

APPOMATTOX REGIONAL LIBRARY
SYSTEM

BOARD OF TRUSTEES

July 21, 2015

Hopewell Headquarters Library

209 E. Cawson Street
Hopewell, VA 23860

2:00 p.m.

APPOMATTOX REGIONAL LIBRARY SYSTEM
Board of Trustees
Agenda

July 21, 2015

2:00 p.m.

Call to Order.

Approval of Agenda.

Consent Agenda: All matters listed under Consent Agenda are considered routine by the Board and will be approved or received by on motion in the form listed. Items may be removed from the Consent Agenda for discussion under the Regular Agenda at the request of any Board member.

Minutes – June 16, 2015 - Regular Meeting
Statistical Report June 16, 2015
Financial Report. June 16, 2015
Bills for Review.

Communications.

Citizen Comments.

Report of the Library Director:

- R1.** Rohoic update
- R2.** McKenney update
- R3.** Automated External Defibrillator project

Committee Reports:

New Business.

Unfinished Business.

Adjournment.

**Appomattox Regional Library System
Minutes of the Board of Trustees Meeting
June 16, 2015**

Trustees Present: Mrs. Dragoo, Ms. Halupka, Mrs. Tuggle, Mrs. Sykes, Mrs. Gallup, Mrs. Benjamin, Mrs. Judge

Trustees Absent: Mrs. Yates, Dr. Shepperson

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

Approval of Agenda: A motion was made to approve the agenda as presented by Mrs. Sykes and seconded by Ms. Halupka.

Minutes: The minutes were approved as corrected.

Consent Agenda: The consent agenda was adopted after a motion made by Mrs. Tuggle and seconded by Mrs. Gallup.

Communications:

Mr. Firestine informed the Board that all budget requests will be funded as requested.

Citizen Comments: None

Report of the Library Director:

R1.Staff Update: Ms. Andrea Pina YS LA2 has resigned effective June 9, 2015. Ms. Heather Maury was hired to be the Youth Services Manager effective June 15, 2015.

R2.McKenney Branch Update: A draft of survey was presented for review. Upon completion it will be distributed through the ARLS website and at branch locations throughout the system to gather input on outfitting the McKenney Branch. Community meetings will be scheduled in July for further community input.

R3.Rohoic: Enteros design is developing feasibility plans for remodeled space at the branch. These will be ready for review and input by September 2015.

Committee Reports:

R1. The Finance Committee recommended to the Board to accept the FY 2016 Financial Plan. All accepted the plan.

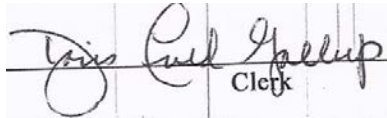
New Business: None.

Unfinished Business: None.

Adjournment: The meeting adjourned at 5:34 p.m.

Next Meeting: July 21, 2015, 2:00 p.m. at the Hopewell Library.

Respectfully submitted,

A handwritten signature in cursive script that reads "Doris Field Gallup". Below the signature, the word "Clerk" is printed in a small, sans-serif font.

Doris Field Gallup

DIRECTOR'S EXTRACURRICULAR ACTIVITIES
June 17, 2015 to July 15, 2015

June 20 Hosted CALD meeting at Carson Branch Library

July 9 McKenney Town Council with Ms. Benjamin and Ms. Sykes

Statistical Report

Circulation Data All Locations:

Location	FY	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Total	YTD % chnge
Hopewell	FY11	27161	24672	20070	19802	19041	17325	20086	18084	19634	18580	18127	21552	244134	
	FY12	23108	22029	18971	19777	18601	15246	17511	16477	17750	17686	17576	19975	224707	
	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	14205	15882	15704	14275	19051	198629	15%
Outr SVS	FY11	161	283	264	463	461	270	424	484	759	262	330	212	4373	
	FY12	252	335	377	289	333	272	363	499	608	346	445	315	4434	
	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	1087	904	760	844	511	10614	-74%
Burrowsville	FY11	244	226	211	217	253	213	209	170	227	285	240	272	2767	
	FY12	195	296	263	286	380	335	244	249	206	224	156	191	3025	
	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	183	255	180	256	236	3339	25%
Carson Depot	FY11	2006	1868	1210	1395	1148	1008	1068	1261	1391	1282	1219	1481	16337	
	FY12	1839	1669	1156	1425	1321	917	1225	1258	1253	1147	1180	1339	15729	
	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	1281	16450	
	FY15	1598	1558	1428	1409	1686	1284	1115	1687	1167	1164	1273	1378	16747	8%

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Location	FY	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Total	YTD % chnge
Dinwiddie	FY11	2483	2501	1996	1970	1748	1502	1875	1883	2130	1582	1659	2028	23357	
	FY12	2228	1948	1673	1746	1694	1284	1790	2072	1698	1706	1755	1998	21592	
	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	1768	1806	1811	1856	2065	24071	1%
Disputanta	FY11	687	518	407	296	397	389	412	281	353	331	532	463	5066	
	FY12	667	528	474	458	406	340	326	458	376	358	485	437	5313	
	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	545	755	774	508	784	7909	31%
McKenney	FY11	1791	1329	1172	1332	1054	793	938	770	898	892	834	908	12711	
	FY12	1474	1210	1420	1106	1163	1000	1153	962	1045	1085	1017	1020	13655	
	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	675	899	856	770	815	10714	-8%
Prince George	FY11	0	0	0	0	0	0	0	0	0	0	0	0		
	FY12	1658	4168	3428	3430	3363	2733	3697	3473	4163	3667	3814	5635	43229	
	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	4318	4339	4014	4066	5397	56450	15%
Rohoic	FY11	1703	1520	1448	1470	1164	912	1005	1001	1303	1083	1194	1423	15226	
	FY12	1611	1701	1140	1383	1299	1082	1182	1265	1348	1131	1250	1408	15800	
	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	964	1287	1021	1018	1373	17255	25%

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Location	FY	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Total	YTD % chnge
ARLS Totals	FY11	36236	32917	26778	26945	25266	22412	26017	23934	26695	24297	24135	28339	323971	
	FY12	33032	33884	28902	29900	28560	23209	27491	26713	28447	27350	27678	32318	347484	
	FY13	34572	30563	25310	29100	26391	24666	25114	23450	25538	25091	23760	31019	324574	
	FY14	37546	32618	27073	29507	25094	25952	25993	23885	24963	27751	26538	29314	338225	
	FY15	38009	32380	26956	29876	29608	27262	26151	25432	27294	26284	24866	31610	345728	2.8%

June 21, 2015

Turnover Rate and Collection Circulation Analysis:

July 2013 - June 2014	Total Circulations	Total Items	Turnover Rate*
Hopewell	198,531.	102,510.	1.94
Outreach	9,615.	2,902.	3.31
Burrowsville	2,466.	10,429.	0.24
Carson Depot	18,441.	10,716.	1.72
Dinwiddie	23,690.	12,835.	1.85
Disputanta	6,003.	8,579.	0.70
McKenney	6,994.	10,773.	0.65
Prince George	58,740.	38,028.	1.54
Rohoic	13,745.	14,526.	0.95
ARLS TOTAL	338,225.	211,298.	1.60

*Turnover Rate is Total Circulations / Total Items (higher is better)

July 2014 - June 2015	Total Circulations	Total Items	Turnover Rate*
Hopewell	198,629.	87,331.	2.27
Outreach	10,614.	945.	11.23
Burrowsville	3,339.	9,499.	0.35
Carson Depot	16,747.	9,192.	1.82
Dinwiddie	24,071.	12,096.	1.99
Disputanta	7,909.	7,753.	1.02
McKenney	10,714.	9,513.	1.13
Prince George	56,450.	31,603.	1.79
Rohoic	17,255.	13,615.	1.27
ARLS TOTAL	345,728.	181,547.	1.90

*Turnover Rate is Total Circulations / Total Items (higher is better)

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New Patron Cards:

New Patron Cards													
2014	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Total
Hopewell	237	258	224	180	157	136	179	135	192	170	172	185	2225
Outreach	0	2	1	1	0	0	0	0	0	1	0	0	5
Burrowsville	1	2	3	0	4	0	1	9	1	3	5	6	35
Carson Depot	11	5	9	10	14	13	9	11	6	11	8	14	121
Dinwiddie	56	41	31	52	38	11	32	24	44	30	31	50	440
Disputanta	17	13	6	11	3	6	6	4	10	6	6	11	99
McKenney	12	13	6	10	8	2	18	3	8	5	7	3	95
Prince George	146	125	95	99	86	68	80	65	64	63	93	138	1122
Rohoic	34	19	15	16	14	4	14	8	17	34	19	21	215
Total	514	478	390	379	324	240	339	259	342	323	341	428	4357
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	122	150	128	124	231	2003
Outreach	1	0	0	1	0	0	1	2	0	0	0	0	5
Burrowsville	10	1	0	4	8	1	2	3	0	4	0	4	37
Carson Depot	9	14	18	18	0	12	10	14	7	6	0	4	112
Dinwiddie	32	38	26	36	9	15	26	22	31	30	9	19	293
Disputanta	13	10	9	13	3	8	4	7	13	8	3	13	104
McKenney	5	7	17	1	7	5	7	12	9	10	7	8	95
Prince George	120	73	107	111	58	74	89	65	80	60	58	114	1009
Rohoic	13	16	16	16	20	11	18	20	9	12	20	33	204
Total	424	342	398	397	241	253	336	267	299	258	221	426	3862

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Patron Visits and Program Statistics 2014:

PATRON VISITS	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
2013-2014													
Hopewell	16,114	15,920	14,344	13,780	11,490	12,005	12,003	12,368	11,296	13,354	11,272	13,042	156,987
Outreach	115	227	762	819	59	5	655	415	496	1,270	643	2049	6,044
Burrowsville	239	237	211	225	186	201	164	178	208	195	211	158	2,413
Carson Depot	919	889	726	1,057	722	620	601	558	735	712	744	712	8,995
Dinwiddie	1,250	1,017	852	890	693	581	628	700	771	831	764	829	9,806
Disputanta	228	315	278	299	258	281	314	309	314	242	186	255	3,279
McKenney	439	354	389	501	400	300	345	265	290	273	304	596	4,456
Prince George	5,656	7,660	5,681	4,013	3,043	3,175	3,526	3,108	3,471	3,727	3,846	3,649	50,555
Rohoic	1,075	940	528	743	854	670	564	502	741	784	705	660	8,766
TOTAL	26,035	27,559	23,771	22,327	17,705	17,838	18,800	18,403	18,322	21,388	18,675	21,950	252,772
MISC TRANSACTIONS	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Meeting room users	3,067	2,252	1,816	1,883	2,045	1,920	1,893	1,736	1,023	2,158	1,778	1,618	23,189
Meetings	154	133	148	167	144	152	132	104	110	182	217	325	1,968
Book Group	16	16	22	13	10	5	5	31	20	19	17	18	192
Adult Program	50	88	48	50	117	100	65	105	69	210	64	12	978
Non-SRP Child Program	0	0	42	51	35.	16	0	19	18	1,284	0	0	1,465
Non-SRP Teen Program	0	0	11	26	69.	54	380	100	1	0	0	0	641
Storytime	520	94	115	226	130.	113	98	120	183	209	129	225	
Family SRP	820	249	0	0	0.	0	0	0	0	0	0	0	1,069
SRP Child	247	3	0	0	0	0	0	0	0	0	1,634	0	1,884
SRP Teen	25	72	0	0	0	0	0	0	0	0	0	0	97
Freeding (ebooks)	94	74	45	90	49	44	33	2	6	2	5		444
Zinio (emagazines)	81	95	95	147	86	105	102	119	149	189	151	121	1,440
Hoopla Circs	0	0	0	0	0	0	0	0	462	513	470	554	1,999
TOTALS	4,899	2,907	2,202	2,416	2,550	2,509	2,708	2,336	2,041	4,766	3,839	2,198	31,927

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Patron Visits and Program Statistics FY 2015:

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	12,459	16,085	13,255	13,957	13,957	13,733	173,117
Outreach	485	233	407	943	238	850	568	516	606	671	338	223	6,078
Burrowsville	178	123	178	265	153	228	171	154	226	222	153	167	2,218
Carson Depot	753	879	783	825	561	560	508	432	422	431	561	489	7,204
Dinwiddie	1,065	961	788	794	585	687	731	722	927	803	858	851	9,772
Disputanta	242	276	260	265	189	283	229	225	263	276	189	314	3,011
McKenney	465	361	360	340	290	315	310	275	354	283	290	330	3,973
Prince George	5,724	3,459	4,053	4,376	3,985	3,789	3,399	3,105	4,014	4,207	2,683	2,968	45,762
Rohoic	819	745	707	775	643	564	560	505	670	620	643	752	8,003
TOTAL	25,001	21,067	20,191	23,638	25,296	21,285	18,935	22,019	20,737	21,470	19,672	19,827	259,138
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	2,730	2,373	2,560	2,612	1,804	22,838
Meetings	153	165	256	266	137	116	183	306	171	444	260	179	2,636
Book Group	15	12	15	14	12	31	11	79	39	40	19	15	302
Adult Program	35	147	98	130	68	36	52	59	212	237	104	90	1,268
Non-SRP Child Program	24	48	61	25	83.	0	0	0	54	185	106	5,925	6,511
Non-SRP Teen Program	18	51	83	35	7.	0	0	0	15	47	7	2,313	2,576
Storytime	156	130	181	245	197.	172	92	211	225	221	193	104	2,127
Family SRP	224	0	0	0	0.	0	0	0	0	0	0	0	224
SRP Child	117	0	0	0	0	0	0	0	0	0	0	0	117
SRP Teen	65	0	0	0	0	0	0	0	0	0	0	0	65
Freeding (ebooks)	0	0	0	0	0	0	0	0	0	0	0	0	0
Zinio (emagazines)	105	155	128	203	166	140	0	0	0	0	0	0	897
Hoopla Circs	492	471	420	393	388	393	401	425	431	348	342	447	4,951
Hoopla users +/month	478	51	40	32	30	18	37	31	31	18	25	29	820
TOTALS	3,480	2,383	2,251	2,689	2,022	1,849	2,484	3,841	3,551	4,100	3,301	10,430	38,664

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Reference and Other Transaction Statistics FY2014:

REFERENCE QUESTIONS	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
2012-2013													
Hopewell	549	633	666	571	413	402	463	283	362	385	379	405	5511
Outreach	0	0	0	0	0	0	0	0	0	0	0	0	0
Burrowsville	75	58	67	88	63	63	53	55	56	57	61	47	743
Carson Depot	274	271	246	294	286	219	236	211	244	223	217	255	2976
Dinwiddie	230	202	253	231	171	162	252	166	205	201	195	244	2512
Disputanta	26	17	21	29	16	13	35	29	18	13	6	14	237
McKenney	143	116	112	116	50	25	55	74	50	33	13	57	844
Prince George	484	416	400	349	283	310	283	252	293	382	232	210	3894
Rohoic	200	241	143	183	104	133	193	118	125	163	140	142	1885
TOTALS	1981	1954	1908	1861	1386	1327	1570	1188	1353	1457	1243	1374	18602
Computer Use	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Hopewell	7286	8018	6498	7249	5437	5322	5428	5385	5025	5285	5244	5685	71,862
Burrowsville	139	103	108	118	90	119	124	123	141	119	112	110	1,406
Carson Depot	240	271	217	248	169	143	195	123	237	210	186	146	2,385
Dinwiddie	271	236	217	248	200	207	201	199	179	206	196	331	2,691
Disputanta	94	135	105	107	76	91	91	87	101	73	77	130	1,167
McKenney	123	117	104	128	119	78	83	64	68	158	127	125	1,294
Prince George	1531	1362	1191	1365	937	1009	1022	928	991	1068	1061	1071	13,536
Rohoic	254	183	186	743	165	135	247	202	250	324	316	263	3,268
TOTALS	9938	10425	8626	10206	7193	7104	7,391	7111	6992	7443	7319	7861	97609

June 21, 2015

Reference and Other Transaction Statistics FY2015:

REFERENCE QUESTIONS	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
FY2015													
Hopewell	440	362	384	481	292	262	384	307	396	289	292	277	4166
Outreach	0	0	0	0	0	0	0	0	0	0	0	0	0
Burrowsville	47	32	47	64	44	57	51	45	66	48	44	40	585
Carson Depot	263	251	178	154	96	144	173	97	94	79	96	67	1692
Dinwiddie	295	228	260	231	182	179	217	245	283	243	182	152	2697
Disputanta	14	22	25	48	23	27	32	26	20	42	23	36	338
McKenney	43	22	25	17	22	15	21	36	54	52	22	57	386
Prince George	149	166	250	176	111	179	153	123	121	79	111	32	1650
Rohoic	163	151	160	183	137	134	182	186	194	185	137	194	2006
TOTALS	1414	1234	1329	1354	907	997	1213	1065	1228	1017	907	855	13520
Computer Use	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Hopewell	6967	5743	5429	6037	4451	4185	4907	3916	3486	4643	4126	4589	58,479
Burrowsville	25	83	94	148	54	68	73	79	96	54	54	48	876
Carson Depot	180	154	207	133	78	92	123	115	95	145	110	176	1,608
Dinwiddie	479	303	297	268	174	189	243	214	214	316	307	331	3,335
Disputanta	201	86	130	125	86	85	115	80	64	81	85	81	1,219
McKenney	180	175	172	175	148	134	133	128	142	148	149	148	1,832
Prince George	1493	1427	1473	1467	954	954	978	784	786	918	894	951	13,079
Rohoic	234	221	237	297	243	249	250	208	237	266	274	273	2,989
TOTALS	9759	8192	8039	8650	6188	5956	6,822	5524	5120	6571	5999	6597	83417

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**Technical Services Statistics:
2014**

Technical Services Report	New Titles Received	New Items Received	Titles Cataloged	Items Cataloged	InterLibrary Loans
July	436	714	1196	1573	34
August	843	1527	677	1103	24
September	509	876	746	1329	27
October	801	1708	1042	1835	25
November	466	745	520	974	17
December	496	986	786	1472	8
January	667	1429	657	1344	7
February	529	1136	632	1062	14
March	557	1188	944	1751	17
April	667	1303	615	1079	25
May	443	704	639	1071	20
June	627	1049	754	1282	33
Totals	7041	13365	9208	15875	251

June 21, 2015

Technical Services 2015

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	608	1210	623	1250	12
March	608	1210	784	1432	16
April	658	1320	707	1306	14
May	433	841	626	1180	14
June	294	558	677	1332	21
Totals	6849	13507	8525	15430	195

June 21, 2015

**Appomattox Regional Library System
Revenues and Expenses
June 1, 2015 – June 30, 2015**

	REVENUES	FY 2015	Prev. Total	Monthly	Total	Percent	Balance
FND#	6/30/2015	Proposed	Receipts	Receipts	Receipts	Received	Due
100	Carry Over	\$ 39,553	\$39,000	\$0	\$39,000	98.6%	\$20,000
101	Reserve	\$ 15,000	\$15,000	\$0	\$15,000	0.0%	\$ -
102	Hopewell	\$ 551,300	\$551,300	\$0	\$551,300	100.0%	\$ -
103	Dinwiddie	\$ 259,085	\$259,030	\$0	\$259,030	100.0%	\$ 55
104	Prince George	\$ 560,023	\$560,020	\$0	\$560,020	100.0%	\$ 3
105	State Funds	\$ 378,673	\$367,149	\$123	\$367,272	97.0%	\$ 11,401
106	Fines/Fees/Lost	\$ 23,373	\$24,024	\$2,010	\$26,034	111.4%	\$ (2,661)
107	Copying Receipts	\$ 19,166	\$23,016	\$3,232	\$26,248	137.0%	\$ (7,082)
108	Endowment Funds	\$ 20,499	\$0	\$22,669	\$22,669	110.6%	\$ (2,170)
109	E-Rate Refunds	\$ 36,000	\$28,925	\$0	\$28,925	80.3%	\$ 7,075
110	Gifts/Donations	\$ 8,500	\$8,935	\$350	\$9,285	109.2%	\$ (785)
111	Grants	\$ 10,000	\$0	\$0	\$0	0.0%	\$ 10,000
112	Other	\$ 23,449	\$22,863	\$3,518	\$26,381	112.5%	\$ (2,932)
	TOTALS	\$ 1,944,621	\$1,899,262	\$31,902	\$1,931,164	99.3%	\$32,904

June 21, 2015

	EXPENSES	FY Projected	TOTAL	Monthly	Total	Percent	BALANCE
FND#	5/31/2015	Expenditures	SPENT	EXPENSES	EXPENSES	Spent	
	Personnel						
200	M.L.S. Salaries and Wages	\$ 400,481	\$ 312,413	\$ 26,452	\$ 338,865	84.6%	\$ 61,616
201	Non M.L.S. Salaries and Wages	\$ 512,000	\$ 468,934	\$ 38,534	\$ 507,468	99.1%	\$ 4,532
202	Benefits for Staff and Retirees	\$ 285,203	\$ 242,473	\$ 24,134	\$ 266,607	93.5%	\$ 18,596
	Total Personnel	\$ 1,197,684	\$ 1,023,820	\$ 89,120	\$ 1,112,940	92.9%	\$ 84,744
	Books & Materials						
300	Books	\$ 108,000	\$ 97,978	\$ 4,766	\$ 102,744	95.1%	\$ 5,256
301	Standing Order Books	\$ 36,050	\$ 29,853	\$ 3,587	\$ 33,440	92.8%	\$ 2,610
302	Print Newspapers Periodicals	\$ 14,276	\$ 16,984	\$ 12,794	\$ 29,778	208.6%	\$ (15,502)
303	Audiovisual Materials	\$ 26,780	\$ 24,400	\$ 1,890	\$ 26,290	98.2%	\$ 490
304	Electronic Materials	\$ 6,500	\$ 6,646	\$ 2,470	\$ 9,116	140.2%	\$ (2,616)
305	Microforms	\$ 1,133	\$ -	\$ -	\$ -	0.0%	\$ 1,133
306	Binding/repair	\$ 500	\$ -	\$ -	\$ -	0.0%	\$ 500
307	PG Restricted Gift	\$ 10,000	\$ 13,735	\$ 1,153	\$ 14,888	148.9%	\$ (4,888)
307	Family Resource Bks	\$ 2,001	\$ 2,882	\$ 72	\$ 2,954	147.6%	\$ (953)
308	Econtent	\$ 13,125	\$ 12,233	\$ 8,072	\$ 20,305	154.7%	\$ (7,180)
	Total Books & Materials	\$ 218,365	\$ 204,711	\$ 34,804	\$ 239,515	109.7%	\$ (21,150)
	Capital Expenditures						
400	Library Non-Computer Equipment	\$ 12,875	\$ 14,082	\$ 9,815	\$ 23,897	185.6%	\$ (11,022)
401	Computer Hardware	\$ 10,875	\$ 2,091	\$ 9,906	\$ 11,997	110.3%	\$ (1,122)
	Total Capital Expenditures	\$ 23,750	\$ 16,173	\$ 19,721	\$ 35,894	151.1%	\$ (12,144)
	Contractual						
500	Lyrasis I.L.L. Services	\$ 2,000	\$ 1,788	\$ 163	\$ 1,951	97.6%	\$ 49
501	Software Licensing Contracts	\$ 15,700	\$ 12,040	\$ 4,853	\$ 16,893	107.6%	\$ (1,193)
502	Audit	\$ 16,151	\$ 17,517	\$ -	\$ 17,517	108.5%	\$ (1,366)

June 21, 2015

	EXPENSES	FY Projected	TOTAL	Monthly	Total	Percent	BALANCE
FND#	5/31/2015	Expenditures	SPENT	EXPENSES	EXPENSES	Spent	
503	Cataloging MARC Records	\$ 3,605	\$ -	\$ -	\$ -	0.0%	\$ 3,605
504	Unique Management	\$ 9,000	\$ 5,986	\$ 519	\$ 6,505	72.3%	\$ 2,495
505	Computer Support Service Calls	\$ 9,500	\$ 1,869	\$ 489	\$ 2,358	24.8%	\$ 7,142
506	Other Computer Sftwre Services	\$ 3,500	\$ 750	\$ 500	\$ 1,250	35.7%	\$ 2,250
507	Telecomm Internet Line Charges	\$ 26,000	\$ 22,440	\$ 1,992	\$ 24,432	94.0%	\$ 1,568
508	Printing and Publications	\$ 9,500	\$ 10,391	\$ 2,105	\$ 12,496	131.5%	\$ (2,996)
509	Security Guard Service	\$ 28,729	\$ 22,812	\$ 2,984	\$ 25,796	89.8%	\$ 2,933
	Total Contractual	\$ 123,685	\$ 95,593	\$ 13,605	\$ 109,198	88.3%	\$ 14,487
	Facilities, Maint, Operations						
600	Equipment Repair and Maintenance	\$ 3,500	\$ 3,858	\$ 1,595	\$ 5,453	155.8%	\$ (1,953)
601	TLC Maintenance Contract	\$ 19,500	\$ 17,354	\$ 17,354	\$ 34,708	178.0%	\$ (15,208)
602	Facilities and Rent	\$ 76,650	\$ 66,000	\$ 6,000	\$ 72,000	93.9%	\$ 4,650
603	Supplies	\$ 25,000	\$ 32,819	\$ 5,891	\$ 38,710	154.8%	\$ (13,710)
604	Travel and Wrksop, Conference Fees	\$ 8,500	\$ 4,539	\$ 1,513	\$ 6,052	71.2%	\$ 2,448
605	Training-Education	\$ 6,500	\$ 5,090	\$ -	\$ 5,090	78.3%	\$ 1,410
606	Utilities	\$ 6,000	\$ 4,858	\$ 693	\$ 5,551	92.5%	\$ 449
607	Telephone (Voice)	\$ 15,000	\$ 13,480	\$ 1,207	\$ 14,687	97.9%	\$ 313
608	Insurance	\$ 12,937	\$ 10,301	\$ 12,265	\$ 22,566	174.4%	\$ (9,629)
609	Vehicle Maintenance and Fuel	\$ 9,000	\$ 3,910	\$ 932	\$ 4,842	53.8%	\$ 4,158
610	Job and Contract Advertising	\$ 2,500	\$ 4,903	\$ 148	\$ 5,051	202.0%	\$ (2,551)
611	Promotional Advertising	\$ 2,000	\$ 4,643	\$ 45	\$ 4,688	234.4%	\$ (2,688)
612	Org/Association Dues	\$ 2,000	\$ 3,330	\$ 312	\$ 3,642	182.1%	\$ (1,642)
613	Postage	\$ 4,500	\$ 4,522	\$ 536	\$ 5,058	112.4%	\$ (558)
614	Janitorial	\$ 66,000	\$ 53,610	\$ 7,312	\$ 60,922	92.3%	\$ 5,078
615	Other Building Maintenance	\$ 8,500	\$ 18,433	\$ 428	\$ 18,861	221.9%	\$ (10,361)

June 21, 2015

	EXPENSES	FY Projected	TOTAL	Monthly	Total	Percent	BALANCE
FND#	5/31/2015	Expenditures	SPENT	EXPENSES	EXPENSES	Spent	
	Total Facilities, Maint & Ops	\$ 268,087	\$ 251,650	\$ 56,231	\$ 307,881	114.8%	\$ (39,794)
	Program, Activites & Other						
700	YS Summer Reading Program	\$ 6,500	\$ 6,372	\$ 3,834	\$ 10,206	157.0%	\$ (3,706)
701	YS Programming Supplies	\$ 4,191	\$ 5,571	\$ 1,467	\$ 7,038	167.9%	\$ (2,847)
702	Adult Programming Supplies	\$ 2,600	\$ 4,533	\$ 372	\$ 4,905	188.7%	\$ (2,305)
703	Endowment	\$ 3,500	\$ -	\$ -	\$ -	0.0%	\$ 3,500
704	Funds for Local History Collection	\$ 30,000	\$ 21,253	\$ -	\$ 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	\$ 15,326	\$ 8,164	\$ 23,490	149.1%	\$ (7,731)
	Total Prg, Act, Other	\$ 98,050	\$ 92,010	\$ 13,837	\$ 105,847	108.0%	\$ (7,797)
	Grand Total	\$ 1,929,621	\$ 1,683,957	\$ 227,318	\$ 1,911,275	99.0%	\$ 18,346

June 21, 2015

**APPOMATTOX REGIONAL LIBRARY
CHECK REGISTER
June 1, 2015 to June 30, 2015**

Date	Check #	Payee	Amount
6/11/15	200541	Electronic Federal Tax Payment	8,639.38
6/18/15	200542	Electronic Federal Tax Payment	125.90
6/25/15	200543	Electronic Federal Tax Payment	9,407.01
6/5/15	2013-107	Treasurer of Virginia	6,431.84
6/5/15	37704	4 Imprint	207.02
6/5/15	37705	Steve Somers	680.00
6/5/15	37706	Baker & Taylor Books, Inc.	681.20
6/5/15	37707	Bright Star Children's Theatre	695.00
6/5/15	37708	Veronica Bright	40.93
6/5/15	37709	Capital One Bank	3,624.01
6/5/15	37710	Capital One Bank	382.49
6/5/15	37711	Capital One Bank	76.84
6/5/15	37712	Comcast Communications	333.82
6/5/15	37713	County of Dinwiddie	600.00
6/5/15	37714	County of Prince George	1,650.00
6/5/15	37715	Distribution Video & Audio, Inc.	169.83
6/5/15	37716	Dominion Virginia Power	162.01
6/5/15	37717	Dominion Virginia Power	117.53
6/5/15	37718	Dennis Farmer	15.95
6/5/15	37719	Gale	104.95
6/5/15	37720	Latrina Gardner	9.18
6/5/15	37721	Graphic Products, Inc.	310.29
6/5/15	37722	Harlequin Reader Service	82.70
6/5/15	37723	Hopewell City Treasurer	3,750.00
6/5/15	37724	Hermes Publications	25.00
6/5/15	37725	Hopewell/PG Chamber Commerce	25.00
6/5/15	37726	Ingram Library Services	772.34
6/5/15	37727	James River Press	1,545.00
6/5/15	37728	Kassmo Products Inc.	960.00
6/5/15	37729	LexisNexis Matthew Bender	126.04
6/5/15	37730	MALIA	150.00
6/5/15	37731	McKay Hardware, Inc.	19.66
6/5/15	37732	Midwest Tape	1,216.86
6/5/15	37733	OverDrive	3,077.85
6/5/15	37734	Petersburg Alarm Company, Inc.	114.00
6/5/15	37735	Progress Index	168.75
6/5/15	37736	Pronunciator	1,995.00
6/5/15	37737	Sam's Club Direct	287.00
6/5/15	37738	Securitas Security Services USA, Inc	1,048.32
6/5/15	37739	Staples, Inc.	1,472.28
6/5/15	37740	The Amazing M & B	350.00
6/5/15	37741	The Library Corporation	17,354.00
6/5/15	37742	Virginia Living Museum-ED Dept	260.00

6/5/15	37743	Verizon	52.62
6/5/15	37744	Bill Wellington	500.00
6/5/15	37745	Webster Integrated Technologies	1,778.31
6/9/15	37746	ARLS Savings	22,669.04
6/9/15	37747	ARLS-Payroll	100,000.00
6/19/15	37748	Active Screening	34.00
6/19/15	37749	American Library Association	162.00
6/19/15	37750	Anthem BlueCross BlueShield	10,275.00
6/19/15	37751	Anthem BlueCross BlueShield	570.00
6/19/15	37752	AT & T	68.42
6/19/15	37753	AT & T Mobility	174.91
6/19/15	37754	Baker & Taylor Books, Inc.	1,481.28
6/19/15	37755	Bernan Associates	300.00
6/19/15	37756	Capital One Bank	8,651.13
6/19/15	37757	Capital One Bank	2,289.65
6/19/15	37758	Central Virginia Datacomm LLC	488.75
6/19/15	37759	Comcast Communications	1,223.94
6/19/15	37760	Comcast Communications	371.83
6/19/15	37761	CS Diamond Enterprises, Inc.	4,740.00
6/19/15	37762	CS Diamond Enterprises, Inc.	2,300.00
6/19/15	37763	Diamond Springs	65.60
6/19/15	37764	Distribution Video & Audio, Inc.	129.87
6/19/15	37765	Dix's Landscaping	200.00
6/19/15	37766	EBSCO	2,470.00
6/19/15	37767	EBSCO	12,481.46
6/19/15	37768	Enteros Design, P.C.	2,497.50
6/19/15	37769	Ford Agency, Inc.	11,796.00
6/19/15	37770	Gale	352.35
6/19/15	37771	Harlequin Reader Service	105.14
6/19/15	37772	Hopewell City Treasurer	672.10
6/19/15	37773	Ingram Library Services	2,274.00
6/19/15	37774	Heather Maury	2,573.73
6/19/15	37775	McKay Hardware, Inc.	22.27
6/19/15	37776	Midwest Tape	3,000.00
6/19/15	37777	Number One Design	560.00
6/19/15	37778	OCLC, Inc.	162.82
6/19/15	37779	Pitney Bowes Global Financial Services	16.56
6/19/15	37780	Purchase Power	500.00
6/19/15	37781	Randolph Market	25.61
6/19/15	37782	Securitas Security Services USA, Inc	946.40
6/19/15	37783	Sprint	527.65
6/19/15	37784	Unique Management Services	519.10
6/19/15	37785	Unleashed Technologies, LLC	1,175.00
6/19/15	37786	Value Line Publishing, Inc.	950.00
6/19/15	37787	Verizon	112.24
6/19/15	37788	Virginia Department of the Treasury	469.00
6/19/15	37789	Virginia Living Museum-ED Dept	25.00
6/25/15	37790	Active Screening	167.00

6/25/15	37791	AT & T	7.62
6/25/15	37792	Baker & Taylor Books, Inc.	928.66
6/25/15	37793	Capital One Bank	6,400.00
6/25/15	37794	Distribution Video & Audio, Inc.	269.73
6/25/15	37795	DXE Medical Inc.	7,870.00
6/25/15	37796	Gale	175.42
6/25/15	37797	Harlequin Reader Service	71.80
6/25/15	37798	Ingram Library Services	630.16
6/25/15	37799	JanWay Company USA, Inc.	580.47
6/25/15	37800	Chandra McPherson	83.97
6/25/15	37801	Midwest Tape	33.98
6/25/15	37802	Progress Index	219.65
6/25/15	37803	Rich's Stitches Inc.	700.00
6/25/15	37804	Staples, Inc.	2,158.41
6/25/15	37805	Ann Moore	19.19
6/30/15	37806	ARLS Savings	145,000.00
6/30/15	37807	Comcast Communications	325.88
6/30/15	37808	DEMCO, Inc.	73.95
6/30/15	37809	Dominion Virginia Power	196.62
6/30/15	37810	Dominion Virginia Power	151.54
6/30/15	37811	Petersburg Alarm Company, Inc.	114.00
6/30/15	37812	Sam's Club Direct	261.09
6/30/15	37813	Securitas Security Services USA, Inc	990.08
6/30/15	37814	Tech Logic	1,825.50
	Total		441,279.98