

APPOMATTOX REGIONAL LIBRARY
SYSTEM

BOARD OF TRUSTEES

July 20, 2021

Rohoic Library
Eastside Enhancement Center
1:00 p.m.

APPOMATTOX REGIONAL LIBRARY SYSTEM
Board of Trustees
Agenda

July 20, 2021

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 15, 2021 Regular Meeting
Statistical Report – dated July 20, 2021
Financial Report – dated July 20, 2021
Bills for Review

Communications:

Citizen Comments:

Report of Library Director:

- R1.** Staff/Board Update
- R2.** Summer Reading Program (Youth & Adult)
- R3.** Community Cookbook
- R4.** Staff Appreciation
- R5.** Audit Update
- R6.** Year in Review

Committee Reports:

New Business:

Election of Chair and Vice Chair

Unfinished Business

Adjournment

Next Meeting: September 21, 2021 at the Disputanta Library

**Appomattox Regional Library
Board of Trustees Regular Meeting
Minutes of June 15, 2021**

Call to Order: Board Chairman Carly Baskerville called the regular meeting of the Board of Trustees of the Library to order at 1:04 pm at the Prince George Library. This was an informational meeting only as we did not have a quorum.

Trustees Present: Ann Williams (H), Susan Eliades (H), Carol King (D), and Carly Baskerville (D).

Staff Present: Brian Manning

Approval of Agenda: Action could not be taken to approve the agenda. It was noted that the proposed agenda identified the July meeting location as the Prince George Library in error. It will be held at the Rohoic Library.

Approval of Consent Agenda: Action could not be taken to approve the consent agenda. Discussion was briefly held about items in the included reports.

Communications: None

Citizen Comments: None

Report of the Library Director:

R1. There are a few vacancies which hopefully will be filled soon, pending possible employee transfers and/or hires. The Board has not been notified by Dinwiddie Board of Supervisors that a new Library Board member from Dinwiddie has been appointed. Dr. Lillian Boyd's term as Library Board member has ended and we are seeking new member to be appointed to represent Prince George. The Governor of Virginia is ending the state of emergency as of June 30. After that date, ARLS will resume regular in person Board meetings which are open to the public.

R2. The Summer Reading Program began June 1 for youth, teens, and adults. Incentives and prizes are being provided to participants. In addition, our online programming is being well received.

R3. An ARLS Community Cookbook, "Food for Thought", was compiled by library staff from recipes submitted by patrons. It has been printed and is available free from the library.

R4. Craft kits are available for checkout and curbside service. They are free and include craft supplies which a patron can use to make a project to keep as well as a book which they later return.

R5. ARLS and the Friends of the Library plan to hold pop-up book fairs. A "Here and There Book Fair" was recently held at the Prince George Farmer's Market.

R6. The Hopewell Library will be used as a setting in the film, "Tapawingo".

R7. A staff appreciation dinner will not be held. Individuals being honored will be recognized at their work locations.

R8. The FY 2020 audit has not been completed. It must be submitted to the Library of Virginia before additional state aid can be received.

Committee Reports: None

New Business: A discussion was held regarding additional services the library could provide. Cooking classes were mentioned but ARLS does not have a suitable kitchen and could only present demonstrations. It was noted that perhaps the library might be able to provide such classes in a public school. Some libraries have other items that can be checked out such as toys, sports equipment, or passes to museums and local attractions. A suggestion was made to have specialty baking pans available for patrons to check out. Patrons could contribute pans for which they have no further use.

Unfinished Business: None

Adjournment: Carly Baskerville adjourned the meeting at 1:47 pm.

Next Meeting: July 20, 2021 at 1pm at the Rohoic Library

Appomattox Regional Library System

Revenue and Expenses

July 1, 2020 - June 30, 2021

fund#	Revenue 06/30/21	FY2020 Adopted	Prev. Total Receipts	6/30/21	Total Receipts	Percentage Received	Balance Due
100	Carry Over	\$45,000	\$0	\$0	\$0	0.0%	\$45,000
101	Reserve	\$100,000	\$0	\$0	\$0	0.0%	\$100,000
102	Hopewell	\$630,515	\$630,515	\$0	\$630,515	100.0%	\$0
103	Dinwiddie	\$298,890	\$298,890	\$0	\$298,890	100.0%	\$0
104	Prince George	\$604,127	\$604,127	\$0	\$604,127	100.0%	\$0
105	State Funds	\$432,866	\$458,264	\$0	\$458,264	105.9%	(\$25,398)
106	Fines/Fees/Lost	\$12,000	\$5,415	\$877	\$6,292	52.4%	\$5,708
107	Copying/Fax Receipts	\$21,000	\$18,336	\$2,019	\$20,355	96.9%	\$646
108	Endowment Funds	\$20,269	\$20,269	\$0	\$20,269	100.0%	\$0
109	E-Rate Refunds	\$40,263	\$40,060	\$0	\$40,060	99.5%	\$203
110	Gifts/Donations	\$5,000	\$3,300	\$0	\$3,300	66.0%	\$1,700
111	Grants	\$5,000	\$23,526	\$15,000	\$38,526	770.5%	(\$33,526)
112	Other	\$10,000	\$815	\$55	\$870	8.7%	\$9,130
	TOTALS	\$2,224,930	\$2,103,516	\$17,951	\$2,121,467	95.3%	\$103,463

Fund#	EXPENSES 06/30/2021	FY20 Projected Expenditures	TOTAL SPENT TO PREVIOUS MONTH	MONTHLY EXPENSES - 06/2021	TOTAL EXPENSES 06/30/21	PERCENTAGE SPENT	BALANCE
	Personnel						
200	MLS Salaries & Wages	\$486,000	\$435,137	\$35,969	\$471,106	96.9%	\$14,894
201	Non-MLS Salary & Wages	\$551,000	\$514,265	\$45,296	\$559,561	101.6%	(\$8,561)
202	Benefits for Staff/Retirees	\$310,000	\$274,597	\$25,565	\$300,162	96.8%	\$9,838
	Total Personnel	\$1,347,000	\$1,223,999	\$106,830	\$1,330,829	98.8%	\$16,171
	Books & Materials						
300	Books	\$96,096	\$94,133	\$3,721	\$97,854	101.8%	(\$1,758)
301	Leased Materials	\$21,000	\$0	\$20,992	\$20,992	100.0%	\$8
302	Standing Order Books	\$30,000	\$22,710	\$3,396	\$26,106	87.0%	\$3,894
303	Print News & Periodicals	\$10,000	\$2,205	\$4,493	\$6,698	67.0%	\$3,302
304	Audiovisual Materials	\$25,000	\$24,215	\$2,260	\$26,475	105.9%	(\$1,475)
305	Electronic Materials	\$5,000	\$808	\$5,200	\$6,008	120.2%	(\$1,008)
308	Restricted - Donation/Grant	\$8,525	\$107	\$0	\$107	0.0%	\$8,419
310	Econtent	\$25,000	\$22,783	\$24,000	\$46,783	187.1%	(\$21,783)
	Total Books & Materials	\$220,621	\$166,960	\$64,061	\$231,022	104.7%	(\$10,400)
	Capital Expenditures						
	Library Non-Computer Equip., Furniture & Fixtures	\$50,000	\$25,511	\$32,756	\$58,268	116.5%	(\$8,268)
401	Computer Hardware	\$60,000	\$77,550	\$3,005	\$80,555	134.3%	(\$20,555)
	Total Capital Expenditures	\$110,000	\$103,061	\$35,762	\$138,823	126.2%	(\$28,823)
	Contractual						
500	Lyrasis ILL Services	\$3,100	\$3,085	\$20	\$3,105	100.2%	(\$5)
	Software & Web Based App.						
501	Licensing Contracts	\$35,000	\$32,550	\$4,495	\$37,045	105.8%	(\$2,045)
502	Audit	\$20,000	\$10,636	\$0	\$10,636	53.2%	\$9,364
503	Cataloging MARC Records	\$3,000	\$2,309	\$192	\$2,502	83.4%	\$498
504	Unique Management	\$4,500	\$0	\$0	\$0	0.0%	\$4,500
505	Computer Support/Service Calls	\$60,000	\$43,266	\$4,506	\$47,772	79.6%	\$12,228

Fund#	EXPENSES 06/01/2021	FY20 Projected Expenditures	TOTAL SPENT TO PREVIOUS MONTH	MONTHLY EXPENSES - 05/2021	TOTAL EXPENSES 05/31/21	PERCENTAGE SPENT	BALANCE
507	Telecomm Internet Line Charges	\$25,000	\$25,802	\$2,785	\$28,587	114.3%	(\$3,587)
508	Printing and Publications	\$4,500	\$585	\$0	\$585	13.0%	\$3,915
	Total Contractual	\$155,100	\$118,232	\$11,999	\$130,231	84.0%	\$24,869
	Facilities/Maint./Operations						
600	Equip. Repair & Maintenance	\$7,000	\$6,036	\$674	\$6,710	95.9%	\$290
601	TLC Maintenance Contract	\$20,600	\$16,366	\$0	\$16,366	79.4%	\$4,234
602	Facilities and Rent	\$76,650	\$69,300	\$6,300	\$75,600	98.6%	\$1,050
603	Supplies	\$25,000	\$15,852	\$2,996	\$18,848	75.4%	\$6,152
604	Travel / Workshops /Conf. Fees	\$5,000	\$2,212	\$99	\$2,311	46.2%	\$2,689
605	Training / Education	\$3,000	\$651	\$0	\$651	21.7%	\$2,349
606	Utilities	\$3,000	\$1,871	\$142	\$2,014	67.1%	\$986
607	Telephone (Voice)	\$13,000	\$10,796	\$1,031	\$11,827	91.0%	\$1,173
608	Insurance	\$12,250	(\$302)	\$12,680	\$12,378	101.0%	(\$128)
609	Vehicle Maintenance & Fuel	\$5,000	\$2,280	\$151	\$2,431	48.6%	\$2,569
610	Job & Contracting Advertising	\$1,000	\$468	\$0	\$468	46.8%	\$532
611	Promotional Advertising	\$2,000	\$494	\$0	\$494	24.7%	\$1,506
612	Organization/Association Dues	\$2,000	\$3,078	\$0	\$3,078	153.9%	(\$1,078)
613	Postage	\$5,500	\$2,797	\$0	\$2,797	50.9%	\$2,703
614	Janitorial	\$73,000	\$59,326	\$5,908	\$65,234	89.4%	\$7,766
615	Other Building Maintenance	\$15,000	\$6,056	\$447	\$6,503	43.4%	\$8,497
	Total	\$269,000	\$197,282	\$30,428	\$227,710	84.7%	\$41,290
	Facilities/Maint./Operations						
	Programs/Activites/Other						
700	YS Summer Reading Program	\$7,000	\$365	\$1,084	\$1,449	20.7%	\$5,551
701	YS Programming & Supplies	\$4,500	\$3,282	\$1,910	\$5,193	115.4%	(\$693)
703	Adult Programming Supplies	\$7,000	\$2,696	\$3,126	\$5,823	83.2%	\$1,177

Fund#	EXPENSES 06/01/2021	FY20 Projected Expenditures	TOTAL SPENT TO PREVIOUS MONTH	MONTHLY EXPENSES - 05/2021	TOTAL EXPENSES 05/31/21	PERCENTAGE SPENT	BALANCE
705	Reserve	\$7,000	\$0	\$7,000	\$7,000	100.0%	\$0
709	Misc. Professional Serv. & Other	\$9,700	\$6,366	\$811	\$7,177	74.0%	\$2,523
	Total Programs/Activ./Other	\$35,200	\$12,710	\$13,932	\$26,642	75.7%	\$8,558
	GRAND TOTALS	\$2,136,921	\$1,822,245	\$263,012	\$2,085,257	97.6%	\$51,664

Statistical Report
July 20, 2021

Statistical Report - July 20, 2021
Circulation Data All Locations:

% of Chg
by
Month

YTD
TOTAL %
CHANGE

Location	FY	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Total	% of Chg by Month	YTD TOTAL % CHANGE
Burrowsville	FY17	507	581	374	536	467	504	477	592	596	463	465	451	6,244		
	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		
	FY20	386	303	258	366	270	188	324	265	317	163	66	2	2,908		
	FY21	3	27	21	50	130	126	122	104	153	206	198	308	1,448	15300%	-50%

Carson Depot	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		
	FY20	959	971	759	836	699	678	810	633	528	340	714	9,553	17,480		
	FY21	7,346	4,776	4,591	469	509	521	595	621	749	705	716	699	22,297	-93%	28%

Dinwiddie	FY17	2,618	2,478	3,172	2,106	1,920	1,982	2,176		2,367	1,883	1,962	2,034	24,698		
	FY18	2,428	1,951	2,862	1,832	1,580	1,256	1,265	861	1,448	1,311	1,512	1,677	19,983		
	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		
	FY20	2,128	1,628	1,577	1,582	1,176	1,360	1,781	1,596	1,085	747	361	10	15,031		
	FY21	53	371	513	720	683	841	827	649	856	805	868	1,048	8,234	10380%	-45%

Disputanta	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		
	FY20	360	614	473	501	429	366	446	303	222	140	74	9	3,937		
	FY21	3	2	29	21	96	175	201	238	379	329	401	415	2,289	4511%	-42%

Hopewell	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		
	FY20	12,196	11,082	9,683	10,041	8,436	7,680	8,990	8,994	7,968	7,203	8,254	10,221	110,748		
	FY21	4,994	8,743	8,342	7,408	7,438	7,794	7,833	8,113	9,143	8,403	8,878	9,717	96,806	-5%	-13%

Statistical Report
July 20, 2021

% of Chg YTD
by TOTAL %
Month CHANGE

Location	FY	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR*	MAY	JUN	Total	% of Chg by Month	YTD TOTAL % CHANGE
McKenney	FY17	878	936	864	959	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		
	FY20	1,369	797	605	645	553	527	702	630	496	312	157	3	6,796		
	FY21	6	83	219	210	206	396	354	409	453	460	421	563	3,780	18667%	-44%

Prince George	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		
	FY20	5,604	5,070	4,455	4,780	4,147	3,023	3,689	3,737	3,016	2,154	1,470	726	41,871		
	FY21	1,479	1,665	3,232	3,218	2,759	2,794	4,814	2,734	3,138	3,050	2,742	3,437	35,062	373%	-16%

Rohoic	FY17	1,343	1,669	1,739	1,590	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	955	978	1,052	1,045	842	1,002	11,530		
	FY20	1,256	1,013	821	1,138	864	819	967	1,101	585	366	207	4	9,141		
	FY21	7	95	40	69	46	86	116	194	256	207	251	323	1,690	7975%	-82%

Econtent	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		
	FY20	2,000	1,472	1,466	1,501	1,384	1,418	1,376	1,342	1,326	2,437	2,331	2,063	20,116		
	FY21	1,969	1,986	1,859	1,813	2,141	1,757	2,013	2,104	1,985	1,796	1,976	1,943	23,342	-6%	16%

ARLS Totals	FY17	29,171	28,994	25,935	24,466	23,422	22,233	24,056	21,286	24,896	21,954	23,637	33,241	303,522		
	FY18	33,807	29,466	25,776	22,086	19,785	19,399	19,390	19,139	21,126	19,848	20,339	23,383	273,544		
	FY19	26,880	24,388	21,210	21,709	18,839	15,969	20,869	19,424	21,423	21,179	19,120	21,456	252,466		
	FY20	26,258	22,950	20,097	21,390	17,958	16,059	19,085	18,601	15,543	13,862	13,634	22,591	228,028		
	FY21	17,336	19,386	22,057	17,146	16,637	17,158	21,567	17,796	20,097	18,805	18,995	21,582	228,562	-4%	0%

Statistical Report
July 20, 2021

PATRON VISITS	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
FY2021*													
Burrowsville	0	0	0	7	28	20	35	23	20	38	54	96	321
Carson Depot	211	165	115	100	88	101	119	127	122	144	143	147	1,582
Dinwiddie	27	82	94	108	117	124	132	101	142	135	136	175	1,373
Disputanta	0	0	0	0	0	7	35	48	81	89	80	90	430
Hopewell	165	7,432	7,948	7,130	5,957	6,764	6,571	6,639	8,337	7,484	7,753	8,438	80,618
McKenney	0	0	35	31	30	107	125	117	93	65	46	97	746
Prince George	214	3,186	2,724	2,839	2,017	2,436	2,372	2,272	876	2,709	2,590	2,382	26,617
Rohioc	0	0	0	0	0	0	24	49	52	42	40	60	267
TOTAL	617	10,865	10,916	10,215	8,237	9,559	9,413	9,376	9,723	10,706	10,842	11,485	111,954
MISC TRANSACTIONS	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Meetings	0	0	0	0	1	2	0	2	1	0	0	0	12
Meeting Room Users**	45	65	17	7	9	11	0	12	8	0	0	0	271
Book Group ***	0	0	0	11	12	16	11	4	13	11	13	11	102
Adult Program***	299	204	57	56	33	34	663	70	40	631	307	340	2,734
Non-SRP Child Program	0	0	354	867	178	0	657	571	662	549	0	0	3,838
Non-SRP Teen Program	0	0	37	35	33	0	22	0	0	19	0	0	146
Storytime***	4,657	3,946	3,830	2,563	549	1,532	1,661	1,250	1,428	654	733	1,194	23,997
SRP Child***	711	458	0	0	0	570	0	0	0	0	542	1,060	3,341
SRP Teen***	103	49	0	0	0	0	0	0	0	0	13	33	198
Community Outreach	0	0	89	0	0	1,063	0	87	256	256	408	534	2,693
Database Usage	254	88	216	106	635	235	222	473	365	437	233	527	3,791
TOTALS	6,069	4,810	4,600	3,645	1,450	3,463	3,236	2,469	2,773	2,557	2,249	3,802	41,123

* Includes patrons using curbside checkout

**Rooms remained closed for the general public. The Census Bureau, City of Hopewell or Prince George Co. made use of rooms

***Includes online programming

Statistical Report
July 20, 2021

REFERENCE QUESTIONS - FY2021	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Burrowsville	0	0	0	3	17	9	12	8	18	13	17	27	124
Carson Depot	0	0	11	60	54	58	65	70	68	61	52	37	536
Dinwiddie	0	0	20	51	52	57	96	24	82	61	83	123	649
Disputanta	0	0	0	0	0	0	0	0	21	28	36	44	129
Hopewell	569	1,086	911	983	957	953	988	813	1,584	1,528	1,601	1,450	13,423
McKenney	0	0	0	0	0	0	0	0	67	90	118	133	408
Outreach	0	0	0	0	0	0	0	0	0	0	0	0	0
Prince George	0	220	312	497	378	0	514	390	757	676	571	697	5,012
Rohoic	0	0	0	0	0	0	0	0	0	0	5	8	13
TOTALS	569	1,306	1,254	1,594	1,458	1,077	1,675	1,305	2,597	2,457	2,483	2,519	20,294
Computer Use													
Burrowsville Workstation	0	0	0	0	0	0	0	0	0	4	13	4	21
WIFI	0	5	2	0	1	0	6	6	1	3	3	3	30
Carson Depot Workstation	0	0	11	1	0	2	5	19	12	22	23	35	130
WIFI	0	1	2	3	1	0	11	4	2	8	9	9	50
Dinwiddie Workstation	0	0	6	31	36	64	64	48	64	84	12	14	423
WIFI	7	7	2	3	2	1	10	11	11	6	10	3	73
Disputanta Workstation	0	0	0	0	0	21	0	33	53	36	48	27	218
WIFI	0	0	0	0	0	0	2	6	2	8	2	25	45
Hopewell Workstation	640	813	828	783	703	768	792	747	994	852	858	823	9,601
WIFI	101	139	193	179	205	161	171	148	181	173	183	224	2,058
McKenney Workstation	0	0	2	2	0	7	15	28	28	9	16	27	134
WIFI	0	0	0	0	0	0	5	4	9	4	7	9	38
Prince George Workstation	9	167	236	309	239	307	292	237	354	325	342	284	3,101
WIFI	10	106	110	128	72	61	59	44	49	46	51	58	794
Rohoic Workstation	0	0	0	0	53	13	22	6	8	3	4	10	119
WIFI	0	0	0	0	0	0	2	3	6	4	9	8	32
TOTALS	767	1,238	1,392	1,439	1,312	1,405	1,456	1,344	1,774	1,587	1,590	1,563	16,867

**Community Involvement
June 2021**

06/05 Rotary Day Service Project – JEJ Moore School
06/08 Library of Virginia Trustee Workshop
06/17 Re-opening Culture and Arts Workshop
06/19 Hopewell/Prince George Chamber Social Event
06/23 Hopewell Downtown Partnership Economic Vitality Committee
06/24 Dinwiddie County Comprehensive Land Use Plan Introduction Meeting
06/30 Art Space Selection Committee Introduction Meeting

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Circulation Data All Locations:

Location	FY	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR*	MAY	JUN	Total	% of Chg by Month	YTD TOTAL % CHANGE
Burrowsville	FY16	357	357	374	361	234	275	313	330	424	463	521	664	5,813		
	FY17	507	581	374	536	467	504	477	592	596	463	465	451	6,244		
	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		
	FY20	386	303	258	366	270	188	324	265	317	163	66	2	2,908	-99%	-17%

Carson Depot	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		
	FY20	959	971	759	836	699	678	810	633	528	340	714	9,553	17,480	874%	86%

Dinwiddie	FY16	2,809	2,342	2,135	1,997	1,599	1,595	1,629	2,105	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	2,428	1,951	2,862	1,832	1,580	1,256	1,265	861	1,448	1,311	1,512	1,677	19,983		
	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		
	FY20	2,128	1,628	1,577	1,582	1,176	1,360	1,781	1,596	1,085	747	361	10	15,031	-99%	-26%

Disputanta	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		
	FY20	360	614	473	501	429	366	446	303	222	140	74	9	3,937	-98%	-42%

Hopewell	FY16	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		
	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		
	FY20	12,196	11,082	9,683	10,041	8,436	7,680	8,990	8,994	7,968	7,203	8,254	10,221	110,748	-5%	-25%

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Location	FY	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR*	MAY	JUN	Total	% of YTD	
															Chg by Month	TOTAL % CHANGE
McKenney	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	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		
	FY20	1,369	797	605	645	553	527	702	630	496	312	157	3	6,796	-100%	-29%

Prince George	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		
	FY20	5,604	5,070	4,455	4,780	4,147	3,023	3,689	3,737	3,016	2,154	1,470	726	41,871	-84%	-29%

Rohoic	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	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		
	FY20	1,256	1,013	821	1,138	864	819	967	1,101	585	366	207	4	9,141	-100%	-21%

Outreach SVS	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	33	25	26	20	30	26	351		
	FY20	9	21	12	31	13	18	20	20	18	16	0	0	0	158	-100%	-55%

Econtent	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		
	FY20	2,000	1,472	1,466	1,501	1,384	1,418	1,376	1,342	1,326	2,437	2,331	2,063	20,116	45%	27%

ARLS Totals	FY16	39,162	34,097	28,736	30,043	26,152	24,410	26,215	26,005	28,105	28,789	29,142	32,072	352,928		
	FY17	29,938	29,586	26,643	25,293	23,979	22,712	24,310	23,528	25,776	22,732	24,010	24,712	303,219		
	FY18	27,430	25,613	22,169	22,572	20,051	19,629	19,389	19,148	20,901	20,909	21,054	24,261	263,126		
	FY19	25,891	23,678	20,473	20,885	18,227	15,190	20,300	18,940	20,888	19,601	17,601	20,400	242,074		
	FY20	26,267	22,971	20,109	21,421	17,971	16,077	19,105	18,619	15,559	13,862	13,634	22,591	228,186	11%	-6%

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PATRON VISITS	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
FY2020													
Burrowsville	131	153	126	188	120	76	89	124	48	0	0	0	1,055
Carson Depot	872	964	721	854	614	2,123	744	759	475	0	0	0	8,126
Dinwiddie	1,001	729	770	706	592	667	709	575	312	0	0	0	6,061
Disputanta	223	212	226	210	183	188	123	141	85	0	0	0	1,591
Hopewell	20,357	18,731	16,470	17,267	13,648	15,036	16,179	14,411	8,421	0	0	0	140,520
Mckeeney	765	552	420	499	425	390	521	426	273	0	0	0	4,271
Prince George	8,467	7,221	5,869	6,421	5,420	6,302	5,833	5,760	2,613	0	0	0	53,906
Rohoic	653	552	457	626	445	464	486	569	0*	0	0	0	4,252
TOTAL	32,469	29,114	25,059	26,771	21,447	25,246	24,684	22,765	12,227	0	0	0	219,782
MISC TRANSACTIONS	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Meetings	172	171	178	183	169	129	184	107	42	0	0	0	1,335
Meeting Room Users	2,557	2,189	2,448	2,493	2,123	1,809	2,486	1,259	495	0	0	0	17,859
Book Group	14	12	11	15	10	0	17	8	0	0	0	0	87
Adult Program	483	430	501	476	265	142	345	350	174	0	0	751	3,917
Non-SRP Child Program	0	0	1,434	1,583	1,241	3,219	1,252	1,614	1,021	637	475	0	12,476
Non-SRP Teen Program	0	0	185	15	15	160	179	25	2	0	0	0	581
Storytime**	602	326	585	283	314	154	447	245	469	1,675	2,983	2,844	10,927
SRP Child	6,204	676	0	0	0	0	0	0	0	0	0	1,638	8,518
SRP Teen	524	13	0	0	0	0	0	0	0	0	0	0	537
Community Outreach	266	493	277	817	122	69	69	227	116	0	0	0	2,456
Database Usage	392	629	726	423	455	529	559	648	913	380	620	0	6,274
TOTALS	11,214	4,939	6,345	6,288	4,714	6,211	5,538	4,483	3,232	2,692	4,078	5,233	64,967

*Due to the closure of the Eastside Community Center, Rohoic Library's door count was not recorded before closure

** Storytime for March 2020 includes 295 attendees on the library's Facebook broadcasted storytimes. It is anticipated the remaining storytimes for the year will be online.

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REFERENCE QUESTIONS - FY2020	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	*APR	MAY	JUN	TOTAL
Burrowsville	35	39	32	36	32	20	24	24	15	0	0	0	257
Carson Depot	148	154	101	136	93	87	131	89	38	0	0	0	977
Dinwiddie	171	147	170	165	112	147	184	175	89	0	0	0	1,360
Disputanta	52	85	44	68	54	56	52	38	30	0	0	0	479
Hopewell	542	524	510	254	355	523	1,291	1,298	526	28	39	43	5,933
McKenney	108	89	55	80	54	46	63	82	31	0	0	0	608
Outreach	0	0	0	0	0	0	0	0	0	0	0	0	0
Prince George	1,465	1,638	1,386	1,488	1,139	736	502	492	207	0	0	0	9,053
Rohoic	208	177	144	197	116	0	144	128	69	0	0	0	1,183
TOTALS	2,729	2,853	2,442	2,424	1,955	1,615	2,391	2,326	1,005	28	39	43	19,850
Computer Use	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Burrowsville Workstation	15	21	16	8	19	16	22	19	6	0	0	0	142
WIFI	7	6	4	12	4	12	7	7	14	775	20	8	876
Carson Depot Workstation	99	107	89	93	67	67	84	83	44	0	0	0	733
WIFI	2	5	11	0	3	5	10	1	1	0	1	0	39
Dinwiddie Workstation	179	200	190	173	152	137	136	120	79	0	0	0	1,366
WIFI	50	33	60	38	14	24	28	28	16	248	0	1	540
Disputanta Workstation	60	52	49	74	53	57	51	32	23	0	0	0	451
WIFI	3	3	2	2	1	2	2	2	1	15	1	0	34
Hopewell Workstation	2,505	2,398	2,207	2,084	1,796	1,733	2,418	2,093	1,000	0	0	0	18,234
WIFI	669	808	628	556	389	297	518	540	260	278	4	7	4,954
McKenney Workstation	0	0	0	0	0	0	58	57	21	0	0	0	136
WIFI	19	4	3	6	0	55	3	0	0	0	0	0	90
Prince George Workstation	692	705	614	637	492	482	672	654	271	58	0	0	5,277
WIFI	167	192	191	192	111	117	195	157	78	0	10	19	1,429
Rohoic Workstation	101	116	91	117	94	93	95	106	50	0	0	0	863
WIFI	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTALS	4,568	4,650	4,155	3,992	3,195	3,097	4,299	3,899	1,864	1,374	36	35	35,164

*Although the library remained closed, the librarians continued to answer reference questions by email or over the phone