

# APPOMATTOX REGIONAL LIBRARY SYSTEM

BOARD OF TRUSTEES

July 16, 2019

Rohoic Library  
1:00 p.m.

**APPOMATTOX REGIONAL LIBRARY SYSTEM**  
**Board of Trustees**  
**Agenda**

**July 16, 2019**

**1:00 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 – June 18, 2019 Regular Meeting  
Statistical Report – dated July 16, 2019  
Financial Report – July 16, 2019  
Bills for Review

**Communications:**

**Citizen Comments:**

**Report of Library Director:**

- R1.** Staff Update
- R2.** End of Year Review
- R3.** 2019 SRP
- R4.** One Thousand Things Before Kindergarten
- R5.** Virginia Museum of Fine Arts on the Road
- R6.** Animals Along the Appomattox
- R7.** September meeting - Disputanta

**Committee Reports:**

**New Business:**

**Unfinished Business**

**Adjournment**

**Appomattox Regional Library System  
Board of Trustees Meeting  
Hopewell, Library  
June 18, 2019, 4:30 p.m.**

The Board of Trustees for the Appomattox Regional Library System met on June 18, 2019 at the Hopewell Library. Chair Lillian Boyd convened the meeting at 4:30 p.m. Present were board members, William Thomas, Juanita Thorne, David Harless, Ann Williams, Susan Eliades, Martha Sykes, and Carol King. Carly Baskerville was absent.

Mr. Thomas moved to approve the agenda and Ms. Thorne seconded. The motion passed unanimously.

The board reviewed the consent agenda items. The director responded to questions regarding the Burrowsville operations as well as the door count for Hopewell this fiscal year and the rent listed on the library's financial report. After discussion, Ms. Williams moved for approval of the consent agenda items and Ms. Sykes seconded. The motion passed unanimously.

There were no communications or citizen comments.

The library director reported that Lindsay Aspinwall had resigned as the Administrative & Personnel Services Manager for personal family reasons. The library would begin the hiring process immediately. This was the only change to staff.

The library director reported on the budget for the upcoming 2020 fiscal year. Hopewell and Dinwiddie County had authorized the payment of the amount requested in the budget submitted. Prince George County, while including an increase, did not fund the full balance requested. The General Assembly, however, had increased the amount to the Library of Virginia for state aid to libraries and the library was able to qualify for a larger E-Rate reimbursement than originally estimated. The net result is that the library will receive an equivalent to what was anticipated in the adopted budget.

The library received the final audit for FY2018 and the board's Finance Committee reported on its findings. The report included a change under required accounting principles for reporting certain unfunded potential liabilities such as the life insurance the library provides full time employees. The final report found the library's books and records accurately report the library's finances under GASB and GAAP rules.

At the June, 2018 meeting Dr. Boyd accepted the chair, usually a two year term, on the condition that she would only be able to serve as Board Chair for one year. The Board agreed at the

2018 meeting that Vice Chair William Thomas would accept the position effective July 2019. The board agreed to continue with the decision made in 2018.

The board discussed the previous request of the John Randolph Foundation to agree to have the library's endowment fund pay an administrative fee for the foundation's services in managing and fund raising for the endowment. No one made a motion regarding adopting or rejecting the foundation's request and the matter died.

There being no further business, Mr. Thomas moved and Ms. Thorne seconded that meeting be adjourned. The motion passed unanimously.

June 18, 2019

Minutes taken by Mr. Manning in Ms. Baskerville's absence.

Appomattox Regional Library System  
Revenue and Expenses  
July 1, 2018 - June 30, 2019

| fund#         | Revenue 06/30/19 | FY2019      | Prev. Total | Monthly   | Total       | Percentage | Balance Due |
|---------------|------------------|-------------|-------------|-----------|-------------|------------|-------------|
|               |                  | Proposed    | Receipts    | Receipts  | Receipts    | Received   |             |
| 100           | Carry Over       | \$20,000    | \$0         | \$0       | \$0         | 0.0%       | \$20,000    |
| 101           | Reserve          | \$100,000   | \$0         | \$0       | \$30,000    | 30.0%      | \$70,000    |
| 102           | Hopewell         | \$606,264   | \$606,264   | \$0       | \$606,264   | 100.0%     | \$0         |
| 103           | Dinwiddie        | \$276,330   | \$207,248   | \$69,083  | \$276,331   | 100.0%     | (\$1)       |
| 104           | Prince George    | \$598,146   | \$598,146   | \$0       | \$598,146   | 100.0%     | \$0         |
| 105           | State Funds      | \$393,480   | \$296,648   | \$98,883  | \$395,530   | 100.5%     | (\$2,050)   |
| 106           | Fines/Fees/Lost  | \$22,700    | \$13,520    | \$951     | \$14,471    | 63.7%      | \$8,229     |
| 107           | Copying Receipts | \$20,200    | \$19,839    | \$1,834   | \$21,673    | 107.3%     | (\$1,473)   |
| 108           | Endowment Funds  | \$20,050    | \$20,910    | \$0       | \$20,910    | 104.3%     | (\$860)     |
| 109           | E-Rate Refunds   | \$50,000    | \$43,051    | \$0       | \$43,051    | 86.1%      | \$6,949     |
| 110           | Gifts/Donations  | \$7,000     | \$7,380     | \$1,200   | \$8,580     | 122.6%     | (\$1,580)   |
| 111           | Grants           | \$5,000     | \$0         | \$0       | \$0         | 0.0%       | \$5,000     |
| 112           | Other            | \$24,000    | \$22,075    | \$2,053   | \$24,128    | 100.5%     | (\$128)     |
| <b>TOTALS</b> |                  | \$2,143,170 | \$1,835,081 | \$174,004 | \$2,009,085 | 93.7%      | \$134,085   |

| Fund#                        | EXPENSES 03/31/19                  | FY19<br>Projected<br>Expenditures | TOTAL SPENT TO<br>PREVIOUS<br>MONTH | MONTHLY<br>EXPENSES -<br>03/31/19 | TOTAL EXPENSES     | PERCENTAGE<br>SPENT | BALANCE           |
|------------------------------|------------------------------------|-----------------------------------|-------------------------------------|-----------------------------------|--------------------|---------------------|-------------------|
| <b>Personnel</b>             |                                    |                                   |                                     |                                   |                    |                     |                   |
| 200                          | MLS Salaries & Wages               | \$476,247                         | \$409,223                           | \$34,971                          | \$444,194          | 93.3%               | \$32,053          |
| 201                          | Non-MLS Salary & Wages             | \$598,898                         | \$528,019                           | \$45,375                          | \$573,394          | 95.7%               | \$25,504          |
| 202                          | Benefits for Staff/Retirees        | \$280,000                         | \$281,670                           | \$23,813                          | \$305,483          | 109.1%              | (\$25,483)        |
|                              | <b>Total Personnel</b>             | <b>\$1,355,145</b>                | <b>\$1,218,912</b>                  | <b>\$104,159</b>                  | <b>\$1,323,071</b> | <b>97.6%</b>        | <b>\$32,074</b>   |
| <b>Books &amp; Materials</b> |                                    |                                   |                                     |                                   |                    |                     |                   |
| 300                          | Books                              | \$70,700                          | \$70,309                            | \$513                             | \$70,822           | 100.2%              | (\$122)           |
| 301                          | Leased Materials                   | \$27,000                          | \$23,639                            | \$6,260                           | \$29,899           | 110.7%              | (\$2,899)         |
| 302                          | Standing Order Books               | \$36,400                          | \$32,145                            | \$2,805                           | \$34,950           | 96.0%               | \$1,450           |
| 303                          | Print News & Periodicals           | \$12,276                          | \$5,496                             | \$9,746                           | \$15,242           | 124.2%              | (\$2,966)         |
| 304                          | Audiovisual Materials              | \$26,000                          | \$24,110                            | \$1,987                           | \$26,097           | 100.4%              | (\$97)            |
| 305                          | Electronic Materials               | \$4,500                           | \$1,764                             | \$0                               | \$1,764            | 39.2%               | \$2,736           |
| 306                          | Microforms                         | \$1,133                           | \$0                                 | \$0                               | \$0                | 0.0%                | \$1,133           |
| 307                          | Binding/Repair                     | \$0                               | \$0                                 | \$0                               | \$0                | 0.0%                | \$0               |
| 308                          | Restricted - Donation/Grant        | \$0                               | \$0                                 | \$0                               | \$0                | 0.0%                | \$0               |
| 309                          | Family Resource Books              | \$1,010                           | \$456                               | \$77                              | \$533              | 52.8%               | \$477             |
| 310                          | Econtent                           | \$35,600                          | \$10,800                            | \$20,000                          | \$30,800           | 86.5%               | \$4,800           |
|                              | <b>Total Books &amp; Materials</b> | <b>\$214,619</b>                  | <b>\$168,719</b>                    | <b>\$41,388</b>                   | <b>\$210,107</b>   | <b>97.9%</b>        | <b>\$4,512</b>    |
| <b>Capital Expenditures</b>  |                                    |                                   |                                     |                                   |                    |                     |                   |
| 400                          | Library Non-Computer Equip.        | \$25,000                          | \$2,679                             | \$0                               | \$2,679            | 10.7%               | \$22,321          |
| 401                          | Computer Hardware                  | \$52,650                          | \$82,726                            | \$2,855                           | \$85,581           | 162.5%              | (\$32,931)        |
|                              | <b>Total Capital Expenditures</b>  | <b>\$77,650</b>                   | <b>\$85,405</b>                     | <b>\$2,855</b>                    | <b>\$88,261</b>    | <b>113.7%</b>       | <b>(\$10,611)</b> |
| <b>Contractual</b>           |                                    |                                   |                                     |                                   |                    |                     |                   |
| 500                          | Lyrasis ILL Services               | \$2,000                           | \$2,995                             | \$0                               | \$2,995            | 149.8%              | (\$995)           |
| 501                          | Software Licensing Contracts       | \$30,000                          | \$23,213                            | \$445                             | \$23,658           | 78.9%               | \$6,342           |
| 502                          | Audit                              | \$18,000                          | \$17,110                            | \$1,188                           | \$18,298           | 101.7%              | (\$298)           |
| 503                          | Cataloging MARC Records            | \$3,605                           | \$2,032                             | \$185                             | \$2,217            | 61.5%               | \$1,388           |
| 504                          | Unique Management                  | \$7,000                           | \$4,869                             | \$403                             | \$5,272            | 75.3%               | \$1,728           |

|                                    |          |          |         |          |        |            |
|------------------------------------|----------|----------|---------|----------|--------|------------|
| 505 Computer Support Service Calls | \$25,000 | \$52,883 | \$2,147 | \$55,030 | 220.1% | (\$30,030) |
| 506 Other Computer Software Serv.  | \$20,000 | \$41,665 | \$2,147 | \$43,812 | 219.1% | (\$23,812) |
| 507 Telecomm Internet Line Charges | \$22,000 | \$22,880 | \$2,557 | \$25,437 | 115.6% | (\$3,437)  |
| 508 Printing and Publications      | \$9,500  | \$9,845  | \$1,940 | \$11,785 | 124.1% | (\$2,285)  |
| 509 Security Guard Service         | \$26,500 | \$21,090 | \$220   | \$21,310 | 80.4%  | \$5,190    |

**Total Contractual** **\$163,605** **\$198,582** **\$11,232** **\$209,814** **128.2%** **(\$46,209)**

**Facilities/Maint./Operations**

|                                    |          |          |           |          |        |           |
|------------------------------------|----------|----------|-----------|----------|--------|-----------|
| 600 Equip. Repair & Maintenance    | \$5,000  | \$7,119  | \$210     | \$7,329  | 146.6% | (\$2,329) |
| 601 TLC Maintenance Contract       | \$19,500 | \$13,287 | (\$5,341) | \$7,946  | 40.7%  | \$11,554  |
| 602 Facilities and Rent            | \$76,650 | \$69,300 | \$6,300   | \$75,600 | 98.6%  | \$1,050   |
| 603 Supplies                       | \$32,000 | \$21,701 | \$645     | \$22,346 | 69.8%  | \$9,654   |
| 604 Travel / Workshops /Conf. Fees | \$9,000  | \$11,157 | \$2,413   | \$13,570 | 150.8% | (\$4,570) |
| 605 Training / Education           | \$4,500  | \$500    | \$0       | \$500    | 11.1%  | \$4,000   |
| 606 Utilities                      | \$6,000  | \$4,992  | \$198     | \$5,190  | 86.5%  | \$810     |
| 607 Telephone (Voice)              | \$13,000 | \$13,143 | \$936     | \$14,079 | 108.3% | (\$1,079) |
| 608 Insurance                      | \$12,937 | \$0      | \$13,335  | \$13,335 | 103.1% | (\$398)   |
| 609 Vehicle Maintenance & Fuel     | \$4,500  | \$5,904  | \$1,570   | \$7,474  | 166.1% | (\$2,974) |
| 610 Job & Contracting Advertising  | \$2,500  | \$1,070  | \$0       | \$1,070  | 42.8%  | \$1,430   |
| 611 Promotional Advertising        | \$2,000  | \$1,020  | \$250     | \$1,270  | 63.5%  | \$730     |
| 612 Organization/Association Dues  | \$3,500  | \$3,331  | \$431     | \$3,762  | 107.5% | (\$262)   |
| 613 Postage                        | \$4,500  | \$4,509  | \$0       | \$4,509  | 100.2% | (\$9)     |
| 614 Janitorial                     | \$64,500 | \$58,455 | \$4,845   | \$63,300 | 98.1%  | \$1,200   |
| 615 Other Building Maintenance     | \$12,500 | \$6,964  | \$770     | \$7,734  | 61.9%  | \$4,766   |

**Total** **\$272,587** **\$222,452** **\$26,561** **\$249,013** **91.4%** **\$23,574**

**Facilities/Maint./Operations**

**Programs/Activites/Other**

|                                |         |         |         |         |        |           |
|--------------------------------|---------|---------|---------|---------|--------|-----------|
| 700 VS Summer Reading Program  | \$7,000 | \$2,339 | \$4,391 | \$6,730 | 96.1%  | \$270     |
| 701 VS Programming & Supplies  | \$4,864 | \$4,253 | \$264   | \$4,517 | 92.9%  | \$347     |
| 702 Adult Programming          | \$2,200 | \$3,562 | \$320   | \$3,882 | 176.5% | (\$1,682) |
| 703 Adult Programming Supplies | \$5,000 | \$756   | \$0     | \$756   | 15.1%  | \$4,244   |

|                                    |                                  |             |             |           |             |       |            |  |  |
|------------------------------------|----------------------------------|-------------|-------------|-----------|-------------|-------|------------|--|--|
| Funds for Local History Collection |                                  |             |             |           |             |       |            |  |  |
| 704                                |                                  |             |             |           |             |       |            |  |  |
| 705                                | Reserve                          | \$5,000     | \$605       | \$674     | \$1,279     | 25.6% | \$3,721    |  |  |
| 706                                | McKenny Library                  | \$7,000     | \$0         | \$0       | \$0         | 0.0%  | \$7,000    |  |  |
| 707                                | Hopewell Project                 | \$0         | \$0         | \$0       | \$0         | 0.0%  | \$0        |  |  |
| 708                                | Prince George Project            | \$9,000     | \$7,392     | \$0       | \$7,392     | 82.1% | \$1,608    |  |  |
| 709                                | Misc. Professional Serv. & Other | \$0         | \$0         | \$0       | \$0         | 0.0%  | \$0        |  |  |
| 710                                | Endowment                        | \$16,000    | \$13,116    | \$757     | \$13,873    | 86.7% | \$2,127    |  |  |
|                                    |                                  | \$3,500     | \$0         | \$0       | \$0         | 0.0%  | \$3,500.00 |  |  |
| Total Programs/Activ./Other        |                                  | \$59,564    | \$32,023    | \$6,406   | \$38,429    | 64.5% | \$21,135   |  |  |
| GRAND TOTALS                       |                                  | \$2,143,170 | \$1,926,093 | \$192,601 | \$2,118,695 | 98.9% | \$24,475   |  |  |



# Statistical Report July 16, 2019

Statistical Report - July 16, 2019  
Circulation Data All Locations:

| Location     | FY   | JUL    | AUG    | SEPT   | OCT    | NOV    | DEC    | JAN    | FEB    | MAR    | APR    | MAY    | JUN    | Total   | % of<br>Chg by<br>Month | YTD<br>TOTAL %<br>CHANGE |
|--------------|------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|---------|-------------------------|--------------------------|
| Burrowsville | FY15 | 242    | 234    | 393    | 397    | 419    | 273    | 271    | 183    | 255    | 180    | 256    | 236    | 3,339   |                         |                          |
|              | FY16 | 357    | 357    | 374    | 361    | 234    | 275    | 313    | 330    | 424    | 453    | 521    | 664    | 4,673   |                         |                          |
|              | FY17 | 507    | 581    | 374    | 536    | 467    | 504    | 477    | 592    | 596    | 463    | 465    | 451    | 6,013   |                         |                          |
|              | FY18 | 483    | 493    | 345    | 435    | 497    | 394    | 476    | 326    | 286    | 243    | 229    | 278    | 4,485   |                         |                          |
|              | FY19 | 360    | 346    | 280    | 311    | 275    | 232    | 428    | 227    | 238    | 187    | 346    | 290    | 3,520   | 4%                      | -22%                     |
| Carson Depot | FY15 | 1,598  | 1,558  | 1,428  | 1,409  | 1,686  | 1,284  | 1,115  | 1,687  | 1,167  | 1,164  | 1,273  | 1,378  | 16,747  |                         |                          |
|              | FY16 | 1,590  | 1,229  | 1,137  | 1,409  | 898    | 946    | 1,102  | 1,225  | 1,323  | 1,464  | 1,136  | 1,036  | 14,495  |                         |                          |
|              | FY17 | 1,200  | 1,055  | 868    | 720    | 908    | 670    | 739    | 703    | 985    | 848    | 679    | 774    | 10,149  |                         |                          |
|              | FY18 | 967    | 753    | 788    | 723    | 583    | 584    | 552    | 559    | 715    | 659    | 482    | 935    | 8,300   |                         |                          |
|              | FY19 | 992    | 738    | 697    | 647    | 722    | 603    | 774    | 833    | 765    | 839    | 782    | 981    | 9,373   | 5%                      | 13%                      |
| Dimwiddie    | FY15 | 2,632  | 2,489  | 1,834  | 1,755  | 2,197  | 2,254  | 1,604  | 1,768  | 1,806  | 1,811  | 1,856  | 2,065  | 24,071  |                         |                          |
|              | FY16 | 2,809  | 2,342  | 2,135  | 1,997  | 1,599  | 1,595  | 1,629  | 1,105  | 2,059  | 1,891  | 2,112  | 2,666  | 24,939  |                         |                          |
|              | FY17 | 2,618  | 2,478  | 3,172  | 2,106  | 1,920  | 1,982  | 2,176  | 1,812  | 2,367  | 1,883  | 1,962  | 2,034  | 26,510  |                         |                          |
|              | FY18 | 1,428  | 1,951  | 2,862  | 1,832  | 1,580  | 1,256  | 1,265  | 861    | 1,448  | 1,311  | 1,512  | 1,677  | 18,983  |                         |                          |
|              | FY19 | 3,580  | 1,554  | 1,736  | 1,587  | 1,518  | 1,272  | 1,673  | 1,457  | 1,621  | 1,339  | 1,250  | 1,539  | 20,126  | -8%                     | 6%                       |
| Disputanta   | FY15 | 559    | 693    | 518    | 643    | 576    | 550    | 402    | 301    | 344    | 335    | 482    | 600    | 6,003   |                         |                          |
|              | FY16 | 984    | 712    | 645    | 536    | 697    | 508    | 461    | 545    | 755    | 774    | 508    | 784    | 7,909   |                         |                          |
|              | FY17 | 608    | 710    | 599    | 454    | 771    | 415    | 550    | 413    | 453    | 471    | 444    | 482    | 6,370   |                         |                          |
|              | FY18 | 486    | 636    | 461    | 487    | 416    | 440    | 520    | 372    | 437    | 476    | 444    | 663    | 5,838   |                         |                          |
|              | FY19 | 649    | 948    | 598    | 821    | 567    | 647    | 580    | 476    | 549    | 620    | 315    | 432    | 7,202   | -35%                    | 23%                      |
| Hopewell     | FY15 | 22,538 | 19,755 | 16,580 | 17,641 | 15,543 | 14,198 | 14,647 | 14,247 | 14,057 | 16,372 | 15,941 | 16,562 | 198,081 |                         |                          |
|              | FY16 | 20,126 | 18,790 | 15,280 | 18,075 | 16,755 | 15,307 | 15,179 | 14,205 | 15,882 | 15,704 | 14,275 | 19,051 | 198,629 |                         |                          |
|              | FY17 | 13,980 | 13,461 | 11,526 | 11,856 | 11,331 | 11,605 | 11,933 | 11,906 | 12,988 | 11,004 | 11,699 | 11,281 | 144,570 |                         |                          |
|              | FY18 | 12,389 | 12,713 | 12,481 | 13,200 | 11,347 | 9,806  | 11,288 | 10,849 | 11,456 | 10,926 | 10,809 | 12,085 | 139,349 |                         |                          |
|              | FY19 | 12,619 | 12,609 | 11,278 | 10,998 | 9,301  | 7,882  | 10,135 | 9,421  | 10,701 | 10,121 | 9,275  | 10,732 | 125,072 | -11%                    | -17%                     |

**Statistical Report**  
**July 16, 2019**

| Location      | FY   | JUL    | AUG    | SEPT   | OCT    | NOV    | DEC    | JAN    | FEB    | MAR    | APR    | MAY    | JUN    | Total   | % of<br>Chg by<br>Month | YTD<br>TOTAL %<br>CHANGE |
|---------------|------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|---------|-------------------------|--------------------------|
| McKenney      | FY15 | 909    | 1,043  | 1,000  | 941    | 1,060  | 1,048  | 698    | 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    | 939    | 877    | 840    | 677    | 587    | 684    | 568    | 900    | 1,090  | 9,860   |                         |                          |
|               | FY18 | 1,060  | 1,181  | 686    | 891    | 727    | 560    | 669    | 721    | 757    | 667    | 802    | 1,233  | 9,954   |                         |                          |
|               | FY19 | 1,107  | 894    | 877    | 846    | 759    | 478    | 971    | 677    | 749    | 705    | 800    | 773    | 9,636   | -37%                    | -3%                      |
| Prince George | 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  | 5,112  | 5,384  | 5,650  | 66,844  |                         |                          |
|               | FY18 | 7,272  | 5,055  | 1,933  | 2,626  | 2,603  | 4,503  | 2,429  | 3,258  | 3,576  | 3,181  | 3,603  | 4,390  | 44,429  |                         |                          |
|               | FY19 | 5,424  | 5,353  | 4,122  | 4,518  | 4,269  | 3,493  | 4,741  | 4,846  | 5,187  | 4,725  | 3,961  | 4,625  | 55,264  | 5%                      | 25%                      |
| Rohioic       | 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  | 1,550  | 1,201  | 948    | 1,178  | 1,120  | 1,049  | 1,029  | 955    | 1,525  | 15,346  |                         |                          |
|               | FY18 | 1,101  | 1,357  | 1,147  | 875    | 914    | 653    | 814    | 860    | 900    | 1,009  | 842    | 936    | 11,408  |                         |                          |
|               | FY19 | 1,141  | 1,212  | 853    | 1,127  | 766    | 547    | 965    | 978    | 1,052  | 1,045  | 842    | 1,002  | 11,530  | 7%                      | 1%                       |
| Outreach SVS  | 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     | 24     | 140    | 3      | 1,756   |                         |                          |
|               | FY18 | 2      | 2      | 0      | 2      | 0      | 15     | 0      | 0      | 0      | 0      | 0      | 1      | 22      |                         |                          |
|               | FY19 | 19     | 24     | 32     | 30     | 50     | 36     | 33     | 25     | 26     | 20     | 30     | 26     | 351     |                         |                          |
| Econtent      | FY17 | 1,232  | 330    | 877    | 823    | 722    | 626    | 675    | 833    | 984    | 924    | 992    | 934    | 9,952   |                         |                          |
|               | FY18 | 977    | 975    | 845    | 573    | 1,023  | 990    | 1,157  | 1,026  | 1,171  | 1,084  | 1,114  | 1,175  | 12,110  |                         |                          |
|               | FY19 | 1,242  | 1,304  | 1,270  | 1,271  | 1,192  | 1,266  | 1,334  | 1,271  | 1,517  | 1,330  | 1,382  | 1,422  | 15,801  | 21%                     | 30%                      |
| ARIS Totals   | FY15 | 39,996 | 33,326 | 28,129 | 29,100 | 26,391 | 24,666 | 25,114 | 23,450 | 25,538 | 25,091 | 23,760 | 31,019 | 335,580 |                         |                          |
|               | FY16 | 35,773 | 32,157 | 25,310 | 29,100 | 26,391 | 24,666 | 25,114 | 23,450 | 25,538 | 25,091 | 23,760 | 29,314 | 325,664 |                         |                          |
|               | FY17 | 28,696 | 28,282 | 27,073 | 29,507 | 25,094 | 25,952 | 25,993 | 23,885 | 24,963 | 27,751 | 26,538 | 31,610 | 325,344 |                         |                          |
|               | FY18 | 26,420 | 24,471 | 21,580 | 21,894 | 19,389 | 18,837 | 18,688 | 18,639 | 20,559 | 19,396 | 19,715 | 23,132 | 252,720 |                         |                          |
|               | FY19 | 26,868 | 24,653 | 21,743 | 22,156 | 19,419 | 16,456 | 21,634 | 20,211 | 22,405 | 20,931 | 18,983 | 21,822 | 257,281 | -6%                     | 2%                       |

**Statistical Report**  
**July 16, 2019**

| <b>PATRON VISITS</b>     |  | <b>JUL</b>    | <b>AUG</b>    | <b>SEP</b>    | <b>OCT</b>    | <b>NOV</b>    | <b>DEC</b>    | <b>JAN</b>    | <b>FEB</b>    | <b>MAR</b>    | <b>APR</b>    | <b>MAY</b>    | <b>JUN</b>    | <b>TOTAL</b>   |
|--------------------------|--|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|----------------|
| <b>FY2019</b>            |  |               |               |               |               |               |               |               |               |               |               |               |               |                |
| Burrowsville             |  | 137           | 198           | 78            | 108           | 98            | 46            | 117           | 82            | 90            | 110           | 89            | 110           | 1,263          |
| Carson Depot             |  | 1,035         | 632           | 907           | 939           | 760           | 461           | 937           | 829           | 2,241         | 411           | 809           | 874           | 10,835         |
| Dirwiddle                |  | 939           | 796           | 779           | 745           | 760           | 578           | 768           | 636           | 774           | 588           | 709           | 633           | 8,705          |
| Disputanta               |  | 188           | 232           | 232           | 251           | 187           | 141           | 193           | 195           | 218           | 226           | 214           | 222           | 2,499          |
| Hopewell                 |  | 12,889        | 12,839        | 10,713        | 16,076        | 13,897        | 36,298        | 10,720        | 16,648        | 16,652        | 18,143        | 16,402        | 12,695        | 193,972        |
| Mckenney                 |  | 1,303         | 757           | 752           | 878           | 530           | 330           | 688           | 505           | 637           | 558           | 855           | 646           | 8,439          |
| Prince George            |  | 3,984         | 4,295         | 5,977         | 6,788         | 4,622         | 4,786         | 6,229         | 5,173         | 6,935         | 3,856         | 6,083         | 6,882         | 65,610         |
| Rohioic                  |  | 412           | 688           | 486           | 954           | 494           | 304           | 481           | 486           | 546           | 540           | 548           | 569           | 6,508          |
| <b>TOTAL</b>             |  | <b>20,887</b> | <b>20,437</b> | <b>19,924</b> | <b>26,739</b> | <b>21,348</b> | <b>42,944</b> | <b>20,133</b> | <b>24,554</b> | <b>28,093</b> | <b>24,432</b> | <b>25,709</b> | <b>22,631</b> | <b>297,831</b> |
| <b>MISC TRANSACTIONS</b> |  | <b>JUL</b>    | <b>AUG</b>    | <b>SEP</b>    | <b>OCT</b>    | <b>NOV</b>    | <b>DEC</b>    | <b>JAN</b>    | <b>FEB</b>    | <b>MAR</b>    | <b>APR</b>    | <b>MAY</b>    | <b>JUN</b>    | <b>TOTAL</b>   |
| Meeting Room users       |  | 2,338         | 2,111         | 2,122         | 2,254         | 2,159         | 1,712         | 2,360         | 2,289         | 2,677         | 2,803         | 2,373         | 2,028         | 27,226         |
| Meetings                 |  | 174           | 177           | 163           | 181           | 156           | 121           | 173           | 186           | 205           | 235           | 210           | 155           | 2,136          |
| Book Group               |  | 14            | 7             | 10            | 7             | 5             | 0             | 13            | 9             | 16            | 10            | 12            | 10            | 113            |
| Adult Program            |  | 230           | 546           | 1,345         | 430           | 315           | 838           | 343           | 397           | 360           | 405           | 433           | 369           | 6,011          |
| Non-SRP Child Program    |  | 0             | 0             | 1,028         | 702           | 732           | 2,604         | 711           | 1,862         | 1,620         | 1,741         | 1,458         | 0             | 12,458         |
| Non-SRP Teen Program     |  | 0             | 0             | 134           | 166           | 185           | 104           | 40            | 19            | 157           | 113           | 134           | 0             | 1,052          |
| Storytime                |  | 744           | 336           | 504           | 548           | 377           | 179           | 439           | 439           | 585           | 508           | 440           | 326           | 5,425          |
| SRP Child                |  | 2,199         | 1,138         | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 2,905         | 6,242          |
| SRP Teen                 |  | 851           | 330           | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 159           | 1,340          |
| Community Outreach       |  | 476           | 764           | 386           | 1,376         | 554           | 613           | 706           | 497           | 1,050         | 870           | 512           | 188           | 7,992          |
| Database Usage           |  | 185           | 143           | 375           | 469           | 472           | 441           | 409           | 540           | 478           | 454           | 556           | 555           | 5,077          |
| <b>TOTALS</b>            |  | <b>7,211</b>  | <b>5,552</b>  | <b>6,067</b>  | <b>6,133</b>  | <b>4,955</b>  | <b>6,612</b>  | <b>5,194</b>  | <b>6,238</b>  | <b>7,148</b>  | <b>7,139</b>  | <b>6,128</b>  | <b>6,695</b>  | <b>75,072</b>  |

Statistical Report  
July 16, 2019

| REFERENCE QUESTIONS - FY2019 | JUL          | AUG          | SEP          | OCT          | NOV          | DEC          | JAN          | FEB          | MAR          | APR          | MAY          | JUN          | TOTAL         |
|------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|---------------|
| Burrowsville                 | 29           | 25           | 28           | 35           | 27           | 17           | 24           | 32           | 30           | 25           | 36           | 29           | 337           |
| Carson Depot                 | 140          | 117          | 87           | 95           | 109          | 107          | 99           | 103          | 157          | 104          | 128          | 226          | 1,472         |
| Dinwiddie                    | 363          | 189          | 159          | 157          | 145          | 122          | 196          | 149          | 201          | 166          | 160          | 135          | 2,142         |
| Disputanta                   | 49           | 80           | 44           | 60           | 37           | 37           | 40           | 38           | 44           | 49           | 67           | 56           | 601           |
| Hopewell                     | 1,045        | 745          | 808          | 948          | 788          | 643          | 733          | 764          | 651          | 636          | 534          | 565          | 8,860         |
| McKenney                     | 94           | 95           | 107          | 90           | 101          | 56           | 95           | 86           | 112          | 68           | 88           | 69           | 1,061         |
| Outreach                     | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 26           | 0            | 0            | 0            | 26            |
| Prince George                | 1,624        | 2,082        | 1,629        | 1,942        | 1,521        | 1,100        | 1,873        | 1,749        | 1,778        | 1,463        | 1,182        | 1,490        | 19,433        |
| Rohoic                       | 0            | 209          | 144          | 183          | 154          | 84           | 143          | 176          | 184          | 202          | 164          | 169          | 204           |
| <b>TOTALS</b>                | <b>3,344</b> | <b>3,542</b> | <b>3,006</b> | <b>3,510</b> | <b>2,882</b> | <b>2,166</b> | <b>3,203</b> | <b>3,097</b> | <b>3,183</b> | <b>2,713</b> | <b>2,359</b> | <b>2,739</b> | <b>35,744</b> |
| <b>Computer Use</b>          | <b>JUL</b>   | <b>AUG</b>   | <b>SEP</b>   | <b>OCT</b>   | <b>NOV</b>   | <b>DEC</b>   | <b>JAN</b>   | <b>FEB</b>   | <b>MAR</b>   | <b>APR</b>   | <b>MAY</b>   | <b>JUN</b>   | <b>TOTAL</b>  |
| Burrowsville Workstation     | 32           | 25           | 23           | 27           | 18           | 15           | 19           | 18           | 26           | 17           | 38           | 15           | 273           |
| WIFI                         | 3            | 0            | 0            | 0            | 0            | 1            | 0            | 0            | 0            | 0            | 8            | 4            | 16            |
| Carson Depot Workstation     | 121          | 104          | 104          | 102          | 79           | 95           | 72           | 85           | 109          | 75           | 90           | 88           | 1,124         |
| WIFI                         | 8            | 2            | 10           | 10           | 4            | 6            | 11           | 5            | 3            | 2            | 0            | 6            | 67            |
| Dinwiddie Workstation        | 194          | 193          | 181          | 142          | 132          | 90           | 114          | 139          | 198          | 143          | 164          | 168          | 1,858         |
| WIFI                         | 40           | 30           | 28           | 16           | 6            | 10           | 0            | 2            | 22           | 20           | 43           | 34           | 251           |
| Disputanta Workstation       | 41           | 44           | 44           | 73           | 51           | 33           | 30           | 37           | 68           | 70           | 70           | 70           | 631           |
| WIFI                         | 1            | 5            | 6            | 3            | 5            | 4            | 1            | 2            | 3            | 1            | 4            | 2            | 37            |
| Hopewell Workstation         | 2,675        | 2,861        | 2,524        | 2,632        | 2,122        | 2,028        | 2,596        | 2,359        | 2,390        | 2,344        | 2,186        | 2,236        | 28,953        |
| WIFI                         | 721          | 661          | 617          | 770          | 601          | 489          | 702          | 648          | 613          | 586          | 576          | 576          | 7,560         |
| McKenney Workstation         | 146          | 121          | 102          | 155          | 138          | 115          | 145          | 157          | 169          | 197          | 109          | 77           | 1,631         |
| WIFI                         | 3            | 7            | 8            | 4            | 7            | 1            | 0            | 0            | 0            | 4            | 2            | 9            | 45            |
| Prince George Workstation    | 680          | 732          | 607          | 749          | 621          | 472          | 598          | 680          | 741          | 622          | 600          | 586          | 7,688         |
| WIFI                         | 262          | 215          | 233          | 282          | 207          | 126          | 261          | 228          | 232          | 197          | 179          | 123          | 2,545         |
| Rohoic Workstation           | 109          | 130          | 118          | 146          | 119          | 62           | 141          | 137          | 119          | 103          | 86           | 81           | 1,351         |
| WIFI                         | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0             |
| <b>TOTALS</b>                | <b>5,036</b> | <b>5,130</b> | <b>4,605</b> | <b>5,111</b> | <b>4,110</b> | <b>3,547</b> | <b>4,690</b> | <b>4,497</b> | <b>4,693</b> | <b>4,381</b> | <b>4,155</b> | <b>4,075</b> | <b>54,030</b> |

## **Community Involvement**

|          |                                                                  |
|----------|------------------------------------------------------------------|
| 06/24/19 | Hopewell Downtown Partnership Strategic Planning Meeting         |
| 07/09/19 | Meeting with Eliza Lamb/LambArts regarding VMFA Art Mobile visit |
| 07/10/19 | VPLDA Executive Committee Meeting                                |

**Statistical Report**  
**July 17, 2018**

| PATRON VISITS             | JUL           | AUG           | SEP           | OCT           | NOV           | DEC           | JAN           | FEB           | MAR           | APR           | MAY           | JUN           | TOTAL          |
|---------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|----------------|
| <b>FY2018</b>             |               |               |               |               |               |               |               |               |               |               |               |               |                |
| Burrowsville              | 142           | 153           | 102           | 126           | 133           | 201           | 118           | 106           | 95            | 228           | 131           | 132           | 1,667          |
| Carson Depot              | 1,044         | 1,031         | 951           | 966           | 1,620         | 816           | 263           | 477           | 622           | 1,013         | 968           | 1,024         | 10,795         |
| Dinwiddie                 | 1,733         | 1,394         | 1,394         | 809           | 846           | 870           | 941           | 1,004         | 753           | 753           | 813           | 692           | 12,002         |
| Disputanta                | 237           | 302           | 289           | 294           | 234           | 216           | 164           | 197           | 320           | 206           | 249           | 213           | 2,921          |
| Hopewell                  | 13,205        | 13,944        | 9,327         | 11,413        | 14,686        | 14,043        | 8,693         | 12,751        | 12,662        | 9,999         | 14,427        | 11,565        | 146,715        |
| McKenney                  | 2,176         | 2,666         | 596           | 668           | 543           | 437           | 578           | 611           | 557           | 700           | 752           | 895           | 11,179         |
| Prince George             | 3,976         | 4,111         | 3,781         | 2,473         | 2,595         | 2,588         | 4,734         | 2,597         | 2,699         | 3,529         | 3,375         | 2,273         | 38,731         |
| Rohic                     | 1,173         | 1,131         | 491           | 665           | 522           | 319           | 298           | 454           | 458           | 522           | 542           | 512           | 7,087          |
| <b>TOTAL</b>              | <b>23,686</b> | <b>24,732</b> | <b>16,931</b> | <b>17,414</b> | <b>21,179</b> | <b>19,490</b> | <b>15,789</b> | <b>18,197</b> | <b>18,166</b> | <b>16,950</b> | <b>21,257</b> | <b>17,306</b> | <b>231,097</b> |
| <b>MISC. TRANSACTIONS</b> | <b>JUL</b>    | <b>AUG</b>    | <b>SEP</b>    | <b>OCT</b>    | <b>NOV</b>    | <b>DEC</b>    | <b>JAN</b>    | <b>FEB</b>    | <b>MAR</b>    | <b>APR</b>    | <b>MAY</b>    | <b>JUN</b>    | <b>TOTAL</b>   |
| Meeting Room users        | 2,172         | 1,762         | 1,782         | 2,311         | 1,962         | 1,288         | 1,648         | 1,838         | 2,036         | 2,136         | 1,976         | 2,536         | 23,447         |
| Meetings                  | 179           | 152           | 133           | 172           | 167           | 123           | 145           | 153           | 164           | 170           | 158           | 175           | 1,891          |
| Book Group                | 13            | 0             | 12            | 12            | 12            | 12            | 12            | 4             | 13            | 13            | 8             | 11            | 122            |
| Adult Program             | 303           | 324           | 61            | 249           | 102           | 132           | 218           | 213           | 255           | 413           | 435           | 317           | 3,022          |
| Non-SRP Child Program     | 120           | 322           | 392           | 478           | 653           | 690           | 49            | 98            | 168           | 351           | 201           | 0             | 3,522          |
| Non-SRP Teen Program      | 0             | 0             | 4             | 5             | 25            | 0             | 0             | 0             | 7             | 0             | 26            | 0             | 67             |
| Storytime                 | 505           | 289           | 332           | 282           | 249           | 219           | 296           | 335           | 632           | 651           | 600           | 260           | 4,650          |
| Family SRP                | 611           | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 70            | 681            |
| SRP Child                 | 270           | 86            | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 993           | 1,349          |
| SRP Teen                  | 231           | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 13            | 244            |
| Community Outreach        | 34            | 529           | 185           | 1,352         | 459           | 145           | 352           | 534           | 113           | 151           | 774           | 499           | 5,127          |
| Database Usage            | 499           | 301           | 177           | 139           | 85            | 85            | 162           | 122           | 139           | 117           | 131           | 132           | 2,089          |
| <b>TOTALS</b>             | <b>4,937</b>  | <b>3,765</b>  | <b>3,078</b>  | <b>5,000</b>  | <b>3,714</b>  | <b>2,694</b>  | <b>2,882</b>  | <b>3,297</b>  | <b>3,527</b>  | <b>4,002</b>  | <b>4,309</b>  | <b>5,006</b>  | <b>46,211</b>  |

Statistical Report  
July 17, 2018

| REFERENCE QUESTIONS - FY2018 | JUL          | AUG          | SEP          | OCT          | NOV          | DEC          | JAN          | FEB          | MAR          | APR          | MAY          | JUN          | TOTAL         |
|------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|---------------|
| Burrowsville                 | 121          | 123          | 82           | 91           | 87           | 72           | 77           | 35           | 35           | 27           | 26           | 23           | 799           |
| Carson Depot                 | 91           | 100          | 82           | 90           | 84           | 121          | 100          | 134          | 150          | 117          | 111          | 129          | 1,309         |
| Dinwiddie                    | 209          | 189          | 182          | 197          | 145          | 118          | 129          | 141          | 185          | 154          | 142          | 149          | 1,940         |
| Disputanta                   | 31           | 79           | 62           | 54           | 43           | 45           | 50           | 41           | 46           | 80           | 56           | 63           | 650           |
| Hopewell                     | 867          | 819          | 732          | 885          | 765          | 748          | 570          | 585          | 649          | 936          | 642          | 581          | 8,779         |
| McKenney                     | 85           | 72           | 52           | 45           | 38           | 43           | 52           | 80           | 80           | 69           | 92           | 115          | 823           |
| Outreach                     | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0             |
| Prince George                | 198          | 284          | 166          | 474          | 452          | 309          | 678          | 1,115        | 926          | 759          | 1,097        | 1,150        | 7,608         |
| Rohoic                       | 0            | 280          | 194          | 213          | 190          | 138          | 130          | 197          | 212          | 185          | 184          | 165          | 204           |
| <b>TOTALS</b>                | <b>1,602</b> | <b>1,946</b> | <b>1,552</b> | <b>2,049</b> | <b>1,804</b> | <b>1,594</b> | <b>1,786</b> | <b>2,328</b> | <b>2,283</b> | <b>2,327</b> | <b>2,350</b> | <b>2,375</b> | <b>23,996</b> |
| <b>Computer Use</b>          | <b>JUL</b>   | <b>AUG</b>   | <b>SEP</b>   | <b>OCT</b>   | <b>NOV</b>   | <b>DEC</b>   | <b>JAN</b>   | <b>FEB</b>   | <b>MAR</b>   | <b>APR</b>   | <b>MAY</b>   | <b>JUN</b>   | <b>TOTAL</b>  |
| Burrowsville Workstation     | 40           | 50           | 25           | 39           | 27           | 27           | 23           | 37           | 37           | 32           | 43           | 22           | 402           |
| WIFI                         | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 5            | 5             |
| Carson Depot Workstation     | 136          | 150          | 131          | 153          | 105          | 114          | 106          | 93           | 97           | 88           | 97           | 111          | 1,381         |
| WIFI                         | 22           | 14           | 7            | 11           | 9            | 19           | 15           | 8            | 4            | 7            | 5            | 5            | 126           |
| Dinwiddie Workstation        | 184          | 208          | 203          | 177          | 149          | 152          | 147          | 153          | 203          | 186          | 161          | 165          | 2,088         |
| WIFI                         | 65           | 55           | 40           | 36           | 18           | 14           | 26           | 17           | 33           | 28           | 41           | 32           | 405           |
| Disputanta Workstation       | 49           | 96           | 83           | 81           | 74           | 48           | 51           | 58           | 79           | 103          | 89           | 66           | 877           |
| WIFI                         | 13           | 16           | 18           | 12           | 7            | 15           | 15           | 9            | 13           | 12           | 11           | 4            | 145           |
| Hopewell Workstation         | 3,130        | 3,699        | 3,132        | 3,241        | 2,635        | 2,123        | 2,363        | 2,584        | 2,565        | 2,668        | 2,608        | 2,639        | 33,387        |
| WIFI                         | 156          | 394          | 292          | 283          | 293          | 366          | 436          | 514          | 467          | 384          | 505          | 671          | 4,761         |
| McKenney Workstation         | 172          | 193          | 151          | 148          | 101          | 72           | 116          | 117          | 122          | 122          | 149          | 141          | 1,604         |
| WIFI                         | 0            | 0            | 2            | 1            | 0            | 0            | 2            | 1            | 9            | 2            | 0            | 8            | 25            |
| Prince George Workstation    | 785          | 781          | 799          | 840          | 648          | 555          | 605          | 766          | 713          | 749          | 746          | 709          | 8,696         |
| WIFI                         | 276          | 229          | 237          | 251          | 182          | 178          | 122          | 174          | 186          | 238          | 249          | 234          | 2,556         |
| Rohoic Workstation           | 96           | 141          | 150          | 107          | 90           | 58           | 74           | 105          | 118          | 117          | 70           | 98           | 1,224         |
| WIFI                         | 0            | 0            | 0            | 7            | 0            | 1            | 0            | 4            | 5            | 5            | 1            | 0            | 23            |
| <b>TOTALS</b>                | <b>5,124</b> | <b>6,026</b> | <b>5,270</b> | <b>5,387</b> | <b>4,338</b> | <b>3,742</b> | <b>4,101</b> | <b>4,640</b> | <b>4,651</b> | <b>4,741</b> | <b>4,775</b> | <b>4,910</b> | <b>57,705</b> |

**Board of Trustees Meeting Locations  
FY2020**

| <b>Date</b>        | <b>Location</b> | <b>Time</b>                                    |
|--------------------|-----------------|------------------------------------------------|
| July 16, 2019      | Rohoic          | 1:00 p.m.                                      |
| August 2019        | NO MEETING      |                                                |
| September 17, 2019 | Disputanta      | 1:00 p.m.                                      |
| October 15, 2019   | McKenney        | 1:00 p.m.                                      |
| November 2019      | NO MEETING      | 1:00 p.m.                                      |
| December 10, 2019  | Hopewell        | 1:00 p.m.                                      |
| January 21, 2020   | Dinwiddie       | 1:00 p.m.                                      |
| February 18, 2020  | Prince George   | 1:00 p.m.                                      |
| March 17, 2020     | Carson          | 1:00 p.m.                                      |
| April 21, 2020     | Burrowsville    | 1:00 p.m.                                      |
| May 19, 2020       | Rohoic          | 1:00 p.m.                                      |
| June 16, 2020      | Hopewell        | TBD – precedes<br>Staff Appreciation<br>Dinner |