

APPOMATTOX REGIONAL LIBRARY SYSTEM

BOARD OF TRUSTEES

July 16, 2025

Rohoic Library

1:00 p.m.

APPOMATTOX REGIONAL LIBRARY SYSTEM
Board of Trustees
Agenda

July 16, 2025

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 - May 21, 2025

Minutes – June 16, 2025

Statistical Report – dated July 16, 2025

Financial Report – dated July 16, 2025

Bills for Review

Communications:

Citizen Comments:

Report of Library Director:

- R1.** Staff Update
- R2.** New Prince George Board Member - Virginia Smith
- R3.** End of year report on FY2025 Performance
- R4.** FY2025 Budget Report
- R5.** FY2026 Board Meeting Schedule
- R6.** Library's Long Range Plan - FY2026 - FY 2031

Committee Reports:

New Business:

Unfinished Business:

FY2026 Meeting Schedule

Adjournment

Next meeting on September 17, 2025 at 1:00 pm at the Prince George Library

**Appomattox Regional Library System
Board of Trustees Regular Meeting
Minutes of June 18, 2025**

Call to Order: The regular monthly meeting of the ARLS Board of Trustees was held on Wednesday, June 18, 2025, at the Hopewell Library located at 209 East Cawson Street, Hopewell, Virginia. The meeting was called to order at 1:15pm.

There was no discussion of substantive business due to the lack of a quorum.

Trustees present:

Dinwiddie County: Ms. Julie Dotson Reid

Hopewell City: Mr. Larry Pankey

Prince George County: Ms. Danielle Roache

Trustees absent:

Dinwiddie County: Ms. Randi Hawkins, Schneria Valentine

Hopewell City: Mr. William Stewart, Vacant chair

Prince George County: Ms. Amanda Binford, Ms. Angela Bennett

Staff present:

Brian Manning, Regional Library Director; Briana Terry, Administrative and Personnel Services Manager; Morgan Devlin, Material Services Manager

Approval of Agendas: No action due to lack of quorum

Communications: None

Citizen comments: None

Report of the Library Director, Mr. Manning

R1. Staff Update:

We are fully staffed and there are no current openings at this time.

R2. Rohoic Project:

The Rohoic Library reopened on Monday June 2, 2025. There are still final touches that need to be made, but Rohoic is in full operation.

R3. Progress on the Long range Plan:

The Long Range Plan has finalized its goals and objectives. At July's meeting, a representative from the planning committee will come to present on the proposed plan. At that time, the board will be free to ask questions and suggest revisions. At either the September or October meeting the board will vote on whether or not to adopt this plan to be implemented in October when the current plan expires.

R4. Progress on Summer Reading:

The Long Range Plan is finalizing their objectives and is progressing to a final draft of the new plan scheduled to go into effect In October 2025.

R5. FY 2025 Budget Report:

We are on track with the budget and will break even by the end of the budget year.

R6. FY 2026 Budget Report:

Dinwiddie and Prince George Counties have approved our budget request. We are still awaiting budget approval from the City of Hopewell. The library has ordered the new 2026 Chrysler Pacifica hybrid that will arrive in the FY 2026.

R7. Material Services Report – Library of Things

Ms. Devlin shared what the Material Services department's role is within the library system. Currently they are making revisions to improve patron's accessibility in regards to the library's catalog. We are in the process of expanding our Library of Things to include items such as radon detectors, diagnostic readers, and infrared thermometers.

R8. Google Drive for Board Packets:

Board packets will be shared through the Google Drive for your review. Printed packets will be available at each meeting.

R10. FY 2026 Board Meeting Schedule

A scheduled will be created based on the current meeting schedule until the board votes otherwise.

R11. Staff Appreciation Dinner – Eastside Community Enhancement Center / Rohoic Library – June 20, 6 pm**R12. Library Director's Vacation:**

The Regional Library Director will be out of office the week of July 7th. The Assistant Library Director will be present.

New Business: None

Other Business: None

Adjournment: There being no further business, the meeting was adjourned at 2:28pm. No formal motion to adjourn was made.

Next Meeting: The next meeting will be held on Wednesday, July 16, 2025 at the Eastside Community Enhancement Center, located at 7301 Boydton Plank Road, Petersburg, Virginia at 1:00 PM.

Briana Terry

Administrative and Personnel Services Manager
Appomattox Regional Library
209 E. Cawson Street, Hopewell, VA 23860
bterry@arls.org

**Appomattox Regional Library System
Board of Trustees Regular Meeting
Minutes of May 21, 2025**

Call to Order: The regular monthly meeting of the ARLS Board of Trustees was held on Wednesday, May 21, 2025, at the Prince George Library located at 6605 Courts Drive, Prince George, Virginia. The meeting was called to order at 1:18pm.

There was no discussion of substantive business due to the lack of a quorum.

Trustees present:

Dinwiddie County: Ms. Julie Dotson Reid

Hopewell City: Mr. Larry Pankey and Mr. William Stewart

Prince George County: None

Trustees absent:

Dinwiddie County: Ms. Randi Hawkins, Schneria Valentine

Hopewell City: Vacant chair

Prince George County: Ms. Amanda Binford, Ms. Angela Bennett, and Ms. Danielle Roache

Staff present:

Brian Manning, Regional Library Director; Briana Terry, Administrative and Personnel Services Manager; Ginger Mauler, Branch Services Manager; and Cathy Field, Adult Services Librarian

Approval of Agendas: No action due to lack of quorum

Communications: None

Citizen comments: None

Report of the Library Director, Mr. Manning

R1. Staff Update:

The Prince George Library is currently seeking a Library Associate I. Interviews will commence this week.

R2. New Board Member – Julie Dotson Reid:

Ms. Reid was welcomed and gave a brief introduction on her background and what led her to volunteer for the Board of Trustees.

R2. Rohoic Project:

The Rohoic Library is scheduled for a soft opening Monday June 2, 2025.

R3. Progress on Long Range Plan:

The Long Range Plan is finalizing their objectives and is progressing to a final draft of the new plan scheduled to go into effect In October 2025.

R4. Adult Services Presentation:

Ms. Field gave an overview of the Adult Services department. She also discussed how the Adult Summer Reading Challenge is structured and the brought a sample of the tote bag, which is the prize for adults in addition to them being entered in a drawing for an iPad.

R5. FY2026 Budget Report:

Dinwiddie County has approved our budget request. The Library of Virginia State Aid is \$5,000 less than anticipated but should have no effect on our overall budget. Our requests have been included in Prince George County and the City of Hopewell's proposals, but we are still awaiting approval.

R6. FY2025 Budget:

The FY2025 Budget is on track to closing out the year.

R7. Board Survey:

This has been tabled for the next meeting.

R8. Cat-Mouse:

As a result of Animal Along the Appomattox, the library has adopted a cat named Mouse who resides at the Hopewell Library in the Admin area. Mouse will slowly be integrated into the library as our Mascot.

New Business:

The appointment of a new Secretary.
Ms. Hawkins term is ending as Chair.

Other Business: None

Adjournment: There being no further business, the meeting was adjourned at 2:08pm. No formal motion to adjourn was made.

Next Meeting: The next meeting will be held on Wednesday, June 18, 2025 at the Hopewell Library, located at 209 East Cawson Street, Hopewell, Virginia at 1:00 PM.

Briana Terry

Administrative and Personnel Services Manager
Appomattox Regional Library
209 E. Cawson Street, Hopewell, VA 23860
bterry@arls.org

Statistical Report - FY2025 - July 16, 2025
Circulation Data All Locations:

Location	FY	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Total	% of Chg by Month	CHANGE FROM FY24
Burrowsville	FY21	3	27	21	50	130	126	122	104	153	206	198	308	1,448		
	FY22	213	353	323	319	297	342	297	351	326	294	265	324	3,704		
	FY23	250	244	286	275	307	274	350	329	400	618	496	532	4,361		
	FY24	406	452	459	399	360	330	417	299	344	369	310	297	4,442		
	FY25	462	504	379	466	388	361	329	301	385	301	400	286	4,562	-4%	3%

Carson Depot	FY21	7,346	4,776	4,591	469	509	521	595	621	749	705	716	699	22,297		
	FY23	823	958	873	936	660	665	666	731	635	711	607	735	9,000		
	FY23	766	863	849	732	539	612	744	663	791	672	884	992	9,107		
	FY24	776	722	756	715	663	701	737	690	684	710	912	774	8,840		
	FY25	779	834	821	670	629	711	634	571	551	639	692	605	8,136	-22%	-8%

Dinwiddie	FY21	53	371	513	720	683	841	827	649	856	805	868	1,048	8,234		
	FY22	1,340	1,598	1,380	1,561	1,395	1,324	1,233	1,327	1,789	1,745	1,445	1,650	17,787		
	FY23	1,603	1,677	1,436	1,491	1,392	1,336	1,390	1,542	1,685	1,385	1,573	1,944	18,454		
	FY24	1,808	1,873	1,583	1,388	1,451	1,655	1,670	1,640	1,566	1,506	1,768	1,831	19,739		
	FY25	1,823	1,752	1,612	1,879	1,418	1,657	1,483	1,387	1,635	1,593	1,606	1,842	19,687	1%	0%

Disputanta	FY21	3	2	29	21	96	175	201	238	379	329	401	415	2,289		
	FY22	454	652	583	551	409	424	554	602	751	682	622	598	6,882		
	FY23	447	669	536	494	411	382	461	437	463	431	466	549	5,746		
	FY24	400	566	682	706	658	477	514	501	533	675	662	800	7,174		
	FY25	641	658	447	428	300	359	282	378	524	779	730	641	6,167	-20%	-14%

% of Change
Chg by
Month

from
FY24

Location	FY	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Total	% of Change Chg by Month	from FY24
Hopewell	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		
	FY22	9,015	8,623	8,765	8,452	7,098	7,442	7,902	7,490	7,523	7,321	8,050	8,143	95,824		
	FY23	9,157	9,812	8,657	8,174	6,969	7,096	7,966	7,714	8,427	7,314	7,851	8,734	97,871		
	FY24	9,985	10,406	8,414	8,906	7,645	7,413	8,429	7,721	8,208	8,897	8,555	9,090	103,669		
	FY25	11,129	9,564	9,207	9,608	7,469	7,144	6,869	7,215	8,776	8,548	9,018	9,631	104,178	6%	0%

McKenney	FY21	6	83	219	210	206	396	354	409	453	460	421	563	3,780		
	FY22	610	738	590	594	687	568	619	596	694	849	860	1,030	8,435		
	FY23	1,088	1,236	1,164	1,088	957	852	1,009	971	1,343	918	1,085	1,095	12,806		
	FY24	1,123	1,353	1,197	1,254	1,142	1,055	1,240	1,250	1,361	1,181	959	1,329	14,444		
	FY25	1,320	1,228	1,203	1,136	956	1,094	913	755	969	1,268	1,232	1,572	13,646	18%	-6%

Prince George	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		
	FY22	3,220	3,940	3,139	3,309	2,889	3,020	2,950	3,082	4,943	4,891	3,897	4,728	44,008		
	FY23	5,401	6,096	4,360	3,827	3,883	3,649	3,789	3,809	4,630	5,013	5,783	7,231	57,471		
	FY24	5,508	5,219	4,861	4,386	4,069	3,475	4,581	7,211	7,650	8,844	9,379	10,884	76,067		
	FY25	10,536	9,851	8,339	9,081	7,159	6,793	7,417	7,284	8,614	8,639	7,799	10,677	102,189	-2%	76%

Rohoic	FY21	7	95	40	69	46	86	116	194	256	207	251	323	1,690		
	FY22	568	595	539	789	616	626	863	866	1,077	967	1,114	970	9,590		
	FY23	1,005	888	884	984	889	910	928	1,176	1,419	1,217	1,112	1,411	12,823		
	FY24	1,332	1,378	1,433	1,377	1,242	961	1,063	1,206	1,161	1,046	1,468	1,128	14,795		
	FY25	1,220	1,197	1,086	1,130	935	965	262	44	69	83	50	520	7,561	-54%	-49%

Rohoic is closed from January through March for renovation and improved furnishings. Circulation in February & March is auto renewals of items.

Econtent	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		
	FY22	1,854	2,101	1,860	1,686	1,725	1,586	1,825	1,845	1,869	1,635	2,246	1,865	22,097		
	FY23	1,872	2,213	1,782	1,861	1,871	1,629	1,967	1,833	2,062	2,169	2,281	1,893	23,433		
	FY24	2,283	2,358	2,028	2,157	2,270	2,275	2,282	2,601	2,813	2,581	2,655	2,698	29,001		
	FY25	2,903	3,055	2,840	2,853	2,731	3,146	3,573	3,268	3,442	3,103	3,590	3,460	37,964	28%	31%

Location	FY	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Total	% of Chg by Month	Change from FY24
ARLS Totals	FY21	15,860	17,748	18,846	13,978	14,008	14,490	16,875	15,166	17,112	15,961	16,451	18,453	194,948		
	FY22	17,646	18,908	17,498	17,667	15,463	15,748	16,556	16,526	19,235	18,742	18,885	19,860	212,734		
	FY23	21,596	23,681	20,001	18,983	17,216	16,782	18,697	18,639	21,508	19,988	21,687	24,430	243,208		
	FY24	23,621	24,327	21,413	21,288	19,500	18,342	20,933	23,119	24,320	25,809	26,668	28,831	278,171		
	FY25	30,813	28,643	25,934	27,251	21,985	22,230	21,762	21,203	24,965	24,953	25,117	29,234	304,090	1%	9%

SHARED

Interlibrary Loan FY25 41 37 31 29 19 19 19 16 11 22 27 19 15 286

**SOVALUe use FY25 1,716 1,999 1,752 482 434 435 6,818

**Override has changed its reporting so that this statistic is no longer available

PATRON VISITS FY2025		JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Burrowsville	227	154	103	158	109	71		92	69	133	113	105	114	1,448
Carson Depot	181	211	181	169	123	128		157	142	154	151	174	138	1,909
Dinwiddie	605	527	511	622	404	536		434	388	560	472	441	582	6,082
Disputanta	175	177	133	116	94	116		106	122	194	243	192	166	1,834
Hopewell	15,205	13,781	12,320	13,998	9,979	12,552		9,685	11,219	12,380	11,547	12,460	11,799	146,925
McKenney	406	398	382	374	305	276		392	257	315	370	386	454	4,315
Prince George	6,018	5,899	5,409	5,415	4,092	3,772		4,095	3,825	5,069	5,370	4,932	4,917	58,813
Roholic	419	415	476	454	277	307		0	0	0	0	0	289	2,637
TOTAL	23,236	21,562	19,515	21,306	15,383	17,758		14,961	16,022	18,805	18,266	18,690	18,459	223,963
MISC TRANSACTIONS		JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Meetings	178	144	146	162	114	88		135	129	176	182	170	130	1,754
Meeting Room Users	1,055	892	456	870	787	549		835	986	1,056	1,098	1,161	999	10,744
Book Group	8	7	16	16	11	0		15	8	16	13	13	7	130
Adult Program **	576	716	413	617	257	244		165	247	336	462	457	411	4,901
Non-SRP Child Program	0	0	285	1,341	839	2,103		766	835	944	1,068	832	0	9,013
Non-SRP Teen Program	0	0	20	29	8	21		2	8	48	5	9	0	150
Storytime	427	465	540	603	285	275		360	260	480	500	283	579	5,057
SRP Child	2,408	2,103	0	0	0	0		0	0	0	0	0	3,052	7,563
SRP Teen	16	29	0	0	0	0		0	0	0	0	0	18	63
Community Outreach	377	580	173	940	649	300		75	50	728	448	100	100	4,520
Notary Services	64	66	39	34	28	49		40	47	45	89	90	49	640
Database Usage	1,645	2,364	450	590	676	245		475	625	395	615	259	311	8,650
TOTALS	6,754	7,366	2,538	5,202	3,654	3,874		2,868	3,195	4,224	4,480	3,374	5,656	53,185

**Includes online programming

REFERENCE QUESTIONS - FY2025	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Burrowsville	42	49	38	55	33	30	26	15	37	37	35	32	429
Carson Depot	72	36	61	56	81	39	56	41	42	62	56	45	647
Dinwiddie	209	190	192	191	123	158	164	128	196	161	139	201	2,052
Disputanta	58	63	43	28	32	42	31	44	76	113	97	115	742
Hopewell	1,566	1,484	1,580	2,050	1,261	1,183	1,141	1,020	1,381	1,135	1,536	1,270	16,607
McKenney	145	142	132	141	137	106	89	82	125	148	176	200	1,623
Prince George	935	1,088	890	932	717	858	839	926	1,154	1,263	1,075	1,646	12,323
Rohoic	146	127	120	103	84	75	1	0	0	0	0	41	697
TOTALS	3,173	3,179	3,056	3,556	2,468	2,491	2,347	2,256	3,011	2,919	3,114	3,550	35,120
Computer Use	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Burrowsville Workstation	11	8	6	13	6	4	2	3	10	7	8	7	85
WIFI	13	13	20	22	14	15	13	13	17	17	13	23	193
Carson Depot Workstation	25	23	28	28	22	14	9	28	15	13	33	28	266
WIFI	30	33	38	30	34	36	27	32	40	37	38	25	400
Dinwiddie Workstation	57	42	49	85	55	43	26	59	102	80	84	58	740
WIFI	34	38	26	42	44	37	29	43	56	49	54	51	503
Disputanta Workstation	39	59	58	18	28	14	4	15	109	106	96	76	622
WIFI	98	114	70	46	105	134	98	151	72	103	164	123	1,278
Hopewell Workstation	1,371	1,499	1,322	1,415	1,145	1,284	1,152	1,131	1,496	1,311	1,068	1,037	15,231
WIFI	932	934	838	921	631	662	634	679	903	817	854	850	9,655
McKenney Workstation	43	54	44	43	45	51	21	36	62	41	71	91	602
WIFI	47	43	27	35	29	37	47	38	49	55	47	48	502
Prince George Workstation	401	397	336	293	258	262	126	266	322	394	420	362	3,837
WIFI	320	324	329	352	239	226	278	247	276	368	357	337	3,653
Rohoic Workstation	22	14	26	32	13	11	0	0	0	0	2	26	146
WIFI	32	29	36	27	29	20	29	21	62	58	48	55	446
TOTALS	3,475	3,624	3,253	3,402	2,697	2,850	2,495	2,762	3,591	3,456	3,357	3,197	38,159

Hotspot Circulation 135 119 123 124 96 118 108 88 107 110 111 91 1,330

Appomattox Regional Library System
Revenue and Expenses
July 1, 2024 - June 30, 2025

fund#	Revenue 06/30/25	Adopted FY2025 Budget	Receipts to		Monthly Receipts - 06/25	Total Receipts 06/30/25	Percentage Received	Balance Due
			Previous Month	Month				
100	Carry Over	\$20,000	\$0	\$0	\$0	\$0	0.0%	\$20,000
101	Reserve	\$100,000	\$0	\$85,942	\$85,942	\$85,942	0.0%	\$14,058
102	Hopewell	\$737,544	\$738,382	\$0	\$0	\$738,382	100.1%	(\$838)
103	Dinwiddie	\$352,795	\$353,235	\$0	\$0	\$353,235	100.1%	(\$440)
104	Prince George	\$705,050	\$705,867	\$0	\$0	\$705,867	100.1%	(\$817)
105	State Funds	\$614,920	\$674,450	\$0	\$0	\$674,450	109.7%	(\$59,530)
106	Lost/Damaged/Fees	\$1,000	\$3,855	\$158	\$158	\$4,013	401.3%	(\$3,013)
107	Copying/Fax Receipt	\$25,000	\$20,488	\$1,594	\$1,594	\$22,082	88.3%	\$2,918
108	Endowment Funds	\$16,900	\$18,600	\$0	\$0	\$18,600	110.1%	(\$1,700)
109	E-Rate Refunds	\$13,000	\$26,873	\$0	\$0	\$26,873	206.7%	(\$13,873)
110	Gifts/Donations	\$1,000	\$1,760	\$3,150	\$3,150	\$4,910	491.0%	(\$3,910)
111	Grants	\$1,000	\$0	\$0	\$0	\$0	0.0%	\$1,000
112	Other	\$2,700	\$3,731	\$273	\$273	\$4,003	148.3%	(\$1,303)
	TOTALS	\$2,590,909	\$2,547,241	\$91,117	\$91,117	\$2,638,358	101.8%	(\$47,449)

Fund#	EXPENSES 06/30/2025	FY25 Adopted Budget	TOTAL SPENT TO PREVIOUS MONTH	MONTHLY EXPENSES 06/25	TOTAL EXPENSES 06/30/25	PERCENTAGE SPENT	BALANCE
Personnel							
200	MLS Salaries & Wages	\$539,151	\$501,007	\$41,022	\$542,030	100.5%	(\$2,878)
201	Non-MLS Salary & Wages	\$729,849	\$642,270	\$52,454	\$694,724	95.2%	\$35,125
202	Benefits for Staff/Retirees	\$370,965	\$278,861	\$26,505	\$305,366	82.3%	\$65,599
	Total Personnel	\$1,639,965	\$1,422,138	\$119,981	\$1,542,119	94.0%	\$97,846
Books & Materials							
300	Books	\$105,000	\$100,351	\$8,683	\$109,034	103.8%	(\$4,034)
301	Leased Materials	\$16,000	\$0	\$17,641	\$17,641	110.3%	(\$1,641)
302	Standing Order Books	\$33,475	\$23,649	\$5,144	\$28,793	86.0%	\$4,682
303	Print News & Periodicals	\$10,000	\$7,505	\$0	\$7,505	75.1%	\$2,495
304	Audiovisual Materials	\$32,000	\$29,908	\$2,022	\$31,930	99.8%	\$70
305	Electronic Materials	\$8,000	\$38,325	\$0	\$38,325	479.1%	(\$30,325)
306	Material Services Supplies	\$6,000	\$3,067	\$2,784	\$5,851	97.5%	\$149
308	Restricted - Donation/Grant	\$200	\$63	\$145	\$208	0.0%	(\$8)
309	Equipment, Devices & Kits	\$0	\$0	\$1,297	\$1,297	0.0%	(\$1,297)
310	Econtent	\$40,000	\$42,500	\$3,440	\$45,940	114.8%	(\$5,940)
	Total Books & Materials	\$250,675	\$245,368	\$41,156	\$286,524	114.3%	(\$35,849)
Capital Expenditures							
Library Non-Computer Equip.,							
400	Furniture & Fixtures	\$90,000	\$52,078	\$44,920	\$96,999	107.8%	(\$6,999)
401	Computer Hardware	\$65,000	\$75,667	\$1,332	\$76,999	118.5%	(\$11,999)
	Total Capital Expenditures	\$155,000	\$127,745	\$46,252	\$173,997	112.3%	(\$18,997)
Contractual							
500	Lyrasis ILL Services	\$3,100	\$1,230	\$0	\$1,230	39.7%	\$1,870
Software & Web Based App.							
501	Licensing Contracts	\$62,000	\$74,779	\$2,413	\$77,193	124.5%	(\$15,193)
502	Audit	\$21,500	\$7,590	\$15,420	\$23,010	107.0%	(\$1,510)

503	Cataloging MARC Records	\$3,000	\$2,611	\$0	\$2,611	87.0%	\$389
505	Computer Support/Service	\$70,000	\$127,672	\$8,870	\$136,542	195.1%	(\$66,542)
Fund#	EXPENSES 06/30/2025	FY25 Adopted Budget	TOTAL SPENT TO PREVIOUS MONTH	MONTHLY EXPENSES 06/25	TOTAL EXPENSES 06/30/25	PERCENTAGE SPENT	BALANCE
507	Telecomm Internet Line	\$40,000	\$38,251	\$3,567	\$41,819	104.5%	(\$1,819)
508	Printing and Publications	\$10,000	\$5,451	\$2,175	\$7,626	76.3%	\$2,374
	Total Contractual	\$209,600	\$257,585	\$32,446	\$290,031	138.4%	(\$80,431)
	Facilities/Maint./Operations						
600	Equip. Repair & Maintenance	\$7,000	\$5,397	\$955	\$6,352	90.7%	\$648
601	TLC Maintenance Contract	\$16,500	\$16,492	\$0	\$16,492	100.0%	\$8
602	Facilities and Rent	\$76,650	\$69,300	\$6,300	\$75,600	98.6%	\$1,050
603	Supplies	\$20,000	\$17,327	\$730	\$18,057	90.3%	\$1,943
604	Travel / Workshops /Conf.	\$5,000	\$5,390	\$97	\$5,487	109.7%	(\$487)
605	Training / Education	\$2,000	\$1,822	\$0	\$1,822	91.1%	\$178
606	Utilities	\$3,750	\$3,407	\$315	\$3,722	99.3%	\$28
607	Telephone (Voice)	\$13,600	\$7,470	\$662	\$8,132	59.8%	\$5,468
608	Insurance	\$12,750	\$744	\$13,783	\$14,527	113.9%	(\$1,777)
609	Vehicle Maintenance & Fuel	\$5,000	\$4,109	\$1,586	\$5,695	113.9%	(\$695)
610	Job & Contracting Advertising	\$2,500	\$74	\$0	\$74	3.0%	\$2,426
611	Promotional Advertising	\$5,000	\$2,401	\$0	\$2,401	48.0%	\$2,599
612	Organization/Association Dues	\$3,500	\$2,816	\$175	\$2,991	85.5%	\$509
613	Postage	\$5,500	\$5,032	\$81	\$5,114	93.0%	\$386
614	Janitorial	\$94,000	\$83,825	\$7,689	\$91,513	97.4%	\$2,487
615	Other Building Maintenance	\$9,000	\$43,862	\$1,899	\$45,761	508.5%	(\$36,761)
	Total	\$281,750	\$269,469	\$34,273	\$303,742	107.8%	(\$21,992)
	Facilities/Maint./Operations						
	Programs/Activities/Other						
700	YS Summer Reading Program	\$7,000	\$6,525	\$3,234	\$9,759	139.4%	(\$2,759)
701	YS Programming & Supplies	\$6,000	\$4,432	\$1,179	\$5,611	93.5%	\$389

703	Adult Programming & Supplies	\$9,000	\$8,583	(\$18)	\$8,565	95.2%	\$435
Fund#	EXPENSES 06/30/2025	FY25 Adopted Budget	TOTAL SPENT TO PREVIOUS MONTH	MONTHLY EXPENSES 06/25	TOTAL EXPENSES 06/30/25	PERCENTAGE SPENT	BALANCE
704	Local History Collection/Progs.	\$350	\$350	\$0	\$350	100.0%	\$0
705	Reserve	\$5,000	\$0	\$0	\$0	0.0%	\$5,000
709	Misc. Professional Serv. &	\$11,769	\$16,542	\$1,119	\$17,661	150.1%	(\$5,892)
	Total Programs/Activ./Other	\$39,119	\$36,431	\$5,515	\$41,946	107.2%	(\$2,827)
	GRAND TOTALS	\$2,576,109	\$2,358,735	\$279,623	\$2,638,358	102.4%	(\$62,249)

Check #	Account ID	Line Description	Debit Amount	Credit Amount
200816	21000-100	Federal Taxes Withheld	2,939.48	
200816	22000-100	Social Security Taxes	2,979.38	
200816	22000-100	FC Social Security	134.28	
200816	22000-100	ARLS Social Security	2,845.10	
200816	23000-100	Medicare Taxes Withheld	696.78	
200816	23000-100	FC Medicare Taxes	31.40	
200816	23000-100	ARLS Medicare	665.38	
200816	10006-100	Electronic Federal Tax		10,291.80
200817	22000-100	Social Security Taxes	2.01	
200817	22000-100	ARLS Social Security	2.01	
200817	23000-100	Medicare Taxes Withheld	0.47	
200817	23000-100	ARLS Medicare	0.47	
200817	10006-100	Electronic Federal Tax		4.96
200818	21000-100	Federal Taxes Withheld	2,807.48	
200818	22000-100	Social Security Taxes	2,935.50	
200818	22000-100	FC Social Security	133.55	
200818	22000-100	ARLS Social Security	2,801.95	
200818	23000-100	Medicare Taxes Withheld	686.51	
200818	23000-100	FC Medicare Taxes	31.23	
200818	23000-100	ARLS Medicare	655.28	
200818	10006-100	Electronic Federal Tax		10,051.50
2013-1060	70540-600	FC Life Insurance	56.54	
2013-1060	70540-600	FC VRS Retirement	42.17	
2013-1060	27000-200	VRS Withheld	3,056.60	
2013-1060	70460-100	ARLS VRS Insurance	785.67	
2013-1060	70460-100	ARLS VRS Retirement	964.87	
2013-1060	10006-100	Treasurer of Virginia		4,905.85
2013-1061	27000-400	EZ Link Voluntary	567.42	
2013-1061	10006-100	Treasurer of Virginia		567.42
2013-1062	27000-300	EZ Link Withheld	236.37	
2013-1062	70460-100	Ez Link Retirement	613.95	
2013-1062	10006-100	Treasurer of Virginia		850.32
2013-1065	27000-400	EZ Link Voluntary	567.42	
2013-1065	10006-100	Treasurer of Virginia		567.42
2013-1066	27000-300	EZ Link Withheld	236.37	
2013-1066	70460-100	Ez Link Retirement	613.95	
2013-1066	10006-100	Treasurer of Virginia		850.32
2025-444E	10007-100	Gross MLS	15,783.07	
2025-444E	10007-100	Gross Non MLS	8,221.59	
2025-444E	10007-100	Gross Hourly	14,424.40	
2025-444E	10007-100	Gross Smart Beginnings	1,758.96	
2025-444E	10006-100	ARLS-Payroll		40,188.02
2025-445E	85110-100	Invoice: Amazon 10712	326.74	
2025-445E	84810-100	Invoice: Amazon 10725	28.99	
2025-445E	81100-460	Invoice: Amazon 10725	159.99	
2025-445E	80200-100	Invoice: Amazon 5/22/25	83.42	
2025-445E	80200-100	Invoice: Amazon 5/15/25	9.31	
2025-445E	10006-100	Amazon.com		608.45
2025-446E	80020-100	Invoice: 5019542228	81.64	
2025-446E	80020-100	Invoice: 5019542229	73.10	

Check #	Account ID	Line Description	Debit Amount	Credit Amount
2025-446E	80020-100	Invoice: 5019527954	82.32	
2025-446E	80020-100	Invoice: 5019527953	99.21	
2025-446E	10006-100	Baker & Taylor		336.27
2025-447E	80460-100	Invoice: 2199786	296.10	
2025-447E	10006-100	Blackstone Publishing		296.10
2025-448E	84100-100	Telephone - Regional	153.59	
2025-448E	10006-100	Clearfly		153.59
2025-449E	82600-430	#8299 60 019 0107136	304.07	
2025-449E	10006-100	Comcast Communications		304.07
2025-450E	84100-440	#8299 60 021 0013348	47.90	
2025-450E	82600-440	#8299 60 021 0013348	412.49	
2025-450E	10006-100	Comcast Communications		460.39
2025-451E	84000-410	Utilities - Carson	160.53	
2025-451E	10006-100	Dominion Energy Virginia		160.53
2025-452E	81000-300	Invoice: 91011021784	2,020.00	
2025-452E	10006-100	EBSCO Information		2,020.00
2025-453E	80260-100	Invoice: 999100475122	62.97	
2025-453E	80260-100	Invoice: 999100480673	49.48	
2025-453E	80260-100	Invoice: 999100475121	77.97	
2025-453E	10006-100	Cengage Learning		190.42
2025-454E	80210-100	Invoice: 60519796	13.77	
2025-454E	80210-100	Invoice: 60519798	50.16	
2025-454E	80210-100	Invoice: 60519799	34.12	
2025-454E	80210-100	Invoice: 60519800	23.50	
2025-454E	80210-100	Invoice: 60519801	46.92	
2025-454E	80210-100	Invoice: 60519802	34.12	
2025-454E	80210-100	Invoice: 60519797	57.66	
2025-454E	10006-100	Ingram Library Services		260.25
2025-455E	80410-100	Invoice: 507235189	60.55	
2025-455E	80405-100	Invoice: 507235188	72.91	
2025-455E	80410-100	Invoice: 507208871	171.46	
2025-455E	80405-100	Invoice: 507208870	484.84	
2025-455E	10006-100	Midwest Tape		789.76
2025-456E	20200-400	Truist 6/21/25	11,346.67	
2025-456E	10006-100	Truist		11,346.67
2025-457E	83700-100	Paper, Toner, Cardstock	363.30	
2025-457E	10006-100	Quill LLC		363.30
2025-458E	81210-200	Security Cameras	1,332.00	
2025-458E	10006-100	Huntington Technology		1,332.00
2025-459E	85110-100	Invoice: Amazon 10744	294.07	
2025-459E	80470-100	Invoice: Amazon	29.99	
2025-459E	10006-100	Amazon.com		324.06
2025-460E	80250-100	Invoice: 5019560661	18.44	
2025-460E	10006-100	Baker & Taylor		18.44
2025-461E	80460-100	Invoice: 2200064	100.60	
2025-461E	10006-100	Blackstone Publishing		100.60
2025-462E	84200-100	Commercial Auto &	13,783.00	
2025-462E	10006-100	Cincinnati Insurance Co.		13,783.00
2025-463E	84100-200	#8299 60 017 0205967	270.15	
2025-463E	82600-200	#8299 60 017 0205967	479.90	

Check #	Account ID	Line Description	Debit Amount	Credit Amount
2025-463E	10006-100	Comcast Communications		750.05
2025-464E	82600-460	#8299 60 020 0107829	314.07	
2025-464E	10006-100	Comcast Communications		314.07
2025-465E	82600-420	#8299 60 020 0108397	314.07	
2025-465E	10006-100	Comcast Communications		314.07
2025-466E	82600-410	#8299 60 020 0356327	314.07	
2025-466E	10006-100	Comcast Communications		314.07
2025-467E	84100-450	#8299 60 019 0106328	114.85	
2025-467E	82600-450	#8299 60 019 0106328	424.55	
2025-467E	10006-100	Comcast Communications		539.40
2025-468E	80260-100	Invoice: 999100548704	414.27	
2025-468E	80260-100	Invoice: 999100569251	101.21	
2025-468E	10006-100	Cengage Learning		515.48
2025-469E	84100-410	Telephone - Carson	75.97	
2025-469E	10006-100	Granite		75.97
2025-470E	80210-100	Invoice: 60522746	34.12	
2025-470E	80200-100	Invoice: 60522745	29.98	
2025-470E	80200-100	Invoice: 60522744	13.49	
2025-470E	80210-100	Invoice: 60522742	106.52	
2025-470E	80200-100	Invoice: 60522743	19.20	
2025-470E	80230-100	Invoice: 60522748	7.18	
2025-470E	80230-100	Invoice: 60522747	21.14	
2025-470E	80230-100	Invoice: 60524891	31.71	
2025-470E	80210-100	Invoice: 60524888	107.56	
2025-470E	80200-100	Invoice: 60524889	33.13	
2025-470E	80210-100	Invoice: 60524890	34.12	
2025-470E	10006-100	Ingram Library Services		438.15
2025-471E	85000-100	Zoo to You - 7/1/25	350.00	
2025-471E	10006-100	Metro Richmond Zoo		350.00
2025-472E	80440-100	Invoice: 507208608	34.58	
2025-472E	80440-100	Invoice: 507208609	228.78	
2025-472E	81000-300	Invoice: 507256425	1,420.00	
2025-472E	80440-100	Invoice: 507278655	42.08	
2025-472E	80410-100	Invoice: 507278653	31.72	
2025-472E	10006-100	Midwest Tape		1,757.16
2025-473E	82460-100	Monthly Billing for June	8,395.00	
2025-473E	82460-100	Additional Monitoring	360.00	
2025-473E	82460-100	VM Server License	29.76	
2025-473E	82460-100	Socket License	30.00	
2025-473E	82460-100	Additional Backup	55.50	
2025-473E	10006-100	Orion Network Solutions		8,870.26
2025-474E	84700-100	Property Tax - Postage	81.45	
2025-474E	10006-100	Pitney Bowes Global		81.45
2025-475E	82100-100	Audit FY ending 6/30/24	15,420.00	
2025-475E	10006-100	Robinson, Farmer, Cox		15,420.00
2025-476E	83700-100	Cardstock, Double Sided	51.03	
2025-476E	84810-100	Soap	42.09	
2025-476E	10006-100	Quill LLC		93.12
2025-477E	85850-100	Monthly Shredding	85.84	
2025-477E	10006-100	Shred-It USA LLC		85.84

Check #	Account ID	Line Description	Debit Amount	Credit Amount
2025-478E	82070-100	Westlaw Proflex - May	638.17	
2025-478E	10006-100	Thomson Reuters - West		638.17
2025-479E	82600-200	Mobile Internet	784.98	
2025-479E	10006-100	T-Mobile		784.98
2025-480E	10007-100	Gross MLS	15,809.87	
2025-480E	10007-100	Gross Non MLS	8,251.46	
2025-480E	10007-100	Gross Hourly	14,146.92	
2025-480E	10007-100	Gross Smart Beginnings	1,761.26	
2025-480E	10006-100	ARLS-Payroll		39,969.51
2025-481E	83700-200	Invoice: Amazon 10749	199.98	
2025-481E	80070-100	Invoice: Amazon 6/4/25	33.53	
2025-481E	80020-100	Invoice: Amazon 6/4/25	1,799.23	
2025-481E	80020-100	Invoice: Amazon 6/4/25.2	10.90	
2025-481E	80020-100	Invoice: Amazon 6/4/25.3	68.61	
2025-481E	80025-100	Invoice: Amazon 6/6/25.1	132.47	
2025-481E	80015-100	Invoice: Amazon 6/6/25.1	166.33	
2025-481E	80030-100	Invoice: Amazon 6/6/25.1	44.97	
2025-481E	80200-100	Invoice: Amazon 6/6/25.1	14.30	
2025-481E	80820-450	Invoice: Amazon 6/6/25.1	13.29	
2025-481E	80038-100	Invoice: Amazon 6/6/25.1	25.56	
2025-481E	80020-100	Invoice: Amazon 6/6/25.1	91.62	
2025-481E	80230-100	Invoice: Amazon 6/6/25.1	35.97	
2025-481E	80010-100	Invoice: Amazon 6/6/25.1	99.72	
2025-481E	80010-100	Invoice: Amazon 6/6/25.2	11.98	
2025-481E	80038-100	Invoice: Amazon 6/6/25.3	35.98	
2025-481E	80038-100	Invoice: Amazon 6/6/25.4	14.86	
2025-481E	80025-100	Invoice: Amazon 6/9/25.1	675.06	
2025-481E	80025-100	Invoice: Amazon 6/9/25.2	11.95	
2025-481E	80020-100	Invoice: Amazon 6/9/25.3	1,304.25	
2025-481E	80025-100	Invoice: Amazon 6/9/25.4	28.48	
2025-481E	80020-100	Invoice: Amazon 6/9/25.5	43.96	
2025-481E	80200-100	Invoice: Amazon	11.47	
2025-481E	80200-100	Invoice: Amazon	81.47	
2025-481E	80405-100	Invoice: Amazon	22.82	
2025-481E	80470-100	Invoice: Amazon	51.98	
2025-481E	80200-100	Invoice: Amazon	17.59	
2025-481E	80200-100	Invoice: Amazon	2,064.51	
2025-481E	80405-100	Invoice: Amazon	20.99	
2025-481E	80200-100	Invoice: Amazon	37.96	
2025-481E	80200-100	Invoice: Amazon	16.90	
2025-481E	80200-100	Invoice: Amazon	7.55	
2025-481E	80470-100	Invoice: Amazon	57.99	
2025-481E	80200-100	Invoice: Amazon	749.68	
2025-481E	80010-100	Invoice: Amazon	7.19	
2025-481E	80470-100	Invoice: Amazon	125.69	
2025-481E	80025-100	Invoice: Amazon	159.81	
2025-481E	80200-100	Invoice: Amazon	156.45	
2025-481E	80030-100	Invoice: Amazon	41.77	
2025-481E	80020-100	Invoice: Amazon	97.12	
2025-481E	80038-100	Invoice: Amazon	60.35	

Check #	Account ID	Line Description	Debit Amount	Credit Amount
2025-481E	80200-100	Invoice: Amazon	29.99	
2025-481E	80020-100	Invoice: Amazon	21.87	
2025-481E	80025-100	Invoice: Amazon	26.74	
2025-481E	80020-100	Invoice: Amazon	26.00	
2025-481E	80470-100	Invoice: Amazon	59.39	
2025-481E	80030-100	Invoice: Amazon	33.60	
2025-481E	80470-100	Invoice: Amazon	49.99	
2025-481E	80010-100	Invoice: Amazon	15.38	
2025-481E	80020-100	Invoice: Amazon	41.94	
2025-481E	85210-100	Invoice: Amazon 10759	609.42	
2025-481E	80405-100	Invoice: Amazon 6/16/2.1	25.53	
2025-481E	80038-100	Invoice: Amazon 6/16/2.1	112.04	
2025-481E	80460-100	Invoice: Amazon 6/16/2.1	42.20	
2025-481E	80030-100	Invoice: Amazon 6/16/2.1	16.74	
2025-481E	80910-100	Invoice: Amazon	598.86	
2025-481E	80900-100	Invoice: Amazon	59.16	
2025-481E	80910-100	Invoice: Amazon	580.28	
2025-481E	80038-100	Invoice: Amazon	7.48	
2025-481E	80460-100	Invoice: Amazon	11.97	
2025-481E	80038-100	Invoice: Amazon	7.46	
2025-481E	80910-100	Invoice: Amazon	58.92	
2025-481E	80038-100	Invoice: Amazon	15.00	
2025-481E	85110-100	Invoice: Amazon 10770	346.34	
2025-481E	10006-100	Amazon.com		11,448.59
2025-482E	70470-100	Retirees Health Insurance	1,008.00	
2025-482E	10006-100	Anthem BlueCross		1,008.00
2025-483E	70550-600	FC Health Insurance	983.00	
2025-483E	70470-100	ARLS Health Insurance	15,360.09	
2025-483E	25000-100	Health Insurance	2,826.91	
2025-483E	10006-100	Anthem BlueCross		19,170.00
2025-484E	70470-100	Retirees Medicare Health	696.00	
2025-484E	10006-100	Anthem BlueCross		696.00
2025-485E	80020-100	Invoice: 5019571558	17.99	
2025-485E	80250-100	Invoice: 5019569802	160.56	
2025-485E	10006-100	Baker & Taylor		178.55
2025-486E	80600-100	Clear Glossy Label	500.12	
2025-486E	10006-100	DEMCO, Inc.		500.12
2025-487E	84000-410	Utilities - Carson	142.55	
2025-487E	10006-100	Dominion Energy Virginia		142.55
2025-488E	80200-100	Invoice: 60528294	15.49	
2025-488E	80210-100	Invoice: 60528298	36.28	
2025-488E	80210-100	Invoice: 60528297	12.37	
2025-488E	80230-100	Invoice: 60528299	7.18	
2025-488E	80210-100	Invoice: 60528296	16.04	
2025-488E	80230-100	Invoice: 60528300	38.75	
2025-488E	80210-100	Invoice: 60528295	85.34	
2025-488E	10006-100	Ingram Library Services		211.45
2025-489E	81100-460	Furniture for Rohoic	44,760.50	
2025-489E	10006-100	Library Furniture		44,760.50
44417	80025-100	Invoice: B6995440	37.41	

Check #	Account ID	Line Description	Debit Amount	Credit Amount
44417	80025-100	Invoice: B6992657	135.45	
44417	80015-100	Invoice: B6995199	22.86	
44417	80030-100	Invoice: B6995356	45.42	
44417	80030-100	Invoice: B6995357	31.66	
44417	10006-100	Brodart Co.		272.80
44418	82910-200	Copier - Usage Charge	35.15	
44418	82910-200	Copier - Base Charge	21.92	
44418	10006-100	Canon USA, Inc.		57.07
44419	85210-100	Food for McKenney Sheet	114.41	
44419	10006-100	VCE Dinwiddie		114.41
44420	83810-100	Travel - HQ 5/27/25	37.62	
44420	85110-100	Shelving, Food, Amazon	211.94	
44420	10006-100	Sarah Finch		249.56
44421	83810-440	Travel - McKenney	11.11	
44421	10006-100	Cassandra Bland		11.11
44422	83810-440	Travel - McKenney	26.26	
44422	83810-440	Travel - McKenney	22.73	
44422	10006-100	Lori Booth		48.99
44423	20500-100	From VFHY - 1/23/25	2,290.00	
44423	20500-100	From VFHY - 6/5/25	2,355.00	
44423	10006-100	First Connections for		4,645.00
44424	85200-100	Yoga - 5/25/25, 6/4/25	80.00	
44424	10006-100	Lauren Hannon		80.00
44425	84300-100	Inv #13808 Fuel - All	213.48	
44425	84300-100	Inv #13821 Fuel - All	77.80	
44425	84300-100	Inv #13838 Fuel - All	33.15	
44425	84300-100	Inv #13821 Fuel - All	136.25	
44425	10006-100	Hopewell City Treasurer		460.68
44426	84800-200	Janitorial - HQ	4,389.19	
44426	84800-410	Janitorial - Carson	220.00	
44426	84800-420	Janitorial - Dinwiddie	350.00	
44426	84800-430	Janitorial - Disputanta	256.00	
44426	84800-440	Janitorial - McKenney	250.00	
44426	84800-450	Janitorial - PG	1,487.78	
44426	84800-460	Janitorial - Rohoic	165.00	
44426	84800-480	Janitorial - Burrowsville	195.00	
44426	10006-100	MCS Services, Inc.		7,312.97
44427	84900-200	Monitoring of Alarms -	55.00	
44427	84900-450	Monitoring of Alarms -	59.00	
44427	10006-100	Petersburg Alarm		114.00
44428	80030-100	Invoice: B6993373	44.81	
44428	80038-100	Invoice: B6995439	17.97	
44428	80030-100	Invoice: B6995330	50.13	
44428	80030-100	Invoice: B6992663	31.23	
44428	80015-100	Invoice: B6992444	49.38	
44428	80025-100	Invoice: B6993374	190.69	
44428	80010-100	Invoice: B6966352	1,757.40	
44428	80025-100	Invoice: B6965842	127.02	
44428	80025-100	Invoice: B6983035	161.68	
44428	80820-450	Invoice: B7000201	131.52	

Check #	Account ID	Line Description	Debit Amount	Credit Amount
44428	80038-100	Invoice: B7000208	25.89	
44428	10006-100	Brodart Co.		2,587.72
44428a	10006-100	VOID		
44429	85800-100	Background Verifications	94.00	
44429	10006-100	Active Screening		94.00
44430	83500-420	Rent - Dinwiddie Library	300.00	
44430	83500-440	Rent - McKenney Library	300.00	
44430	83500-460	Rent - Rohoic Library	300.00	
44430	10006-100	County of Dinwiddie		900.00
44431	83500-450	Rent - PG Library	1,200.00	
44431	83500-480	Rent - Burrowsville	300.00	
44431	83500-430	Rent - Disputanta Library	150.00	
44431	10006-100	County of Prince George		1,650.00
44432	85210-100	Yarn, knitter prizes	93.73	
44432	85210-100	Party tablecloth and	19.08	
44432	85210-100	Halloween Candy front	17.42	
44432	10006-100	Catherine Field		130.23
44433	83500-200	Rent - Hopewell Library	3,750.00	
44433	84330-100	Inv #13846 - Ram -	476.82	
44433	84310-100	Inv #13850 - Fusion -	648.30	
44433	10006-100	Hopewell City Treasurer		4,875.12
44434	82700-100	Explore - June - August	2,175.00	
44434	10006-100	Johnson Printing Service		2,175.00
44435	84600-100	Annual Dues FY26	175.00	
44435	10006-100	MALiA		175.00
44436	82910-200	Color Copies - 3/1/25 -	747.46	
44436	10006-100	Mauck & Company		747.46
44437	83700-100	Screw, Washer, Utility	23.91	
44437	10006-100	McKay Hardware, Inc.		23.91
44438	70470-100	PCORI - Form 720 - 4th	61.18	
44438	10006-100	United States Treasury		61.18
44439	85200-100	Chair Yoga - 6/11, 6/18	80.00	
44439	10006-100	Lauren Hannon		80.00
44440	80600-100	Book SLIX2 Tags White	1,991.00	
44440	10006-100	Tech Logic		1,991.00
44441	80030-100	Invoice: B6995512	127.52	
44441	80025-100	Invoice: B7006584	109.04	
44441	80030-100	Invoice: B7007108	73.52	
44441	10006-100	Brodart Co.		310.08
44442	85000-100	Down on the Farm 8/6/25	557.00	
44442	10006-100	Flat Creek Farm		557.00
44443	85000-100	Shows at PG, Hopewell -	900.00	
44443	10006-100	Richard Whitehead		900.00
Total			281,177.31	281,177.31

First Connections July 1, 2024 to June 30, 2025

Date	Trans Description	Debit Amt	Credit Amt	Balance
7/1/24	Beginning Balance			5,882.10
7/23/24	Payment from FC		5,882.10	
7/31/24	July Salary & Benefits	5,730.65		
8/19/24	Payment from FC		5,730.65	
8/31/24	August Salary & Benefits	5,730.65		
9/12/24	Payment from FC		5,730.65	
9/30/24	September Salary & Benefits	5,730.65		
10/10/24	Payment from FC		5,730.65	
10/31/24	October Salary & Benefits	8,111.38		
11/25/24	Payment from FC		8,111.38	
11/30/24	November Salary & Benefits	5,730.65		
12/23/24	Payment from FC		5,730.65	
12/31/24	December Salary & Benefits	5,730.65		
1/21/25	Payment from FC		5,730.65	
1/31/25	January Salary & Benefits	5,730.65		
2/18/25	Payment from FC		5,730.65	
2/28/25	February Salary & Benefits	5,730.65		
3/17/25	Payment from FC		5,730.65	
3/31/25	March Salary & Benefits	5,730.65		
4/17/25	Payment from FC		5,730.65	
4/30/25	April Salary & Benefits	5,730.65		
5/27/25	Payment from FC		5,730.65	
5/31/25	May Salary & Benefits	8,111.38		
6/24/25	Payment from FC		8,111.38	
6/30/25	June Salary & Benefits	5,835.05		
6/30/25	Ending Balance			5,835.05

Date	Account ID	Account	Invoice/CM #	Line Description	Debit Amount	Credit Amount
6/1/25	85110-100	Supplies - Youth	Amazon 10712	YS Supplies	326.74	
6/1/25			Amazon 10712	Amazon.com		326.74
6/1/25	84810-100	Supplies - Janitorial	Amazon 10725	Swiffer Wet Jet	28.99	
6/1/25	81100-460	Non Computer Equip	Amazon 10725	Shark Navigator	159.99	
6/1/25			Amazon 10725	Amazon.com		188.98
6/1/25	80200-100	Graphic Novels - SO	Amazon 5/15/25	Graphic SO	9.31	
6/1/25			Amazon 5/15/25	Amazon.com		9.31
6/1/25	80200-100	Graphic Novels - SO	Amazon 5/22/25	Graphic SO	83.42	
6/1/25			Amazon 5/22/25	Amazon.com		83.42
			6/12/25	CK #2025-445E	<u>608.45</u>	<u>608.45</u>
6/1/25	85110-100	Supplies - Youth	Amazon 10744	Paint, Wax Seals,	294.07	
6/1/25			Amazon 10744	Amazon.com		294.07
6/1/25	80470-100	Video Games	Amazon 3/27/25.3	Video Games	29.99	
6/1/25			Amazon 3/27/25.3	Amazon.com		29.99
			6/20/25	CK #2025-459E	<u>324.06</u>	<u>324.06</u>
6/1/25	83700-200	Supplies - HQ	Amazon 10749	Plastic Shelving	199.98	
6/1/25			Amazon 10749	Amazon.com		199.98
6/4/25	80070-100	Professional	Amazon 6/4/25	Professional	33.53	
6/4/25	80020-100	Adult Non-Fiction	Amazon 6/4/25	ANF	1,799.23	
6/4/25			Amazon 6/4/25	Amazon.com		1,832.76
6/4/25	80020-100	Adult Non-Fiction	Amazon 6/4/25.2	ANF	10.90	
6/4/25			Amazon 6/4/25.2	Amazon.com		10.90
6/4/25	80020-100	Adult Non-Fiction	Amazon 6/4/25.3	ANF	68.61	
6/4/25			Amazon 6/4/25.3	Amazon.com		68.61
6/6/25	80025-100	Adult Fiction	Amazon 6/6/25.1	AF	132.47	
6/6/25	80015-100	Young Adult-Fiction	Amazon 6/6/25.1	YAF	166.33	
6/6/25	80030-100	Juvenile Easys	Amazon 6/6/25.1	Easies	44.97	
6/6/25	80200-100	Graphic Novels - SO	Amazon 6/6/25.1	Graphic SO	14.30	
6/6/25	80820-450	PG Womans Club	Amazon 6/6/25.1	Restricted Grant	13.29	
6/6/25	80038-100	Juvenile Fiction	Amazon 6/6/25.1	JF	25.56	
6/6/25	80020-100	Adult Non-Fiction	Amazon 6/6/25.1	ANF	91.62	
6/6/25	80230-100	Y/S - SO	Amazon 6/6/25.1	YSSO	35.97	
6/6/25	80010-100	Y/S Non Fiction	Amazon 6/6/25.1	YSNF	99.72	
6/6/25			Amazon 6/6/25.1	Amazon.com		624.23
6/6/25	80010-100	Y/S Non Fiction	Amazon 6/6/25.2	YSNF	11.98	
6/6/25			Amazon 6/6/25.2	Amazon.com		11.98
6/6/25	80038-100	Juvenile Fiction	Amazon 6/6/25.3	Juvenile Fiction	35.98	
6/6/25			Amazon 6/6/25.3	Amazon.com		35.98
6/6/25	80038-100	Juvenile Fiction	Amazon 6/6/25.4	JF	14.86	
6/6/25			Amazon 6/6/25.4	Amazon.com		14.86
6/9/25	80025-100	Adult Fiction	Amazon 6/9/25.1	AF	675.06	

Date	Account ID	Account	Invoice/CM #	Line Description	Debit Amount	Credit Amount
6/9/25			Amazon 6/9/25.1	Amazon.com		675.06
6/9/25	80025-100	Adult Fiction	Amazon 6/9/25.2	AF	11.95	
6/9/25			Amazon 6/9/25.2	Amazon.com		11.95
6/9/25	80020-100	Adult Non-Fiction	Amazon 6/9/25.3	ANF	1,304.25	
6/9/25			Amazon 6/9/25.3	Amazon.com		1,304.25
6/9/25	80025-100	Adult Fiction	Amazon 6/9/25.4	AF	28.48	
6/9/25			Amazon 6/9/25.4	Amazon.com		28.48
6/9/25	80020-100	Adult Non-Fiction	Amazon 6/9/25.5	ANF	43.96	
6/9/25			Amazon 6/9/25.5	Amazon.com		43.96
6/10/25	80200-100	Graphic Novels - SO	Amazon 6/10/25.1	Graphic SO	11.47	
6/10/25			Amazon 6/10/25.1	Amazon.com		11.47
6/10/25	80200-100	Graphic Novels - SO	Amazon 6/10/25.1	Graphic SO	749.68	
6/10/25			Amazon 6/10/25.1	Amazon.com		749.68
6/10/25	80200-100	Graphic Novels - SO	Amazon 6/10/25.2	Graphic SO	81.47	
6/10/25	80405-100	DVD's	Amazon 6/10/25.2	DVDs	22.82	
6/10/25	80470-100	Video Games	Amazon 6/10/25.2	Video Games	51.98	
6/10/25			Amazon 6/10/25.2	Amazon.com		156.27
6/10/25	80200-100	Graphic Novels - SO	Amazon 6/10/25.3	Graphic SO	17.59	
6/10/25			Amazon 6/10/25.3	Amazon.com		17.59
6/10/25	80200-100	Graphic Novels - SO	Amazon 6/10/25.4	Graphic SO	2,064.51	
6/10/25			Amazon 6/10/25.4	Amazon.com		2,064.51
6/10/25	80405-100	DVD's	Amazon 6/10/25.5	DVDs	20.99	
6/10/25			Amazon 6/10/25.5	Amazon.com		20.99
6/10/25	80200-100	Graphic Novels - SO	Amazon 6/10/25.6	Graphic SO	37.96	
6/10/25			Amazon 6/10/25.6	Amazon.com		37.96
6/10/25	80200-100	Graphic Novels - SO	Amazon 6/10/25.7	Graphic SO	16.90	
6/10/25			Amazon 6/10/25.7	Amazon.com		16.90
6/10/25	80200-100	Graphic Novels - SO	Amazon 6/10/25.8	Graphic SO	7.55	
6/10/25			Amazon 6/10/25.8	Amazon.com		7.55
6/10/25	80470-100	Video Games	Amazon 6/10/25.9	Video Games	57.99	
6/10/25			Amazon 6/10/25.9	Amazon.com		57.99
6/11/25	80010-100	Y/S Non Fiction	Amazon 6/11/25.1	YSNF	7.19	
6/11/25			Amazon 6/11/25.1	Amazon.com		7.19
6/11/25	80020-100	Adult Non-Fiction	Amazon 6/11/25.1	ANF	41.94	
6/11/25			Amazon 6/11/25.1	Amazon.com		41.94
6/11/25	80470-100	Video Games	Amazon 6/11/25.2	Video Games	125.69	
6/11/25	80025-100	Adult Fiction	Amazon 6/11/25.2	AF	159.81	
6/11/25	80200-100	Graphic Novels - SO	Amazon 6/11/25.2	Graphic SO	156.45	
6/11/25	80030-100	Juvenile Easys	Amazon 6/11/25.2	Easies	41.77	
6/11/25	80020-100	Adult Non-Fiction	Amazon 6/11/25.2	ANF	97.12	
6/11/25	80038-100	Juvenile Fiction	Amazon 6/11/25.2	JF	60.35	
6/11/25			Amazon 6/11/25.2	Amazon.com		641.19
6/11/25	80200-100	Graphic Novels - SO	Amazon 6/11/25.3	Graphic SO	29.99	
6/11/25			Amazon 6/11/25.3	Amazon.com		29.99
6/11/25	80020-100	Adult Non-Fiction	Amazon 6/11/25.4	ANF	21.87	
6/11/25			Amazon 6/11/25.4	Amazon.com		21.87
6/11/25	80025-100	Adult Fiction	Amazon 6/11/25.5	AF	26.74	
6/11/25			Amazon 6/11/25.5	Amazon.com		26.74
6/11/25	80020-100	Adult Non-Fiction	Amazon 6/11/25.6	ANF	26.00	
6/11/25	80470-100	Video Games	Amazon 6/11/25.6	Video Games	59.39	

Date	Account ID	Account	Invoice/CM #	Line Description	Debit Amount	Credit Amount
6/11/25			Amazon 6/11/25.6	Amazon.com		85.39
6/11/25	80030-100	Juvenile Easys	Amazon 6/11/25.7	Easies	33.60	
6/11/25			Amazon 6/11/25.7	Amazon.com		33.60
6/11/25	80470-100	Video Games	Amazon 6/11/25.8	Video Games	49.99	
6/11/25			Amazon 6/11/25.8	Amazon.com		49.99
6/11/25	80010-100	Y/S Non Fiction	Amazon 6/11/25.9	YSNF	15.38	
6/11/25			Amazon 6/11/25.9	Amazon.com		15.38
6/12/25	85210-100	Supplies - Adult	Amazon 10759	Cricut Supplies	609.42	
6/12/25			Amazon 10759	Amazon.com		609.42
6/16/25	80405-100	DVD's	Amazon 6/16/2.1	DVDs	25.53	
6/16/25	80038-100	Juvenile Fiction	Amazon 6/16/2.1	JF	112.04	
6/16/25	80460-100	Books on CD	Amazon 6/16/2.1	Books on CD	42.20	
6/16/25	80030-100	Juvenile Easys	Amazon 6/16/2.1	Easies	16.74	
6/16/25			Amazon 6/16/2.1	Amazon.com		196.51
6/16/25	80910-100	Meters	Amazon 6/16/25.2	Meters	598.86	
6/16/25			Amazon 6/16/25.2	Amazon.com		598.86
6/16/25	80900-100	Recreation	Amazon 6/16/25.3	Recreation	59.16	
6/16/25	80910-100	Meters	Amazon 6/16/25.3	Meters	580.28	
6/16/25			Amazon 6/16/25.3	Amazon.com		639.44
6/16/25	80038-100	Juvenile Fiction	Amazon 6/16/25.4	JF	7.48	
6/16/25			Amazon 6/16/25.4	Amazon.com		7.48
6/16/25	80460-100	Books on CD	Amazon 6/16/25.5	Books on CD	11.97	
6/16/25			Amazon 6/16/25.5	Amazon.com		11.97
6/16/25	80038-100	Juvenile Fiction	Amazon 6/16/25.6	JF	7.46	
6/16/25			Amazon 6/16/25.6	Amazon.com		7.46
6/16/25	80910-100	Meters	Amazon 6/16/25.7	Meters	58.92	
6/16/25			Amazon 6/16/25.7	Amazon.com		58.92
6/16/25	80038-100	Juvenile Fiction	Amazon 6/16/25.8	JF	15.00	
6/16/25			Amazon 6/16/25.8	Amazon.com		15.00
6/17/25	85110-100	Supplies - Youth	Amazon 10770	Paint, Glue,	346.34	
6/17/25			Amazon 10770	Amazon.com		346.34
6/26/25 CK #2025-481E					<u>11,448.59</u>	<u>11,448.59</u>

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
4/27/25	RVA 10704	85010-100	T-Shirts - SRP	897.17	
4/27/25	RVA 10704	20200-400	RVA Threads		897.17
4/30/25	Google 4/30/25	82020-100	Google E-Mail - April/May	2,989.90	
4/30/25	Google 4/30/25	20200-400	Google		2,989.90
4/30/25	Google 4/30/25.1	82020-100	Google E-Mail	12.77	
4/30/25	Google 4/30/25.1	20200-400	Google		12.77
5/5/25	Sage 5/5/25	82070-100	Web Based Applications	237.60	
5/5/25	Sage 5/5/25	20200-400	Sage Software SB, Inc.		237.60
5/13/25	051325	82000-100	Software Licenses	29.99	
5/13/25	051325	20200-400	Adobe Indesign		29.99
5/13/25	Staples 10723	83700-100	Ink, Pens, Pencils, Bin	430.52	
5/13/25	Staples 10723	20200-400	Staples, Inc.		430.52
5/15/25	RTD 4/24/25	80300-450	RTD - PG	1,105.00	
5/15/25	RTD 4/24/25	20200-400	Richmond Times Dispatch		1,105.00
5/19/25	Imprint 10728	85010-100	SRP Yard Signs	225.36	
5/19/25	Imprint 10728	20200-400	Imprint		225.36
5/20/25	Lowes 10730	85110-100	Sand	5.17	
5/20/25	Lowes 10730	20200-400	Lowes		5.17
5/21/25	Hobby 10731	85110-100	Arts, Crafts, Jewelry Cards	271.21	
5/21/25	Hobby 10731	20200-400	Hobby Lobby		271.21
5/21/25	Lucas 10733	85860-100	Food - Board Meetings	63.79	
5/21/25	Lucas 10733	20200-400	Luca's Italian Restaurant		63.79
5/22/25	Read 5/22/25	80210-100	Adult Fiction - SO	32.39	
5/22/25	Read 5/22/25	20200-400	Reader Service		32.39
5/22/25	Rural 5/22/25	82600-480	Internet - Burrowsville	219.00	
5/22/25	Rural 5/22/25	20200-400	RuralBand		219.00
5/22/25	Skoolz 10715	85000-100	Reptile Program 6/24	250.00	
5/22/25	Skoolz 10715	20200-400	Skoolz of Fish		250.00
5/22/25	Truist	20200-400	Truist Mastercard - Rewards	-1,634.09	
5/22/25	Truist	20200-400	Truist		-1,634.09
5/22/25	Walmart 10737	84810-100	Soap	24.76	
5/22/25	Walmart 10737	83780-100	Food, Litter	36.92	
5/22/25	Walmart 10737	20200-400	Walmart		61.68
5/22/25	Wayne 10724	84900-460	Electrical Work - Rohoic	5,447.50	
5/22/25	Wayne 10724	20200-400	Wayne Cook Electric		5,447.50
5/23/25	Imprint	83700-460	Signs for Reopening	72.72	
5/23/25	Imprint	20200-400	Imprint		72.72
5/25/25	Ancestry 10752	80500-100	On-Line Periodicals &	229.00	
5/25/25	Ancestry 10752	20200-400	Ancestry.com		229.00
5/25/25	Hello 10753	85800-100	Yearly Subscription	399.99	
5/25/25	Hello 10753	20200-400	Hello Fax		399.99
Total				11,346.67	11,346.67

Fiscal Year Door Counts & Circulation

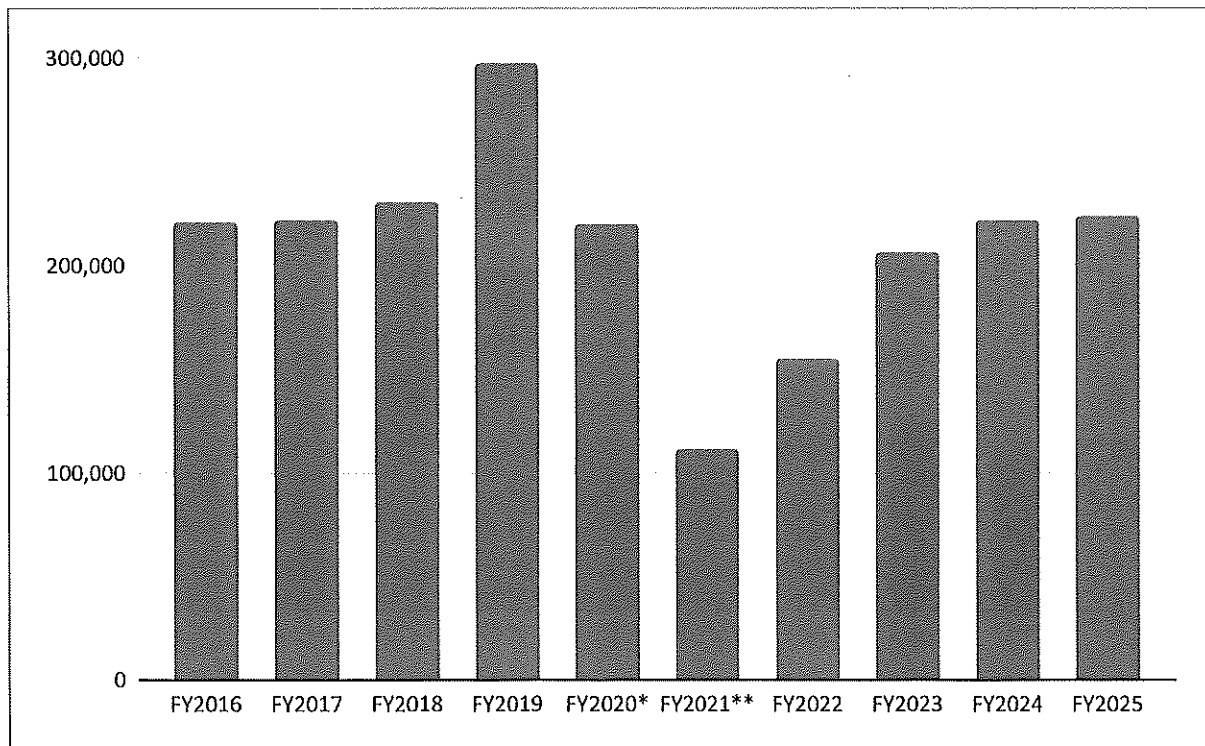
Year	Door Count	Total Circulation (all formats)	E-content Circulation
FY2016	220,992	322,413	*****
FY2017	222,402	297,601	9,952
FY2018	231,097	255,878	12,110
FY2019	297,831	257,281	15,801
FY2020*	219,782	228,186	20,116
FY2021**	111,954	228,562	23,342
FY2022	155,034	217,327	22,097
FY2023	206,990	242,072	23,443
FY2024	221,689	278,171	29,001
FY2025	223,963	304,090	37,964

**** Prior to FY2017 E-Content Circulation was included in Hopewell Library Circulation

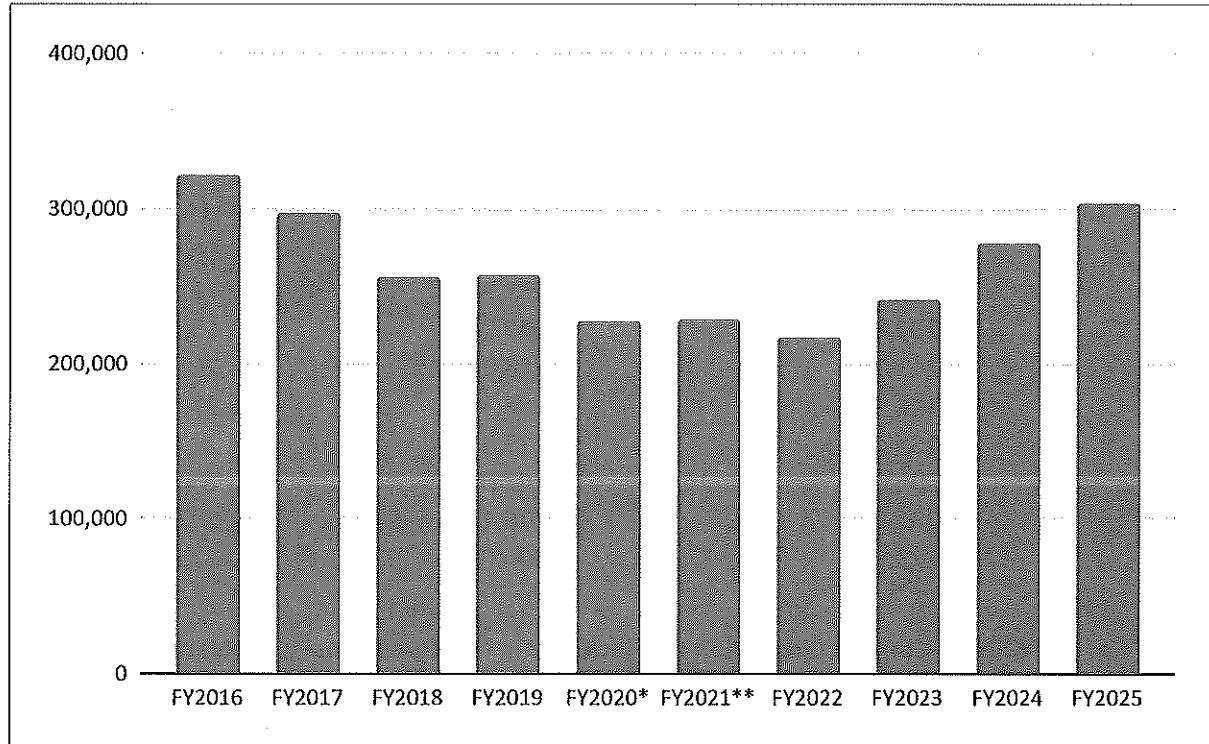
* COVID closed all library locations for 3 months of the fiscal year. The library issued Digital Cards for non-cardholders to check out E-Content

** Continuing COVID restrictions limited accessibility at some locations

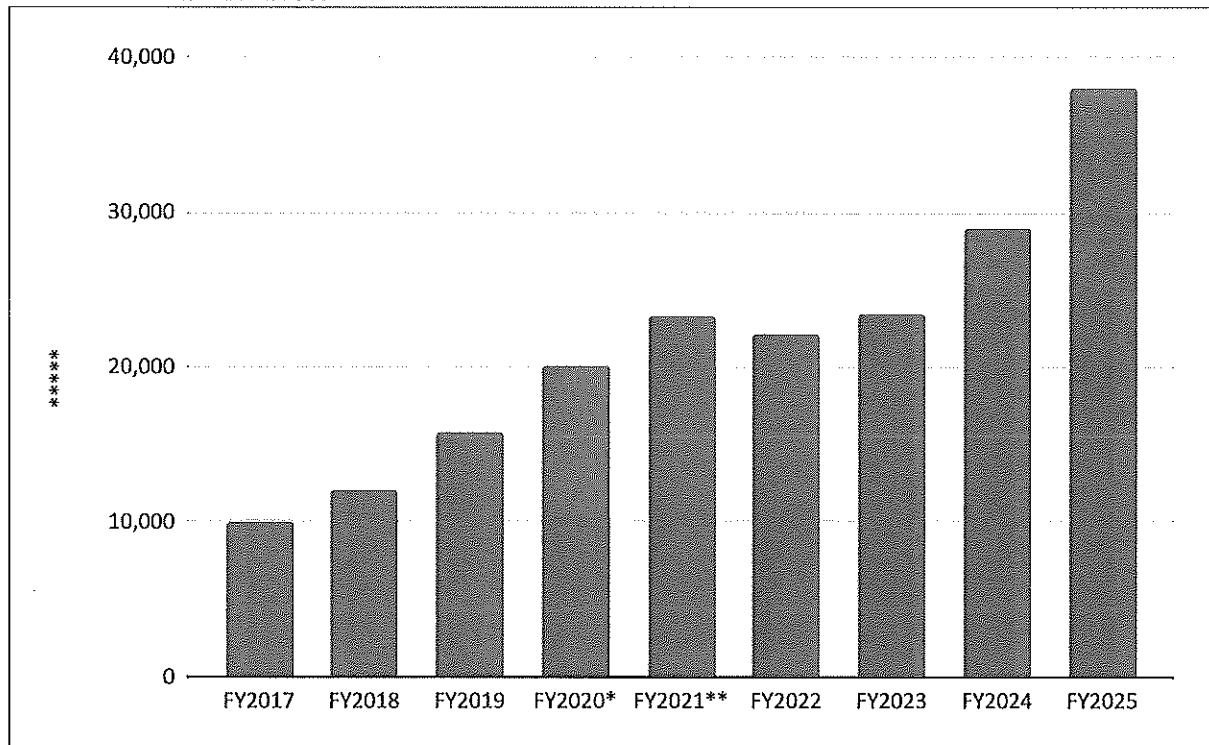
DOOR COUNT



TOTAL CIRCULATION



E-CONTENT CIRCULATION



Circulation

Location	FY	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Total	% of Chg by Month	CHANGE FROM FY23
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Burrowsville	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		
	FY22	213	358	323	319	342	358	297	351	326	294	265	324	3,704		
	FY23	250	244	286	275	307	274	350	329	400	618	495	532	4,361		
	FY24	406	452	459	399	360	330	417	299	344	369	310	297	4,442	-44%	2%

Carson Depot	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		
	FY23	823	958	873	936	660	665	731	695	711	607	635	735	9,000		
	FY23	766	863	849	732	539	612	744	663	791	672	884	992	9,107		
	FY24	776	722	756	715	663	701	737	690	684	710	912	774	8,840	-22%	-3%

Dinwiddie	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		
	FY22	1,340	1,598	1,380	1,561	1,395	1,374	1,327	1,323	1,789	1,745	1,445	1,650	17,787		
	FY23	1,603	1,677	1,436	1,491	1,392	1,336	1,390	1,542	1,685	1,385	1,573	1,944	18,454		
	FY24	1,808	1,873	1,583	1,388	1,451	1,655	1,670	1,640	1,566	1,506	1,768	1,831	19,739	-6%	7%

Disputanta	FY20	360	614	473	501	429	366	446	303	222	140	74	9	3,937		
	FY21	3	2	26	21	96	175	201	238	379	329	401	415	2,289		
	FY22	454	652	551	409	554	424	682	602	751	682	622	598	6,882		
	FY23	447	569	536	484	411	382	461	437	463	431	466	549	5,746		
	FY24	400	566	682	706	658	477	514	501	593	675	662	800	7,174	-46%	25%

Hopewell	FY20	12,196	11,082	9,683	10,041	8,436	7,680	8,890	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		
	FY22	9,015	8,623	8,765	8,452	7,088	7,442	7,902	7,490	7,523	7,321	8,050	8,143	95,824		
	FY23	9,157	9,812	8,657	8,174	6,969	7,096	7,966	7,714	8,427	7,314	7,851	8,734	97,871		
	FY24	9,985	10,406	8,414	8,906	7,645	7,413	8,429	7,721	8,208	8,897	8,555	9,090	103,669	4%	6%

McKenney	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		
	FY22	610	738	590	594	687	568	619	596	694	849	860	1,030	8,435		
	FY23	1,088	1,236	1,164	1,088	957	852	1,009	971	1,343	918	1,085	1,095	12,806		
	FY24	1,123	1,353	1,197	1,254	1,142	1,055	1,240	1,250	1,361	1,181	959	1,329	14,444	21%	13%

Prince George	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		
	FY22	3,220	3,940	3,139	3,020	2,889	3,082	4,943	3,082	4,943	4,891	3,897	4,728	44,068		
	FY23	5,401	6,096	4,360	3,927	3,883	3,649	3,769	3,809	4,630	5,013	5,783	7,231	57,471		
	FY24	5,508	5,219	4,861	4,386	4,069	3,475	4,581	7,211	7,650	8,844	9,379	10,884	76,067	51%	32%

Location	FY	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Total	% of Chg by Month	Change from FY23
Roholc	FY20	1,255	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		
	FY22	568	595	539	789	616	626	863	866	1,077	967	1,114	970	9,590		
	FY23	1,005	888	884	984	889	910	928	1,176	1,419	1,217	1,112	1,411	12,823		
	FY24	1,332	1,378	1,433	1,377	1,242	961	1,063	1,206	1,161	1,046	1,468	1,128	14,795	-20%	15%
Econtent	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		
	FY22	1,854	2,101	1,860	1,686	1,725	1,586	1,825	1,845	1,869	1,635	2,246	1,865	22,097		
	FY23	1,872	2,213	1,782	1,861	1,871	1,629	1,967	1,833	2,062	2,169	2,281	1,893	23,433		
	FY24	2,283	2,358	2,028	2,157	2,270	2,275	2,282	2,601	2,813	2,581	2,655	2,698	29,001	43%	24%
ARLS Totals	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	15,860	17,748	18,846	13,978	14,008	14,490	16,875	15,166	17,112	15,961	16,451	18,453	194,948		
	FY22	17,646	18,908	17,498	17,667	15,463	15,748	16,556	16,526	19,235	18,742	18,885	19,860	212,734		
	FY23	21,596	23,681	20,001	18,983	17,216	16,782	18,697	18,639	21,508	19,988	21,587	24,430	243,208		
	FY24	23,621	24,327	21,413	21,288	19,500	18,342	20,933	23,119	24,320	25,809	26,568	28,831	278,171	29%	14%

Board of Trustees Meeting Locations
July 2025 – June 2026

Date	Location	Time
July 16, 2025	Rohoic	1:00 p.m.
August 2025	NO MEETING	-
September 17, 2025	Prince George	1:00 p.m.
October 15, 2025	Hopewell	1:00 p.m.
November 2025	NO MEETING	-
December 12, 2025	Rohoic	1:00 p.m.
January 21, 2026	Prince George	1:00 p.m.
February 18, 2026	Hopewell	1:00 p.m.
March 18, 2026	Rohoic	1:00 p.m.
April 15, 2026	Prince George	1:00 p.m.
May 20, 2026	Hopewell	1:00 p.m.
June 17, 2026	Rohoic	1:00 p.m.

The Appomattox Regional Library System
Strategic Plan
June 2025- July 2030

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Introduction

In accordance with state requirements, public library systems in Virginia must develop strategic goals every five years. The Appomattox Regional Library System (ARLS) last created a strategic plan in 2021. This updated plan outlines our goals and objectives for the next five years, from June 2025 through July 2030. This plan reflects a renewed focus on key areas identified by both staff and community input. Unlike the previous plan developed with the help of outside consultants this strategic plan was designed internally by the ARLS Librarians Committee, guided by local feedback. 319 residents completed surveys online and in print to help us better understand the priorities across the three localities we serve. To ensure that this plan remains a living document we will conduct quarterly check-ins at librarians' meetings beginning in September 2025.

In order for the librarians to carry out their work with the strategic plan, we intend to also develop a "working draft" document that provides more detail and time tables for the strategic plan work. This will be the document that we work from as we meet on a quarterly basis to discuss our progress on carrying out the strategic plan.

Public libraries continue to face transformational changes in how citizens view them, access information and entertainment, and interact with each other to thrive in today's society. In the survey process, we found that the citizens using the services of ARLS broadly agreed that our library system brings value to their lives and our community. A gradual transition is taking place from book-based learning to the online community, but there is still a very broad spectrum of what our patrons value in our services. We continue to be a destination where people gather to explore, interact, and imagine.

Statements

Vision A Community that is enlightened, empowered, and enriched. (unchanged)

Mission The Appomattox Regional Library Systems fosters lifelong learning, creativity, and joy. We actively engage with our community to meet needs. (revised)

Values We work to provide easy access to facts, stories, and spaces. We welcome everyone, protect confidentiality, and build a staff with expertise and caring. We support our communities, and foster connection. (new)

Goals and Objectives

Goal 1 – Raise Professional Standards for Library Services and Staff

Objective 1 – The Library will achieve the Library of Virginia Gold Standard by the end of this strategic plan period.

Objective 2 – The Library will set and maintain minimum standards for continuing education for full-time staff, part-time staff, and Library Board members. Continuing education may include webinars, online classes, conference attendance, or in-person training, as appropriate.

Objective 3 – The Library will create or update written procedures in order to improve consistency of services.

Goal 2 – Analyze and Improve Library Collections and Facilities

Objective 1 – The Library will conduct an audit of all library collections and facilities for timeliness and variety.

Objective 2 – The Library will reduce outdated materials and facilities by the end of the strategic plan period.

Objective 3 – The Library will conduct a patron survey to obtain feedback on our collections and facilities.

Objective 4 – The Library will investigate and resolve the cabling issue at the Hopewell Library.

Goal 3 – Improve Community Access to Impactful Technology

Objective 1 – Expand access to new technology (rather than commit to a makerspace).

Objective 2 – Expand our Library of Things to provide access to useful tech items. *(Note: This would impact the budget, as we may no longer have access to outside funding.)*

Objective 3 – Evaluate the option of setting up an innovation lab in terms of cost-effectiveness, audience, and sustainability.

Goal 4 – Improve Community Access to Library Locations and Services

Objective 1 – Work with localities to improve signage and/or flags at libraries with poor visibility.

Objective 2 – Perform a disability access audit of all library locations.

Objective 3 – Discourage patrons from blocking access to entrances.

Objective 4 – Conduct an experiment with a library chat reference service to gauge interest.

Objective 5 – Improve language and translation services for non-English speaking patrons.

Appendices

ARLS Overview

History

Our name reflects the Appomattox River, which flows through each of the three three localities that we serve, the City of Hopewell, Prince George County, and Dinwiddie County. Library Services in the Hopewell- Prince George area began in 1930 when Thomas B. Robertson established a Library Association for persons interested in forming a library. In 1931, the city of Hopewell formally took over operations, appointing Mrs. Maude Langhorne Nelson as its first librarian. Originally known as the John Randolph Library, the Library was located in the State Planters Bank building (now United Virginia Bank). In 1957 the library moved to the annex of the municipal building, and its name was changed to honor its first librarian Maude Langhorne Nelson. In 1974, Prince George and Dinwiddie Counties joined the City of Hopewell to form the Appomattox Regional Library System.

Today the Appomattox Regional Library System (ARLS) operates eight library locations-

Prince George County: Burrowsville Library (Disputanta), Disputanta Library (Disputanta), Carson Depot (Carson), Prince George Library (Prince George)

Dinwiddie County: Dinwiddie Library (Dinwiddie), McKenney Library (McKenney), Rohoic Library (Dinwiddie)

City of Hopewell: Maude Langhorne Nelson Library (Hopewell)

Programs and services

All ARLS programs, services, and resources are free of charge and available to the public offerings include:

- Lending of print and online books and magazines, and audiovisual materials including DVDs, audiobooks, and e-content.
- Library of Things, featuring non-traditional items such as blood pressure monitors and art kits.
- Internet access, computers, scanning, printing, copying, and faxing.
- Electronic resources for continuing education and job development including access to Universal Class, Brainfuse, Transparent Language, and more.
- Electronic resources for genealogy research including Ancestry Library Edition and HeritageQuest.
- Storytime and other educational and creative programs for youth 0-18 years of age.
- Collaborative programming with local organizations to bring health, social, and educational resources directly to the library.
- Fitness classes
- Book clubs for adults
- Seed Library
- Public art exhibitions
- Cultural and community events
- Book-a-Librarian: formatting resumes, setting up new online accounts, and other basic computing skills.
- Public meeting rooms
- Notary services
- Exam Proctoring
- Through community partnerships, the library offers free access to essential items like COVID-19 tests and menstruation products. Items may change over time depending on partnerships and community needs.

Planning Process for Committee

Regional Library Director Brian Manning authorized the Librarian staff to design the Strategic Plan for 2025-2030. This approach differed from the process of the previous Strategic plan, which was guided by two paid outside consultants.

As part of the new process, the librarians designed a public survey for the ARLS community. The survey was made available both online and in a print version. Over 280 people completed the survey. The findings of the survey can be found under *Survey Process and Themes*. Following the Survey, the librarians met monthly to develop the new strategic plan.

The Librarians Committee made a decision to refocus our strategic priorities. This shift does not dismiss the importance of past goals such as expanding library programming for children and adults, an initiative that remains vital and was reaffirmed in the survey responses. However the committee recognized an opportunity to address additional areas essential to library excellence. These include raising professional standards for library services and staff, analyzing and improving library collections and facilities, improving community access to impactful technology, and improving community access to library locations and services.

To ensure that this plan remains a living document we will conduct quarterly check-ins at librarians' meetings beginning in September 2025 where we will dedicate time to reflect on the plans progress and discuss how it is being incorporated into daily operations.

Planning Committee Participants

- Chris Wiegard, Assistant Director
- Ginger Mauler, Branch Services Manager
- Sarah Finch, Youth Services Librarian
- Cathy Field, Adult Services Librarian
- Alex King, Digital Services Librarian
- Morgan Devlin, Material Services Manager
- Megan Ranes, Adult Services Librarian
- Briana Terry, Administrative Services Manager

Demographic Summary of Service Community

City of Hopewell

Hopewell is an urban community with a population of approximately 22,970 in 2024. The city's population skews young, with 21.5% under 18 and 15% age 65 or older. Hopewell's racial composition is 44.4% White, 42.6% Black, and 8.6% Hispanic or Latino.

Key challenges include a high poverty rate of 23.8%, low median household income at \$48,681, and lower educational attainment with only 12.5% of the population holding a bachelor's degree or higher. Despite economic barriers, 92.2% of households have access to computers and 85.6 % have access to broadband internet.

Key strategic opportunities include:

- Support digital literacy and expand technology access
- Enhance youth and family programs
- Job readiness and GED support
- Strengthen health and social service partnerships

Prince George County

Prince George County is a suburban-rural hybrid with a population of 43,589 in 2024, experiencing a modest growth of 1.4% from 2020. The age profile of the population is 19.3% under 18 years of age and 13.9% age 65 or older. The racial composition is 59.9% White, 32.8% Black, and 10.9% Hispanic or Latino.

Economically, Prince George has a median household income of \$88,225, home owner occupied housing units at 73.9%. and a poverty rate of 11.3%. Educational attainment is higher than the other two localities, with 24% holding a bachelor's degree or more. 95.7% of households have access to computers and 92.1 % have access to broadband internet.

Key strategic opportunities include:

- Enhance youth and family programs
- Promote skill development and personal growth resources
- Strengthen outreach

Dinwiddie County

Dinwiddie is a largely rural county with a steadily growing population of 28,576 in 2024, up 2.3% since 2020. The age profile of the population is 19.8% under 18 years of age and 19.6% age 65 or older. The racial composition is 65.1% White, 30.9% Black, and 4.5% Hispanic or Latino.

Economically, Dinwiddie has a median household income of \$83,898, poverty rate of 11.8%, and high home owner occupied units at 78.2%. Educational attainment is moderate, 20.5% of the population has a bachelor's degree or higher. 94.1% of households have access to computers and 84.7 % have access to broadband internet. Dinwiddie has a low population density with an estimated 55 people per square mile.

Key strategic opportunities include:

- Expand digital access support for rural and older residents
- Conduct accessibility audits and collaborate with localities to improve signage and reduce barriers.

U.S. Census Bureau. (n.d.). U.S. Census Bureau QuickFacts: United States.
<https://www.census.gov/quickfacts>

Survey Process and Themes

In early 2025, ARLS distributed a survey to library users in order to gain their perspective on community desires and needs. This survey was intended to provide useful input as we tried to tailor our strategic goals to meet those desires and needs.

We were surprised and pleased to receive 319 responses to our survey! The responses came from all locations within our service area. Most responses were made online, although some were made using the paper forms.

There were a number of shared themes in the responses. Many respondents used words such as “welcoming,” “comfortable,” “friendly,” and offered praise to staff. In terms of services, there were many comments in support of existing services such as audiovisual materials, meeting spaces, and programs for children and adults. Though some mentioned access to e-materials such as electronic books or AV materials, more people supported traditional paper-based books.

Some of the respondents at Hopewell made critical comments involving the presence of unsheltered persons in the Hopewell building. In some cases the comments explored real issues such as patron behaviors or the presence of trash outdoors, and in other cases

questioned the rights of unsheltered people to enter the building- an idea that has no legal basis.

An additional recurring comment was on the limitations of branch hours in our more rural locations. Our Dinwiddie location had the most comments about limited hours, with 15 responses.

There is a great deal of information in the survey responses. Here is a link to the spreadsheet of responses for those interested in the details:

<https://docs.google.com/spreadsheets/d/1z-AWMexkKmF2wHb45M5gcYgVGP5sSWNzq35vykCLKaE/edit?usp=sharing>

