/2021	05/26/2021	RYDIN DECAL- MOTO	STREAMWOOD	IL	5111	\$419.00	\$0.00	\$0.00	Purchase
3258880941001	06/04/2021	06/07/2021	SQ *BALLOON ZOOM LLC	GOSQ.COM	DC	7929	\$2,125.00	\$0.00	\$127.50	Purchase
3258880942001	06/05/2021	06/07/2021	OTTER.AI	MOUNTAIN VIEW	CA	5734	\$120.00	\$0.00	\$0.00	Purchase
3258880943001	06/05/2021	06/07/2021	CANON SOLUTIONS AMER I	8004470772	NJ	5732	\$355.00	\$0.00	\$0.00	Purchase
3260629204001	06/07/2021	06/08/2021	DROPBOX*DM65MB8GCPN R	DROPBOX.COM	CA	4816	\$0.00	(\$72.00)	\$0.00	Purchase
3261609655001	06/08/2021	06/09/2021	CKO*WWW.ISTOCKPHOTO. CO	866-4786251	WA	7333	\$399.00	\$0.00	\$0.00	Purchase
3263724656001	06/10/2021	06/11/2021	INTERNATIONAL TRANSACTION	FEE		0000	\$8.25	\$0.00	\$0.00	Purchase
3263724657001	06/10/2021	06/11/2021	QR-CODE-GENERATOR. COM	BIELEFELD	BE	5734	\$549.84	\$0.00	\$0.00	Purchase
3263724658001	06/10/2021	06/11/2021	RYDIN DECAL- MOTO	STREAMWOOD	IL	5111	\$75.00	\$0.00	\$0.00	Purchase

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3270365347001	06/15/2021	06/18/2021	STANDARD OFFICE SUPPLY	WASHINGTON	DC	5046	\$882.87	\$0.00	\$0.00	Purchase
3271960614001	06/18/2021	06/21/2021	STANDARD OFFICE SUPPLY	WASHINGTON	DC	5046	\$131.99	\$0.00	\$0.00	Purchase
3276963588001	06/24/2021	06/25/2021	WASHINGTON BLADE	WASHINGTON	DC	5994	\$100.00	\$0.00	\$4.00	Purchase
3280528897001	06/28/2021	06/29/2021	PAYPAL	4029357733	CA	8999	\$350.00	\$0.00	\$0.00	Purchase
3281559300001	06/28/2021	06/30/2021	STANDARD OFFICE SUPPLY	WASHINGTON	DC	5046	\$30.46	\$0.00	\$0.00	Purchase
3286829409001	07/05/2021	07/06/2021	OTTER.AI	MOUNTAIN VIEW	CA	5734	\$120.00	\$0.00	\$0.00	Purchase
3289797578001	07/08/2021	07/09/2021	CKO*WWW.ISTOCKPHOTO. CO	866-4786251	WA	7333	\$399.00	\$0.00	\$0.00	Purchase
3300363582001	07/19/2021	07/20/2021	CKO*WWW.ISTOCKPHOTO. CO	866-4786251	WA	7333	\$0.00	(\$399.00)	\$0.00	Purchase
3303702640001	07/22/2021	07/23/2021	LINDENMEYR MUNROE	ODENTON	MD	5199	\$1,248.00	\$0.00	\$0.00	Purchase
3312384041001	07/30/2021	08/02/2021	CKO*WWW.ISTOCKPHOTO. CO	866-4786251	WA	7333	\$399.00	\$0.00	\$0.00	Purchase
3317637991001	08/05/2021	08/06/2021	OTTER.AI	MOUNTAIN VIEW	CA	5734	\$120.00	\$0.00	\$0.00	Purchase
3317637992001	08/05/2021	08/06/2021	MR. VIDEO-AA COMPUTERS	703-6447481	VA	7394	\$2,479.00	\$0.00	\$0.00	Purchase
3317637993001	08/06/2021	08/06/2021	OTTER.AI	MOUNTAIN VIEW	CA	5734	\$30.00	\$0.00	\$0.00	Purchase
3319285653001	08/07/2021	08/09/2021	ULINE	800-295-5510	WI	5964	\$1,627.03	\$0.00	\$0.00	Purchase
3321194632001	08/09/2021	08/10/2021	AIRTABLE.COM/BILL	SAN FRANCISCO	CA	5734	\$158.23	\$0.00	\$0.00	Purchase
3323331018001	08/09/2021	08/12/2021	STANDARD OFFICE SUPPLY	WASHINGTON	DC	5046	\$703.76	\$0.00	\$0.00	Purchase
3324444881001	08/12/2021	08/13/2021	CKO*WWW.ISTOCKPHOTO. CO	866-4786251	WA	7333	\$399.00	\$0.00	\$0.00	Purchase
3335853329001	08/23/2021	08/25/2021	STANDARD OFFICE SUPPLY	WASHINGTON	DC	5046	\$154.17	\$0.00	\$0.00	Purchase
3336925894001	08/25/2021	08/26/2021	PAYPAL	4104991209	CA	7392	\$2,008.50	\$0.00	\$0.00	Purchase
3339687702001	08/27/2021	08/30/2021	DISCOUNTMUGS.COM	MEDLEY	FL	5399	\$1,777.50	\$0.00	\$118.50	Purchase
3343620809001	09/01/2021	09/02/2021	MR VIDEO AA COMPUTER	SILVER SPRING	MD	7394	\$715.00	\$0.00	\$0.00	Purchase
3343620810001	09/01/2021	09/02/2021	DESTINATION DC	WASHINGTON	DC	8699	\$1,050.00	\$0.00	\$0.00	Purchase

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3346339815001	09/05/2021	09/06/2021	OTTER.AI	MOUNTAIN VIEW	CA	5734	\$111.29	\$0.00	\$0.00	Purchase
3348840613001	09/08/2021	09/08/2021	SWEETWATER SOUND	FORT WAYNE	IN	5733	\$319.97	\$0.00	\$0.00	Purchase
3352551618001	09/12/2021	09/13/2021	CKO*WWW.ISTOCKPHOTO. CO	866-4786251	WA	7333	\$399.00	\$0.00	\$0.00	Purchase
3363496108001	09/22/2021	09/23/2021	ABSOLUTE SIGNS INC	703-8531683	VA	5099	\$900.00	\$0.00	\$0.00	Purchase
3364656360001	09/23/2021	09/24/2021	DROPBOX*YHN3HTHWTWL H	DROPBOX.COM	CA	4816	\$151.23	\$0.00	\$0.00	Purchase
3364656361001	09/23/2021	09/24/2021	DROPBOX*SW2RPS2H2BSB	DROPBOX.COM	CA	4816	\$151.23	\$0.00	\$0.00	Purchase
3366388210001	09/24/2021	09/27/2021	DROPBOX*9DQHWWBVKC RY	DROPBOX.COM	CA	4816	\$0.00	(\$150.58)	\$0.00	Purchase
3366388211001	09/24/2021	09/27/2021	DROPBOX*YHN3HTHWTWL H	DROPBOX.COM	CA	4816	\$0.00	(\$151.23)	\$0.00	Purchase
3366388212001	09/24/2021	09/27/2021	DROPBOX*SW2RPS2H2BSB	DROPBOX.COM	CA	4816	\$0.00	(\$151.23)	\$0.00	Purchase
3366388213001	09/24/2021	09/27/2021	DROPBOX*9DQHWWBVKC RY	DROPBOX.COM	CA	4816	\$150.58	\$0.00	\$0.00	Purchase
3369437410001	09/28/2021	09/29/2021	SUNBELT RENTALS #150	MCLEAN	VA	7394	\$856.31	\$0.00	\$48.14	Purchase
3376566588001	10/05/2021	10/06/2021	OTTER.AI	MOUNTAIN VIEW	CA	5734	\$120.00	\$0.00	\$0.00	Purchase
3378864943001	10/07/2021	10/08/2021	SUNBELT RENTALS 1211	LAUREL	MD	7394	\$0.00	(\$237.10)	\$0.00	Purchase
3392072053001	10/20/2021	10/21/2021	OTTER.AI	MOUNTAIN VIEW	CA	5734	\$0.00	(\$120.00)	\$0.00	Purchase
3410583878001	11/08/2021	11/09/2021	AIRTABLE.COM/BILL	SAN FRANCISCO	CA	5734	\$381.49	\$0.00	\$0.00	Purchase
3412879677001	11/10/2021	11/11/2021	AIRTABLE.COM/BILL	SAN FRANCISCO	CA	5734	\$0.00	(\$381.49)	\$0.00	Purchase
3431673239001	11/30/2021	12/01/2021	OTTER.AI	MOUNTAIN VIEW	CA	5734	\$1,440.00	\$0.00	\$0.00	Purchase
3437818324001	12/06/2021	12/07/2021	AIRTABLE.COM/BILL	SAN FRANCISCO	CA	5734	\$100.00	\$0.00	\$0.00	Purchase
3450295677001	12/17/2021	12/20/2021	AIRTABLE.COM/BILL	SAN FRANCISCO	CA	5734	\$0.00	(\$100.00)	\$0.00	Purchase
3452181230001	12/21/2021	12/21/2021	AMER ASSOC NOTARIES	HOUSTON	TX	8699	\$83.75	\$0.00	\$0.00	Purchase
3460838531001	12/31/2021	01/03/2022	CANON SOLUTIONS AMER I	8004470772	NJ	5732	\$661.25	\$0.00	\$0.00	Purchase
3468202936001	01/10/2022	01/11/2022	MATTERHACKERS, INC.	9496135838	CA	5169	\$315.00	\$0.00	\$0.00	Purchase

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3469166249001	01/11/2022	01/12/2022	STREAMYARD.COM	WILMINGTON	DE	5734	\$136.68	\$0.00	\$0.00	Purchase
3471191968001	01/13/2022	01/14/2022	STANDARD GRAPHICS	703-5242125	VA	7338	\$971.84	\$0.00	\$0.00	Purchase
MECKS, JOILETTE *****8568 Sub-Total:				81 Transaction(s)			\$41,413.61	(\$5,164.63)	\$348.66	
MIDDLETON, AUDREY *****3626										
3123743207001	10/28/2020	10/29/2020	STAMPS.COM	EL SEGUNDO	CA	7399	\$35.98	\$0.00	\$0.00	Purchase
3128038064001	11/05/2020	11/06/2020	STAMPS.COM	EL SEGUNDO	CA	7399	\$4.65	\$0.00	\$0.00	Purchase
3130451667001	11/10/2020	11/11/2020	B&H PHOTO 800-606-6969	800-2215743	NY	5044	\$0.00	(\$34.95)	\$0.00	Purchase
3130451668001	11/10/2020	11/11/2020	B&H PHOTO 800-606-6969	800-2215743	NY	5044	\$0.00	(\$22.39)	\$0.00	Purchase
3131999435001	11/11/2020	11/13/2020	AED SUPERSTORE	800-544-0048	WI	5047	\$177.53	\$0.00	\$0.00	Purchase
MIDDLETON, AUDREY *****3626 Sub-Total:				5 Transaction(s)			\$218.16	(\$57.34)	\$0.00	
MIDDLETON, AUDREY *****2854										
3146708663001	12/11/2020	12/14/2020	DEAF ACCESS SOLUTIONS	202-3910074	MD	7399	\$165.85	\$0.00	\$0.00	Purchase
3146708664001	12/11/2020	12/14/2020	DEAF ACCESS SOLUTIONS	202-3910074	MD	7399	\$248.78	\$0.00	\$0.00	Purchase
3146708665001	12/11/2020	12/14/2020	DEAF ACCESS SOLUTIONS	202-3910074	MD	7399	\$248.78	\$0.00	\$0.00	Purchase
3146708666001	12/11/2020	12/14/2020	AED SUPERSTORE	800-544-0048	WI	5047	\$0.00	(\$10.05)	\$0.00	Purchase
3149528779001	12/17/2020	12/18/2020	MAILCHIMP	ATLANTA	GA	5818	\$8,925.00	\$0.00	\$0.00	Purchase
3155459105001	01/01/2021	01/04/2021	ULINE	800-295-5510	WI	5964	\$1,432.45	\$0.00	\$0.00	Purchase
3160346754001	01/13/2021	01/13/2021	ULINE	800-295-5510	WI	5964	\$115.19	\$0.00	\$0.00	Purchase
3162437850001	01/16/2021	01/18/2021	ULINE	800-295-5510	WI	5964	\$551.98	\$0.00	\$0.00	Purchase
3164473325001	01/20/2021	01/21/2021	B&H PHOTO MOTO	800-606-6969	NY	5044	\$359.80	\$0.00	\$29.68	Purchase
3191027371001	03/10/2021	03/10/2021	ULINE	800-295-5510	WI	5964	\$124.85	\$0.00	\$0.00	Purchase
3191027372001	03/09/2021	03/10/2021	TALKSOFT CORPORATION	866-9664700	NJ	7399	\$54.65	\$0.00	\$0.00	Purchase
3191027373001	03/09/2021	03/10/2021	DEAF ACCESS SOLUTIONS	202-3910074	MD	7399	\$456.09	\$0.00	\$0.00	Purchase

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3191749721001	03/10/2021	03/11/2021	PROLITERAC* PROLITERAC	8885282224	NY	8299	\$228.98	\$0.00	\$0.00	Purchase
3193519158001	03/12/2021	03/15/2021	STAPLES DIRECT	EUREKA	CA	5111	\$51.99	\$0.00	\$0.00	Purchase
3194692434001	03/15/2021	03/16/2021	PAYPAL	7183691180	CA	5735	\$300.00	\$0.00	\$0.00	Purchase
3194692435001	03/15/2021	03/16/2021	PAYPAL	13528434157	CA	7372	\$370.44	\$0.00	\$0.00	Purchase
3194692436001	03/15/2021	03/16/2021	PAYPAL	4029357733	CA	8999	\$0.00	(\$1,045.00)	\$0.00	Purchase
3194692437001	03/15/2021	03/16/2021	PAYPAL	4029357733	CA	8999	\$1,045.00	\$0.00	\$0.00	Purchase
3194692438001	03/15/2021	03/16/2021	ANNIES ACE HARDWARE	WASHINGTON	DC	5251	\$609.60	\$0.00	\$0.00	Purchase
3204848447001	03/30/2021	03/31/2021	PAYPAL	4029357733	CA	8999	\$1,045.00	\$0.00	\$0.00	Purchase
3206577470001	03/31/2021	04/02/2021	DEMCO INC	800-9624463	WI	5111	\$827.77	\$0.00	\$0.00	Purchase
3211002371001	04/07/2021	04/08/2021	PYRAMIDATLANTIC	HYATTSVILLE	MD	8398	\$40.00	\$0.00	\$0.00	Purchase
3233064734001	05/05/2021	05/06/2021	CONCEALED CARRY INC	ARVADA	CO	7392	\$321.88	\$0.00	\$0.00	Purchase
3233064735001	05/05/2021	05/06/2021	THE CALVIN PRICE GROUP	2403506116	MD	5111	\$631.94	\$0.00	\$0.00	Purchase
3233064736001	05/05/2021	05/06/2021	PAYPAL	4029357733	CA	5995	\$72.44	\$0.00	\$0.00	Purchase
3233994513001	05/06/2021	05/07/2021	SHOW CARE	203-3475083	DC	7399	\$35.00	\$0.00	\$0.00	Purchase
3235379569001	05/07/2021	05/10/2021	WAVE - *ABRAHAM SECURI	301-7021451	MD	7299	\$1,050.00	\$0.00	\$157.50	Purchase
3241087743001	05/05/2021	05/17/2021	ACCUCUT	402-934-1110	NE	5099	\$800.00	\$0.00	\$0.00	Purchase
3243631631001	05/18/2021	05/19/2021	PAYPAL	4029357733	CA	5995	\$0.00	(\$72.44)	\$0.00	Purchase
3245537851001	05/21/2021	05/21/2021	ULINE	800-295-5510	WI	5964	\$65.17	\$0.00	\$0.00	Purchase
3247006648001	05/21/2021	05/24/2021	PAYPAL	4029357733	CA	7929	\$1,150.00	\$0.00	\$0.00	Purchase
3250571813001	05/27/2021	05/27/2021	SPEEDWELL TARGETS	UNION	NJ	5941	\$1,264.58	\$0.00	\$0.00	Purchase
3250571814001	05/27/2021	05/27/2021	ULINE	800-295-5510	WI	5964	\$1,822.19	\$0.00	\$0.00	Purchase
3251557582001	05/26/2021	05/28/2021	VH BLACKINTON CO INC	5086994436	MA	5099	\$670.00	\$0.00	\$0.00	Purchase
3251557583001	05/27/2021	05/28/2021	ESSENTIAL E	4029357733	OR	8220	\$1,487.50	\$0.00	\$0.00	Purchase

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3256379819001	06/01/2021	06/03/2021	SYMBOL ARTS WEB	OGDEN	UT	5099	\$200.00	\$0.00	\$0.00	Purchase
3257378292001	06/02/2021	06/04/2021	SYMBOL ARTS WEB	OGDEN	UT	5099	\$1,267.23	\$0.00	\$0.00	Purchase
3258881014001	06/04/2021	06/07/2021	GLOCK STORE	08585694000	CA	5999	\$829.71	\$0.00	\$0.00	Purchase
3281559333001	06/29/2021	06/30/2021	ACUITYSCHEDULING.COM	8778877815	NY	5734	\$342.84	\$0.00	\$0.00	Purchase
3291428214001	07/07/2021	07/12/2021	STANDARD OFFICE SUPPLY	WASHINGTON	DC	5046	\$416.08	\$0.00	\$0.00	Purchase
3294433607001	07/13/2021	07/14/2021	VP*LITERACY MINNESOTA	6516452277	MN	8398	\$2,800.00	\$0.00	\$0.00	Purchase
3315438965001	08/03/2021	08/04/2021	VP*LITERACY MINNESOTA	6516452277	MN	8398	\$2,800.00	\$0.00	\$0.00	Purchase
3319285711001	08/06/2021	08/09/2021	THE CALVIN PRICE GROUP	2403506116	MD	5111	\$2,835.17	\$0.00	\$0.00	Purchase
3321194653001	08/10/2021	08/10/2021	ULINE	800-295-5510	WI	5964	\$1,914.66	\$0.00	\$0.00	Purchase
3326103985001	08/13/2021	08/16/2021	METROPOLITAN OFFICE	202-7498607	DC	5111	\$143.34	\$0.00	\$0.00	Purchase
3329071664001	08/17/2021	08/18/2021	POLITICS AND PROSE INC	WASHINGTON	DC	5942	\$357.00	\$0.00	\$0.00	Purchase
3329071665001	08/17/2021	08/18/2021	PAYPAL	4029357733	CA	7392	\$500.00	\$0.00	\$0.00	Purchase
3329071666001	08/17/2021	08/18/2021	PAYPAL	4029357733	CA	8999	\$500.00	\$0.00	\$0.00	Purchase
3330152829001	08/19/2021	08/19/2021	AMER ASSOC NOTARIES	HOUSTON	TX	8699	\$145.90	\$0.00	\$0.00	Purchase
3331266949001	08/18/2021	08/20/2021	BIALEK ENVIRONMENTS	ROCKVILLE	MD	1799	\$762.90	\$0.00	\$0.00	Purchase
3331266950001	08/20/2021	08/20/2021	ULINE	800-295-5510	WI	5964	\$941.49	\$0.00	\$0.00	Purchase
3342554109001	08/31/2021	09/01/2021	PAYPAL	4029357733	CA	8244	\$2,875.00	\$0.00	\$0.00	Purchase
3342554110001	08/31/2021	09/01/2021	PAYPAL	4029357733	CA	8999	\$350.00	\$0.00	\$0.00	Purchase
3344726607001	09/03/2021	09/03/2021	ULINE	800-295-5510	WI	5964	\$45.70	\$0.00	\$0.00	Purchase
3346339868001	09/04/2021	09/06/2021	ULINE	800-295-5510	WI	5964	\$0.00	(\$1,890.00)	\$0.00	Purchase
3349865073001	09/08/2021	09/09/2021	THE EQUITY LAB	WASHINGTON	DC	8398	\$1,200.00	\$0.00	\$0.00	Purchase
3354397551001	09/13/2021	09/14/2021	JTECH	8009199903	GA	4812	\$1,613.00	\$0.00	\$0.00	Purchase
3357703165001	09/16/2021	09/17/2021	GLOCK STORE	08585694000	CA	5999	\$0.00	(\$47.96)	\$0.00	Purchase

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3357703166001	09/16/2021	09/17/2021	ROCKYOURGLOCK COM	303-3468417	CO	5941	\$449.80	\$0.00	\$0.00	Purchase
3359386403001	09/16/2021	09/20/2021	STANDARD OFFICE SUPPLY	WASHINGTON	DC	5046	\$2,380.15	\$0.00	\$0.00	Purchase
3359386404001	09/16/2021	09/20/2021	STANDARD OFFICE SUPPLY	WASHINGTON	DC	5046	\$1,340.37	\$0.00	\$0.00	Purchase
3361310088001	09/21/2021	09/21/2021	POSGLOBAL.COM INC	08777697300	TX	5045	\$1,600.80	\$0.00	\$0.00	Purchase
3362380262001	09/21/2021	09/22/2021	POLITICS AND PROSE INC	WASHINGTON	DC	5942	\$209.65	\$0.00	\$0.00	Purchase
3371731834001	09/30/2021	10/01/2021	IDENTISYS INCORPORATED	EDEN PRAIRIE	MN	5046	\$485.00	\$0.00	\$0.00	Purchase
3435850520001	12/02/2021	12/06/2021	STANDARD OFFICE SUPPLY	WASHINGTON	DC	5046	\$0.00	(\$259.67)	\$0.00	Purchase
3438930341001	12/07/2021	12/08/2021	PAYPAL	4029357733	CA	2741	\$215.80	\$0.00	\$0.00	Purchase
3459720661001	12/29/2021	12/31/2021	STANDARD OFFICE SUPPLY	WASHINGTON	DC	5046	\$629.00	\$0.00	\$0.00	Purchase
MIDDLETON, AUDREY *****2854 Sub-Total:				67 Transaction(s)			\$56,723.49	(\$3,325.12)	\$187.18	
SCOTT, MARLENE *****1856										
3143910689001	12/07/2020	12/08/2020	YOURMEMBER-CAREERS	SAINTE PETERSBURG	FL	7372	\$574.00	\$0.00	\$0.00	Purchase
3145823554001	12/10/2020	12/11/2020	DRUPALCON INC	5034051159	OR	8999	\$199.00	\$0.00	\$0.00	Purchase
SCOTT, MARLENE *****1856 Sub-Total:				2 Transaction(s)			\$773.00	\$0.00	\$0.00	
SCOTT, MARLENE *****9770										
3175520289001	02/10/2021	02/11/2021	DRUPALCON INC	5034051159	OR	8999	\$199.00	\$0.00	\$0.00	Purchase
3192483649001	03/10/2021	03/12/2021	SOCIETYFORHUMANRESO URC	ALEXANDRIA	VA	8999	\$0.00	(\$1,550.00)	\$0.00	Purchase
3214775327001	04/12/2021	04/13/2021	YOURMEMBER-CAREERS	7274976573	CT	7372	\$324.00	\$0.00	\$0.00	Purchase
3214775328001	04/12/2021	04/13/2021	YOURMEMBER-CAREERS	7274976573	CT	7372	\$249.00	\$0.00	\$0.00	Purchase
3267188202001	06/14/2021	06/15/2021	DCTECHPEOPLE.COM	WASHINGTON	DC	7399	\$99.00	\$0.00	\$0.00	Purchase
3267188203001	06/14/2021	06/15/2021	WPC*ONLINEJOBSADS	202-334-4397	DC	7311	\$250.00	\$0.00	\$0.00	Purchase
3268213891001	06/15/2021	06/16/2021	AMERICAN ASSOCIATION O	8002761332	CA	7399	\$125.00	\$0.00	\$0.00	Purchase

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3269274196001	06/16/2021	06/17/2021	YOURMEMBER-CAREERS	7274976565	FL	7372	\$324.00	\$0.00	\$0.00	Purchase
3269274197001	06/16/2021	06/17/2021	YOURMEMBER-CAREERS	7274976565	FL	7372	\$249.00	\$0.00	\$0.00	Purchase
3269274198001	06/16/2021	06/17/2021	YOURMEMBER-CAREERS	7274976565	FL	7372	\$324.00	\$0.00	\$0.00	Purchase
3269274199001	06/16/2021	06/17/2021	YOURMEMBER-CAREERS	7274976565	FL	7372	\$249.00	\$0.00	\$0.00	Purchase
3276963599001	06/24/2021	06/25/2021	SHRM HR JOBS	8554757476	VA	8999	\$399.00	\$0.00	\$22.59	Purchase
3282612468001	06/30/2021	07/01/2021	ALL-ACCESS TRAINING PA	8005432055	VA	2741	\$599.00	\$0.00	\$0.00	Purchase
3287717892001	07/06/2021	07/07/2021	YOURMEMBER-CAREERS	7274976565	FL	7372	\$249.00	\$0.00	\$0.00	Purchase
3295538982001	07/14/2021	07/15/2021	PAYPAL	4104991209	CA	7392	\$190.00	\$0.00	\$0.00	Purchase
3310689435001	07/29/2021	07/30/2021	YOURMEMBER-CAREERS	7274976565	FL	7372	\$291.60	\$0.00	\$0.00	Purchase
3310689436001	07/29/2021	07/30/2021	YOURMEMBER-CAREERS	7274976565	FL	7372	\$324.00	\$0.00	\$0.00	Purchase
3312384074001	07/31/2021	08/02/2021	LINKEDIN-687	LNKD.IN/BILL	CA	5968	\$371.00	\$0.00	\$0.00	Purchase
3316521711001	08/03/2021	08/05/2021	LEADERSHIP GREATER WAS	202-4653201	DC	8699	\$2,700.00	\$0.00	\$0.00	Purchase
3330152803001	08/17/2021	08/19/2021	LEADERSHIP GREATER WAS	202-4653201	DC	8699	\$300.00	\$0.00	\$0.00	Purchase
3330152804001	08/18/2021	08/19/2021	YOURMEMBER-CAREERS	7274976565	FL	7372	\$324.00	\$0.00	\$0.00	Purchase
3330152805001	08/18/2021	08/19/2021	YOURMEMBER-CAREERS	7274976565	FL	7372	\$291.60	\$0.00	\$0.00	Purchase
3346339844001	09/03/2021	09/06/2021	INFORMA CONNECT	8886708200	NY	8299	\$549.00	\$0.00	\$0.00	Purchase
3346339845001	09/03/2021	09/06/2021	AMTRAK TEL24	8008727245	DC	4112	\$438.00	\$0.00	\$0.00	Purchase
3346339846001	09/03/2021	09/06/2021	AMTRAK TEL24	8008727245	DC	4112	\$146.00	\$0.00	\$0.00	Purchase
3346339847001	09/03/2021	09/06/2021	AMTRAK TEL24	8008727245	DC	4112	\$87.00	\$0.00	\$0.00	Purchase
3346339848001	09/03/2021	09/06/2021	AMTRAK TEL24	8008727245	DC	4112	\$194.00	\$0.00	\$0.00	Purchase
3349865048001	09/08/2021	09/09/2021	SOCIETYFORHUMANRESO URC	ALEXANDRIA	VA	8999	\$1,665.00	\$0.00	\$0.00	Purchase
3349865049001	09/08/2021	09/09/2021	SOCIETYFORHUMANRESO URC	ALEXANDRIA	VA	8999	\$1,395.00	\$0.00	\$0.00	Purchase

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3350946957001	09/09/2021	09/10/2021	THE EQUITY LAB	WASHINGTON	DC	8398	\$1,200.00	\$0.00	\$0.00	Purchase
3352551649001	09/11/2021	09/13/2021	AMTRAK TEL25	8008727245	DC	4112	\$10.00	\$0.00	\$0.00	Purchase
3352551650001	09/11/2021	09/13/2021	AMTRAK TEL25	8008727245	DC	4112	\$16.00	\$0.00	\$0.00	Purchase
3352551651001	09/11/2021	09/13/2021	AMTRAK TEL25	8008727245	DC	4112	\$10.00	\$0.00	\$0.00	Purchase
3352551652001	09/11/2021	09/13/2021	AMTRAK TEL25	8008727245	DC	4112	\$33.00	\$0.00	\$0.00	Purchase
3352551653001	09/11/2021	09/13/2021	AMTRAK TEL25	8008727245	DC	4112	\$22.00	\$0.00	\$0.00	Purchase
3355454387001	09/14/2021	09/15/2021	SOCIETYFORHUMANRESO URC	ALEXANDRIA	VA	8999	\$0.00	(\$1,115.00)	\$0.00	Purchase
3357703136001	09/15/2021	09/17/2021	LEADERSHIP GREATER WAS	202-4653201	DC	8699	\$300.00	\$0.00	\$0.00	Purchase
3357703137001	09/15/2021	09/17/2021	LEADERSHIP GREATER WAS	202-4653201	DC	8699	\$300.00	\$0.00	\$0.00	Purchase
3362380236001	09/20/2021	09/22/2021	STANDARD OFFICE SUPPLY	WASHINGTON	DC	5046	\$340.97	\$0.00	\$0.00	Purchase
3362380237001	09/09/2021	09/22/2021	PARK TERRACE HOTEL	NEW YORK	NY	7011	\$674.50	\$0.00	\$0.00	Purchase
3362380238001	09/09/2021	09/22/2021	PARK TERRACE HOTEL	NEW YORK	NY	7011	\$602.67	\$0.00	\$0.00	Purchase
3363496123001	09/09/2021	09/23/2021	PARK TERRACE HOTEL	NEW YORK	NY	7011	\$674.50	\$0.00	\$0.00	Purchase
3364656378001	09/09/2021	09/24/2021	PARK TERRACE HOTEL	NEW YORK	NY	7011	\$674.50	\$0.00	\$0.00	Purchase
3364656379001	09/09/2021	09/24/2021	PARK TERRACE HOTEL	NEW YORK	NY	7011	\$674.50	\$0.00	\$0.00	Purchase
3364656380001	09/09/2021	09/24/2021	PARK TERRACE HOTEL	NEW YORK	NY	7011	\$674.50	\$0.00	\$0.00	Purchase
3364656381001	09/18/2021	09/24/2021	PARK TERRACE HOTEL	NEW YORK	NY	7011	\$428.08	\$0.00	\$0.00	Purchase
3364656382001	09/15/2021	09/24/2021	PARK TERRACE HOTEL	NEW YORK	NY	7011	\$674.50	\$0.00	\$0.00	Purchase
3373492807001	09/21/2021	10/04/2021	PARK TERRACE HOTEL	NEW YORK	NY	7011	\$0.00	(\$356.25)	\$0.00	Purchase
3408589291001	11/05/2021	11/08/2021	NAT'L SUMMER LEARNI	BALTIMORE	MD	8699	\$700.00	\$0.00	\$0.00	Purchase
3418949129001	11/16/2021	11/17/2021	ROSENFELD MEDIA	NEW YORK	NY	7399	\$1,342.50	\$0.00	\$0.00	Purchase
3432886287001	11/30/2021	12/02/2021	CALIBRE PRESS	GLEN ELLYN	IL	5942	\$359.00	\$0.00	\$0.00	Purchase
3453129845001	12/22/2021	12/22/2021	WASHPOST	202-334-4875	DC	7311	\$0.00	(\$115.00)	\$0.00	Purchase

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3464206511001	01/05/2022	01/06/2022	YOURMEMBER-CAREERS	7274976565	FL	7372	\$398.00	\$0.00	\$0.00	Purchase
3466542920001	01/09/2022	01/10/2022	INDEED	STAMFORD	CT	5969	\$29.61	\$0.00	\$0.00	Purchase
SCOTT, MARLENE *****9770 Sub-Total:				54 Transaction(s)			\$23,044.03	(\$3,136.25)	\$22.59	
ZABLUD, KIMBERLY *****7428										
3116798935001	10/15/2020	10/16/2020	HOO*HOOTSUITE INC	778-5889767	CA	7399	\$587.88	\$0.00	\$0.00	Purchase
3121539453001	10/26/2020	10/26/2020	MAILCHIMP	ATLANTA	GA	5818	\$228.65	\$0.00	\$0.00	Purchase
3127412825001	11/04/2020	11/05/2020	MICROSOFT*STORE	REDMOND	WA	4816	\$0.00	(\$423.96)	\$0.00	Purchase
3128038088001	11/06/2020	11/06/2020	MICROSOFT*STORE	REDMOND	WA	4816	\$0.00	(\$63.56)	\$0.00	Purchase
3128889324001	11/06/2020	11/09/2020	MICROSOFT*STORE	REDMOND	WA	4816	\$0.00	(\$42.38)	\$0.00	Purchase
ZABLUD, KIMBERLY *****7428 Sub-Total:				5 Transaction(s)			\$816.53	(\$529.90)	\$0.00	
Grand Total:				531 Transaction(s)			\$327,190.46	(\$13,370.13)	\$1,165.73	

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GENERAL QUESTIONS

Question Number 73

Provide copies of any investigations, reviews or program/fiscal audits completed on programs and activities within DCPL during FY21 and to date in FY22. This includes any reports of the DC Auditor or the Office of the Inspector General. In addition, provide a narrative explanation of steps taken to address any issues raised by the program/fiscal audits.

DC Public Library (DCPL) participates in the annual citywide ACFR audits.

In FY21, the Office of the Inspector General (OIG) conducted its annual audit of the West End Library and Fire Station Maintenance Fund. Although the Department of General Services (DGS) and the Office of the Chief Financial Officer (OCFO) are the lead agencies, DCPL participated in this audit because funding is transferred via Intra-District. The FY21 audit covered the period from October 1, 2019 to September 30, 2020 (FY20).

Extract from the report: "Our examination of financial and operational records for the Fund's assets, liabilities, fund balance, and revenue did not disclose any reportable weaknesses or deficiencies in the operating effectiveness of internal control. However, our examination of the Fund's expenditures identified reportable weaknesses or deficiencies in the operating effectiveness of internal control. The identified weaknesses or deficiencies are repeat findings, as included in the OIG Maintenance Fund report dated November 19, 2020. The OIG will not issue additional recommendations to address the repeat findings but will continue to report Recommendations 3, 4, and 5 included in the prior OIG report as open and unresolved."

Recommendations to address the repeat findings:

- Develop procedures to enforce the annual review and approval of the maintenance fund budget in accordance with D.C. Code § 1–325.181(a) and the PMAs for the West End Library and the Fire Station.
- Develop and implement policies and procedures to ensure vendor invoices are received, processed, and paid timely in accordance with the PMAs for the West End Library and the Fire Station.
- Develop a plan to perform periodic and regular reconciliation of estimated and actual expenditures to ensure the maintenance fund excludes expenditures that are not permitted under the law.

The full audit report can be found here:

<http://app.oig.dc.gov/news/view2.asp?url=release10%2FAudit+of+the+West+End+Library+and+Fire+Station+Maintenance+Fund%2Epdf&mode=audit&archived=0&month=00000&agency=50>

Two additional investigations were conducted in FY21 and to date in FY22: 1) In June, OIG requested information on DCPL's purchases with Muscatellos from January 2017 to present. The requested information was forwarded to OIG to include all purchase orders, invoices and receipts; and 2) On November 5, 2021, DCPL received notice from OIG that a complaint was made alleging that a hidden camera was found in the Library's Office of Public Safety men's locker room in 2017. DCPL submitted a response to the complaint noting that it had no evidence to support this allegation. DCPL has not received a report from the OIG.

The annual West End Library Fund audit is occurring in FY22, which covers the period of October 2020 through September 2021 (FY21). There are no other known investigations, reviews or program/fiscal audits on programs and activities within DCPL.

**J. DISTRICT OF COLUMBIA PUBLIC
LIBRARY TRUST FUND GENERAL
QUESTIONS
TABS J74 – J77**

DISTRICT OF COLUMBIA PUBLIC LIBRARY TRUST FUND GENERAL QUESTIONS

Question Number 74

Please provide history to establish the District of Columbia Public Library Trust Fund.

DC Public Library (DCPL) has 14 Trust Funds, the oldest established in 1903 from the Women's Anthropological Society.

Prior to FY18, the DCPL Trust Fund was budgeted under Special Purpose Revenue in the DC Public Library Trust Fund (UW0), In FY18, the Trust Fund moved to DCPL (CE0), under the Private Donations Fund. These funds are invested by the District's Office of Finance and Treasury.

Trust Fund Name	Donor Type	Date of Award	Objective/Use
Georgetown Peabody Trust Fund	Organization	1979	Unlimited use of income/interest on Georgetown Peabody Library or other facilities serving the residents of Georgetown and up to \$1,500.00 of the income/interest may be used for any public library.
Miscellaneous Trust Fund	Individual	Various	Purchase books
Albert Atwood Memorial Fund	Individual	1975	At discretion and direction of Board of Library Trustees
Thomas J. Brown Memorial Fund	Individual	1915	Support and maintenance of Science and Technology Division
Kathleen Dillion Frazee Memorial Trust Fund	Individual	Unknown	Purchase of books for the Cleveland Park Library
Frederick McReynolds Trust Fund	Individual	1954	Purchase books
Marion F. Rockefeller Gift	Individual	Unknown	Purchase library materials
Miner Trust Fund	Individual	1940	Purchase or reproduce historical material
Theodore W. Noyes Trust Fund	Individual	1947	At discretion and direction of Board of Library Trustees
Henry Pastor Memorial Trust Fund	Individual	1912	Purchase scientific periodicals
Sophy Carr Stanton Memorial Trust Fund	Individual	1956	Purchase materials on the Near and Far East
Hattie M. Strong Trust Fund	Individual	1958	Purchase materials for service to children with disabilities
Women's Anthropological Society Fund	Individual	1903	Works related to anthropology
Henrietta Winant Trust Fund	Individual	2003	Purchase library materials

DISTRICT OF COLUMBIA PUBLIC LIBRARY TRUST FUND GENERAL QUESTIONS

Question Number 75

Please explain the mission of the District of Columbia Public Library Trust Fund?

The mission of the DC Public Library (DCPL) Trust Fund is to support children, teens, and adults with services and materials that promote reading, success in school, lifelong learning, and personal growth.

The fund usually includes bequests or gifts, from individuals or organizations, that are given to DCPL for a specific purpose. These purposes include, but are not limited to, the support of specific libraries or communities, purchase of specific topics, and purchases of books.

All trust funds are invested. For most funds, only the interest/income from the original bequest/gift can be spent for their designated purposes allowing the principle to remain untouched so the investment can continue to grow. Funds are deposited into the Miscellaneous Trust Fund for undesignated smaller donations.

DISTRICT OF COLUMBIA PUBLIC LIBRARY TRUST FUND GENERAL QUESTIONS

Question Number 76

Please provide a list of resources used or needed to manage the District of Columbia Public Library Trust Fund?

DC Public Library (DCPL) Trust Funds are invested by the District's Office of Finance and Treasury.

All trust funds have been pooled to be invested together to earn a higher interest rate. The interest is distributed monthly on a pro rata basis to each separate trust fund. The accounting department ensures that the interest is applied to the correct trust fund.

DC PUBLIC LIBRARY TRUST FUND GENERAL QUESTIONS

Question Number 77

Provide an update on public usage rates of each library facility.

DC Public Library has several key indicators of facility usage. See the following page for usage in FY21.

The pandemic has limited use of some services such as library meeting rooms and in-person programs. As such, data is not included for those services.

Note: In FY21, the Library returned to offering curbside pick-up service for about four months (late December 2020 - mid April 2021) as a result of a surge in COVID-19 positive cases.

FY21 Library Facility Use

Library	Gate Count	Wi-Fi Connected Devices	Computer Sessions	Physical Circulation
MLK. Jr. Memorial	98,368	45,330	14,922	123,773
Anacostia	37,037	9,303	6,745	57,741
Bellevue (William O. Lockridge)	22,584	3,362	5,571	38,420
Benning (Dorothy I. Height)	45,478	5,885	7,488	43,508
Capitol View	25,087	4,180	5,640	42,265
Chevy Chase	27,531	4,293	2,532	156,183
Cleveland Park	67,040	20,646	3,826	267,987
Deanwood	2,831	1,768	1,997	13,502
Francis Gregory	19,954	2,721	3,976	48,477
Georgetown	30,246	8,595	2,789	103,923
*Lamond-Riggs	6,345	1,655	981	24,305
Library Express	-	-	-	3,517
Mt. Pleasant	53,620	12,635	6,514	206,707
Northeast	53,978	6,590	4,532	298,748
Northwest One	5,118	1,383	1,199	12,530
Palisades	26,219	2,877	734	76,768
Parklands-Turner	10,235	9,983	3,278	22,409
Petworth	44,961	19,256	6,904	185,970
Rosedale	13,952	2,699	1,713	22,018
Shaw (Watha T. Daniel)	44,457	17,029	9,052	153,598
Shepherd Park (Juanita E. Thornton)	41,569	3,175	6,525	122,888
Southeast	24,122	10,014	3,374	75,466
*Southwest	26,300	6,511	4,008	47,477
Takoma Park	7,444	1,608	892	32,375
Tenley-Friendship	68,563	5,102	6,647	244,342
West End	57,361	9,501	9,857	149,281
Woodridge	41,305	7,039	8,294	201,638
Neighborhood Libraries Total	803,337	177,810	115,068	2,652,043
SYSTEM TOTAL	901,705	223,140	129,990	2,775,816

* Lamond-Riggs was closed for renovation in FY21; Southwest reopened Q3FY21.