APPOMATTOX REGIONAL LIBRARY SYSTEM

BOARD OF TRUSTEES

February 17, 2015

Rohoic Branch Library

7301 Boydton Plank Road
Petersburg, VA 23803

2:00 p.m.

APPOMATTOX REGIONAL LIBRARY SYSTEM
Board of Trustees
Agenda

February 17, 2015 **2:00 p.m.**

Call to Order.

Approval of Agenda.

Consent Agenda: Minutes – January 20, 2015 - Regular Meeting
Statistical Report January 20, 2015
Financial Report. January 20, 2015
Bills for Review.

Communications.

1. Prince George Woman's Club donation in honor of Helen Hoover

Citizen Comments.

Report of the Library Director:

R1. Audit update/Report
R2. Staff update
R3. Overdrive – ebook platform
R4. State aid update

Committee Reports:

New Business.

N1. Consideration of the 2014 Audit from Mitchell Wiggins

Unfinished Business.

Adjournment.

Appomattox Regional Library System
Minutes of the Board of Trustees Meeting
January 20, 2015

Trustees Present: Mrs. Dragoo, Mrs. Judge, Mrs. Tuggle, Ms. Halupka, Dr. Shepperson, Mrs. Sykes, Mrs. Benjamin, Mrs. Yates

Trustees Absent: Mrs. Gallup

Staff Present: Mr. Firestine, Ms. Lawrence, Ms. McPherson

Approval of Agenda: A motion was made to approve the agenda as presented by Mrs. Tuggle and seconded by Mrs. Judge.

Minutes: The minutes were approved as presented.

Consent Agenda: A motion was made to approve the consent agenda as presented by Mrs. Judge and seconded by Ms. Halupka.

Communications:

Mr. Firestine communicated to the Board that library staff expressed their deep appreciation for the Board approval and receipt of their bonuses in December.

Mr. Firestine informed the Board that he attended the Dinwiddie Board of Supervisor's meeting. He announced the Library's 40th anniversary and thanked them for their continuous support.

Ms. Lawrence reported to the Board an update of the staff program, Beat the Triathlete.

Mr. Firestine informed the Board that the final report of the library's financial statements will be presented during February's Board meeting.

Mr. Firestine communicated to the Board that he is ready for follow up questions, regarding budget requests.

Mr. Firestine informed the Board that the library has completed the project of digitizing microfilm copies of The Hopewell News and it is now accessible from the library's website.

Citizen Comments: None

Report of the Library Director:

- **R1.** **Staff update**:
  - a. Antonia Priode and Sarah Finch resigned at Carson
- **R2.** **Prince George Women's Club donation**:
  - a. $4,000 for Prince George Libraries
- **R3.** **Smart Beginnings**: update

Committee Reports: None

Unfinished Business: None

New Business: None

Adjournment: The meeting adjourned at 2:36 p.m.

Next Meeting: February 17, 2015, 2:00 p.m. at the Rohoic Library.

Respectfully submitted,

Doris Field Gallup

Clerk

Doris Field Gallup

DIRECTOR'S EXTRACURRICULAR ACTIVITIES
January 21, 2015 through February 13, 2015

February 3	Friends of Library Dinwiddie meeting
February 7	Hopewell / Prince George Friends of the library Book Lovers sale

Statistical Report

Circulation Data All Locations:

Location	FY	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Total	YTD % chnge
Hopewell	FY13	22405	21125	17122	18057	16512	14968	17819	18421	18529	17615	17424	18863	218860	
	FY14	22538	19755	16580	17641	15543	14198	14647	14247	14507	16372	15941	16562	198531	
	FY15	20126	18790	15280	18075	16755	15307	15179	0	0	0	0	0	119512	4%
Outreach SVS	FY13	279	246	286	326	271	303	505	461	425	346	510	340	4298	
	FY14	191	314	893	943	303	316	1001	773	933	980	991	1977	9615	
	FY15	1930	831	756	598	524	608	1261	0	0	0	0	0	6508	26%
Burrowsville	FY13	181	270	264	213	142	160	183	215	199	188	163	214	2392	
	FY14	272	259	210	270	194	178	164	154	221	156	199	189	2466	
	FY15	242	234	393	397	419	273	271	0	0	0	0	0	2229	65%
Carson Depot	FY13	1468	1149	999	1179	1059	883	1115	1058	1124	953	1234	1507	13728	
	FY14	1921	1508	1315	1459	1109	1308	1544	1640	1054	1132	1179	2281	17450	
	FY15	1598	1558	1428	1409	1686	1284	1115	0	0	0	0	0	10078	-28%
Dinwiddie	FY13	2219	1869	1741	1989	1600	1596	2072	2085	1943	1834	1784	2004	22736	
	FY14	2608	2410	1645	2011	1449	2584	1656	1665	1894	1889	1843	2036	23690	
	FY15	2632	2489	1834	1755	2197	2254	1604	0	0	0	0	0	14765	-3%
Disputanta	FY13	545	593	429	482	369	698	442	403	297	283	431	338	5310	
	FY14	559	693	518	643	576	550	402	301	344	335	482	600	6003	
	FY15	984	712	645	536	697	508	461	0	0	0	0	0	4543	15%

Location	FY	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Total	YTD % chnge
McKenney	FY13	789	651	555	685	612	576	641	404	471	426	559	575	6944	
	FY14	658	594	520	745	540	550	575	409	452	455	610	886	6994	
	FY15	909	1043	1000	941	1060	1048	698	0	0	0	0	0	6699	21%
Prince George	FY13	6480	5583	4531	4653	3629	3143	3959	3655	3910	4336	3786	5617	53282	
	FY14	7049	5437	4457	4659	4437	4628	5268	3965	4756	5207	4196	4681	58740	
	FY15	7103	5311	4395	4667	4316	3980	4544	0	0	0	0	0	34316	-14%
Rohoic	FY13	1942	1545	1155	1564	1107	769	944	1121	1179	1183	1093	1127	14729	
	FY14	1750	1648	935	1136	943	1640	736	731	802	1225	1097	1102	13745	
	FY15	2485	1412	1225	1498	1954	2000	1018	0	0	0	0	0	11592	38%
ARLS Totals	FY13	36308	33031	27082	29148	25301	23096	27680	27823	28077	27164	26984	30585	342279	
	FY14	37546	32618	27073	29507	25094	25952	25993	23885	24963	27751	26538	30314	337234	
	FY15	38009	32380	26956	29876	29608	27262	26151	0	0	0	0	0	210242	1%

New Patron Cards:

New Patron Cards													
FY2015	**JUL**	**AUG**	**SEP**	**OCT**	**NOV**	**DEC**	**JAN**	**FEB**	**MAR**	**APR**	**MAY**	**JUN**	**Total**
Hopewell	221	183	205	197	136	127	179						**1248**
Outreach	1	0	0	1	0	0	1						**3**
Burrowsville	10	1	0	4	8	1	2						**26**
Carson Depot	9	14	18	18	0	12	10						**81**
Dinwiddie	32	38	26	36	9	15	26						**182**
Disputanta	13	10	9	13	3	8	4						**60**
McKenney	5	7	17	1	7	5	7						**49**
Prince George	120	73	107	111	58	74	89						**632**
Rohoic	13	16	16	16	20	11	18						**110**
Total	**424**	**342**	**398**	**397**	**241**	**253**	**336**	**0**	**0**	**0**	**0**	**0**	**2391**

Patron Visits and Program Statistics:

PATRON VISITS	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
FY2015													
Hopewell	15,270	14,030	12,655	15,055	18,652	14,009	22,459						112,130
Outreach	485	233	407	943	238	850	568						3,724
Burrowsville	178	123	178	265	153	228	171						1,296
Carson Depot	753	879	783	825	561	560	508						4,869
Dinwiddie	1,065	961	788	794	585	687	731						5,611
Disputanta	242	276	260	265	189	283	229						1,744
McKenney	465	361	360	340	290	315	310						2,441
Prince George	5,724	3,459	4,053	4,376	3,985	3,789	3,399						28,785
Rohoic	819	745	707	775	643	564	560						4,813
TOTAL	**25,001**	**21,067**	**20,191**	**23,638**	**25,296**	**21,285**	**28,935**	**0**	**0**	**0**	**0**	**0**	**165,413**
MISC TRANSACTIONS	**JUL**	**AUG**	**SEP**	**OCT**	**NOV**	**DEC**	**JAN**	**FEB**	**MAR**	**APR**	**MAY**	**JUN**	TOTAL
Meeting room users	1,598	1,830	1,557	1,771	1,352	943	1,708						10,759
Meetings	153	165	256	266	137	116	183						1,276
Book Group	15	12	15	14	12	31	11						110
Adult Program	35	147	98	130	68	36	52						566
Non-SRP Child Program	24	48	61	25	83.	0	0						241
Non-SRP Teen Program	18	51	83	35	7.	0	0						194
Storytime	156	130	181	245	197.	172	92						1,173
Family SRP	224	0	0	0	0.	0	0						224
SRP Child	117	0	0	0	0	0	0						117
SRP Teen	65	0	0	0	0	0	0						65
Freading (ebooks)	0	0	0	0	0	0	0						0
Zinio (emagazines)	105	155	128	203	166	140	120						1,017
Hoopla Circs	492	471	420	393	388	393	401						2,958
Hoopla users +/month	478	51	40	32	30	18	37						686
TOTALS	**3,480**	**2,383**	**2,251**	**2,689**	**2,022**	**1,849**	**2,604**	**0**	**0**	**0**	**0**	**0**	**14,725**

Reference and Other Transaction Statistics:

REFERENCE QUESTIONS	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
FY2015													
Hopewell	440	362	384	481	292	262	384						2605
Outreach	0	0	0	0	0	0	0						0
Burrowsville	47	32	47	64	44	57	51						342
Carson Depot	263	251	178	154	96	144	173						1259
Dinwiddie	295	228	260	231	182	179	217						1592
Disputanta	14	22	25	48	23	27	32						191
McKenney	43	22	25	17	22	15	21						165
Prince George	149	166	250	176	111	179	153						1184
Rohoic	163	151	160	183	137	134	182						1110
TOTALS	**1414**	**1234**	**1329**	**1354**	**907**	**997**	**1213**	**0**	**0**	**0**	**0**	**0**	**8448**
Computer Use	**JUL**	**AUG**	**SEP**	**OCT**	**NOV**	**DEC**	**JAN**	**FEB**	**MAR**	**APR**	**MAY**	**JUN**	**TOTAL**
Hopewell	6967	5743	5429	6037	4451	4185	4907						37,719
Burrowsville	25	83	94	148	54	68	73						545
Carson Depot	180	154	207	133	78	92	123						967
Dinwiddie	479	303	297	268	174	189	243						1,953
Disputanta	201	86	130	125	86	85	115						828
McKenney	180	175	172	175	148	134	133						1,117
Prince George	1493	1427	1473	1467	954	954	978						8,746
Rohoic	234	221	237	297	243	249	250						1,731
TOTALS	**9759**	**8192**	**8039**	**8650**	**6188**	**5956**	**6,822**	**0**	**0**	**0**	**0**	**0**	**53606**

Technical Services Statistics:

Technical Services Report	New Titles Received	New Items Received	Titles Cataloged	Items Cataloged	InterLibrary Loans
July	520	1008	849	1227	29
August	435	828	691	1257	14
September	696	1388	680	1243	18
October	721	1401	827	1504	14
November	514	981	571	1067	18
December	623	1171	713	1208	10
January	739	1591	777	1424	15
February					
March					
April					
May					
June					
Totals	**4248**	**8368**	**5108**	**8930**	**118**

Appomattox Regional Library System
Revenues and Expenses
January 1, 2015 – January 31, 2015

FND#	REVENUES 1/31/2015	FY 2015 Proposed	Prev. Total Receipts	Monthly Receipts	Total Receipts	Percent Received	Balance Due
100	Carry Over	$ 39,553	$39,553	$0	$39,553	100.0%	$20,000
101	Reserve	$ 15,000	$15,000	$0	$15,000	0.0%	$ -
102	Hopewell	$ 551,300	$275,650	$137,818	$413,468	75.0%	$ 137,832
103	Dinwiddie	$ 259,085	$129,542	$64,717	$194,259	75.0%	$ 64,826
104	Prince George	$ 560,023	$280,010	$140,005	$420,015	75.0%	$ 140,008
105	State Funds	$ 378,673	$189,336	$94,668	$284,004	75.0%	$ 94,669
106	Fines/Fees/Lost	$ 23,373	$12,461	$2,777	$15,238	65.2%	$ 8,135
107	Copying Receipts	$ 19,166	$12,782	$2,020	$14,802	77.2%	$ 4,364
108	Endowment Funds	$ 20,499	$0	$0	$0	0.0%	$ 20,499
109	E-Rate Refunds	$ 36,000	$28,925	$0	$28,925	80.3%	$ 7,075
110	Gifts/Donations	$ 8,500	$350	$4,000	$4,350	51.2%	$ 4,150
111	Grants	$ 10,000	$0	$0	$0	0.0%	$ 10,000
112	Other	$ 23,449	$12,332	$1,834	$14,166	60.4%	$ 9,283
	TOTALS	$ 1,944,621	$995,941	$447,839	$1,443,780	74.2%	$520,841

FND#	EXPENSES 1/31/2015	FY Projected Expenditures	TOTAL SPENT	Monthly EXPENSES	Total EXPENSES	Percent Spent	BALANCE
	Personnel						
200	M.L.S. Salaries and Wages	$ 400,481	$ 172,658	$ 25,230	$ 197,888	49.4%	$ 202,593
201	Non M.L.S. Salaries and Wages	$ 512,000	$ 252,042	$ 35,590	$ 287,632	56.2%	$ 224,368
202	Benefits for Staff and Retirees	$ 285,203	$ 139,326	$ 21,226	$ 160,552	56.3%	$ 124,651
	Total Personnel	$ 1,197,684	$ 564,026	$ 82,046	$ 646,072	53.9%	$ 551,612
	Books & Materials						
300	Books	$ 108,000	$ 51,119	$ 14,902	$ 66,021	61.1%	$ 41,979
301	Standing Order Books	$ 36,050	$ 17,107	$ 3,967	$ 21,074	58.5%	$ 14,976
302	Print Newspapers Periodicals	$ 14,276	$ 14,705	$ 613	$ 15,318	107.3%	$ (1,042)
303	Audiovisual Materials	$ 26,780	$ 12,198	$ 3,851	$ 16,049	59.9%	$ 10,731
304	Electronic Materials	$ 6,500	$ 1,930	$ -	$ 1,930	29.7%	$ 4,570
305	Microforms	$ 1,133	$ -	$ -	$ -	0.0%	$ 1,133
306	Binding/repair	$ 500	$ -	$ -	$ -	0.0%	$ 500
307	PG Restricted Gift	$ 10,000	$ 3,701	$ 2,371	$ 6,072	60.7%	$ 3,928
307	Family Resource Bks	$ 2,001	$ 1,408	$ 614	$ 2,022	101.0%	$ (21)
308	Econtent	$ 13,125	$ 12,233	$ -	$ 12,233	93.2%	$ 892
	Total Books & Materials	$ 218,365	$ 114,401	$ 26,318	$ 140,719	64.4%	$ 77,646
	Capital Expenditures						
400	Library Non-Computer Equipment	$ 12,875	$ 13,925	$ -	$ 13,925	108.2%	$ (1,050)
401	Computer Hardware	$ 10,875	$ 2,091	$ -	$ 2,091	19.2%	$ 8,784
	Total Capital Expenditures	$ 23,750	$ 16,016	$ -	$ 16,016	67.4%	$ 7,734
	Contractual						
500	Lyrasis I.L.L. Services	$ 2,000	$ 973	$ 163	$ 1,136	56.8%	$ 864
501	Software Licensing Contracts	$ 15,700	$ 8,651	$ 340	$ 8,991	57.3%	$ 6,709

FND#	EXPENSES 1/31/2015	FY Projected Expenditures	TOTAL SPENT	Monthly EXPENSES	Total EXPENSES	Percent Spent	BALANCE
502	Audit	$ 16,151	$ 9,127	$ 740	$ 9,867	61.1%	$ 6,284
503	Cataloging MARC Records	$ 3,605	$ -	$ -	$ -	0.0%	$ 3,605
504	Unique Management	$ 9,000	$ 3,946	$ -	$ 3,946	43.8%	$ 5,054
505	Computer Support Service Calls	$ 9,500	$ 1,388	$ -	$ 1,388	14.6%	$ 8,112
506	Other Computer Sftwre Services	$ 3,500	$ 250	$ 500	$ 750	21.4%	$ 2,750
507	Telecomm Internet Line Charges	$ 26,000	$ 12,345	$ 2,881	$ 15,226	58.6%	$ 10,774
508	Printing and Publications	$ 9,500	$ 4,980	$ -	$ 4,980	52.4%	$ 4,520
509	Security Guard Service	$ 28,729	$ 11,672	$ 2,707	$ 14,379	50.1%	$ 14,350
	Total Contractual	$ 123,685	$ 53,332	$ 7,331	$ 60,663	49.0%	$ 63,022
	Facilities, Maint, Operations						
600	Equipment Repair and Maintenance	$ 3,500	$ 1,322	$ 569	$ 1,891	54.0%	$ 1,609
601	TLC Maintenance Contract	$ 19,500	$ 17,354	$ -	$ 17,354	89.0%	$ 2,146
602	Facilities and Rent	$ 76,650	$ 36,000	$ 6,000	$ 42,000	54.8%	$ 34,650
603	Supplies	$ 25,000	$ 17,449	$ 4,543	$ 21,992	88.0%	$ 3,008
604	Travel and Wrksop, Conference Fees	$ 8,500	$ 2,775	$ 406	$ 3,181	37.4%	$ 5,319
605	Training-Education	$ 6,500	$ 4,442	$ -	$ 4,442	68.3%	$ 2,058
606	Utilities	$ 6,000	$ 1,691	$ 800	$ 2,491	41.5%	$ 3,509
607	Telephone (Voice)	$ 15,000	$ 7,281	$ 1,403	$ 8,684	57.9%	$ 6,316
608	Insurance	$ 12,937	$ 10,301	$ -	$ 10,301	79.6%	$ 2,636
609	Vehicle Maintenance and Fuel	$ 9,000	$ 1,840	$ 1,036	$ 2,876	32.0%	$ 6,124
610	Job and Contract Advertising	$ 2,500	$ 1,120	$ 128	$ 1,248	49.9%	$ 1,252
611	Promotional Advertising	$ 2,000	$ 2,677	$ 375	$ 3,052	152.6%	$ (1,052)
612	Org/Association Dues	$ 2,000	$ 1,306	$ 260	$ 1,566	78.3%	$ 434
613	Postage	$ 4,500	$ 2,551	$ 1,000	$ 3,551	78.9%	$ 949
614	Janitorial	$ 66,000	$ 29,252	$ 5,191	$ 34,443	52.2%	$ 31,557
615	Other Building Maintenance	$ 8,500	$ 13,790	$ 428	$ 14,218	167.3%	$ (5,718)

	Total Facilities, Maint & Ops	$ 268,087	$ 151,151	$ 22,139	$ 173,290	64.6%	$ 94,797
	Program, Activites & Other						
700	YS Summer Reading Program	$ 6,500	$ 3,293	$ 1,135	$ 4,428	68.1%	$ 2,072
701	YS Programming Supplies	$ 4,191	$ 2,524	$ 154	$ 2,678	63.9%	$ 1,513
702	Adult Programming Supplies	$ 2,600	$ 128	$ 1,265	$ 1,393	53.6%	$ 1,207
703	Endowment	$ 3,500	$ -	$ -	$ -	0.0%	$ 3,500
704	Funds for Local History Collection	$ 30,000	$ 2,116	$ 19,137	$ 21,253	70.8%	$ 8,747
705	Reserve	$ 5,500	$ -	$ -	$ -	0.0%	$ 5,500
706	New Delivery Vehicle	$ 30,000	$ 38,955	$ -	$ 38,955	129.9%	$ (8,955)
707	Misc. Professional Serv. And Other	$ 15,759	$ 11,775	$ 1,065	$ 12,840	81.5%	$ 2,919
	Total Prg, Act, Other	$ 98,050	$ 58,791	$ 22,756	$ 81,547	83.2%	$ 16,503
	Grand Total	$ 1,929,621	$ 957,717	$ 160,590	$ 1,118,307	58.0%	$ 811,314

APPOMATTOX REGIONAL LIBRARY
CHECK REGISTER
January 1, 201 to January 31, 201

Date	Check #	Payee	Amount
1/7/15	200529	Electronic Federal Tax Payment	7,797.86
1/16/15	200530	Treasurer of Virginia	6,431.84
1/22/15	200531	Electronic Federal Tax Payment	8,582.04
1/9/15	37348	4 Imprint	352.18
1/9/15	37349	AT & T	78.65
1/9/15	37350	Baker & Taylor Books, Inc.	4,788.39
1/9/15	37351	Veronica Bright	15.55
1/9/15	37352	Capital One Bank	1,906.50
1/9/15	37353	Capital One Bank	1,055.79
1/9/15	37354	Hampton Public Library	20.00
1/9/15	37355	Comcast Communications	325.74
1/9/15	37356	Distribution Video & Audio, Inc.	89.91
1/9/15	37357	Dominion Virginia Power	173.57
1/9/15	37358	Dominion Virginia Power	277.39
1/9/15	37359	Sarah Finch	70.24
1/9/15	37360	Gale	255.64
1/9/15	37361	Harlequin Reader Service	84.82
1/9/15	37362	Hermes Publications	233.00
1/9/15	37363	Ingram Library Services	2,911.41
1/9/15	37364	Midwest Tape	862.62
1/9/15	37365	Minor & Associates	740.00
1/9/15	37366	Petersburg Alarm Company, Inc.	114.00
1/9/15	37367	Progress Index	197.60
1/9/15	37368	The Reading Warehouse	321.00
1/9/15	37369	Sam's Club Direct	666.58
1/9/15	37370	Securitas Security Services USA, Inc	944.06
1/9/15	37371	Shred-It USA Richmond	47.50
1/9/15	37372	Staples, Inc.	1,157.84
1/9/15	37373	Tech Logic	1,515.00
1/9/15	37374	Verizon	52.28
1/9/15	37375	Virginia American Water	78.06
1/9/15	37376	Virginia Library Association	145.00
1/16/15	37377	AT & T Mobility	288.97
1/16/15	37378	AT & T	69.18
1/16/15	37379	Baker & Taylor Books, Inc.	3,725.48
1/16/15	37380	Baker & Taylor Books, Inc.	1,051.26
1/16/15	37381	Lucas Bailey	62.91
1/16/15	37382	Creekside Digital	19,136.73
1/16/15	37383	Comcast Communications	1,244.24
1/16/15	37384	Comcast Communications	889.48
1/16/15	37385	DEMCO, Inc.	294.89

1/16/15	37386	Diamond Springs	20.85
1/16/15	37387	Distribution Video & Audio, Inc.	179.82
1/16/15	37388	Dix's Landscaping	200.00
1/16/15	37389	Dominion Virginia Power	1,221.19
1/16/15	37390	Doreen Creel-Wood Accounting	385.00
1/16/15	37391	Gale	398.08
1/16/15	37392	Harlequin Reader Service	47.60
1/16/15	37393	Hopewell News	190.00
1/16/15	37394	Hopewell Payments	31.16
1/16/15	37395	Ingram Library Services	1,397.14
1/16/15	37396	Ivan Art of Virginia	800.00
1/16/15	37397	LeClair Ryan	4,185.00
1/16/15	37398	LexisNexis Matthew Bender	523.41
1/16/15	37399	MALIA	150.00
1/16/15	37400	McKay Hardware, Inc.	24.96
1/16/15	37401	Midwest Tape	1,049.32
1/16/15	37402	OCLC, Inc.	162.82
1/16/15	37403	Pitney Bowes Global Financial Services	351.00
1/16/15	37404	Progress Index	197.60
1/16/15	37405	Richmond Times Dispatch	218.00
1/16/15	37406	Securitas Security Services USA, Inc	715.50
1/16/15	37407	Unique Management Services	903.95
1/16/15	37408	Verizon	296.51
1/16/15	37409	Virginia Employment Commission	1,895.26
1/16/15	37410	Webster Integrated Technologies	674.61
1/16/15	37411	Jeanine Albiges	8.47
1/21/15	37412	ARLS-Investment	100,000.00
1/21/15	37413	ARLS-Payroll	100,000.00
1/21/15	37414	Anthem BlueCross BlueShield	9,100.00
1/21/15	37415	Anthem BlueCross BlueShield	570.00
1/30/15	37416	AT & T	17.29
1/30/15	37417	Baker & Taylor Books, Inc.	1,296.63
1/30/15	37418	Baker & Taylor Books, Inc.	960.88
1/30/15	37419	Capital One Bank	1,497.23
1/30/15	37420	Capital One Bank	503.49
1/30/15	37421	Capital One Bank	154.30
1/30/15	37422	Comcast Communications	325.80
1/30/15	37423	County of Dinwiddie	600.00
1/30/15	37424	County of Prince George	1,650.00
1/30/15	37425	CS Diamond Enterprises, Inc.	4,740.00
1/30/15	37426	DEMCO, Inc.	62.63
1/30/15	37427	Distribution Video & Audio, Inc.	79.92
1/30/15	37428	Dominion Virginia Power	328.04
1/30/15	37429	Gale	125.94
1/30/15	37430	Harlequin Reader Service	51.40
1/30/15	37431	Hopewell City Treasurer	3,750.00

1/30/15	37432	Hopewell City Treasurer	1,036.99
1/30/15	37433	Ingram Library Services	3,350.88
1/30/15	37434	Midwest Tape	1,281.02
1/30/15	37435	Pennsylvania Library Association	80.00
1/30/15	37436	Petersburg Alarm Company, Inc.	114.00
1/30/15	37437	Purchase Power	600.00
1/30/15	37438	Sam's Club Direct	432.30
1/30/15	37439	Securitas Security Services USA, Inc	1,048.32
1/30/15	37440	Sprint	523.79
1/30/15	37441	Staples, Inc.	771.74
1/30/15	37442	Joshua M. Wright	13.99
	Total		320,349.03