

APPOMATTOX REGIONAL LIBRARY SYSTEM

BOARD OF TRUSTEES

March 25, 2026

Hopewell Library
6:00 p.m.

APPOMATTOX REGIONAL LIBRARY SYSTEM

Board of Trustees - Hopewell Library

Agenda

March 25, 2026

6:00 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 – Jan 21, 2026

Statistical Report – dated Mar 25, 2026

Financial Report – dated Mar 25, 2026

Bills for Review - January and February 2026 Cash Disbursement Journals

Communications:

Citizen Comments:

Report of Library Director:

- R1.** Staff Update
- R2.** Dinwiddie Board of Supervisors presentation and Prince George Citizens Academy
- R3.** PLA Conference - April 1 - April 3, 2026
- R4.** Refreshment of Hopewell Furniture
- R5.** Hopewell Court System's law library
- R6.** Kajeet
- R7.** Broadband Access for the patrons

Committee Reports:

New Business:

Code of Conduct

Unfinished Business:

Adjournment: Next Meeting April 22, 2026 at the Rohoic Library at 6:00 pm

APPOMATTOX REGIONAL LIBRARY SYSTEM
Board of Trustees
Minutes - January 2026

Call to Order: The regular monthly meeting of the ARLS Board of Trustees was held on Wednesday, January 21st, 2026, at the Prince George Library. The meeting was called to order at 1:06PM.

Trustees present:

Dinwiddie County: Ms. Julie Dotson Reid and Ms. Randi Hawkins

Hopewell City: Mr. William Stewart (Chair)

Prince George County: Ms. Angela Bennett, Ms. Vanessa Denis, and Ms. Danielle Roache

Trustees absent:

Dinwiddie County: Schneria Valentine

Hopewell City: Mr. Larry Pankey

Staff present:

Brian Manning, Regional Library Director; Will Wyatt, Assistant Library Director; Sarah Ball, Administrative and Personnel Services Manager

Report of Library Director:

R1. Staff Update - Introduction of Will Wyatt, Assistant Director

Mr. Manning introduced new staff member, Will Wyatt to serve as Assistant Library Director.

R2. FY2027 Budget Submission

Mr. Manning stated the FY2027 budget had been submitted to the three jurisdictions.

R3. Change in IT Support

Mr. Manning provided an update on IT support.

R4. Staff Annual Evaluations

Mr. Manning noted that annual evaluations were occurring. Members of the Board of Trustees verified the process was equitable for all staff.

R5. Friends of the Hopewell / Prince George Libraries Social

Mr. Manning shared information regarding a Friends of the Library Hopewell/Prince George event.

R6. Chamber of Commerce Luncheon

Mr. Manning shared information regarding the Chamber of Commerce Luncheon that took place at the Hopewell Library.

R7. PLA Conference - April 1 - April 3, 2026

Mr. Manning invited Trustees to attend the PLA Conference in April.

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 – December 10, 2025
Statistical Report – dated January 21, 2026
Financial Report – dated January 21, 2026
Bills for Review

MOTION: Ms. Denis moved to amend the December 10, 2025 minutes to reflect her abstention from voting. Mr. Stewart seconded the motion. The motion carried.

MOTION: Ms. Bennett moved to approve the remainder of the consent agenda. Mr. Stewart seconded the motion. The motion carried. (Ms. Denis abstained)

Citizen Comments:

Theo Ritchey, a staff member with ARLS, provided their input on the evaluation process and clarified the publication of meeting minutes.

Unfinished Business:

Board Meeting Schedule - FY2026

There was discussion regarding preferred meeting time for Board meetings in 2026.

MOTION: Ms. Bennett submitted to hold Board meetings the 4th Wednesday, at 6:00PM during the months January, March, April, May, June, September, October, and December, and meeting locations will continue to be Rohoic, Prince George, and Hopewell. This includes two individually selected virtual meetings, with the camera on to vote. Ms. Reid seconded the motion. The motion carried. (Ms. Denis abstained)

New Business:

Mr. Manning informed the Board that Mr. Pankey submitted his resignation as Treasurer, effective 02/01/2026. Ms. Denis and Ms. Roache nominated themselves for the position and provided overviews of their qualifications.

Mr. Stewart called a vote.

Ms. Denis: 0 votes

Mr. Roache: 6 votes

Ms. Roache was appointed Treasurer by Mr. Stewart.

Adjournment:

MOTION: Ms. Hawkins moved to adjourn. Ms. Reid seconded the motion. The motion carried.

The meeting was adjourned at 2:37PM.

Statistical Reports March 2026

Statistical Report - FY2026 - March 25, 2026

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	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		
	FY26	341	368	393	277	279	337	233	272					2,500	-10%	-22%

Carson Depot	FY22	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		
	FY26	799	587	638	769	596	557	828	642					5,416	12%	-4%

Dinwiddie	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		
	FY26	1,713	1,549	1,622	1,790	1,345	1,438	1,236	1,497					12,190	8%	-6%

Disputanta	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		
	FY26	627	801	622	577	488	352	651	525					4,643	39%	33%

Location	FY	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Total	% of Chg by Month	Change from FY24
Hopewell	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		
	FY26	10,370	9,931	9,211	9,271	6,707	6,361	6,655	7,008					65,514	-3%	-4%

McKenney	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		
	FY26	1,430	1,098	1,088	1,014	716	760	587	615					7,308	-19%	-15%

Prince George	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		
	FY26	10,082	10,058	9,173	9,965	7,417	6,287	6,980	7,378					67,340	1%	2%

Rohoic	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		
	FY26	806	522	916	1,090	838	783	824	1,004					6,783	2182%	-1%

Econtent	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		
	FY26	3,519	3,461	3,340	3,292	3,242	3,361	3,611	3,096					26,922	-5%	10%

Location	FY	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Total	% of Chg by Month	Change from FY24
ARLS Totals	FY22	17,643	18,906	17,469	17,646	15,367	15,573	16,355	16,288	18,856	18,413	18,484	19,445	210,445		
	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		
	FY26	29,687	28,375	27,003	28,045	21,628	20,236	21,605	22,037	0	0	0	0	198,616	4%	-1%

Statistical Report June 18, 2025

PATRON VISITS	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
FY2026													
Burrowsville	113	106	186	42	93	66	46	54	0	0	0	0	706
Carson Depot	204	145	157	185	113	96	179	149	0	0	0	0	1,228
Dinwiddie	546	414	442	518	399	375	328	423	0	0	0	0	3,445
Disputanta	187	181	218	175	138	142	166	166	0	0	0	0	1,373
Hopewell	13,379	12,462	12,661	12,037	10,054	10,907	10,365	11,843	0	0	0	0	93,708
McKenney	443	307	356	284	181	181	174	222	0	0	0	0	2,148
Prince George*	4,371	1,365	4,907	5,808	3,905	3,905	1,156	4,413	0	0	0	0	29,830
Rohoic	300	217	317	290	188	188	172	298	0	0	0	0	1,970
TOTAL	19,543	15,197	19,244	19,339	15,071	15,860	12,586	17,568	0	0	0	0	134,408
MISC TRANSACTIONS	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Meetings	177	67	176	201	159	129	162	168	0	0	0	0	1,239
Meeting Room Users	857	1,105	869	1,139	1,087	676	857	1,046	0	0	0	0	7,636
Book Group	14	9	13	11	20	0	9	15	0	0	0	0	91
Adult Program**	945	699	241	331	538	169	264	284	0	0	0	0	3,471
Non-SRP Child Program	0	0	217	410	482	1,232	217	354	0	0	0	0	2,912
Non-SRP Teen Program	0	0	24	18	10	38	21	27	0	0	0	0	138
Storytime	678	347	388	595	309	678	227	286	0	0	0	0	3,508
SRP Child	1,605	731	0	0	0	0	0	0	0	0	0	0	2,336
SRP Teen	38	67	0	0	0	0	0	0	0	0	0	0	105
Self-guided Activities	765	1,104	578	555	645	198	505	1,118	0	0	0	0	5,468
Community Outreach	632	522	100	3,613	164	196	100	188	0	0	0	0	5,515
Notary Services	113	78	81	25	43	69	48	64	0	0	0	0	521
Database Usage	318	460	506	886	483	480	527	2,388	0	0	0	0	6,048
TOTALS	6,142	5,189	3,193	7,784	3,940	3,865	2,937	5,938	0	0	0	0	38,988

*The door count indicator at Prince George malfunctioned sometime in August

**Includes online programming

395	228	108	152	114	118	146	137							1,398
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Statistical Report June 18, 2025

REFERENCE QUESTIONS - FY2026	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Burrowsville	31	29	43	25	27	33	17	9	0	0	0	0	214
Carson Depot	74	32	33	42	31	61	48	48	0	0	0	0	369
Dinwiddie	180	184	220	207	72	122	122	187	0	0	0	0	1,294
Disputanta	87	97	99	95	72	31	76	47	0	0	0	0	604
Hopewell	1,279	1,307	1,293	1,224	679	625	683	909	0	0	0	0	7,999
McKenney	134	140	147	116	59	19	4	4	0	0	0	0	623
Prince George	1,369	1,510	1,295	1,283	802	760	787	984	0	0	0	0	8,790
Rohoic	18	48	916	60	93	94	135	186	0	0	0	0	1,550
TOTALS	3,172	3,347	4,046	3,052	1,835	1,745	1,872	2,374	0	0	0	0	21,443
Computer Use	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Burrowsville Workstation	21	13	20	23	8	6	11	26	0	0	0	0	128
WIFI	12	19	19	18	11	8	10	13	0	0	0	0	110
Carson Depot Workstation	24	30	16	26	17	9	26	40	0	0	0	0	188
WIFI	26	25	25	35	27	21	30	29	0	0	0	0	218
Dinwiddie Workstation	69	61	55	66	31	23	31	53	0	0	0	0	389
WIFI	56	37	37	52	40	43	39	49	0	0	0	0	353
Disputanta Workstation	88	71	82	73	79	75	87	80	0	0	0	0	635
WIFI	71	93	106	54	90	92	60	60	0	0	0	0	626
Hopewell Workstation	1,211	1,094	1,143	1,056	790	761	945	1,028	0	0	0	0	8,028
WIFI	920	889	998	825	645	559	625	683	0	0	0	0	6,144
McKenney Workstation	58	40	31	38	25	20	28	27	0	0	0	0	267
WIFI	49	37	44	39	30	31	28	28	0	0	0	0	286
Prince George Workstation	333	357	350	365	277	273	421	342	0	0	0	0	2,718
WIFI	346	338	377	408	306	235	308	312	0	0	0	0	2,630
Rohoic Workstation	37	25	25	20	18	11	16	10	0	0	0	0	162
WIFI	50	50	21	34	29	22	29	30	0	0	0	0	265
TOTALS	3,371	3,179	3,349	3,132	2,423	2,189	2,694	2,810	0	0	0	0	23,147

Hotspot Circulation 111 113 130 98 90 86 98 112 0 0 0 0 **838**

Appomattox Regional Library System
Revenue and Expenses
July 1, 2025 - June 30, 2026

fund#	Revenue 01/21/2026	Adopted FY2026 Budget	Receipts to Previous Month	Monthly Receipts - 12/25	Total Receipts 12/31/25	Percentage Received	Balance Due
100	Carry Over	\$20,000	\$0	\$0	\$0	0.0%	\$20,000
101	Reserve	\$100,000	\$0	\$0	\$0	0.0%	\$100,000
102	Hopewell	\$760,057	\$570,043	\$0	\$570,043	75.0%	\$190,014
103	Dinwiddie	\$364,696	\$273,522	\$0	\$273,522	75.0%	\$91,174
104	Prince George	\$726,936	\$545,202	\$0	\$545,202	75.0%	\$181,734
105	State Funds	\$674,452	\$505,638	\$0	\$505,638	75.0%	\$168,814
106	Lost/Damaged/Fees	\$5,000	\$1,663	\$201	\$1,864	37.3%	\$3,136
107	Copying/Fax Receipts	\$25,000	\$13,592	\$2,162	\$15,753	63.0%	\$9,247
108	Endowment Funds	\$17,500	\$19,700	\$0	\$19,700	112.6%	(\$2,200)
109	E-Rate Refunds	\$20,000	\$28,350	\$0	\$28,350	141.7%	(\$8,350)
110	Gifts/Donations	\$1,000	\$1,863	-\$600	\$1,263	126.3%	(\$263)
111	Grants	\$1,000	\$0	\$0	\$0	0.0%	\$1,000
112	Other	\$2,700	\$1,648	\$134	\$1,782	66.0%	\$918
TOTALS		\$2,718,341	\$1,961,220	\$1,896	\$1,963,116	72.2%	\$755,225

Revenue and Expenses Reports
March 2026

EXPENSES 12/31/2025	FY26 Adopted Budget	TOTAL SPENT TO PREVIOUS MONTH	MONTHLY EXPENSES 12/25	TOTAL EXPENSES 12/31/2025	PERCENTAGE SPENT	BALANCE
Personnel						
200 MLS Salaries & Wages	\$560,323	\$319,620	\$42,448	\$362,068	64.6%	\$198,255
201 Non-MLS Salary & Wages	\$755,138	\$421,619	\$56,530	\$478,149	63.3%	\$276,989
202 Benefits for Staff/Retirees	\$330,000	\$186,583	\$26,775	\$213,359	64.7%	\$116,641
Total Personnel	\$1,645,461	\$927,822	\$125,753	\$1,053,576	64.0%	\$591,885
Books & Materials						
300 Books	\$108,900	\$64,307	\$11,795	\$76,103	69.9%	\$32,797
301 Leased Materials	\$18,500	\$0	\$18,419	\$18,419	99.6%	\$81
302 Standing Order Books	\$36,560	\$13,351	\$2,084	\$15,434	42.2%	\$21,126
303 Print News & Periodicals	\$9,000	\$7,509	\$905	\$8,414	93.5%	\$586
304 Audiovisual Materials	\$35,070	\$15,993	\$3,209	\$19,202	54.8%	\$15,868
305 Electronic Materials	\$25,000	\$17,163	\$0	\$17,163	68.7%	\$7,837
306 Material Services Supplies	\$6,500	\$2,726	\$49	\$2,776	42.7%	\$3,724
308 Restricted - Donation/Grant	\$0	\$25	\$0	\$25	0.0%	(\$25)
309 Equipment, Devices & Kits	\$1,000	\$228	\$0	\$228	0.0%	\$772
310 Econtent	\$55,000	\$36,236	\$1,443	\$37,679	68.5%	\$17,321
Total Books & Materials	\$295,530	\$157,538	\$37,905	\$195,443	66.1%	\$100,087
Capital Expenditures						
Library Non-Computer Equip.,						
400 Furniture & Fixtures	\$80,000	\$3,986	\$759	\$4,745	5.9%	\$75,255
401 Computer Hardware	\$70,000	\$42,743	\$1,332	\$44,075	63.0%	\$25,925
402 Vehicles	\$0	\$56,386	\$0	\$56,386		(\$56,386)
Total Capital Expenditures	\$150,000	\$103,115	\$2,091	\$105,206	70.1%	\$44,794
Contractual						
500 Lyrasis ILL Services	\$3,100	\$1,200	\$0	\$1,200	38.7%	\$1,900

501	Software & Web Based App. Licensing Contracts	\$70,000	\$31,531	\$14,431	\$45,962	65.7%	\$24,038
502	Audit	\$21,500	\$3,150	\$0	\$3,150	14.7%	\$18,350
503	Cataloging MARC Records	\$3,000	\$0	\$0	\$0	0.0%	\$3,000
505	Computer Support/Service Calls	\$110,000	\$69,422	\$14,092	\$83,514	75.9%	\$26,486

EXPENSES 12/31/2025	FY26 Adopted Budget	TOTAL SPENT TO PREVIOUS MONTH	MONTHLY EXPENSES 12/25	TOTAL EXPENSES 12/31/2025	PERCENTAGE SPENT	BALANCE
507 Telecomm Internet Line	\$50,000	\$25,602	\$3,196	\$28,797	57.6%	\$21,203
508 Printing and Publications	\$5,000	\$4,112	\$0	\$4,112	82.2%	\$889
Total Contractual	\$262,600	\$135,015	\$31,719	\$166,734	63.5%	\$95,866
Facilities/Maint./Operations						
600 Equip. Repair & Maintenance	\$7,000	\$2,602	\$142	\$2,744	39.2%	\$4,256
601 TLC Maintenance Contract	\$16,500	\$17,336	\$0	\$17,336	105.1%	(\$836)
602 Facilities and Rent	\$76,650	\$44,100	\$6,300	\$50,400	65.8%	\$26,250
603 Supplies	\$20,000	\$12,402	\$1,496	\$13,898	69.5%	\$6,102
604 Travel / Workshops /Conf. Fees	\$15,000	\$5,856	\$2,816	\$8,672	57.8%	\$6,328
605 Training / Education	\$2,000	\$0	\$0	\$0	0.0%	\$2,000
606 Utilities	\$3,750	\$1,909	\$369	\$2,278	60.7%	\$1,472
607 Telephone (Voice)	\$13,600	\$4,706	\$628	\$5,334	39.2%	\$8,266
608 Insurance	\$12,750	\$1,586	\$0	\$1,586	12.4%	\$11,164
609 Vehicle Maintenance & Fuel	\$5,000	\$5,886	\$311	\$6,197	123.9%	(\$1,197)
610 Job & Contracting Advertising	\$2,500	\$750	\$0	\$750	30.0%	\$1,750
611 Promotional Advertising	\$3,000	\$669	\$150	\$819	27.3%	\$2,181
612 Organization/Association Dues	\$3,500	\$2,800	\$450	\$3,250	92.9%	\$250
613 Postage	\$6,000	\$3,639	\$114	\$3,753	62.6%	\$2,247
614 Janitorial	\$94,000	\$54,262	\$6,282	\$60,544	64.4%	\$33,456
615 Other Building Maintenance	\$20,000	\$10,279	\$1,229	\$11,508	57.5%	\$8,492
Total Facilities/Maint. /Operations	\$301,250	\$168,783	\$20,287	\$189,070	62.8%	\$112,180
Programs/Activites/Other						
700 YS Summer Reading Program	\$7,000	(\$557)	\$0	(\$557)	-8.0%	\$7,557

701 YS Programming & Supplies	\$7,500	\$2,005	\$99	\$2,104	28.1%	\$5,396
703 Adult Programming & Supplies	\$9,000	\$3,366	\$358	\$3,724	41.4%	\$5,276

EXPENSES 12/31/2025	FY26 Adopted Budget	TOTAL SPENT TO PREVIOUS MONTH	MONTHLY EXPENSES 12/25	TOTAL EXPENSES 12/31/2025	PERCENTAGE SPENT	BALANCE
704 Local History Collection/Progs.	\$1,000	\$0	\$0	\$0	0.0%	\$1,000
705 Reserve	\$20,000	\$0	\$0	\$0	0.0%	\$20,000
709 Misc. Professional Serv. &	\$20,000	\$9,399	\$1,231	\$10,630	53.1%	\$9,370
Total Programs/Activ./Other	\$64,500	\$14,213	\$1,687	\$15,901	24.7%	\$48,599
GRAND TOTALS	\$2,719,341	\$1,506,486	\$219,442	\$1,725,929	63.5%	\$993,412

Monthly Reports - January 2026

Date	Payee	Check #	Amount
1/8/26	Electronic Federal Tax Payment	200833	8,780.75
1/22/26	Electronic Federal Tax Payment	200834	11,015.91
1/8/26	Treasurer of Virginia	2013-1112	4,550.94
1/8/26	Treasurer of Virginia	2013-1114	929.69
1/8/26	Treasurer of Virginia	2013-1115	666.42
1/22/26	Treasurer of Virginia	2013-1117	666.42
1/22/26	Treasurer of Virginia	2013-1118	995.07
1/2/26	Amazon.com	2026-244E	363.01
1/2/26	Comcast Communications	2026-245E	472.19
1/2/26	Dominion Energy Virginia	2026-246E	383.05
1/2/26	Huntington Technology Finance	2026-247E	1,332.00
1/2/26	Ingram Library Services	2026-248E	238.71
1/2/26	Pitney Bowes Global Financial Services	2026-249E	368.63
1/2/26	Sam's Club Direct	2026-250E	431.82
1/2/26	Truist	2026-251E	8,068.29
1/2/26	Blackstone Publishing	2026-252E	593.21
1/2/26	Cengage Learning Inc/Gale	2026-253E	112.45
1/2/26	Midwest Tape	2026-254E	812.35
1/6/26	ARLS-Payroll	2026-255E	34,181.62
1/16/26	Amazon.com	2026-256E	364.05
1/16/26	Comcast Communications	2026-257E	769.79
1/16/26	Comcast Communications	2026-258E	304.07
1/16/26	Comcast Communications	2026-259E	314.07
1/16/26	Comcast Communications	2026-260E	555.16
1/16/26	Clearly	2026-261E	152.48
1/16/26	DEMCO, Inc.	2026-262E	625.77
1/16/26	Granite Telecommunications	2026-263E	81.61
1/16/26	Ingram Library Services	2026-264E	287.32
1/16/26	Midwest Tape	2026-265E	2,141.94
1/16/26	Orion Network Solutions LLC	2026-266E	9,040.76
1/16/26	Primo Brands	2026-267E	80.93
1/16/26	Quill LLC	2026-268E	155.96
1/16/26	Shred-It USA LLC	2026-269E	106.06
1/16/26	Thomson Reuters - West	2026-270E	638.17
1/16/26	T-Mobile	2026-271E	681.31
1/16/26	The Library Corporation	2026-272E	1,199.52
1/20/26	ARLS-Payroll	2026-273E	43,233.76
1/30/26	Amazon.com	2026-274E	1,139.03
1/30/26	Anthem BlueCross BlueShield	2026-275E	928.00
1/30/26	Anthem BlueCross BlueShield	2026-276E	1,008.00
1/30/26	Anthem BlueCross BlueShield	2026-277E	14,826.60
1/30/26	Comcast Communications	2026-278E	472.16
1/30/26	Comcast Communications	2026-279E	319.07
1/30/26	Comcast Communications	2026-280E	324.33
1/30/26	Purchase Power	2026-281E	603.75
1/30/26	Blackstone Publishing	2026-282E	213.58
1/30/26	Cengage Learning Inc/Gale	2026-283E	359.48
1/30/26	Ingram Library Services	2026-284E	580.71
1/30/26	Midwest Tape	2026-285E	1,139.77
1/2/26	Brodart Co.	44596	4,693.62

Date	Payee	Check #	Amount
1/2/26	Megan Ranes	44597	47.78
1/2/26	First Connections for Early Success	44598	2,528.00
1/2/26	Lauren Hannon	44599	40.00
1/2/26	Petersburg Alarm Company, Inc.	44600	114.00
1/2/26	Taino Fire Protection	44601	188.50
1/15/26	Taino Fire Protection	44601V	-188.50
1/15/26	Brodart Co.	44602	10,306.04
1/15/26	Canon USA, Inc.	44603	54.08
1/15/26	County of Dinwiddie	44604	900.00
1/15/26	County of Prince George	44605	1,650.00
1/15/26	Hopewell City Treasurer	44606	3,896.66
1/15/26	Sharon Jadrnak	44607	160.00
1/15/26	MCS Services, Inc.	44608	7,084.70
1/15/26	Active Screening	44609	72.00
1/15/26	Library Market	44610	2,000.00
1/15/26	Alyssa Noe	44611	136.68
1/15/26	Shaliya Belk	44612	6.99
1/15/26	Breanna Flint	44613	4.99
1/29/26	Brodart Co.	44614	4,363.28
1/29/26	Rija Mughal	44615	100.88
1/29/26	Lauren Hannon	44616	80.00
1/29/26	Sarah Finch	44617	45.08
1/29/26	Sharon Jadrnak	44618	80.00
		Total	<u>195,974.52</u>

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
1/8/26	200833	21000-100	Federal Taxes Withheld	2,494.85	
			Social Security Taxes		
1/8/26	200833	22000-100	Withheld	2,547.23	
1/8/26	200833	22000-100	FC Social Security	133.91	
1/8/26	200833	22000-100	ARLS Social Security	2,413.32	
1/8/26	200833	23000-100	Medicare Taxes Withheld	595.72	
1/8/26	200833	23000-100	FC Medicare Taxes	31.32	
1/8/26	200833	23000-100	ARLS Medicare	564.40	
			Electronic Federal Tax		
1/8/26	200833	10006-100	Payment		8,780.75
1/22/26	200834	21000-100	Federal Taxes Withheld	3,121.11	
			Social Security Taxes		
1/22/26	200834	22000-100	Withheld	3,199.22	
1/22/26	200834	22000-100	FC Social Security	133.91	
1/22/26	200834	22000-100	ARLS Social Security	3,065.31	
1/22/26	200834	23000-100	Medicare Taxes Withheld	748.18	
1/22/26	200834	23000-100	FC Medicare Taxes	31.32	
1/22/26	200834	23000-100	ARLS Medicare	716.86	
			Electronic Federal Tax		
1/22/26	200834	10006-100	Payment		11,015.91
1/8/26	2013-1112	70540-600	FC Life Insurance	56.54	
1/8/26	2013-1112	70540-600	FC VRS Retirement	42.17	
1/8/26	2013-1112	27000-200	VRS Withheld	2,791.00	
1/8/26	2013-1112	70460-100	ARLS VRS Insurance	727.12	
1/8/26	2013-1112	70460-100	ARLS VRS Retirement	934.11	
1/8/26	2013-1112	10006-100	Treasurer of Virginia		4,550.94
1/8/26	2013-1114	27000-300	EZ Link Withheld	244.40	
1/8/26	2013-1114	70460-100	Ez Link Retirement	685.29	
1/8/26	2013-1114	10006-100	Treasurer of Virginia		929.69
1/8/26	2013-1115	27000-400	EZ Link Voluntary	666.42	
1/8/26	2013-1115	10006-100	Treasurer of Virginia		666.42
1/22/26	2013-1117	27000-400	EZ Link Voluntary	666.42	
1/22/26	2013-1117	10006-100	Treasurer of Virginia		666.42
1/22/26	2013-1118	27000-300	EZ Link Withheld	277.09	
1/22/26	2013-1118	70460-100	Ez Link Retirement	717.98	
1/22/26	2013-1118	10006-100	Treasurer of Virginia		995.07
1/2/26	2026-244E	85110-100	Invoice: Amazon 11026	235.03	
1/2/26	2026-244E	85210-100	Invoice: Amazon 11022	62.02	
1/2/26	2026-244E	84810-100	Invoice: Amazon 10997.2	31.64	
1/2/26	2026-244E	80470-100	Invoice: Amazon 11/20/25.4	74.98	
			Invoice:		
1/2/26	2026-244E	80040-100	CM17H6-RPWY-RFMV	-40.66	
1/2/26	2026-244E	10006-100	Amazon.com		363.01
			#8299 60 021 0013348		
1/2/26	2026-245E	84100-440	Telephone - McKenney	47.90	
			#8299 60 021 0013348		
1/2/26	2026-245E	82600-440	Internet - McKenney	424.29	
1/2/26	2026-245E	10006-100	Comcast Communications		472.19
1/2/26	2026-246E	84000-410	Utilities - Carson	383.05	
1/2/26	2026-246E	10006-100	Dominion Energy Virginia		383.05

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
1/2/26	2026-247E	81210-200	Security Cameras	1,332.00	
			Huntington Technology		
1/2/26	2026-247E	10006-100	Finance		1,332.00
1/2/26	2026-248E	80210-100	Invoice: 93098229	36.94	
1/2/26	2026-248E	80200-100	Invoice: 93098232	13.59	
1/2/26	2026-248E	80200-100	Invoice: 93098231	15.20	
1/2/26	2026-248E	80200-100	Invoice: 93098237	81.63	
1/2/26	2026-248E	80200-100	Invoice: 93098236	27.16	
1/2/26	2026-248E	80200-100	Invoice: 93098235	30.18	
1/2/26	2026-248E	80200-100	Invoice: 93098234	21.12	
1/2/26	2026-248E	80200-100	Invoice: 93098233	12.89	
1/2/26	2026-248E	10006-100	Ingram Library Services		238.71
			Quarterly Lease - 1/20/26 -		
1/2/26	2026-249E	84700-100	4/19/26	368.63	
			Pitney Bowes Global		
1/2/26	2026-249E	10006-100	Financial Services		368.63
1/2/26	2026-250E	20200-200	Sam's 1/8/26	431.82	
1/2/26	2026-250E	10006-100	Sam's Club Direct		431.82
1/2/26	2026-251E	20200-400	Truist 1/21/26	8,068.29	
1/2/26	2026-251E	10006-100	Truist		8,068.29
1/2/26	2026-252E	80460-100	Invoice: 2221267	593.21	
1/2/26	2026-252E	10006-100	Blackstone Publishing		593.21
1/2/26	2026-253E	80260-100	Invoice: 999101803209	62.97	
1/2/26	2026-253E	80260-100	Invoice: 999101808161	49.48	
1/2/26	2026-253E	10006-100	Cengage Learning Inc/Gale		112.45
1/2/26	2026-254E	80405-100	Invoice: 508191666	615.33	
1/2/26	2026-254E	80410-100	Invoice: 508191668	46.86	
1/2/26	2026-254E	80440-100	Invoice: 508191667	150.16	
1/2/26	2026-254E	10006-100	Midwest Tape		812.35
1/6/26	2026-255E	10007-100	Gross MLS	13,594.11	
1/6/26	2026-255E	10007-100	Gross Non MLS	8,484.67	
1/6/26	2026-255E	10007-100	Gross Hourly	10,342.73	
1/6/26	2026-255E	10007-100	Gross Smart Beginnings	1,760.11	
1/6/26	2026-255E	10006-100	ARLS-Payroll		34,181.62
1/16/26	2026-256E	80025-100	Invoice: Amazon 12/19/25.1	9.99	
1/16/26	2026-256E	80025-100	Invoice: Amazon 12/19/25.2	31.04	
1/16/26	2026-256E	83700-100	Invoice: Amazon 11045	65.00	
1/16/26	2026-256E	84810-100	Invoice: Amazon 11045	23.14	
1/16/26	2026-256E	80025-100	Invoice: Amazon 12/19/25	14.43	
1/16/26	2026-256E	80470-100	Invoice: Amazon 12/29/25	54.98	
1/16/26	2026-256E	80470-100	Invoice: Amazon 12/28/25	39.99	
1/16/26	2026-256E	80025-100	Invoice: Amazon 12/19/25.3	8.99	
1/16/26	2026-256E	80470-100	Invoice: Amazon 12/29/25.2	116.49	
1/16/26	2026-256E	10006-100	Amazon.com		364.05
			#8299 60 017 0205967		
1/16/26	2026-257E	84100-200	Telephone - HQ	275.15	
			#8299 60 017 0205967		
1/16/26	2026-257E	82600-200	Internet - HQ	494.64	
1/16/26	2026-257E	10006-100	Comcast Communications		769.79

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
1/16/26	2026-258E	82600-430	#8299 60 019 0107136 Internet - Disputanta	304.07	
1/16/26	2026-258E	10006-100	Comcast Communications #8299 60 020 0356327		304.07
1/16/26	2026-259E	82600-410	Internet - Carson	314.07	
1/16/26	2026-259E	10006-100	Comcast Communications #8299 60 019 0106328		314.07
1/16/26	2026-260E	84100-450	Telephone - PG #8299 60 019 0106328	117.85	
1/16/26	2026-260E	82600-450	Internet - Pg	437.31	
1/16/26	2026-260E	10006-100	Comcast Communications		555.16
1/16/26	2026-261E	84100-100	Telephone	152.48	
1/16/26	2026-261E	10006-100	Clearfly Labels, Tape, Label		152.48
1/16/26	2026-262E	80600-100	Protectors	625.77	
1/16/26	2026-262E	10006-100	DEMCO, Inc.		625.77
1/16/26	2026-263E	84100-410	Telephone - Carson	81.61	
1/16/26	2026-263E	10006-100	Granite Telecommunications		81.61
1/16/26	2026-264E	80230-100	Invoice: 93098230	7.23	
1/16/26	2026-264E	80200-100	Invoice: 93331809	17.49	
1/16/26	2026-264E	80210-100	Invoice: 93331808	40.00	
1/16/26	2026-264E	80210-100	Invoice: 93076351CM	-17.25	
1/16/26	2026-264E	80230-100	Invoice: 93437691	12.00	
1/16/26	2026-264E	80200-100	Invoice: 93437687	61.22	
1/16/26	2026-264E	80200-100	Invoice: 93437688	30.25	
1/16/26	2026-264E	80200-100	Invoice: 93437685	9.81	
1/16/26	2026-264E	80200-100	Invoice: 93437689	37.67	
1/16/26	2026-264E	80200-100	Invoice: 93437686	18.10	
1/16/26	2026-264E	80210-100	Invoice: 93437684	37.01	
1/16/26	2026-264E	80210-100	Invoice: 93437690	33.79	
1/16/26	2026-264E	10006-100	Ingram Library Services		287.32
1/16/26	2026-265E	80440-100	Invoice: 508223287	96.52	
1/16/26	2026-265E	81000-300	Invoice: 508250807	1,235.92	
1/16/26	2026-265E	80410-100	Invoice: 508223288	258.93	
1/16/26	2026-265E	80405-100	Invoice: 508223286	358.77	
1/16/26	2026-265E	80440-100	Invoice: 508258083	39.26	
1/16/26	2026-265E	80440-100	Invoice: 508258080	34.76	
1/16/26	2026-265E	80405-100	Invoice: 508258081	117.78	
1/16/26	2026-265E	10006-100	Midwest Tape		2,141.94
1/16/26	2026-266E	82460-100	Monthly Billing for January Additional Workstation	8,731.00	
1/16/26	2026-266E	82460-100	Monitoring	250.00	
1/16/26	2026-266E	82460-100	VM Server License	29.76	
1/16/26	2026-266E	82460-100	VM Server Socket License	30.00	
1/16/26	2026-266E	10006-100	Orion Network Solutions LLC		9,040.76
1/16/26	2026-267E	84000-200	Utilities - HQ	26.98	
1/16/26	2026-267E	84000-410	Utilities - Carson	26.98	
1/16/26	2026-267E	84000-200	Utilities - Burrowsville	26.97	
1/16/26	2026-267E	10006-100	Primo Brands		80.93

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
1/16/26	2026-268E	83700-100	Copy Paper	155.96	
1/16/26	2026-268E	10006-100	Quill LLC		155.96
1/16/26	2026-269E	85850-100	Monthly Shredding	106.06	
1/16/26	2026-269E	10006-100	Shred-It USA LLC		106.06
1/16/26	2026-270E	82070-100	Westlaw Proflex - December	638.17	
1/16/26	2026-270E	10006-100	Thomson Reuters - West		638.17
1/16/26	2026-271E	82600-200	Mobile Internet	681.31	
1/16/26	2026-271E	10006-100	T-Mobile		681.31
			ITS MARC - AV Access		
1/16/26	2026-272E	81410-100	4/1/26 to 3/31/27	1,199.52	
1/16/26	2026-272E	10006-100	The Library Corporation		1,199.52
1/20/26	2026-273E	10007-100	Gross MLS	16,222.23	
1/20/26	2026-273E	10007-100	Gross Non MLS	8,484.67	
1/20/26	2026-273E	10007-100	Gross Hourly	16,766.75	
1/20/26	2026-273E	10007-100	Gross Smart Beginnings	1,760.11	
1/20/26	2026-273E	10006-100	ARLS-Payroll		43,233.76
1/30/26	2026-274E	80405-100	Invoice: Amazon 12/29/25.3	23.48	
1/30/26	2026-274E	80470-100	Invoice: Amazon 12/29/25.3	38.64	
1/30/26	2026-274E	80470-100	Invoice: Amazon 12/29/25.4	59.99	
1/30/26	2026-274E	80470-100	Invoice: Amazon 12/29/25.5	57.70	
1/30/26	2026-274E	83700-100	Invoice: Amazon 11054	219.24	
1/30/26	2026-274E	85110-100	Invoice: Amazon 11058	29.95	
1/30/26	2026-274E	84810-100	Invoice: Amazon 11063	276.20	
1/30/26	2026-274E	83700-100	Invoice: Amazon 11063	7.98	
1/30/26	2026-274E	83700-100	Invoice: Amazon 11066	51.00	
1/30/26	2026-274E	83700-100	Invoice: Amazon 11069	106.80	
1/30/26	2026-274E	85210-100	Invoice: Amazon 11072	77.26	
1/30/26	2026-274E	80025-100	Invoice: Amazon 1/12/26.1	29.99	
1/30/26	2026-274E	80020-100	Invoice: Amazon 1/12/26.2	69.98	
1/30/26	2026-274E	80025-100	Invoice: Amazon 12/19/25.4	23.70	
1/30/26	2026-274E	84810-100	Invoice: Amazon 11074	38.15	
1/30/26	2026-274E	83700-100	Invoice: Amazon 11074	28.97	
1/30/26	2026-274E	10006-100	Amazon.com		1,139.03
			Retirees Medicare Health		
1/30/26	2026-275E	70470-100	Insurance	928.00	
			Anthem BlueCross		
1/30/26	2026-275E	10006-100	BlueShield		928.00
1/30/26	2026-276	70470-100	Retirees Health Insurance	1,008.00	
			Anthem BlueCross		
1/30/26	2026-276	10006-100	BlueShield		1,008.00
1/30/26	2026-277E	70550-600	FC Health Insurance	982.80	
1/30/26	2026-277E	70470-100	ARLS Health Insurance	13,843.80	
			Anthem BlueCross		
1/30/26	2026-277E	10006-100	BlueShield		14,826.60
			#8299 60 021 0013348		
1/30/26	2026-278E	84100-440	Telephone - McKenney	47.90	
			#8299 60 021 0013348		
1/30/26	2026-278E	82600-440	Internet - McKenney	424.26	
1/30/26	2026-278E	10006-100	Comcast Communications		472.16

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
1/30/26	2026-279E	82600-420	#8299 60 020 0108397 Internet - Dinwiddie	319.07	
1/30/26	2026-279E	10006-100	Comcast Communications #8299 60 020 0107829		319.07
1/30/26	2026-280E	82600-460	Internet - Rohoic	324.33	
1/30/26	2026-280E	10006-100	Comcast Communications		324.33
1/30/26	2026-281E	84700-100	Postage	603.75	
1/30/26	2026-281E	10006-100	Purchase Power		603.75
1/30/26	2026-282E	80460-100	Invoice: 2222544	213.58	
1/30/26	2026-282E	10006-100	Blackstone Publishing		213.58
1/30/26	2026-283E	80260-100	Invoice: 999101896971	257.52	
1/30/26	2026-283E	80260-100	Invoice: 999101914894	101.96	
1/30/26	2026-283E	10006-100	Cengage Learning Inc/Gale		359.48
1/30/26	2026-284E	80200-100	Invoice: 93601201	15.07	
1/30/26	2026-284E	80200-100	Invoice: 93601200	15.16	
1/30/26	2026-284E	80200-100	Invoice: 93601199	42.23	
1/30/26	2026-284E	80200-100	Invoice: 93601197	16.33	
1/30/26	2026-284E	80200-100	Invoice: 93601198	13.57	
1/30/26	2026-284E	80200-100	Invoice: 93601196	70.82	
1/30/26	2026-284E	80210-100	Invoice: 93601203	13.78	
1/30/26	2026-284E	80230-100	Invoice: 93601202	32.79	
1/30/26	2026-284E	80200-100	Invoice: 93626433	27.15	
1/30/26	2026-284E	80200-100	Invoice: 93626432	11.31	
1/30/26	2026-284E	80210-100	Invoice: 93626429	138.26	
1/30/26	2026-284E	80230-100	Invoice: 93626435	16.51	
1/30/26	2026-284E	80230-100	Invoice: 93626430	21.68	
1/30/26	2026-284E	80230-100	Invoice: 93626431	7.23	
1/30/26	2026-284E	80230-100	Invoice: 93626434	11.94	
1/30/26	2026-284E	80230-100	Invoice: 93781622	32.99	
1/30/26	2026-284E	80230-100	Invoice: 93781620	7.27	
1/30/26	2026-284E	80230-100	Invoice: 93781619	21.84	
1/30/26	2026-284E	80200-100	Invoice: 93781621	24.25	
1/30/26	2026-284E	80210-100	Invoice: 93781618	40.53	
1/30/26	2026-284E	10006-100	Ingram Library Services		580.71
1/30/26	2026-285E	80405-100	Invoice: 508309655	58.89	
1/30/26	2026-285E	80410-100	Invoice: 508309656	69.98	
1/30/26	2026-285E	80405-100	Invoice: 508309658	1,010.90	
1/30/26	2026-285E	10006-100	Midwest Tape		1,139.77
1/2/26	44596	80020-100	Invoice: B7122733	111.84	
1/2/26	44596	80020-100	Invoice: B7122773	122.96	
1/2/26	44596	80020-100	Invoice: B7122612	332.49	
1/2/26	44596	80020-100	Invoice: B7127841	193.65	
1/2/26	44596	80020-100	Invoice: B7124487	80.60	
1/2/26	44596	80020-100	Invoice: B7124488	17.97	
1/2/26	44596	80015-100	Invoice: B7124608	1,001.05	
1/2/26	44596	80015-100	Invoice: B7124573	22.86	
1/2/26	44596	80030-100	Invoice: B7122886	121.26	
1/2/26	44596	80025-100	Invoice: B7124666	24.46	
1/2/26	44596	80025-100	Invoice: B7122734	450.71	
1/2/26	44596	80025-100	Invoice: B7124613	162.52	

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
1/2/26	44596	80025-100	Invoice: B7124704	236.24	
1/2/26	44596	80025-100	Invoice: B7127794	89.19	
1/2/26	44596	80038-100	Invoice: B7124710	557.23	
1/2/26	44596	80010-100	Invoice: B7122662	1,168.59	
1/2/26	44596	10006-100	Brodart Co. Supplies for Ornament		4,693.62
1/2/26	44597	85210-100	Crafts	47.78	
1/2/26	44597	10006-100	Megan Raney		47.78
1/2/26	44598	20500-100	VFHY - 12/29/25 First Connections for Early	2,528.00	
1/2/26	44598	10006-100	Success		2,528.00
1/2/26	44599	85200-100	Yoga - 12/17/25	40.00	
1/2/26	44599	10006-100	Lauren Hannon		40.00
1/2/26	44600	84900-200	Monitoring of Alarms - HQ	55.00	
1/2/26	44600	84900-450	Monitoring of Alarms - PG	59.00	
1/2/26	44600	10006-100	Petersburg Alarm Company, Inc.		114.00
1/2/26	44601	85200-100	C&T Extinguishers & Service Call	188.50	
1/2/26	44601	10006-100	Taino Fire Protection C&T Extinguishers &		188.50
1/15/26	44601V	85200-100	Service Call		-188.50
1/15/26	44601V	10006-100	Taino Fire Protection	-188.50	
1/15/26	44602	80010-100	Invoice: B7128624	52.77	
1/15/26	44602	80010-100	Invoice: B7125480	415.03	
1/15/26	44602	80010-100	Invoice: B7131490	351.48	
1/15/26	44602	80010-100	Invoice: B7132277	773.13	
1/15/26	44602	80010-100	Invoice: B7131056	74.46	
1/15/26	44602	80015-100	Invoice: B7132280	67.86	
1/15/26	44602	80015-100	Invoice: B7131054	160.80	
1/15/26	44602	80020-100	Invoice: B7124576	1,355.58	
1/15/26	44602	80020-100	Invoice: B7129151	186.53	
1/15/26	44602	80020-100	Invoice: B7128816	14.97	
1/15/26	44602	80020-100	Invoice: B7128450	37.04	
1/15/26	44602	80020-100	Invoice: B7131488	82.60	
1/15/26	44602	80020-100	Invoice: B7130974	364.22	
1/15/26	44602	80030-100	Invoice: B7128759	59.43	
1/15/26	44602	80030-100	Invoice: B7127607	71.81	
1/15/26	44602	80030-100	Invoice: B7125854	21.08	
1/15/26	44602	80030-100	Invoice: B7127995	149.80	
1/15/26	44602	80030-100	Invoice: B7124578	1,075.69	
1/15/26	44602	80030-100	Invoice: B7124609	52.74	
1/15/26	44602	80030-100	Invoice: B7131052	579.33	
1/15/26	44602	80025-100	Invoice: B7129152	287.67	
1/15/26	44602	80025-100	Invoice: B7131489	50.70	
1/15/26	44602	80025-100	Invoice: B7130975	49.08	
1/15/26	44602	80025-100	Invoice: B7132278	192.24	
1/15/26	44602	80025-100	Invoice: B7131058	89.10	
1/15/26	44602	80038-100	Invoice: B7131053	395.48	
1/15/26	44602	80038-100	Invoice: B7131487	44.19	

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
1/15/26	44602	80038-100	Invoice: B7125418	20.82	
1/15/26	44602	80038-100	Invoice: B7127795	30.69	
1/15/26	44602	80038-100	Invoice: B7127968	113.96	
1/15/26	44602	80038-100	Invoice: B7124523	551.20	
1/15/26	44602	80038-100	Invoice: B7128850	39.99	
1/15/26	44602	80010-100	Invoice: B7133089	23.98	
1/15/26	44602	80015-100	Invoice: B7132874	106.72	
1/15/26	44602	80020-100	Invoice: B7132889	123.52	
1/15/26	44602	80025-100	Invoice: B7133086	34.17	
1/15/26	44602	80025-100	Invoice: B7133088	39.59	
1/15/26	44602	80038-100	Invoice: B7133087	59.68	
1/15/26	44602	80020-100	Invoice: B7133720	61.56	
1/15/26	44602	80030-100	Invoice: B7133899	32.85	
1/15/26	44602	80025-100	Invoice: B7134036	16.90	
1/15/26	44602	80025-100	Invoice: B7133912	39.59	
1/15/26	44602	80038-100	Invoice: B7134060	45.96	
1/15/26	44602	80038-100	Invoice: B7134123	5.99	
1/15/26	44602	80010-100	Invoice: B7134877	171.79	
1/15/26	44602	80030-100	Invoice: B7134933	129.27	
1/15/26	44602	80025-100	Invoice: B7134731	334.43	
1/15/26	44602	80025-100	Invoice: B7134857	134.12	
1/15/26	44602	80010-100	Invoice: B7136007	75.63	
1/15/26	44602	80015-100	Invoice: B7136008	61.54	
1/15/26	44602	80020-100	Invoice: B7135959	35.20	
1/15/26	44602	80030-100	Invoice: B7135544	328.08	
1/15/26	44602	80030-100	Invoice: B7136006	17.79	
1/15/26	44602	80030-100	Invoice: B7135799	21.03	
1/15/26	44602	80025-100	Invoice: B7135798	70.76	
1/15/26	44602	80038-100	Invoice: B7135887	5.99	
1/15/26	44602	80038-100	Invoice: B7135620	90.19	
1/15/26	44602	80015-100	Invoice: B7136691	34.47	
1/15/26	44602	80020-100	Invoice: B7136819	61.60	
1/15/26	44602	80030-100	Invoice: B7136690	65.01	
1/15/26	44602	80025-100	Invoice: B7136563	181.72	
1/15/26	44602	80038-100	Invoice: B7136687	85.44	
1/15/26	44602	10006-100	Brodart Co.		10,306.04
1/15/26	44603	82910-200	Copier - Usage Charge	32.08	
1/15/26	44603	82910-200	Copier - Base Charge	22.00	
1/15/26	44603	10006-100	Canon USA, Inc.		54.08
1/15/26	44604	83500-420	Rent - Dinwiddie Library	300.00	
1/15/26	44604	83500-440	Rent - McKenney Library	300.00	
1/15/26	44604	83500-460	Rent - Rohoic Library	300.00	
1/15/26	44604	10006-100	County of Dinwiddie		900.00
1/15/26	44605	83500-450	Rent - PG Library	1,200.00	
1/15/26	44605	83500-480	Rent - Burrowsville Library	300.00	
1/15/26	44605	83500-430	Rent - Disputanta Library	150.00	
1/15/26	44605	10006-100	County of Prince George		1,650.00
1/15/26	44606	83500-200	Rent - Hopewell Library	3,750.00	
1/15/26	44606	84300-100	Inv #15403 - Fuel	146.66	
1/15/26	44606	10006-100	Hopewell City Treasurer		3,896.66

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
1/15/26	44607	85200-100	Yoga - 12/1, 12/15, 12/22, 12/29	160.00	
1/15/26	44607	10006-100	Sharon Jadrnak		160.00
1/15/26	44608	84800-200	Janitorial - HQ	4,220.37	
1/15/26	44608	84800-410	Janitorial - Carson	220.00	
1/15/26	44608	84800-420	Janitorial - Dinwiddie	350.00	
1/15/26	44608	84800-430	Janitorial - Disputanta	256.00	
1/15/26	44608	84800-440	Janitorial - McKenney	250.00	
1/15/26	44608	84800-450	Janitorial - PG	1,373.33	
1/15/26	44608	84800-460	Janitorial - Rohoic	220.00	
1/15/26	44608	84800-480	Janitorial - Burrowsville	195.00	
1/15/26	44608	10006-100	MCS Services, Inc. Background Verifications -		7,084.70
1/15/26	44609	85800-100	H. Andrews, Ashley K.	72.00	
1/15/26	44609	10006-100	Active Screening Calendar - Annual		72.00
1/15/26	44610	82070-100	Subscription 2/1/26 - 1/31/27	2,000.00	
1/15/26	44610	10006-100	Library Market		2,000.00
1/15/26	44611	83810-410	Travel - Carson 12/2, 12/3, 12/4	68.34	
1/15/26	44611	83810-410	Travel - Carson 12/10, 12/11	45.56	
1/15/26	44611	83810-410	Travel - Carson 12/22	22.78	
1/15/26	44611	10006-100	Alyssa Noe		136.68
1/15/26	44612	85820-100	Refund - Pool Safety Pups	6.99	
1/15/26	44612	10006-100	Shaliya Belk Refund - Big Dinosaur, Little		6.99
1/15/26	44613	85820-100	Dinosaur	4.99	
1/15/26	44613	10006-100	Breanna Flint		4.99
1/29/26	44614	80020-100	Invoice: B7137786	694.50	
1/29/26	44614	80025-100	Invoice: B7137905	318.45	
1/29/26	44614	80038-100	Invoice: B7137980	66.45	
1/29/26	44614	80010-100	Invoice: B7137569	211.67	
1/29/26	44614	80020-100	Invoice: B1738845	24.00	
1/29/26	44614	80025-100	Invoice: B7138833	47.46	
1/29/26	44614	80025-100	Invoice: B7138717	73.72	
1/29/26	44614	80038-100	Invoice: B7139194	235.45	
1/29/26	44614	80010-100	Invoice: B7138844	52.23	
1/29/26	44614	80030-100	Invoice: B7138715	39.51	
1/29/26	44614	80030-100	Invoice: B7139175	26.66	
1/29/26	44614	80015-100	Invoice: B7138834	68.70	
1/29/26	44614	80015-100	Invoice: B7138967	105.17	
1/29/26	44614	80020-100	Invoice: B7139794	27.10	
1/29/26	44614	80020-100	Invoice: B7139737	110.78	
1/29/26	44614	80010-100	Invoice: B7139791	50.26	
1/29/26	44614	80025-100	Invoice: B7139738	170.89	
1/29/26	44614	80025-100	Invoice: B7140642	141.80	
1/29/26	44614	80020-100	Invoice: B7140588	333.04	
1/29/26	44614	80020-100	Invoice: B7140644	27.10	
1/29/26	44614	80038-100	Invoice: B7140543	87.23	
1/29/26	44614	80038-100	Invoice: B7140617	34.82	

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
1/29/26	44614	80038-100	Invoice: B7140607	103.81	
1/29/26	44614	80010-100	Invoice: B7140636	22.98	
1/29/26	44614	80030-100	Invoice: B7140618	128.57	
1/29/26	44614	80030-100	Invoice: B7140589	120.42	
1/29/26	44614	80015-100	Invoice: B7140608	87.11	
1/29/26	44614	80020-100	Invoice: B7143627	52.80	
1/29/26	44614	80020-100	Invoice: B7143637	20.51	
1/29/26	44614	80020-100	Invoice: B7143830	37.04	
1/29/26	44614	80038-100	Invoice: B7143917	14.38	
1/29/26	44614	80038-100	Invoice: B7143746	179.82	
1/29/26	44614	80010-100	Invoice: B7143730	52.77	
1/29/26	44614	80010-100	Invoice: B7143895	12.63	
1/29/26	44614	80025-100	Invoice: B7143831	50.70	
1/29/26	44614	80025-100	Invoice: B7143838	125.82	
1/29/26	44614	80030-100	Invoice: B7143836	34.47	
1/29/26	44614	80020-100	Invoice: B7144686	154.69	
1/29/26	44614	80038-100	Invoice: B7144691	77.13	
1/29/26	44614	80010-100	Invoice: B7144515	37.71	
1/29/26	44614	80030-100	Invoice: B7144514	14.36	
1/29/26	44614	80015-100	Invoice: B7144550	88.57	
1/29/26	44614	10006-100	Brodart Co.		4,363.28
1/29/26	44615	83810-100	Travel	39.93	
1/29/26	44615	85110-100	Snacks	60.95	
1/29/26	44615	10006-100	Rija Mughal		100.88
1/29/26	44616	85200-100	Chair Yoga 1/7, 1/14	80.00	
1/29/26	44616	10006-100	Lauren Hannon		80.00
1/29/26	44617	85110-100	Ziploc Bags, Felt Possum	45.08	
1/29/26	44617	10006-100	Sarah Finch		45.08
1/29/26	44618	85200-100	Yoga - 1/5, 1/12	80.00	
1/29/26	44618	10006-100	Sharon Jadrnak		80.00
	Total			<u>195,974.52</u>	<u>195,974.52</u>

Date	Account II	Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
1/1/26	84810-100	Supplies - Janitorial	Amazon 10997.2	Bleach	31.64	
1/1/26	Cash Basis		Amazon 10997.2	Amazon.com		31.64
1/1/26	80470-100	Video Games	Amazon 11/20/25.4	Video Games	74.98	
1/1/26	Cash Basis		Amazon 11/20/25.4	Amazon.com		74.98
		Supplies - Adult		Christmas Napkins,		
1/1/26	85210-100	Programming	Amazon 11022	Bags, Ornaments	62.02	
1/1/26	Cash Basis		Amazon 11022	Amazon.com		62.02
		Supplies - Youth		Paint, Cardstock,		
1/1/26	85110-100	Services	Amazon 11026	Glue	235.03	
1/1/26	Cash Basis		Amazon 11026	Amazon.com		235.03
1/1/26	80040-100	Large Print	CM17H6-RPWY-RFM\	Large Print Return		-40.66
1/1/26	Cash Basis		CM17H6-RPWY-RFM\	Amazon.com	-40.66	
				1/2/26	CK #2026-244E	363.01

Date	Account II	Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
1/1/26	83700-100	Supplies - Regional	Amazon 11045	Cardstock	65.00	
1/1/26	84810-100	Supplies - Janitorial	Amazon 11045	Resolve, Windex	23.14	
1/1/26	Cash Basis		Amazon 11045	Amazon.com		88.14
1/1/26	80025-100	Adult Fiction	Amazon 12/19/25	AF	14.43	
1/1/26	Cash Basis		Amazon 12/19/25	Amazon.com		14.43
1/1/26	80025-100	Adult Fiction	Amazon 12/19/25.1	AF	9.99	
1/1/26	Cash Basis		Amazon 12/19/25.1	Amazon.com		9.99
1/1/26	80025-100	Adult Fiction	Amazon 12/19/25.2	AF	31.04	
1/1/26	Cash Basis		Amazon 12/19/25.2	Amazon.com		31.04
1/1/26	80025-100	Adult Fiction	Amazon 12/19/25.3	AF	8.99	
1/1/26	Cash Basis		Amazon 12/19/25.3	Amazon.com		8.99
1/1/26	80470-100	Video Games	Amazon 12/28/25	Video Games	39.99	
1/1/26	Cash Basis		Amazon 12/28/25	Amazon.com		39.99
1/1/26	80470-100	Video Games	Amazon 12/29/25	Video Games	54.98	
1/1/26	Cash Basis		Amazon 12/29/25	Amazon.com		54.98
1/1/26	80470-100	Video Games	Amazon 12/29/25.2	Video Games	116.49	
1/1/26	Cash Basis		Amazon 12/29/25.2	Amazon.com		116.49
				1/16/26	CK #2026-256E	364.05

Date	Account II	Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
1/1/26	80405-100	DVD's	Amazon 12/29/25.3	DVDs	23.48	
1/1/26	80470-100	Video Games	Amazon 12/29/25.3	Video Games	38.64	
1/1/26	Cash Basis		Amazon 12/29/25.3	Amazon.com		62.12
1/1/26	80470-100	Video Games	Amazon 12/29/25.4	Video Games	59.99	
1/1/26	Cash Basis		Amazon 12/29/25.4	Amazon.com		59.99
1/1/26	80470-100	Video Games	Amazon 12/29/25.5	Video Games	57.70	
1/1/26	Cash Basis		Amazon 12/29/25.5	Amazon.com		57.70
1/5/26	83700-100	Supplies - Regional	Amazon 11054	Waterproof Cases, Packing Tape	219.24	
1/5/26	Cash Basis		Amazon 11054	Amazon.com		219.24
1/5/26	85110-100	Supplies - Youth Services	Amazon 11058	DVD Player	29.95	
1/5/26	Cash Basis		Amazon 11058	Amazon.com		29.95
1/7/26	84810-100	Supplies - Janitorial	Amazon 11063	Multipurpose Cleaner, Toilet Cleaner, TP	276.20	
1/7/26	83700-100	Supplies - Regional	Amazon 11063	USB C to Audio Cable	7.98	
1/7/26	Cash Basis		Amazon 11063	Amazon.com		284.18
1/7/26	83700-100	Supplies - Regional	Amazon 11066	DVD Player for Meeting Room	51.00	
1/7/26	Cash Basis		Amazon 11066	Amazon.com		51.00
1/8/26	83700-100	Supplies - Regional	Amazon 11069	Keyboards, Docking Station, Scanner	106.80	
1/8/26	Cash Basis		Amazon 11069	Amazon.com		106.80
1/12/26	80025-100	Adult Fiction	Amazon 1/12/26.1	AF	29.99	
1/12/26	Cash Basis		Amazon 1/12/26.1	Amazon.com		29.99
1/12/26	80020-100	Adult Non-Fiction	Amazon 1/12/26.2	ANF	69.98	
1/12/26	Cash Basis		Amazon 1/12/26.2	Amazon.com		69.98
1/12/26	85210-100	Supplies - Adult Programming	Amazon 11072	Paint, Shells, Ornaments	77.26	
1/12/26	Cash Basis		Amazon 11072	Amazon.com		77.26
1/12/26	80025-100	Adult Fiction	Amazon 12/19/25.4	AF	23.70	
1/12/26	Cash Basis		Amazon 12/19/25.4	Amazon.com		23.70
1/15/26	84810-100	Supplies - Janitorial	Amazon 11074	Cleaner, Soap	38.15	
1/15/26	83700-100	Supplies - Regional	Amazon 11074	Power Strip	28.97	
1/15/26	Cash Basis		Amazon 11074	Amazon.com		67.12
1/30/26				CK #2026-274E	1,139.03	

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
11/30/25	Google 11/30/25	82020-100	Google Telecom	12.85	
11/30/25	Google 11/30/25	20200-400	Google		12.85
11/30/25	Google 11/30/25.1	82020-100	Google E-Mail	637.00	
11/30/25	Google 11/30/25.1	20200-400	Google		637.00
12/2/25	Staples 11020	83700-100	Pens, Toner	184.97	
12/2/25	Staples 11020	20200-400	Staples, Inc.		184.97
12/4/25	Dominos 11049	85880-100	Pizza - Light Up the Night	65.03	
12/4/25	Dominos 11049	20200-400	Domino's Pizza		65.03
12/4/25	Michaels 11050	83700-100	Craft Supplies	66.74	
12/4/25	Michaels 11050	20200-400	Michael's		66.74
12/5/25	Sage 12/5/25	82070-100	Sage HR	255.00	
12/5/25	Sage 12/5/25	20200-400	Sage Software SB, Inc.		255.00
12/5/25	Staples 11051	83700-100	Craft Supplies	105.25	
12/5/25	Staples 11051	20200-400	Staples, Inc.		105.25
12/7/25	Food Lion 11052	85880-100	Drinks - Light Up the Night	21.68	
12/7/25	Food Lion 11052	20200-400	Food Lion		21.68
12/13/25		82000-100	Software Licenses	29.99	
12/13/25		20200-400	Adobe Indesign		29.99
12/15/25	ALA 11048	84600-100	Membership Renewal - Manning	230.00	
12/15/25	ALA 11048	20200-400	American Library Association		230.00
12/15/25	Route 11024	85860-100	Food - Board Meetings	71.51	
12/15/25	Route 11024	20200-400	Route 1 County Store		71.51
12/15/25	SOVA 11028	85800-100	December Luncheon	20.00	
12/15/25	SOVA 11028	20200-400	SOVA Chamber of Commerce		20.00
12/16/25	COV 11047	85800-100	Notary Application Fee-Brian	45.00	
12/16/25	COV 11047	20200-400	Secretary of the Commonwealth		45.00
12/16/25	Cleverbridge 11029	82000-100	AnyViewer-12/16/25 to 12/16/26	311.88	
12/16/25	Cleverbridge 11029	20200-400	Cleverbridge, Inc.		311.88
12/18/25	Hawkeye 11032	84340-100	Wrap- Chrysler Pacifica Hybrid	4,087.50	
12/18/25	Hawkeye 11032	20200-400	Hawkeye Graphics		4,087.50
12/18/25	In Path 10977	80600-100	Barcode Labels	856.38	
12/18/25	In Path 10977	20200-400	InPath Devices		856.38
12/18/25	Progressive 11038	83700-100	Ribbon for Check Signer	56.50	
12/18/25	Progressive 11038	20200-400	Progressive Business Systems		56.50
12/18/25	Read 12/18/25	80210-100	Adult Fiction - SO	32.40	
12/18/25	Read 12/18/25	20200-400	Reader Service		32.40
12/18/25	Rural 12/18/25	82600-480	Internet - Burrowsville	219.00	
12/18/25	Rural 12/18/25	20200-400	RuralBand		219.00
12/20/25	Food Lion 11040	85890-100	Drinks - Christmas Party	33.08	
12/20/25	Food Lion 11040	20200-400	Food Lion		33.08
12/20/25	Publix 11039	83770-100	Plates, Napkins, Tablecloths	54.24	
12/20/25	Publix 11039	85890-100	Drinks	42.32	
12/20/25	Publix 11039	20200-400	Publix		96.56
12/22/25	Luca 11041	85890-100	Christmas Party	629.97	
12/22/25	Luca 11041	20200-400	Luca's Italian Restaurant		629.97
	Total			8,068.29	8,068.29

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
11/25/25	Sams 11/25/25	83700-100	Tylenol, Tissues	42.94	
11/25/25	Sams 11/25/25	83730-100	Supplies - Staff Coffee	34.98	
11/25/25	Sams 11/25/25	84810-100	Toilet Paper, Paper Towels	173.66	
11/25/25	Sams 11/25/25	20200-200	Sam's Club Direct		251.58
12/4/25	Sams 11023	84810-100	Bleach	19.48	
			Supplies - Staff Vending		
12/4/25	Sams 11023	83710-100	Mach	41.72	
12/4/25	Sams 11023	83700-100	Candy for Parade	119.04	
12/4/25	Sams 11023	20200-200	Sam's Club Direct		180.24
				<hr/>	
	Total			431.82	431.82
				<hr/>	<hr/>

First Connections July 1, 2025 to January 31, 2026

Date	Trans Description	Debit Amt	Credit Amt	Balance
7/1/2025	Beginning Balance			5,835.05
7/22/2025	Payment from FC		5,835.05	
7/31/2025	July Salary & Benefits	5,835.05		
8/18/2025	Payment from FC		5,835.05	
8/31/2025	August Salary & Benefits	5,835.05		
9/15/2025	Payment from FC		5,835.05	
9/30/2025	September Salary & Benefits	5,835.05		
10/14/2025	Payment from FC		5,835.05	
10/31/2025	October Salary & Benefits	8,215.78		
11/19/2025	Payment from FC		8,215.78	
11/30/2025	November Salary & Benefits	5,835.05		
12/22/2025	Payment from FC		5,835.05	
12/31/2025	December Salary & Benefits	5,835.05		
1/20/2026	Payment from FC		5,835.05	
1/31/2026	January Salary & Benefits	5,835.05		
12/31/2025	Ending Balance			5,835.05

Monthly Reports - February 2026

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
2/5/26	200835	21000-100	Federal Taxes Withheld	3,005.14	
			Social Security Taxes		
2/5/26	200835	22000-100	Withheld	3,089.47	
2/5/26	200835	22000-100	FC Social Security	133.91	
2/5/26	200835	22000-100	ARLS Social Security	2,955.56	
2/5/26	200835	23000-100	Medicare Taxes Withheld	722.54	
2/5/26	200835	23000-100	FC Medicare Taxes	31.32	
2/5/26	200835	23000-100	ARLS Medicare	691.22	
			Electronic Federal Tax		
2/5/26	200835	10006-100	Payment		10,629.16
2/19/26	200836	21000-100	Federal Taxes Withheld	3,014.70	
			Social Security Taxes		
2/19/26	200836	22000-100	Withheld	3,192.92	
2/19/26	200836	22000-100	FC Social Security	133.91	
2/19/26	200836	22000-100	ARLS Social Security	3,059.01	
2/19/26	200836	23000-100	Medicare Taxes Withheld	746.72	
2/19/26	200836	23000-100	FC Medicare Taxes	31.32	
2/19/26	200836	23000-100	ARLS Medicare	715.40	
			Electronic Federal Tax		
2/19/26	200836	10006-100	Payment		10,893.98
2/5/26	2013-1120	27000-400	EZ Link Voluntary	666.42	
2/5/26	2013-1120	10006-100	Treasurer of Virginia		666.42
2/5/26	2013-1121	27000-300	EZ Link Withheld	277.09	
2/5/26	2013-1121	70460-100	Ez Link Retirement	717.98	
2/5/26	2013-1121	10006-100	Treasurer of Virginia		995.07
2/6/26	2013-1122	70540-600	FC Life Insurance	56.54	
2/6/26	2013-1122	70540-600	FC VRS Retirement	42.17	
2/6/26	2013-1122	27000-200	VRS Withheld	2,791.00	
2/6/26	2013-1122	70460-100	ARLS VRS Insurance	727.12	
2/6/26	2013-1122	70460-100	ARLS VRS Retirement	934.11	
2/6/26	2013-1122	10006-100	Treasurer of Virginia		4,550.94
2/19/26	2013-1124	27000-300	EZ Link Withheld	277.09	
2/19/26	2013-1124	70460-100	Ez Link Retirement	717.98	
2/19/26	2013-1124	10006-100	Treasurer of Virginia		995.07
2/19/26	2013-1125	27000-400	EZ Link Voluntary	666.42	
2/19/26	2013-1125	10006-100	Treasurer of Virginia		666.42
2/2/26	2026-286E	10007-100	Gross MLS	16,079.14	
2/2/26	2026-286E	10007-100	Gross Non MLS	8,484.67	
2/2/26	2026-286E	10007-100	Gross Hourly	15,244.42	
2/2/26	2026-286E	10007-100	Gross Smart Beginnings	1,760.11	
2/2/26	2026-286E	10006-100	ARLS-Payroll		41,568.34
2/5/26	2026-287E	81210-200	Security Cameras	1,332.00	
			Huntington Technology		
2/5/26	2026-287E	10006-100	Finance		1,332.00
2/5/26	2026-288E	20200-200	Sam's 2/8/26	340.90	
2/5/26	2026-288E	10006-100	Sam's Club Direct		340.90
2/13/26	2026-289E	85210-100	Invoice: Amazon 11078	18.04	
2/13/26	2026-289E	84810-100	Invoice: Amazon 11074.1	55.90	
			Invoice: Amazon		
2/13/26	2026-289E	80025-100	1/12/26.3	11.88	

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
2/13/26	2026-289E	10006-100	Amazon.com #8299 60 017 0205967		85.82
2/13/26	2026-290E	84100-200	Telephone - HQ #8299 60 017 0205967	275.15	
2/13/26	2026-290E	82600-200	Internet - HQ	494.64	
2/13/26	2026-290E	10006-100	Comcast Communications #8299 60 019 0107136		769.79
2/13/26	2026-291E	82600-430	Internet - Disputanta	304.07	
2/13/26	2026-291E	10006-100	Comcast Communications #8299 60 020 0356327		304.07
2/13/26	2026-292E	82600-410	Internet - Carson	314.07	
2/13/26	2026-292E	10006-100	Comcast Communications		314.07
2/13/26	2026-293E	84100-100	Telephone	153.56	
2/13/26	2026-293E	10006-100	Clearfly		153.56
2/13/26	2026-294E	84000-410	Utilities - Carson	346.88	
2/13/26	2026-294E	10006-100	Dominion Energy Virginia		346.88
2/13/26	2026-295E	82460-100	Vulnerabilty Scan Orion Network Solutions	2,100.00	
2/13/26	2026-295E	10006-100	LLC		2,100.00
2/13/26	2026-296E	85800-100	Staff Shirts	343.00	
2/13/26	2026-296E	10006-100	Rich's Stitches Inc.		343.00
2/13/26	2026-297E	85850-100	Monthly Shredding	106.06	
2/13/26	2026-297E	10006-100	Shred-It USA LLC		106.06
2/13/26	2026-298E	82070-100	Westlaw Proflex - January	669.88	
2/13/26	2026-298E	10006-100	Thomson Reuters - West		669.88
2/13/26	2026-299E	82600-200	Mobile Internet	784.34	
2/13/26	2026-299E	10006-100	T-Mobile		784.34
2/13/26	2026-300E	80460-100	Invoice: 2224587	329.18	
2/13/26	2026-300E	10006-100	Blackstone Publishing		329.18
2/13/26	2026-301E	80260-100	Invoice: 999102093722	49.48	
2/13/26	2026-301E	80260-100	Invoice: 999102138816	62.97	
2/13/26	2026-301E	80260-100	Invoice: 999102309682 Cengage Learning	191.94	
2/13/26	2026-301E	10006-100	Inc/Gale		304.39
2/13/26	2026-302E	80230-100	Invoice: 93964961	14.53	
2/13/26	2026-302E	80230-100	Invoice: 93964962	14.47	
2/13/26	2026-302E	80230-100	Invoice: 93964963	7.24	
2/13/26	2026-302E	80230-100	Invoice: 94103427	52.75	
2/13/26	2026-302E	80230-100	Invoice: 94103426	21.66	
2/13/26	2026-302E	80230-100	Invoice: 94103423	7.22	
2/13/26	2026-302E	80230-100	Invoice: 93964965	42.17	
2/13/26	2026-302E	80230-100	Invoice: 93943193	23.01	
2/13/26	2026-302E	80230-100	Invoice: 93943188	14.53	
2/13/26	2026-302E	80230-100	Invoice: 93943189	7.24	
2/13/26	2026-302E	80230-100	Invoice: 93943190	7.24	
2/13/26	2026-302E	80230-100	Invoice: 93943192	44.14	
2/13/26	2026-302E	80210-100	Invoice: 93943187	33.81	
2/13/26	2026-302E	80210-100	Invoice: 93943186	18.64	
2/13/26	2026-302E	80210-100	Invoice: 93964959	50.20	
2/13/26	2026-302E	80210-100	Invoice: 93964960	17.44	

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
2/13/26	2026-302E	80210-100	Invoice: 94103422	83.98	
2/13/26	2026-302E	80210-100	Invoice: 94103420	34.71	
2/13/26	2026-302E	80210-100	Invoice: 94103421	51.65	
2/13/26	2026-302E	80200-100	Invoice: 93943191	24.17	
2/13/26	2026-302E	80200-100	Invoice: 93964964	36.91	
2/13/26	2026-302E	80200-100	Invoice: 94103425	19.94	
2/13/26	2026-302E	80200-100	Invoice: 94103424	11.29	
2/13/26	2026-302E	80230-100	Invoice: 94198874	10.41	
2/13/26	2026-302E	80230-100	Invoice: 94198875	34.35	
2/13/26	2026-302E	80230-100	Invoice: 94198871	14.42	
2/13/26	2026-302E	80210-100	Invoice: 94198867	10.60	
2/13/26	2026-302E	80210-100	Invoice: 94198868	46.15	
2/13/26	2026-302E	80210-100	Invoice: 94198869	34.91	
2/13/26	2026-302E	80210-100	Invoice: 94198870	34.75	
2/13/26	2026-302E	80200-100	Invoice: 94198873	15.14	
2/13/26	2026-302E	80200-100	Invoice: 94198872	41.34	
2/13/26	2026-302E	10006-100	Ingram Library Services		881.01
2/13/26	2026-303E	81000-300	Invoice: 508385506	1,443.07	
2/13/26	2026-303E	80410-100	Invoice: 508349633	124.96	
2/13/26	2026-303E	80405-100	Invoice: 508349635	117.78	
2/13/26	2026-303E	80405-100	Invoice: 508334479	188.67	
2/13/26	2026-303E	80410-100	Invoice: 508397506	81.85	
2/13/26	2026-303E	10006-100	Midwest Tape		1,956.33
2/13/26	2026-304E	20200-400	Truist 2/21/26	4,910.87	
2/13/26	2026-304E	10006-100	Truist		4,910.87
2/17/26	2026-305E	10007-100	Gross MLS	16,153.97	
2/17/26	2026-305E	10007-100	Gross Non MLS	8,433.43	
2/17/26	2026-305E	10007-100	Gross Hourly	16,747.25	
2/17/26	2026-305E	10007-100	Gross Smart Beginnings	1,765.55	
2/17/26	2026-305E	10006-100	ARLS-Payroll		43,100.20
2/27/26	2026-306E	82470-100	Meraki License - 3 Years	2,913.87	
2/27/26	2026-306E	10006-100	AccessAgility LLC		2,913.87
2/27/26	2026-307E	81100-200	Invoice: Amazon 11082	109.97	
			Invoice: Amazon		
2/27/26	2026-307E	80440-100	1/29/26.1	81.09	
			Invoice: Amazon		
2/27/26	2026-307E	80440-100	1/29/26.1	8.16	
			Invoice: Amazon		
2/27/26	2026-307E	80470-100	1/29/26.2	59.99	
2/27/26	2026-307E	80470-100	Invoice: Amazon 1/29/26	149.89	
2/27/26	2026-307E	80440-100	Invoice: Amazon 1/29/26	11.62	
2/27/26	2026-307E	83700-100	Invoice: Amazon 11093	13.29	
2/27/26	2026-307E	80020-100	Invoice: Amazon 2/4/26	31.98	
2/27/26	2026-307E	80600-100	Invoice: Amazon 11112	49.38	
2/27/26	2026-307E	80020-100	Invoice: Amazon 2/5/26	33.00	
2/27/26	2026-307E	80025-100	Invoice: Amazon 2/5/26	10.47	
2/27/26	2026-307E	81100-450	Invoice: Amazon 11101.1	539.00	
2/27/26	2026-307E	84810-100	Invoice: Amazon 11111	88.48	
2/27/26	2026-307E	83780-100	Invoice: Amazon 11111	34.48	
2/27/26	2026-307E	83700-100	Invoice: Amazon 11111	33.98	

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
2/27/26	2026-307E	10006-100	Amazon.com		1,254.78
2/27/26	2026-308E	70470-100	Retirees Medicare Health Insurance	928.00	
2/27/26	2026-308E	10006-100	Anthem BlueCross BlueShield		928.00
2/27/26	2026-309E	70470-100	Retirees Health Insurance	1,008.00	
2/27/26	2026-309E	10006-100	Anthem BlueCross BlueShield		1,008.00
2/27/26	2026-310E	70550-600	FC Health Insurance	982.80	
2/27/26	2026-310E	70470-100	ARLS Health Insurance	15,115.80	
2/27/26	2026-310E	10006-100	Anthem BlueCross BlueShield		16,098.60
2/27/26	2026-311E	80460-100	Invoice: 2225031	351.27	
2/27/26	2026-311E	80460-100	Invoice: 2225961	104.82	
2/27/26	2026-311E	10006-100	Blackstone Publishing #8299 60 020 0107829		456.09
2/27/26	2026-312E	82600-460	Internet - Rohoic	324.33	
2/27/26	2026-312E	10006-100	Comcast Communications #8299 60 020 0108397		324.33
2/27/26	2026-313E	82600-420	Internet - Dinwiddie	319.07	
2/27/26	2026-313E	10006-100	Comcast Communications #8299 60 019 0106328		319.07
2/27/26	2026-314E	84100-450	Telephone - PG #8299 60 019 0106328	117.85	
2/27/26	2026-314E	82600-450	Internet - PG	437.31	
2/27/26	2026-314E	10006-100	Comcast Communications		555.16
2/27/26	2026-315E	80260-100	Invoice: 999102347430	102.71	
2/27/26	2026-315E	80260-100	Invoice: 999102407970	62.97	
2/27/26	2026-315E	10006-100	Cengage Learning Inc/Gale		165.68
2/27/26	2026-316E	80230-100	Invoice: 94384504	21.67	
2/27/26	2026-316E	80230-100	Invoice: 94384506	10.33	
2/27/26	2026-316E	80200-100	Invoice: 94384505	57.32	
2/27/26	2026-316E	80210-100	Invoice: 94384501	87.16	
2/27/26	2026-316E	80210-100	Invoice: 94384502	17.47	
2/27/26	2026-316E	80210-100	Invoice: 94384503	52.23	
2/27/26	2026-316E	80230-100	Invoice: 94497713	56.99	
2/27/26	2026-316E	80200-100	Invoice: 94497712	33.23	
2/27/26	2026-316E	80210-100	Invoice: 94497714	32.58	
2/27/26	2026-316E	80210-100	Invoice: 94497711	67.43	
2/27/26	2026-316E	80210-100	Invoice: 94497710	34.82	
2/27/26	2026-316E	80210-100	Invoice: 94497709	11.88	
2/27/26	2026-316E	80200-100	Invoice: 94616754	57.41	
2/27/26	2026-316E	80200-100	Invoice: 94616753	18.12	
2/27/26	2026-316E	80200-100	Invoice: 94616755	22.61	
2/27/26	2026-316E	80210-100	Invoice: 94616749	32.61	
2/27/26	2026-316E	80210-100	Invoice: 94616750	17.49	
2/27/26	2026-316E	80210-100	Invoice: 94616751	33.86	
2/27/26	2026-316E	80210-100	Invoice: 94616752	33.81	
2/27/26	2026-316E	10006-100	Ingram Library Services		699.02
2/27/26	2026-317E	80410-100	Invoice: 508432952	184.70	

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
2/27/26	2026-317E	80405-100	Invoice: 508432955	702.64	
2/27/26	2026-317E	80440-100	Invoice: 508432954	421.98	
2/27/26	2026-317E	80410-100	Invoice: 508464788	123.46	
2/27/26	2026-317E	80440-100	Invoice: 508464787	167.16	
2/27/26	2026-317E	10006-100	Midwest Tape		1,599.94
			Monthly Billing for		
2/27/26	2026-318E	82460-100	February	8,731.00	
			Additional Workstation		
2/27/26	2026-318E	82460-100	Monitoring	250.00	
2/27/26	2026-318E	82460-100	VM Server License	29.76	
2/27/26	2026-318E	82460-100	VM Socket License	30.00	
			Additional Backup		
2/27/26	2026-318E	82460-100	Charges	37.00	
			Orion Network Solutions		
2/27/26	2026-318E	10006-100	LLC		9,077.76
2/27/26	2026-319E	84810-100	Gloves	26.06	
2/27/26	2026-319E	83700-100	Toner, Post-It, Sharpies	757.83	
2/27/26	2026-319E	10006-100	Quill LLC		783.89
			Maintenance Plan 2/26/26		
2/27/26	2026-320E	82070-100	- 2/25/27	1,859.00	
2/27/26	2026-320E	10006-100	Steck Insights Web Design		1,859.00
2/12/26	44619	80100-100	Invoice: M223561	18,419.40	
2/12/26	44619	80038-100	Invoice: B7151802	24.27	
2/12/26	44619	80038-100	Invoice: B7151630	21.90	
2/12/26	44619	80038-100	Invoice: B7150216	205.35	
2/12/26	44619	80038-100	Invoice: B7146247	32.52	
2/12/26	44619	80038-100	Invoice: B7147172	29.13	
2/12/26	44619	80038-100	Invoice: B7148302	22.65	
2/12/26	44619	80015-100	Invoice: B7150432	343.43	
2/12/26	44619	80015-100	Invoice: B7140546	148.11	
2/12/26	44619	80020-100	Invoice: B7146979	313.00	
2/12/26	44619	80020-100	Invoice: B7147993	157.44	
2/12/26	44619	80020-100	Invoice: B7145368	68.92	
2/12/26	44619	80020-100	Invoice: B7148189	53.58	
2/12/26	44619	80020-100	Invoice: B7151324	165.72	
2/12/26	44619	80020-100	Invoice: B7151290	105.40	
2/12/26	44619	80020-100	Invoice: B7140566	913.02	
2/12/26	44619	80025-100	Invoice: B7147171	47.46	
2/12/26	44619	80025-100	Invoice: B7147995	827.26	
2/12/26	44619	80025-100	Invoice: B7147967	67.57	
2/12/26	44619	80025-100	Invoice: B7151321	26.46	
2/12/26	44619	80025-100	Invoice: B7151582	108.48	
2/12/26	44619	80025-100	Invoice: B7150091	101.77	
2/12/26	44619	80010-100	Invoice: B7148019	1,893.21	
2/12/26	44619	80010-100	Invoice: B7151325	107.55	
2/12/26	44619	80010-100	Invoice: B7151803	23.37	
2/12/26	44619	80010-100	Invoice: B7146090	22.98	
2/12/26	44619	80010-100	Invoice: B7145352	12.63	
2/12/26	44619	80010-100	Invoice: B7145618	44.85	
2/12/26	44619	80030-100	Invoice: B7145619	51.25	

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
2/12/26	44619	80030-100	Invoice: B7151320	53.94	
2/12/26	44619	80030-100	Invoice: B7148190	26.37	
2/12/26	44619	80030-100	Invoice: B7150088	636.12	
2/12/26	44619	80030-100	Invoice: B7146392	28.22	
2/12/26	44619	80038-100	Invoice: B7153921	24.60	
2/12/26	44619	80020-100	Invoice: B7153757	211.94	
2/12/26	44619	80030-100	Invoice: B7153967	30.75	
2/12/26	44619	80025-100	Invoice: B7154890	167.92	
2/12/26	44619	80010-100	Invoice: B7154861	32.31	
2/12/26	44619	80030-100	Invoice: B7154973	23.73	
2/12/26	44619	80038-100	Invoice: B7155652	24.60	
2/12/26	44619	80015-100	Invoice: B7155380	22.98	
2/12/26	44619	80015-100	Invoice: B7155390	70.02	
2/12/26	44619	80025-100	Invoice: B7155502	299.86	
2/12/26	44619	80025-100	Invoice: B7155776	136.88	
2/12/26	44619	80030-100	Invoice: B7155503	86.73	
2/12/26	44619	80030-100	Invoice: B7155508	60.71	
2/12/26	44619	80038-100	Invoice: B7156640	106.32	
2/12/26	44619	80015-100	Invoice: B7156828	31.17	
2/12/26	44619	80020-100	Invoice: B7156344	33.80	
2/12/26	44619	80025-100	Invoice: B7156777	50.70	
2/12/26	44619	80030-100	Invoice: B7156345	54.87	
2/12/26	44619	10006-100	Brodart Co.		26,573.22
			Background Verifications		
2/12/26	44620	85800-100	- B. Miller	44.00	
2/12/26	44620	10006-100	Active Screening		44.00
2/12/26	44621	82910-200	Copier - Base Charge	26.32	
2/12/26	44621	82910-200	Copier - Usage Charge	29.08	
2/12/26	44621	10006-100	Canon USA, Inc.		55.40
2/12/26	44622	83500-420	Rent - Dinwiddie Library	300.00	
2/12/26	44622	83500-440	Rent - McKenney Library	300.00	
2/12/26	44622	83500-460	Rent - Rohoic Library	300.00	
2/12/26	44622	10006-100	County of Dinwiddie		900.00
2/12/26	44623	83500-450	Rent - PG Library	1,200.00	
			Rent - Burrowsville		
2/12/26	44623	83500-480	Library	300.00	
2/12/26	44623	83500-430	Rent - Disputanta Library	150.00	
2/12/26	44623	10006-100	County of Prince George		1,650.00
			Travel - Burrowsville		
2/12/26	44624	83810-480	1/9/26	36.18	
2/12/26	44624	10006-100	Joseph O. Rickman Jr.		36.18
2/12/26	44625	83810-420	Travel - Dinwiddie 1/9/26	19.63	
2/12/26	44625	10006-100	Shelly Curtis		19.63
2/12/26	44626	83810-450	Travel - PG 1/9/26	21.44	
2/12/26	44626	10006-100	Sharmeyne Cherry		21.44
2/12/26	44627	83810-460	Travel - Rohoic 1/13/26	26.80	
2/12/26	44627	10006-100	Steven Thompson		26.80
2/12/26	44628	83810-410	Travel - Carson 1/9/26	26.80	
2/12/26	44628	10006-100	Linda April Bradshaw		26.80
2/12/26	44629	83810-440	Travel - McKenney 1/9/26	30.00	

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
2/12/26	44629	10006-100	Cassandra Bland		30.00
2/12/26	44630	83810-440	Travel - McKenney	34.04	
2/12/26	44630	10006-100	Maddox Farrow		34.04
2/12/26	44631	85110-100	Snacks	22.46	
2/12/26	44631	10006-100	Sarah Finch		22.46
2/12/26	44632	84600-200	VLA Membership 2026	80.00	
			ALA/PLA Membership		
2/12/26	44632	84600-200	2026	215.00	
2/12/26	44632	10006-100	Catherine Field		295.00
2/12/26	44633	83500-200	Rent - Hopewell Library	3,750.00	
2/12/26	44633	84300-100	Inv #15552 - Fuel	122.65	
			Inv #15542 - Service -		
2/12/26	44633	84330-100	Ram	157.43	
2/12/26	44633	10006-100	Hopewell City Treasurer		4,030.08
2/12/26	44634	84800-200	Janitorial - HQ	3,376.30	
2/12/26	44634	84800-410	Janitorial - Carson	220.00	
2/12/26	44634	84800-420	Janitorial - Dinwiddie	350.00	
2/12/26	44634	84800-430	Janitorial - Disputanta	256.00	
2/12/26	44634	84800-440	Janitorial - McKenney	250.00	
2/12/26	44634	84800-450	Janitorial - PG	1,144.44	
2/12/26	44634	84800-460	Janitorial - Rohoic	220.00	
2/12/26	44634	84800-480	Janitorial - Burrowsville	195.00	
2/12/26	44634	10006-100	MCS Services, Inc.		6,011.74
2/26/26	44635	80020-100	Invoice: B7155772	154.70	
2/26/26	44635	80020-100	Invoice: B7160617	33.80	
2/26/26	44635	80020-100	Invoice: B7160907	256.50	
2/26/26	44635	80020-100	Invoice: B7160981	440.36	
2/26/26	44635	80025-100	Invoice: B7160987	277.60	
2/26/26	44635	80025-100	Invoice: B7161088	50.13	
2/26/26	44635	80015-100	Invoice: B7160791	24.08	
2/26/26	44635	80015-100	Invoice: B7160908	113.29	
2/26/26	44635	80015-100	Invoice: B7160564	144.61	
2/26/26	44635	80038-100	Invoice: B7160765	187.69	
2/26/26	44635	80038-100	Invoice: B7160502	30.75	
2/26/26	44635	80038-100	Invoice: B7160840	285.69	
2/26/26	44635	80030-100	Invoice: B7160658	82.55	
2/26/26	44635	80030-100	Invoice: B7161087	115.59	
2/26/26	44635	80030-100	Invoice: B7160606	174.03	
2/26/26	44635	80020-100	Invoice: B7161801	22.70	
2/26/26	44635	80025-100	Invoice: B7161998	82.02	
2/26/26	44635	80025-100	Invoice: B7161999	19.35	
2/26/26	44635	80015-100	Invoice: B7161800	129.58	
2/26/26	44635	80038-100	Invoice: B7161808	73.11	
2/26/26	44635	80030-100	Invoice: B7161810	10.95	
2/26/26	44635	80020-100	Invoice: B7164902	280.66	
2/26/26	44635	80015-100	Invoice: B7165037	41.80	
2/26/26	44635	80030-100	Invoice: B7165361	48.82	
2/26/26	44635	80020-100	Invoice: B7166310	38.70	
2/26/26	44635	80025-100	Invoice: B7165987	83.77	
2/26/26	44635	80015-100	Invoice: B7165993	64.78	

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
2/26/26	44635	80038-100	Invoice: B7166309	133.04	
2/26/26	44635	80030-100	Invoice: B7166051	153.48	
2/26/26	44635	10006-100	Brodart Co. SAM Software License		3,554.13
2/26/26	44636	82000-100	Renewal	2,300.00	
2/26/26	44636	82000-100	SmartALEC Software License Renewal	2,568.00	
2/26/26	44636	82000-100	SmartPay Software Licensing	900.00	
2/26/26	44636	10006-100	Comprise Technologies, Inc.		5,768.00
2/26/26	44637	85110-100	Organizer	26.49	
2/26/26	44637	83810-200	Travel - HQ 2/11/26, 2/12/26	50.65	
2/26/26	44637	10006-100	Rija Mughal		77.14
2/26/26	44638	85200-100	Chair Yoga 2/4, 2/11, 2/18	120.00	
2/26/26	44638	10006-100	Lauren Hannon Monthly Lunch		120.00
2/26/26	44639	84510-100	Sponsorship	150.00	
2/26/26	44639	10006-100	Hopewell/PG Chamber Commerce		150.00
2/26/26	44640	85200-100	Yoga - 2/2/26, 2/9/26, 2/23/26	120.00	
2/26/26	44640	10006-100	Sharon Jadrnak		120.00
2/26/26	44641	84900-200	Monitoring of Alarms - HQ	55.00	
2/26/26	44641	84900-450	Monitoring of Alarms - PG	59.00	
2/26/26	44641	10006-100	Petersburg Alarm Company, Inc.		114.00
2/26/26	44642	82910-200	Repair of Vacuum - MCS	86.58	
2/26/26	44642	10006-100	Rutherford Supply		86.58
2/26/26	44643	85200-100	Christmas Card Class Valentine's Day Card	40.00	
2/26/26	44643	85200-100	Class	60.00	
2/26/26	44643	10006-100	Tracy Frye Leaf and Vegetation		100.00
2/26/26	44644	84900-410	Removal	265.00	
2/26/26	44644	84900-410	Snow and Ice Removal	850.00	
2/26/26	44644	10006-100	Virginia Landscapers LLC		1,115.00
	Total			219,122.58	219,122.58

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
12/28/25	Ancestry 11098	80500-100	Newspapers.com	29.95	
12/28/25	Ancestry 11098	20200-400	Ancestry.com		29.95
12/29/25	Staples 11043	83700-100	Toner	597.76	
12/29/25	Staples 11043	84810-100	Gloves	17.37	
12/29/25	Staples 11043	20200-400	Staples, Inc.		615.13
12/31/25	Google 12/31/25	82020-100	Google E-Mail	637.00	
12/31/25	Google 12/31/25	20200-400	Google		637.00
12/31/25	Google 12/31/25.1	82020-100	Google Telecom	12.85	
12/31/25	Google 12/31/25.1	20200-400	Google		12.85
1/5/26	ALA 11057	84600-100	Association Dues - Board	220.00	
1/5/26	ALA 11057	20200-400	American Library Association		220.00
1/5/26	ALA 11059	84600-100	Association Dues - Board	160.00	
1/5/26	ALA 11059	20200-400	American Library Association		160.00
1/5/26	PLA 11056	83800-100	Conference - Board Member	259.00	
1/5/26	PLA 11056	20200-400	Public Library Association		259.00
1/5/26	Sage 1/5/26	82070-100	Sage HR	267.00	
1/5/26	Sage 1/5/26	20200-400	Sage Software SB, Inc.		267.00
1/7/26	Expedia 11064	83810-100	Airfare for PLA Conference	630.09	
1/7/26	Expedia 11064	20200-400	Expedia		630.09
1/7/26	H/PG Chamber 1106	85800-100	Luncheon - 3 Staff Hopewell/PG Chamber	45.00	
1/7/26	H/PG Chamber 1106	20200-400	Commerce		45.00
1/7/26	Staples 11062	83700-100	Clock, Envelopes, Paper	152.04	
1/7/26	Staples 11062	20200-400	Staples, Inc.		152.04
1/8/26	PLA	83800-100	Conference - Board Member	259.00	
1/8/26	PLA	20200-400	Public Library Association		259.00
1/8/26	Saucys 11068	85880-100	Lunch - New Assistant Director	118.48	
1/8/26	Saucys 11068	20200-400	Saucy's		118.48
1/13/26		82000-100	Software Licenses	29.99	
1/13/26		20200-400	Adobe Indesign		29.99
1/13/26	Secretary 11073	85800-100	Notary Fee - Will Wyatt	45.00	
1/13/26	Secretary 11073	20200-400	Secretary Of the Commonwealth		45.00
1/15/26	Online 11058	85800-100	Speeding Ticket Citation	104.95	
1/15/26	Online 11058	20200-400	Online Citation Payment		104.95
1/16/26	Rural 1/16/26	82600-480	Internet - Burrowsville	219.00	
1/16/26	Rural 1/16/26	20200-400	RuralBand		219.00
1/20/26	ALA 11079	84600-100	Association Dues - W. Wyatt	215.00	
1/20/26	ALA 11079	20200-400	American Library Association		215.00

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
1/20/26	Acorn 1077	83700-100	Notary Stamp & Book	44.65	
1/20/26	Acorn 1077	20200-400	Acorn Sales Company PLA Conference - W.		44.65
1/20/26	PLA 11080	83800-100	Wyatt Public Library	364.00	
1/20/26	PLA 11080	20200-400	Association		364.00
1/22/26	Lucas 11087	85860-100	Food - Board Meetings	140.00	
1/22/26	Lucas 11087	20200-400	Luca's Italian Restaurant		140.00
1/23/26	Aatrix 11083	85800-100	ARLS W-2s	187.53	
1/23/26	Aatrix 11083	20200-400	Aatrix E-File Center		187.53
1/23/26	Aatrix 11084	85800-100	FC 1099s	77.68	
1/23/26	Aatrix 11084	20200-400	Aatrix E-File Center		77.68
1/23/26	Aatrix 11085	85800-100	ARLS 1099s	77.53	
1/23/26	Aatrix 11085	20200-400	Aatrix E-File Center		77.53
	Total			<u>4,910.87</u>	<u>4,910.87</u>

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
12/23/25	Sams 11044	83700-100	Forks, T-Shirt Bags	27.72	
12/23/25	Sams 11044	84810-100	Pledge, Wipes	126.00	
12/23/25	Sams 11044	20200-200	Sam's Club Direct		153.72
1/7/26	Sams 11067	83700-100	Batteries	24.98	
			Supplies - Staff		
1/7/26	Sams 11067	83710-100	Vending Mach	41.72	
1/7/26	Sams 11067	84810-100	Lysol, Toilet Paper	120.48	
1/7/26	Sams 11067	20200-200	Sam's Club Direct		187.18
Total				340.90	340.90

Date	Account ID	Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
2/1/26	80025-100	Adult Fiction	Amazon 1/12/26.3	AF	11.88	
2/1/26			Amazon 1/12/26.3	Amazon.com		11.88
2/1/26			Amazon 11074.1	Amazon.com		55.90
		Supplies - Adult				
2/1/26	85210-100	Programming	Amazon 11078	Shells	18.04	
2/1/26			Amazon 11078	Amazon.com		18.04
			2/13/26	CK #2026-289E		85.82
2/1/26	80470-100	Video Games	Amazon 1/29/26	Video Games	149.89	
2/1/26	80440-100	Juvenile A/V	Amazon 1/29/26	YSAV	11.62	
2/1/26			Amazon 1/29/26	Amazon.com		161.51
2/1/26	80440-100	Juvenile A/V	Amazon 1/29/26.1	Video Games	81.09	
2/1/26	80440-100	Juvenile A/V	Amazon 1/29/26.1	YSAV	8.16	
2/1/26			Amazon 1/29/26.1	Amazon.com		89.25
2/1/26	80470-100	Video Games	Amazon 1/29/26.2	Video Games	59.99	
2/1/26			Amazon 1/29/26.2	Amazon.com		59.99
2/1/26	84810-100	Supplies - Janitorial Non-Computer	Amazon 11074.1	Paper Towels	55.90	
2/1/26	81100-200	Equip - HQ	Amazon 11082	Office Chair - HQ	109.97	
2/1/26			Amazon 11082	Amazon.com		109.97
				Printer Cleaning		
2/2/26	83700-100	Supplies - Regional	Amazon 11093	Sheets	13.29	
2/2/26			Amazon 11093	Amazon.com		13.29
		Material Services -		Small Coin		
2/4/26	80600-100	Supplies	Amazon 11112	Envelopes	49.38	
2/4/26			Amazon 11112	Amazon.com		49.38
2/4/26	80020-100	Adult Non-Fiction	Amazon 2/4/26	ANF	31.98	
2/4/26			Amazon 2/4/26	Amazon.com		31.98
2/5/26	80020-100	Adult Non-Fiction	Amazon 2/5/26	ANF	33.00	
2/5/26	80025-100	Adult Fiction	Amazon 2/5/26	AF	10.47	
2/5/26			Amazon 2/5/26	Amazon.com		43.47
		Non-Computer				
2/6/26	81100-450	Equip - PG	Amazon 11101.1	Printer - PG	539.00	
2/6/26			Amazon 11101.1	Amazon.com		539.00
2/11/26	84810-100	Supplies - Janitorial	Amazon 11111	Swiffer, Soap	88.48	
2/11/26	83780-100	Supplies - Mascot	Amazon 11111	Catfood	34.48	
2/11/26	83700-100	Supplies - Regional	Amazon 11111	Mouse Pads	33.98	
2/11/26			Amazon 11111	Amazon.com		156.94
			2/27/26	CK #2026-307E		1,254.78

First Connections July 1, 2025 to February 28, 2026

Date	Trans Description	Debit Amt	Credit Amt	Balance
7/1/2025	Beginning Balance			5,835.05
7/22/2025	Payment from FC		5,835.05	
7/31/2025	July Salary & Benefits	5,835.05		
8/18/2025	Payment from FC		5,835.05	
8/31/2025	August Salary & Benefits	5,835.05		
9/15/2025	Payment from FC		5,835.05	
9/30/2025	September Salary & Benefits	5,835.05		
10/14/2025	Payment from FC		5,835.05	
10/31/2025	October Salary & Benefits	8,215.78		
11/19/2025	Payment from FC		8,215.78	
11/30/2025	November Salary & Benefits	5,835.05		
12/22/2025	Payment from FC		5,835.05	
12/31/2025	December Salary & Benefits	5,835.05		
1/20/2026	Payment from FC		5835.05	
1/31/2026	January Salary & Benefits	5,835.05		
2/17/2026	Payment from FC		5835.05	
2/28/2026	February Salary & Benefits	5,835.05		
2/28/2026	Ending Balance			5,835.05

Revenues	Current Month
Replacement Library Cards	17.00
Total Fines	17.00
Lost Book Payments	67.93
Lost Book Payments - Carson	9.99
Lost Book Payment - Dinwiddie	20.99
Lost Book Payment - PG	84.93
Total Lost Book Payments	183.84
Copier - Headquarters	10.10
Copier-Carson	0.60
Copier-Dinwiddie	40.20
Copier-Disputanta	0.30
Copier-McKenney	7.20
Copier-Prince George	50.60
Total Copier	109.00
Printing - HQ	1,014.91
Printing - Carson	29.65
Printing - Dinwiddie	41.95
Printing - Disputanta	19.10
Printing - McKenney	16.05
Printing - PG	332.55
Total Printing	1,454.21
Fax Fees	435.20
Fax Fees - Carson	17.00
Fax Fees - Dinw	14.00
Fax Fees - Disputanta	4.00
Fax Fees - McKenney	16.00
Fax Fees - Prince George	112.10
Total Fax Fees	598.30
Donations	(600.00)
Total Donations	(600.00)
Earned Interest - BSSV	0.66
Earned Interest Truist Savings	78.34
Headphones	13.50
Flash Drives	12.00
Miscellaneous Income	29.07
Total Other	133.57
Total Revenues	1,895.92

Expenses	Current Month
Salaries - MLS	42,448.06
Total MLS Salaries	42,448.06
Salaries - Non MLS	20,969.76
Wages	35,560.49
Total Non MLS Salaries & Wages	56,530.25
ARLS Soc/Sec & Med	7,421.19
Automatic Deposit Fee	153.00
VRS Life & Retirement - ER	3,097.19
ARLS Health Insurance	16,103.80
Total Staff Benefits	26,775.18
Total Personnel	125,753.49
Y/S Non Fiction	2,136.90
Young Adult-Fiction	1,133.85
Adult Non-Fiction	3,315.22
Adult Fiction	2,369.58
Juvenile Easys	1,638.11
Juvenile Fiction	1,201.62
Total Books	11,795.28
Leased Materials	18,419.40
Graphic Novels - SO	337.48
Adult Fiction - SO	871.62
Y/S - SO	404.37
Large Print - SO	470.07
Total Standing Order	2,083.54
Periodicals/Nsp	904.80
Total Periodicals	904.80
DVD's	1,009.09
CDs - Music	514.97
Juvenile A/V	690.01
Books on CD	785.27
Video Games	209.88
Total Audiovisual	3,209.22
Material Services - Supplies	49.38
eBooks	1,443.07
Total Books & Materials	37,904.69

Non-Computer Equip - HQ	219.95
Non-Computer Equip - PG	539.00
Total Non-Computer Equip	758.95
Computer Hardware- HQ	1,332.00
Total Computer Hardware	1,332.00
Total Capital Expenditures	2,090.95
Software Licenses	10,638.00
Google E-Mail	649.98
Web Based Applications	3,143.33
Total Software/Web Based Applications	14,431.31
Computer Services - Orion	11,177.76
Computer Services - Other	2,913.87
Total Computer Services	14,091.63
Internet Services	1,277.98
Internet Services - Carson	314.07
Internet Services-Dinwiddie	319.07
Internet Services - Disputanta	304.07
Internet Services - PG	437.31
Internet Services - Rohoic	324.33
Internet - Burrowsville	219.00
Total Internet	3,195.83
Total Contractual	31,718.77
Equip Repair/Maint Cont.- HQ	141.98
Rent - HQ	3,750.00
Rent - Dinwiddie	300.00
Rent - Disputanta	150.00
Rent - McKenney	300.00
Rent - Prince George	1,200.00
Rent - Rohoic	300.00
Rent - Burrowsville	300.00
Total Rent	6,300.00
Supplies - Regional	1,445.01
Supplies - Dinwiddie	17.00
Supplies - Mascot	34.48
Total Supplies	1,496.49
Travel	2,570.34
Travel -HQ	50.65
Travel - Carson	26.80
Travel - Dinw	19.63

Appomattox Reg Library System Income Statement For the Month Ending February 28, 2026

Travel - MCK	64.04
Travel - PG	21.44
Travel - Roh	26.80
Travel - Burr	36.18
Total Travel	2,815.88
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Utilities - HQ	21.74
Utilities - Carson	346.88
Total Utilities	368.62
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Telephone - Regional	153.56
Telephone-HQ	275.15
Telephone-Carson	81.61
Telephone-PG	117.85
Total Telephone	628.17
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Maint. & Fuel - All Vehicles	152.65
2014 Ram Promaster 2500	157.43
Total Vehicles	310.08
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Advertising - Publicity	150.00
Total Advertising	150.00
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Association Dues - HQ	295.00
Organizational Dues	155.00
Total Dues	450.00
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Postage-Disputanta	114.00
Total Postage	114.00
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Janitorial - HQ	3,376.30
Janitorial - Carson	220.00
Janitorial - Dinwiddie	350.00
Janitorial - Disputanta	256.00
Janitorial - McKenney	250.00
Janitorial - Prince George	1,144.44
Janitorial - Rohoic	220.00
Janitorial - Burrowsville	195.00
Supplies - Janitorial	270.41
Total Janitorial	6,282.15
<hr/>	
Building Maint	55.00
Building Maint - Carson	1,115.00
Building Maint - PG	59.00
Total Building Maintenance	1,229.00
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Total Facilities, Maintenance & Ops	20,286.37
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Supplies - Youth Services	98.56
Total YS Programming & Supplies	98.56
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Adult Programming Other	340.00
Supplies - Adult Programming	18.04
Total Adult Programming & Supplies	358.04
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Misc Prof Serv. and Other	516.85
Misc. Banking Fees	607.79
Shred-IT	106.06
Total Other	1,230.70
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Total Programs, Activities, Other	1,687.30
<hr/>	
Total Expenses	219,441.57
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Revenue		Current Month	YTD Totals
102	Hopewell	-	570,042.75
103	Dinwiddie	-	273,522.00
104	Prince George	-	545,202.00
105	State Funds	-	505,638.00
106	Fines/Fees/Lost	200.84	1,864.05
107	Copying Receipts	2,161.51	15,753.43
108	Endowment Funds	-	19,700.00
109	E-Rate Funds	-	28,349.80
110	Gifts/Donations	-600.00	1,263.00
112	Other	133.57	1,781.53
Total Revenue		1,895.92	1,963,116.56

Expenses		Current Month	YTD Totals
200	MLS Salaries & Wages	42,448.06	362,068.20
201	Non-MLS Salary & Wages	56,530.20	478,148.96
202	Benefits for Staff/Retirees	26,775.18	213,358.53
	Total Personnel	125,753.44	1,053,575.69
300	Books	11,795.28	76,102.53
301	Leased Materials	18,419.40	18,419.40
302	Standing Order Books	2,083.54	15,434.35
303	Print Newspapers & Periodicals	904.80	8,414.06
304	Audiovisual Materials	3,209.22	19,201.89
305	Electronic Materials	-	17,163.24
306	Material Services - Supplies	49.38	2,775.74
308	Restricted - Donation/Grant	-	24.62
309	Equipment, Devices, & Kits	-	227.90
310	Econtent	1,443.07	37,678.82
	Total Books & Materials	37,904.69	195,442.55
400	Library Non-Computer Equipment	758.95	4,744.64
401	Computer Hardware	1,332.00	44,075.00
402	Vehicles	-	56,386.20
	Total Capital Expenditures	2,090.95	105,205.84
500	ILL Services	-	1,199.52
501	Software License/Web Based App	14,431.31	45,961.99
502	Audit	-	3,150.00
505	Computer Support Service Calls	14,091.63	83,513.63
507	Telecomm Internet Line Charges	3,195.83	28,797.36
508	Printing and Publications	-	4,111.50
	Total Contractual	31,718.77	166,734.00
600	Equipment Repair & Maintenance	141.98	2,743.90
601	TLC Maintenance Contract	-	17,336.06
602	Facilities and Rent	6,300.00	50,400.00
603	Supplies	1,496.49	13,898.22

Revenue		Current Month	YTD Totals
604	Travel/Workshop/Conference Fee	2,815.88	8,672.23
606	Utilities	368.62	2,277.82
607	Telephone (Voice)	628.17	5,344.23
608	Insurance	-	1,586.00
609	Vehicle Maintenance & Fuel	310.08	6,196.41
610	Job & Contracting Advertising	-	750.00
611	Promotional Advertising	150.00	819.15
612	Organization/Association Dues	450.00	3,250.00
613	Postage	114.00	3,744.18
614	Janitorial	6,282.15	60,544.44
615	Other Building Maintenance	1,229.00	11,507.56
	Total Facilities, Maintenance & Ops	20,286.37	189,070.20
700	YS Summer Reading Program	-	(557.00)
701	YS Programming & Supplies	98.56	2,104.04
703	Adult Programming & Supplies	358.04	3,723.97
709	Misc. Professional Serv/Other	1,230.70	10,629.64
	Total Programs, Activities & Other	1,687.30	15,900.65
Total Expenses		219,441.52	1,725,928.93

New Business:
Code of Conduct

Appomattox Regional Library System

Chain of Command

Purpose

The purpose of this chain of command is to clarify the roles, responsibilities, and communication structure within the Appomattox Regional Library System. This structure ensures effective governance by the Board of Trustees and efficient administration by library leadership.

Governance Leadership Structure

Board of Trustees

The Board of Trustees is the governing body of the Appomattox Regional Library System.

- Establishing policies and strategic direction
- Providing financial oversight and approving the budget
- Hiring and evaluating the Library Director
- Ensuring the library system operates in accordance with applicable laws
- Representing the interests of the community

The Board acts collectively and does not manage day-to-day operations.

Board Chair

- Presiding over board meetings
- Setting meeting agendas with the Library Director
- Communicating board direction to the Director
- Representing the board when authorized

Vice Chair / Parliamentarian

- Supporting board leadership and governance
- Presiding over meetings in the absence of the Chair
- Serving as Parliamentarian to help maintain order and proper meeting procedure
- Supporting trustee coordination and board engagement

Library Administration Structure

Library Director

The Library Director serves as the chief administrative officer of the Appomattox Regional Library System.

- Managing the daily operations of the library system
- Supervising library staff and department leadership
- Implementing policies adopted by the Board of Trustees
- Preparing reports and recommendations for the Board
- Managing budgets and operational resources approved by the Board

The Library Director reports to the Board of Trustees through the Board Chair.

Assistant Director / Department Managers

- Supervising departments and staff
- Coordinating programs and services
- Supporting policy implementation
- Assisting with operational planning

They report directly to the Library Director.

Library Staff

Library staff provide services to the community and carry out the daily functions of the library system. Staff report through their department supervisors to the Library Director.

Communication Structure

- Trustees communicate operational concerns through the Board Chair or Library Director
- Trustees should not direct library staff
- Staff communicate concerns through their supervisory chain to the Director
- The Director communicates operational updates to the Board of Trustees

Visual Structure

Governance Lane	Administrative Lane
Board of Trustees	Library Director
↓	↓
Board Chair	Assistant Director / Department Managers
↓	↓
Vice Chair / Parliamentarian	Library Staff

Library Board Meeting Code of Conduct Policy

Purpose

To ensure that Library Board meetings remain a safe, respectful, and productive space for public discussion and governance.

Public Participation

- Members of the public are welcome to attend and participate in Library Board meetings in accordance with the agenda and any public comment period.
- Public comment (by citizens who live in areas falling within the service area of ARLS) is encouraged and limited to 4 minutes.
- Comments should be addressed to the Board as a whole and pertain to matters relevant to the library.

Code of Conduct

- Maintain respectful and civil discourse.
- Refrain from personal attacks, threats, shouting, or abusive language.
- Do not disrupt the meeting with outbursts, signs, or gestures intended to intimidate or provoke.
- Follow the direction of the Board Chair or Presiding Officer at all times.

Role of the Board Chair

- The Board Chair or Presiding Officer is responsible for maintaining order.
- The Chair or Presiding Officer may issue warnings or call a recess to address inappropriate behavior.
- If necessary, the Chair or Presiding Officer may direct that a disruptive individual be removed from the meeting, with or without a warning.
- Individuals who engage in volatile, aggressive, or threatening behavior may be asked to leave by the Board Chair or Presiding Officer.
- If an individual refuses to comply, law enforcement may be contacted to remove the person and ensure the safety of those present.

Recording and Documentation

- Disruptions will be noted in the official meeting minutes.
- In cases of serious disturbance, an incident report may be filed, and repeat offenders may be subject to further action (e.g., trespass notice from library premises).

Legal Reference

- This policy is consistent with applicable Virginia public meeting laws:
- Virginia Code §2.2-3707 – Meetings to be public; notice of meetings; recordings; minutes.

- Virginia Code §18.2-415 – Disorderly Conduct in Public Places.
- It also aligns with local regulations regarding public meetings and safety.