

APPOMATTOX REGIONAL LIBRARY
SYSTEM

BOARD OF TRUSTEES

April 18, 2017

McKenney Library
2:00 p.m.

APPOMATTOX REGIONAL LIBRARY SYSTEM
Board of Trustees
Agenda

April 18, 2017

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 motion on 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 – March 21, 2017 Regular Meeting
Statistical Report -- dated April 18, 2017
Financial Report -- dated April 18, 2017
Bills for Review

Communications:

Citizen Comments:

Report of Library Director:

- R1. Staff Update
- R2. McKenney Update
- R3. Hopewell YS Area
- R4. FY2018 Budget
- R5. Hopewell 10th Anniversary update
- R6. Dinwiddie 25th Anniversary update
- R7. Strategic Plan Review of Policies

Committee Reports:

New Business:

Unfinished Business

Adjournment

ARLS Board of Trustees – Minutes of MARCH 21, 2017
APPROVED

Trustees present: Mrs. Benjamin, Mrs. Dragoo, Mrs. Gallup, Mrs. Halupka, Mrs. Judge, Dr. Shepperson, Mrs. Tuggle, Mrs. Yates.

Trustees Absent: Mrs. Sykes

Staff Present: Mr. Manning, Mr. Wiegard, Ms. Coleman

Approval of Agenda: A motion was made by Mrs. Judge and seconded by Dr. Shepperson to approve the agenda. Motion passed.

Consent Agenda: A motion was made by Mrs. Tuggle and seconded by Mrs. Yates to approve the consent agenda. Motion passed.

Communications: John and Cherin Taylor made a donation to ARLS Hopewell through the John Randolph Foundation.

Citizen Comments: None.

Report of the Library Director:

R1. Staff Update: Chris Wiegard has accepted the position of Assistant Director of ARLS. Two Librarian positions are open in Hopewell. One position is open in Youth Services and one position in Circulation.

R2. McKenney Update: The official grand opening has been set by Dinwiddie as May 2, 4 PM to 6 PM. The date for the ARLS soft opening has not been scheduled yet due to impending delivery of furniture.

R3. State Bibliostat report: This is a statistical survey that is necessary to receive state aid. It has been submitted for 2017.

R4. IT Support update: E-N Computers is now the IT support company.

R5. Hopewell 10th Anniversary: Jan Rowley distributed the post cards that will be mailed to an ARLS mailing list of library supporters with the agenda of events for the April 22 Celebration.

R6. Dinwiddie 25th Anniversary: The event will be in August and will be entirely coordinated by the Dinwiddie Friends of the Library.

Committee Reports: None.

New Business: Brian Manning will inform board members of upcoming budget hearings in their respective county or city governments so they may attend and speak for the library.

Assistant Director Chris Wiegard addressed the board stating that his short range goals are the current move to the new McKenney Library. His long term goals are to use the Five Year Strategic Plan as his blue print for planning and action. He will endeavor to communicate closely with Mr. Manning.

Mrs. Benjamin requested a plan for the Annual Staff Appreciation Dinner. The board requested Mr. Manning to make reservations at the new McKenney Library Building. Due to the uncertain opening date, the backup plan will be to hold the dinner at the Dinwiddie East Side Enhancement Center ballroom.

Unfinished Business:

Mrs. Judge thanked the board and staff for their help with her daughter's upcoming art show at the Prince George Library.

Mrs. Tuggle thanked the board for the greeting card sent to her during her convalescence after knee surgery.

Mrs. Yates reported that the wife of former board member, Mr. Crittenton, passed away recently.

Mr. Manning distributed the Hopewell Ten Year Anniversary T-shirts to board members.

The meeting was adjourned at 2:35 PM.

Appomattox Regional Library System

Revenue and Expenses

July 1, 2016 - March 31, 2017

Fun#	Revenue 03/31/17	FY2017 Proposed	Prev. Total Receipts	Monthly Receipts	Total Receipts	Percentage Received	Balance Due
100	Carry Over	\$20,000	\$0	\$0	\$0	0.0%	\$20,000
101	Reserve	\$110,000	\$0	\$0	\$0	0.0%	\$110,000
102	Hopewell	\$587,630	\$430,724	\$14,698	\$445,422	75.8%	\$142,209
103	Dinwiddie	\$268,230	\$201,174	\$0	\$201,174	75.0%	\$67,056
104	Prince George	\$579,792	\$434,847	\$144,949	\$579,796	100.0%	(\$4)
105	State Funds	\$386,031	\$193,016	\$0	\$193,016	50.0%	\$193,015
106	Fines/Fees/Lost	\$22,372	\$18,109	\$2,985	\$21,094	94.3%	\$1,278
107	Copying Receipts	\$20,166	\$12,074	\$1,971	\$14,045	69.6%	\$6,121
108	Endowment Funds	\$20,499	\$0	\$0	\$0	0.0%	\$20,499
109	E-Rate Refunds	\$28,000	\$26,190	\$0	\$26,190	93.5%	\$1,810
110	Gifts/Donations	\$10,000	\$170	\$0	\$170	1.7%	\$9,830
111	Grants	\$5,750	\$1,500	\$0	\$1,500	26.1%	\$4,250
112	Other	\$24,949	\$15,219	\$3,230	\$18,449	73.9%	\$6,500
TOTALS		\$2,083,419	\$1,983,028	\$167,832	\$1,500,855	72.0%	\$582,564

FUND#	EXPENSES 03/31/17	FY	TOTAL SPENDING	MONTHLY	TOTAL EXPENSES	PERCENTAGE	BALANCE
	Projected Expenditures	PREVIOUS MONTH	03/31/17	EXPENSES	SPENT		
Personnel							
200	MLS Salaries & Wages	\$449,655	\$251,411	\$42,704	\$294,115	65.4%	\$155,540
201	Non-MLS Salary & Wages	\$565,067	\$414,276	\$63,651	\$477,927	84.6%	\$87,140
202	Benefits for Staff/Retirees	\$267,845	\$172,301	\$20,407	\$192,708	71.9%	\$75,137
Total Personnel		\$1,282,567	\$837,988	\$126,762	\$964,750	75.2%	\$317,817
Books & Materials							
300	Books	\$80,000	\$53,102	\$8,761	\$61,863	77.3%	\$18,137
301	Leased Materials	\$36,000	\$0	\$0	\$0	0.0%	\$36,000
302	Standing Order Books	\$21,000	\$20,795	\$1,894	\$22,689	108.0%	(\$1,689)
303	Print News & Periodicals	\$12,276	\$3,677	\$297	\$3,974	32.4%	\$8,302
304	Audiovisual Materials	\$28,850	\$19,336	\$3,329	\$22,665	78.6%	\$6,185
305	Electronic Materials	\$4,500	\$2,308	\$0	\$2,308	51.3%	\$2,192
306	Microforms	\$1,133	\$0	\$0	\$0	0.0%	\$1,133
307	Binding/Repair	\$500	\$0	\$0	\$0	0.0%	\$500
308	Restricted - Donation/Grant	\$1,250	\$797	\$152	\$949	75.9%	\$301
309	Family Resource Books	\$1,000	\$1,019	\$0	\$1,019	101.9%	(\$19)
310	Econtent	\$21,000	\$16,596	\$0	\$16,596	79.0%	\$4,404
Total Books & Materials		\$207,509	\$117,630	\$16,432	\$132,062	63.6%	\$75,447
Capital Expenditures							
400	Library Non-Computer Equip.	\$12,875	\$2,184	\$0	\$2,184	17.0%	\$10,691
401	Computer Hardware	\$10,875	\$646	\$0	\$646	5.9%	\$10,229
Total Capital Expenditures		\$23,750	\$2,830	\$0	\$2,830	11.9%	\$20,920
Contractual							
500	Lytrasis ILL Services	\$2,000	\$0	\$0	\$0	0.0%	\$2,000
501	Software Licensing Contracts	\$15,700	\$14,770	\$0	\$14,770	94.1%	\$930
502	Audit	\$18,000	\$15,683	\$0	\$15,683	87.1%	\$2,317
503	Cataloging MARC Records	\$3,605	\$3,897	\$173	\$4,070	112.9%	(\$465)
504	Unique Management	\$9,000	\$4,449	\$448	\$4,897	54.4%	\$4,104
505	Computer Support Service Calls	\$15,000	\$3,341	\$8,658	\$11,999	80.0%	\$3,002

506 Other Computer Software Serv.	\$12,500	\$3,490	\$1,083	\$4,573	36.6%	\$7,927
507 Telecomm Internet Line Charges	\$22,200	\$14,239	\$1,906	\$16,145	72.7%	\$6,055
508 Printing and Publications	\$9,500	\$5,500	\$2,740	\$8,240	86.7%	\$1,260
509 Security Guard Service	\$25,512	\$17,592	\$2,172	\$19,764	77.5%	\$5,748
Total Contractual	\$133,017	\$82,961	\$17,179	\$100,140	75.3%	\$32,877
Facilities/Maint./Operations						\$0
600 Equip. Repair & Maintenance	\$5,500	\$3,699	\$375	\$4,074	74.1%	\$1,426
601 TLC Maintenance Contract	\$19,500	\$0	\$0	\$0	0.0%	\$19,500
602 Facilities and Rent	\$76,650	\$48,000	\$6,000	\$54,000	70.5%	\$22,650
603 Supplies	\$32,000	\$22,143	\$1,737	\$23,880	74.6%	\$8,120
604 Travel / Workshops /Conf. Fees	\$8,500	\$8,226	\$523	\$8,749	102.9%	(\$249)
605 Training / Education	\$4,500	\$1,330	\$558	\$1,888	42.0%	\$2,612
606 Utilities	\$6,000	\$3,105	\$325	\$3,430	57.2%	\$2,570
607 Telephone (Voice)	\$13,000	\$8,924	\$1,230	\$10,154	78.1%	\$2,846
608 Insurance	\$12,937	\$0	\$0	\$0	0.0%	\$12,937
609 Vehicle Maintenance & Fuel	\$4,500	\$2,735	\$200	\$2,935	65.2%	\$1,565
610 Job & Contracting Advertising	\$2,500	\$701	\$0	\$701	28.0%	\$1,799
611 Promotional Advertising	\$2,000	\$658	\$0	\$658	32.9%	\$1,342
612 Organization/Association Dues	\$3,500	\$2,702	\$0	\$2,702	77.2%	\$798
613 Postage	\$4,500	\$3,349	\$267	\$3,616	80.3%	\$884
614 Janitorial	\$64,500	\$38,757	\$5,520	\$44,277	68.6%	\$20,223
615 Other Building Maintenance	\$11,000	\$8,482	\$0	\$8,482	77.1%	\$2,518
Total	\$271,087	\$152,811	\$16,734	\$169,545	62.5%	\$101,542
Facilities/Maint./Operations						\$0
Programs/Activites/Other						\$0
700 YS Summer Reading Program	\$6,500	\$641	\$0	\$641	9.9%	\$5,859
701 YS Programming Supplies	\$4,191	\$320	\$310	\$630	15.0%	\$3,561
702 Adult Programming	\$2,600	\$2,120	\$66	\$2,186	84.1%	\$414
703 Endowment	\$3,500	\$0	\$0	\$0	0.0%	\$3,500
704 Funds for Local History Collection	\$5,000	\$370	\$0	\$370	7.4%	\$4,630
705 Reserve	\$5,500	\$0	\$0	\$0	0.0%	\$5,500
706 McKenny Library	\$22,500	\$63,511	\$0	\$63,511	282.3%	(\$41,011)

707 Hopewell Project	\$50,000	\$0	\$0	\$0	0.0%	\$50,000
708 Prince George Project	\$50,000	\$0	\$0	\$0	0.0%	\$50,000
707 Misc. Professional Serv. & Other	\$15,759	\$8,153	\$618	\$8,771	55.7%	\$6,988
Total Programs/Activ./Other	\$165,550	\$75,115	\$994	\$76,108	46.0%	\$89,442
GRAND TOTALS	\$2,085,480	\$1,269,335	\$176,100	\$1,445,435	69.4%	\$638,045

Statistical Report
December 6, 2016

Statistical Report - April 18, 2017
Circulation Data All Locations:

REPORT	BY	DATE	MONTH	YEAR	TOTAL	MONTH	CHANGE
			AUG	2016			
			SEP	2016			
			OCT	2016			
			NOV	2016			
			DEC	2016			
			JAN	2017			
			FEB	2017			
			MAR	2017			
			APR	2017			
			MAY	2017			
			JUN	2017			
			JUL	2017			
			AUG	2017			
			SEP	2017			
			OCT	2017			
			NOV	2017			
			DEC	2017			
			JAN	2018			
			FEB	2018			
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			JUL	2018			
			AUG	2018			
			SEP	2018			
			OCT	2018			
			NOV	2018			
			DEC	2018			
			JAN	2019			
			FEB	2019			
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			MAY	2019			
			JUN	2019			
			JUL	2019			
			AUG	2019			
			SEP	2019			
			OCT	2019			
			NOV	2019			
			DEC	2019			
			JAN	2020			
			FEB	2020			
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			DEC	2021			
			JAN	2022			
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			OCT	2034			
			NOV	2034			
			DEC	2034			
			JAN	2035			
			FEB	2035			
			MAR	2035			
			APR	203			

Statistical Report
December 6, 2016

Mckenney	FY13	789	651	555	685	612	576	641	404	471	426	559	575	6,944	
	FY14	658	594	520	745	540	550	575	409	452	455	610	886	6,994	
	FY15	909	1,043	1,000	941	1,060	1,048	688	675	899	856	770	815	10,714	
	FY16	933	815	711	724	577	496	724	732	771	723	818	897	8,921	
	FY17	878	936	864	959	877	840	677	587	684				7,302	-11%

Prince George	FY13	6,840	5,583	4,531	4,653	3,629	3,143	3,959	3,655	3,910	4,336	3,786	5,617	53,642	
	FY14	7,049	5,437	4,457	4,659	4,437	4,628	5,268	3,965	4,756	5,207	4,196	4,681	58,740	
	FY15	7,103	5,311	4,395	4,667	4,316	3,980	4,544	4,318	4,339	4,014	4,066	5,397	56,450	
	FY16	6,823	5,887	4,996	5,323	4,253	4,075	4,877	4,590	6,025	4,772	5,484	6,824	63,929	
	FY17	7,301	7,213	6,057	5,556	5,133	4,271	5,098	5,009	5,060				50,698	-16%

Robotic	FY13	1,942	1,545	1,155	1,564	1,107	769	944	1,121	1,179	1,183	1,093	1,127	14,729	
	FY14	1,750	1,648	935	1,136	943	1,640	736	731	802	1,225	1,097	1,102	13,745	
	FY15	2,485	1,412	1,225	1,498	1,954	2,000	1,018	964	1,287	1,021	1,018	1,373	17,255	
	FY16	1,952	1,661	1,034	1,192	1,063	1,164	1,027	992	1,419	1,182	1,419	1,384	15,489	
	FY17	1,343	1,669	1,739	1,590	1,201	948	1,178	1,120	1,049				11,837	-26%

Outreach SVS	FY13	279	246	286	326	271	303	505	461	425	346	510	340	4,298	
	FY14	191	314	893	943	303	316	1,001	773	933	980	991	1,977	9,615	
	FY15	1,930	831	756	598	524	608	1,261	1,087	904	760	844	511	10,614	
	FY16	199	364	279	287	265	163	278	213	101	64	89	80	2,382	
	FY17	261	179	174	245	179	211	148	115	77				1,589	-24%

Econtent	FY17	1,232	330	877	823	722	626	675	833	984				7,102	
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ARLS Totals	FY13	34,572	30,563	25,310	29,100	26,391	24,666	25,114	23,450	25,538	25,091	23,760	31,019	324,574	
	FY14	34,572	30,563	25,310	29,100	26,391	24,666	25,114	23,450	25,538	25,091	23,760	29,314	322,869	
	FY15	37,546	32,618	27,073	29,507	25,094	25,952	25,993	23,885	24,963	27,751	26,538	31,610	338,530	
	FY16	38,009	32,380	26,956	29,876	29,608	27,262	26,151	25,432	27,294	26,284	24,866	31,610	345,728	
	FY17	29,928	28,612	26,483	24,845	23,507	22,072	23,651	23,090	25,243	0	0	0	227,431	-8%

Statistical Report
December 6, 2016

NEW PATRON CARD	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Butrowsville	3	5	3	1	2	2	8	5	3				32
Carson Depot	7	18	13	4	4	4	7	4	4				65
Dinwiddie	25	32	21	23	8	12	21	14	19				175
Disputanta	5	9	12	3	5	4	8	5	5				56
Hopewell	210	218	194	159	40	113	185	22	31				1,172
McKenney	8	12	9	5	4	7	6	7	10				68
Outreach	0	0	0	0	125	0	2	0	93				220
Prince George	113	121	129	92	63	56	72	43	77				766
Roheic	6	30	45	12	13	7	17	12	5				147
Total	377	445	426	299	264	205	326	112	247	0	0	0	2,701

Statistical Report
December 6, 2016

JULY 2016 - JUNE 2017	Total Circulations	Total Items	Turnover Rate
Burrowsville	4,865	10,510	0.46
Carson Depot	7,848	10,047	0.78
Dinwiddie	20,631	13,900	1.48
Disputanta	4,973	8,858	0.56
Hopewell	110,586	92,351	1.20
Mckenney	7,302	11,153	0.65
Outreach	1,589	429	3.70
Prince George	50,698	36,524	1.39
Robotic	11,837	16,473	0.72
ARLS TOTAL	220,529	200,245	1.10

* Number represents overall frequency of collection circulation - closer to one the better

Statistical Report
December 6, 2016

PARSONS VISITS	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Burrowsville	283	164	119	146	145	114	113	162	155				1,401
Carson Depot	760	1,180	1,068	1,055	819	802	515	873	1,031				8,103
Dinwiddie	1,585	1,685	1,408	1,037	971	1,050	1,320	1,274	1,612				11,942
Disputanta	640	705	842	743	753	739	567	718	569				6,276
Hopewell	11,071	11,260	9,389	9,285	8,308	7,764	8,354	9,096	9,434				84,461
McKenney	617	465	379	359	378	722	800	434	734				4,888
Prince George	4,837	4,934	3,741	3,698	3,078	2,896	3,144	3,316	3,806				33,450
Roholt	693	993	782	947	767	829	1,219	1,143					7,373
TOTAL	20,486	21,386	17,728	17,270	15,219	14,916	16,532	17,016	17,341	0	0	0	157,894
MISCELLANEOUS	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Meeting Room users	2,724	2,048	1,825	2,349	1,343	1,722	2,175	2,168	2,381				18,735
Meetings	164	177	141	179	116	133	182	190	187				1,469
Book Group	17	16	16	7	8	0	8	10	13				95
Adult Program	183	369	306	178	217	379	262	209	205				2,308
Non-SRP Child Program	11	62	79	220	127	170	303	55	70				1,097
Non-SRP Teen Program	0	0	0	5	21	11	15	241	0				293
Storytime	472	119	249	256	270	297	250	273	367				2,553
Family SRP	262	0	0	0	0	0	0	0	0				262
SRP Child	250	6	0	0	0	0	0	0	0				256
SRP Teen	0	0	0	0	0	0	0	0	0				0
Database Usage	242	325	402	342	229	137	256	217	279				2,429
TOTALS	4,325	3,122	3,018	3,536	2,331	2,849	3,451	3,363	3,502	0	0	0	29,487

Reference Services and Computer Use

REFERENCE QUESTIONS	JUN16	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Burrowsville	92	111	136	95	102	94	105	115	167					1,017
Carson Depot	92	117	87	88	76	83	94	98	109					844
Dinwiddie	198	152	154	115	174	153	138	148	185					1,417
Disputanta	19	37	37	29	30	24	100	32	36					344
Hopewell	202	185	279	131	796	963	1,052	759	763					5,130
McKenney	58	55	53	49	74	59	38	65	81					532
Outreach	0	0	0	0	0	0	0	0	0					0
Prince George	421	851	814	559	314	184	496	354	407					4,400
Rohoic	225	260	286	250	205	142	202	258	218					2,046
TOTALS	1,307	1,768	1,846	1,316	1,771	1,702	2,225	1,829	1,966	0	0	0	0	15,730
Computer Use	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL	
Burrowsville Workstation	42	54	63	44	36	35	37	37	39					387
Carson Depot Workstation	0	0	0	0	0	0	0	0	0					0
Dinwiddie Workstation	139	133	127	90	94	119	96	164	148					1,110
Disputanta Workstation	33	34	40	60	50	28	35	44	0					324
Hopewell Workstation	244	368	252	210	243	192	260	291	354					2,414
McKenney Workstation	92	124	59	48	71	70	85	60	0					609
Prince George Workstation	48	66	79	68	78	57	59	113	91					659
Rohoic Workstation	29	16	19	22	21	23	20	97	0					247
TOTALS	3,824	4,246	3,494	3,704	3,349	3,104	3,618	4,199	3,429	0	0	0	0	32,967
WIFI	765	527	584	683	692	606	830	787	0	0	0	0	0	5,474
WIFI	133	167	171	125	163	164	188	189	164	0	0	0	0	1,464
WIFI	34	38	23	31	19	9	15	24	0	0	0	0	0	193
WIFI	1,036	974	940	901	799	760	691	1,102	942	0	0	0	0	8,145
WIFI	420	350	358	361	341	310	318	300	0	0	0	0	0	2,758
WIFI	130	265	181	197	125	128	251	179	108	0	0	0	0	1,564
TOTALS	6,969	7,362	6,390	6,544	6,081	5,605	6,503	7,586	5,275	0	0	0	0	58,315

*** The Library was unable to gather the data for wireless use in March due to a problem with the library's network***

Statistical Report
December 6, 2016

Technical Services Report	New Titles Received	New Items Received	Titles Cataloged	Items Cataloged	Items Available	Items in Progress
July	296	581	465	1,016	17	
August	487	935	610	1,169	31	
September	476	929	559	951	27	
October	574	1,184	433	845	31	
November	469	981	597	1,104	16	
December	507	1,048	551	1,012	18	
January	234	458	665	1,193	27	
February	330	627	438	855	28	
March	434	888	640	1,211	26	
April						
May						
June						
Totals	3,807	7,631	4,938	9,356	221	

Appomattox Reg Library System

Check Register

For the Period From Mar 1, 2017 to Mar 31, 2017

Filter Criteria includes: Report order is by Check Number.

Date	Payee	Check #	Amount
3/1/17	Electronic Federal Tax Payment	200589	9,344.54
3/15/17	Electronic Federal Tax Payment	200590	8,741.48
3/29/17	Electronic Federal Tax Payment	200591	9,067.95
3/2/17	Treasurer of Virginia	2013-240	238.42
3/2/17	Treasurer of Virginia	2013-241	102.69
3/9/17	Treasurer of Virginia	2013-243	5,898.38
3/16/17	Treasurer of Virginia	2013-245	102.69
3/16/17	Treasurer of Virginia	2013-246	238.42
3/6/17	AT & T	39275	48.55
3/6/17	DEMCO, Inc.	39276	191.59
3/6/17	Dominion Virginia Power	39277	280.68
3/6/17	Cassandra Bland	39278	50.50
3/6/17	Christine Wooddy	39279	37.37
3/6/17	Chandra McPherson	39280	286.34
3/6/17	Sherry Chappell	39281	17.17
3/6/17	Karen Wall	39282	42.42
3/6/17	Jeanine Albiges	39283	39.23
3/6/17	James River Press	39284	1,180.00
3/6/17	JanWay Company USA, Inc.	39285	423.00
3/6/17	Petersburg Alarm Company, Inc.	39286	106.00
3/6/17	Progress Index	39287	249.60
3/6/17	Richweb Inc.	39288	3,600.00
3/6/17	Sam's Club Direct	39289	765.16
3/6/17	Securitas Security Services USA, Inc	39290	1,035.00
3/6/17	Shred-It USA LLC	39291	57.21
3/6/17	Verizon	39292	13.70
3/6/17	Webster Integrated Technologies	39293	375.00
3/10/17	AT & T Mobility	39294	185.34
3/10/17	Comcast Communications	39295	370.02
3/10/17	CS Diamond Enterprises, Inc.	39296	4,740.00
3/10/17	Dix's Landscaping	39297	200.00
3/10/17	E-N Computers, Inc.	39298	2,000.00
3/10/17	Nicole Coleman	39299	37.22
3/10/17	Hopewell City Treasurer	39300	199.55
3/10/17	McKay Hardware, Inc.	39301	21.25
3/10/17	Minnesota Life Insurance Co.	39302	3.02
3/10/17	Reader Service	39303	151.80
3/10/17	SunTrust Bank	39304	2,296.74
3/10/17	Treasurer of Virginia	39305	45.00
3/10/17	Unique Management Services	39306	447.50
3/10/17	Baker & Taylor	39307	595.26
3/10/17	Baker & Taylor	39308	61.77
3/10/17	Gale/CENGAGE Learning	39309	141.69
3/10/17	Ingram Library Services	39310	4,253.74
3/10/17	Midwest Tape	39311	1,732.69
3/13/17	ARLS-Payroll	39312	30,705.74
3/20/17	Comcast Communications	39313	1,873.76
3/20/17	County of Dinwiddie	39314	600.00
3/20/17	County of Prince George	39315	1,650.00
3/20/17	Diamond Springs	39316	44.40
3/20/17	Karen Wall	39317	20.91
3/20/17	Hopewell City Treasurer	39318	3,750.00

Appomattox Reg Library System

Check Register

For the Period From Mar 1, 2017 to Mar 31, 2017

Filter Criteria includes: Report order is by Check Number.

<u>Date</u>	<u>Payee</u>	<u>Check #</u>	<u>Amount</u>
3/20/17	OCLC, Inc.	39319	172.59
3/20/17	Sprint	39320	525.57
3/20/17	Shelby Simmons	39321	100.00
3/20/17	The Library Corporation	39322	498.00
3/20/17	US Postal Service	39323	56.00
3/20/17	ULINE	39324	459.27
3/20/17	Verizon	39325	118.68
3/24/17	Baker & Taylor	39326	1,612.62
3/24/17	Gale/CENGAGE Learning	39327	404.09
3/24/17	Ingram Library Services	39328	3,173.97
3/24/17	Midwest Tape	39329	1,556.71
3/24/17	Anthem BlueCross BlueShield	39330	603.00
3/24/17	Christine Wooddy	39331	34.34
3/24/17	Purchase Power	39332	210.71
3/24/17	Staples Credit Plan	39333	714.77
3/24/17	Webster Integrated Technologies	39334	147.36
3/24/17	Securitas Security Services USA, Inc	39335	1,080.00
3/24/17	Anthem BlueCross BlueShield	39336	8,084.00
3/24/17	Anthem BlueCross BlueShield	39337	725.00
3/24/17	Connect IT	39338	3,047.50
3/24/17	Nicole Coleman	39339	17.68
3/24/17	Dequan Jeanes	39340	29.44
3/24/17	Dequan Jeanes	39340V	-29.44
3/24/17	Scott Fields Design	39341	1,560.00
3/24/17	Jeanine Albiges	39342	29.44
3/27/17	ARLS-Payroll	39343	31,861.13
3/28/17	Lauren Kidd	39344	28.99
3/28/17	Minnesota Life Insurance Co.	39345	3.02
3/28/17	Sam's Club Direct	39346	93.72
		Total	<u>155,578.65</u>