

RICHMOND PUBLIC LIBRARY

BOARD OF TRUSTEES

December 2, 2020
(November/December Combined Meeting)

Electronic Meeting
Pursuant to and in Compliance with
City of Richmond Ordinance No. 2020-093

11:45 a.m.



Richmond Public Library Board

101 E. Franklin Street
Richmond, VA 23219
(804) 646-4256 / fax: (804) 646-7685



Library Board of Trustees Meeting

Wednesday, December 2, 2020
11:45 a.m.

A G E N D A

This meeting will be held as an electronic meeting pursuant to and in compliance with the City of Richmond Ordinance #2020-093. The public may participate by using Richmond Public Library YouTube channel <https://bit.ly/2VfKL9U>, where it will be Live Streamed. Viewers may watch and comment during the presentation. Citizens are able to offer any formal public comments no later than Tuesday, December 1, 2020 by 5:00 p.m. to: Library Director Scott Firestine, Phone: 804.646.4550 or Email: scott.firestine@richmondgov.com.

Call to order: 11:45 a.m. Mr. William Yates

Agenda Mr. William Yates

Consent Agenda: Mr. William Yates

- Approval of Minutes-October 28, 2020 Regular Meeting
- Approval of Statistical Report
- Approval of Pending Gifts Report

Public Comment Period:

Reports: 12:00 p.m.
• Library Friends Ms. DeBoer/Mr. Dishon
• Library Foundation Mr. Firestine
• Administration Reports Mr. Firestine

Board Committee Reports: 12:10 p.m.
• Chairman Mr. Yates
• Finance Committee Mr. Firestine
• Facilities Committee
• Governance Committee

Unfinished Business 12:30 p.m. Mr. Yates
• Book for Discussion (time permitting)

New Business 12:40 p.m. Mr. Yates
• Approve the CY2021 Meeting Dates
• Approve the CY2021 RPL Holiday Schedule
• Discuss/Approve RPL Closing on Saturday, December 26, 2020

Adjourn Mr. Yates

Next Meeting:
January 27, 2021 Meeting
Main Library/Electronic Meeting
11:45 a.m.

Library Board Meeting Minutes - DRAFT
October 28, 2020

PRESENT: Chair William Yates, Emily Altman, Barbara Burton, Sheron Carter-Gunter, Christine Peterson, Janet Woody, Gail Zwirner

STAFF: Scott Firestine, Attorney Laura Drewry, Cheryl Clarke, Karin Hansen, Tori Nunnally, Gianna Pack, Adam Zimmerli and Friends of the Library Chair Ruth DeBoer

GUESTS: Foundation President Trevor Cox and Vice President John Ulmschneider

ABSENT: Brent Graves, Garrett Sawyer

Meeting of the Richmond Public Library (RPL) Library Board of Trustees (LBOT) was called to order by Chair William Yates at 11:45 a.m. This meeting was held as an electronic meeting pursuant to and in compliance with the City of Richmond Ordinance #2020-093. The public participated by using Richmond Public Library YouTube channel <https://bit.ly/2VfKL9U>, where it was Live Streamed. A quorum was established.

| | | | | | | | | | | | |
|---------------------------------|--|---------------------------|--------------------------|--------------------|------------------------|----------------------|-------------------|----------------------------|--------------------|----------------------|--|
| Agenda | <p>Approve the October 28, 2020 Agenda as submitted by roll call vote:</p> <table><tr><td>Chair William Yates – AYE</td><td>Christine Peterson – AYE</td></tr><tr><td>Emily Altman – AYE</td><td>Garrett Sawyer – _____</td></tr><tr><td>Barbara Burton – AYE</td><td>Janet Woody – AYE</td></tr><tr><td>Sheron Carter-Gunter – AYE</td><td>Gail Zwirner – AYE</td></tr><tr><td>Brent Graves – _____</td><td></td></tr></table> <p>AYES: <u>7</u> NOES: <u>0</u> ABSTAIN: <u>0</u> <i>Approved Unanimously.</i></p> | Chair William Yates – AYE | Christine Peterson – AYE | Emily Altman – AYE | Garrett Sawyer – _____ | Barbara Burton – AYE | Janet Woody – AYE | Sheron Carter-Gunter – AYE | Gail Zwirner – AYE | Brent Graves – _____ | |
| Chair William Yates – AYE | Christine Peterson – AYE | | | | | | | | | | |
| Emily Altman – AYE | Garrett Sawyer – _____ | | | | | | | | | | |
| Barbara Burton – AYE | Janet Woody – AYE | | | | | | | | | | |
| Sheron Carter-Gunter – AYE | Gail Zwirner – AYE | | | | | | | | | | |
| Brent Graves – _____ | | | | | | | | | | | |
| Consent Agenda | <p>Approve the September 24, 2020 Meeting Minutes, Current Financial and Statistical Reports and Deposited Donations Report as submitted by roll call vote.</p> <table><tr><td>Chair William Yates – AYE</td><td>Christine Peterson – AYE</td></tr><tr><td>Emily Altman – AYE</td><td>Garrett Sawyer – _____</td></tr><tr><td>Barbara Burton – AYE</td><td>Janet Woody – AYE</td></tr><tr><td>Sheron Carter-Gunter – AYE</td><td>Gail Zwirner – AYE</td></tr><tr><td>Brent Graves – _____</td><td></td></tr></table> <p>AYES: <u>7</u> NOES: <u>0</u> ABSTAIN: <u>0</u> <i>Approved Unanimously.</i></p> | Chair William Yates – AYE | Christine Peterson – AYE | Emily Altman – AYE | Garrett Sawyer – _____ | Barbara Burton – AYE | Janet Woody – AYE | Sheron Carter-Gunter – AYE | Gail Zwirner – AYE | Brent Graves – _____ | |
| Chair William Yates – AYE | Christine Peterson – AYE | | | | | | | | | | |
| Emily Altman – AYE | Garrett Sawyer – _____ | | | | | | | | | | |
| Barbara Burton – AYE | Janet Woody – AYE | | | | | | | | | | |
| Sheron Carter-Gunter – AYE | Gail Zwirner – AYE | | | | | | | | | | |
| Brent Graves – _____ | | | | | | | | | | | |
| Introductions and Guests | <p>Chair Yates introduced and welcomed the RPL Foundation’s President Trevor Cox and Vice President John Ulmschneider to the meeting and thanked them for the Foundation’s support.</p> | | | | | | | | | | |
| Public Comment Period | <p>None Present</p> | | | | | | | | | | |

| REPORTS | |
|--|---|
| Friends of the Library (FOL) <u>Ruth DeBoer</u> | <p>Ms. DeBoer reported the pandemic has stalled much of their friend and fund raising activities. The Friends of the Library (FOL) will not have a fall or end of year book sale. Once all the 2020 election mail has moved through the postal system, the Friends will send out their annual membership letter asking for additional funds and letting people know what is going on with the Library. The FOL fall newsletter was mailed in early October and promoted many of the virtual events that will take place.</p> <p>Ms. DeBoer also reported the annual meeting is on hold until the spring. She will update the LBOT when it will occur early next year.</p> |
| Library Foundation <u>Karin Hansen</u> | <p>Chair Yates announced Ms. Hansen will be leaving the Library on November 6 to pursue another opportunity. He thanked Ms. Hansen for her service. She has been a great asset to both the Foundation Board as well as the LBOT and will be missed.</p> <p>Ms. Hansen thanked the members for all their support. She will wrap up all loose ends before leaving.</p> <p>Ms. Zwirner inquired if the Grant Writer position can be posted. Mr. Firestine mentioned the Grant Writer position is a funded position and will be posted as soon as possible.</p> |
| Administration <u>Scott Firestine</u> | <p>Highlights and Additions to Director's Report:</p> <ul style="list-style-type: none"> • HR is piloting a new process of interviewing candidates using the Spark Hire SAAS. This should improve and streamline the hiring process for RPL. • The Main Library has opened for use computers by appointment. Patrons may walk up, email, or telephone to reserve a computer for an hour. Branches will begin this service November 9. <p>Limited public access is considered with a "grab and go" model. The challenge with this model is lack of staff. This will cause curbside service to stop when grab and go starts. Chair Yates suggested splitting up the day as part curbside hours and part grab and go hours. Mr. Firestine will research. Curbside service and computers by appointment can run together with the manpower currently in place.</p> <ul style="list-style-type: none"> • Ms. Carter-Gunter inquired about cleaning protocol established before opening up to the public. Mr. Firestine responded the cleaning and mitigation is provided by City contractors. The City provides a standard cleaning and on a weekly basis, does an electrostatic fogging spray once a week. Contract cleaning staff will not wipe down computers workstations per their contract with the City. RPL provides Lysol wipes to patrons who wish to sanitize the computer workstation before use. • Chair Yates mentioned curbside is doing great operating at 70% circulation under the circumstances. He also noted looking at circulation numbers, North Avenue and Hull Street Branches seem to do much better when the doors are open. • Moving forward, Chair Yates recommends assessing other locations that could open such as Broad Rock, East End, North Avenue, and Hull Street Branches. |

| BOARD COMMITTEE REPORTS | |
|---|---|
| Chair <u>William Yates</u> | <p>Chair Yates attended the Library Staff Development Day virtually on October 12. He welcomed the opportunity to address Library staff to thank them for all their hard work and extended hearty appreciation on behalf of the LBOT members.</p> <p>Chair Yates also mentioned there will be a joint retreat meeting with Vice Chair Christine Peterson, Foundation Representative Emily Altman and himself along with the leadership members of the Foundation Board on October 31 at the Main Library.</p> |
| Finance Chair <u>Garrett Sawyer</u> <u>Scott Firestine</u> | <p>Chair Yates announced the new Budget process is underway and the Finance Committee will need to start meeting.</p> <p>Mr. Firestine reported the Budget process schedule is determined by City of Richmond (COR) Budget and Strategic Planning. The Pandemic will play a big role in the outcome of the FY22 Budget. Chair Yates recommends LBOT members to reach out to Council members and advocate once the Budget process starts and asked Ms. Zwirner to help with that effort.</p> <p>Chair Yates asked Mr. Firestine to reach out to Mr. Sawyer after the COR City Council elections to start the Finance Committee meetings.</p> |
| Facilities Chair <u>Janet Woody</u> <u>Scott Firestine</u> | <p>RFP Main Master Plan: Mr. Firestine reported the second round of interviews took place with the four vendors. Currently working with Procurement on negotiations.</p> <p>RVAH2O: Mr. Firestine shared RVAH2O is making progress at Broad Rock, North Avenue, and West End Branches.</p> |
| Governance Chair <u>Emily Altman</u> | No Report. |
| UNFINISHED BUSINESS | |
| <ul style="list-style-type: none"> • Book discussion. • The Board continued discussions on the level of reopening the Library where safety and service is a priority to both staff and to the public. | |
| NEW BUSINESS | |
| No New Business | |

There being no further business, the meeting was adjourned at 12:45 p.m. by unanimous consensus from the members that were present in the meeting.

There is no meeting in November. The next meeting will be held on Wednesday, December 2, 2020, by Electronic Meeting.

Approved: _____

Mr. William Yates, Chair

Recorder: Gianna Pack, Executive Assistant

Director's Report

November 2020

Director Activities:

| | |
|------------|--|
| Oct. 29 | Participated in FY22 Budget Submission Q&A Meeting – Virtual |
| Oct. 29 | Participated in FY22-26 CIP Discussion with Budget – Virtual |
| Oct. 31 | RPL Foundation Held an Organization Retreat – Main Library (9A-12P) |
| Nov. 3 | Main Open for Voting. All Other RPL Locations Closed – Holiday |
| Nov. 4 | RPL Friends Board Meeting – Main Library |
| Nov. 5 | Participated on the 2020 Aging & Disabilities Advisory Board Meeting – Virtual |
| Nov. 6 | Participated on the Greening Richmond Public Libraries Team Meeting – Virtual |
| Nov. 9 | READ UP Richmond: James McBride with Kiki Petrosino Online Discussion |
| Nov. 10 | Conference Call with Sirsi Dynix on RCPL Enterprise Call 2 |
| Nov. 11 | Veterans Day – All RPL Locations Closed |
| Nov. 13 | CALD Meeting – Virtual |
| Nov. 16 | Richmond Library RFP Evaluation Meeting – Virtual |
| Nov. 17 | Records Retention Meeting with CAO's Office – Virtual |
| Nov. 18 | RPS Northside/West End Regional Hub Launch Meeting – Virtual |
| Nov. 23 | RVAH2O-Internal Stakeholders Meeting with DPU – Virtual |
| Nov. 26-27 | Thanksgiving Holiday – All RPL Locations Closed |

Hiring: RPL continues to see attrition in staffing. The VRIP, COVID19 and general staff turnover is higher than usual. We have a vacancy of nearly 30% of the FTE's authorized for FY21. This has a significant impact on the Library and our ability to operate.

Interviews for the Westover Hills Branch Library Associate are complete and waiting on candidate's acceptance of offer. Interviews for the North Avenue Branch Library Technician was completed November 20 and the Library Technician, Senior position was completed on November 23. Interview for the East End Library Technician, Senior position was completed on November 23

Operations: The Main Library continues computers by appointment to the express pick up we offer for books and other materials. Patrons may enter the Main Library after committing to a temperature check, C-19 checklist, and signing in for contact tracing to use the computer for one hour.

Richmond Public Schools (RPS)/Richmond Public Library (RPL) Partnerships Status: The RPL Youth Services (YS) Team continues to stay in close contact with RPS. There is nothing new to report at this time.

RPL's Partnership with RVAH2O: RPL's partnership with RVAH2O for the greening of Richmond Public Library met on November 6 with DEQ to review progress and present storm water mitigation activities at the West End, North Avenue, and Broad Rock Branch Libraries.

Thanksgiving Holiday: On November 24, The Office of the Press Secretary announced City of Richmond Government Office Holiday Closing Information. Mayor Stoney provided four (4) additional holiday hours off for all City employees for November 25. RPL provided curbside service and use computers by appointment from 10:00 a.m. to 1:00 p.m.

Upcoming Events (Must Register):

- **December 4:** An Evening with Danez Smith – Winner of the Forward Prize for Best Collection, the Midwest Booksellers Choice Award, and a finalist for the National Book Award. Danez's work has been featured widely, appearing on platforms such as BuzzFeed, The New York Times, PBS NewsHour, Best American Poetry, and Poetry Magazine.

Digital Services: Virtual programs continues to be very successful.

Ask-A-Librarian (September 30 – October 31):

| Questions via Chat | Questions via Text or Email | Total |
|--------------------|-----------------------------|-------|
| 25 | 54 | 79 |

RPL @ Home Newsletter (September 30 – October 31):

| Issue Date | Number of Subscribers | Grand Total of Emails Sent |
|------------|-----------------------|----------------------------|
| 10/2 | 24,545 | 24,545 |
| 10/9 | 24,449 | 48,994 |
| 10/16 | 24,387 | 73,381 |
| 10/23 | 24,323 | 97,704 |
| 10/30 | 24,254 | 121,958 |

Social Media (September 30 – October 31):

| Platform | Followers (Sep 30) | Followers (Oct 31) | Net Trend | New Posts | Total Post/Page Views |
|-----------|--------------------|--------------------|-----------|-----------|-----------------------|
| Facebook | 3,707 | 3,740 | +33 | 8 | 3,758 (approx.) |
| Instagram | 2,698 | 2,775 | +77 | 35 | N/A |
| Twitter | 1,447 | 1,462 | +15 | 50 | 289 |
| YouTube | 72 | 87 | +15 | 10 | 582 |

Other New Digital Programs:

- STEAM Culture Kits (Children) – 41
- Virtual Storytimes – 60
- Virtual Lego Club – 5
- Teen Advisory Group (Teen) – 3
- Be the Change Social Justice Book Club for Teens – 5
- Gaming @ the Library – 5
- Virtual Cat Café – 3
- Virtual Teen Trivia – 4
- Tween Comics Club – 2
- Halloween Crafty Hour Kit – 105
- Bunker Book Club (Adult) – 84 members, 11 active participants
- Bookologist – 17
- Binge Bags – 3
- Common Book Requests – 57
- Common Book Club – 4
- Group Discussions of “One Person, No Vote” – 12
- Q&A with Carol Anderson – 20
- “Suppressed” Film Screening and Panel Discussion – 90
- The Midnight Society Storytelling Event – 25
- Gellman Room Concert – 20
- Rosa Bowser Lecture – 72

| CIRCULATION FY21 | | | | | | | | | | | | | | |
|------------------|------|--------|--------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|---------|
| LOCATION | FY | JUL | AUG | SEP | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | JUN | Total |
| Belmont | FY18 | 10,836 | 10,486 | 8,290 | 8,385 | 7,353 | 6,096 | 7,651 | 7,545 | 8,099 | 7,402 | 7,632 | 7,864 | 97,639 |
| | FY19 | 8,429 | 8,074 | 8,103 | 7,888 | 7,303 | 6,144 | 7,099 | 6,630 | 8,077 | 6,712 | 6,436 | 7,110 | 88,005 |
| | FY20 | 7,451 | 7,560 | 7,207 | 7,097 | 5,795 | 5,963 | 6,495 | 6,449 | 3,028 | 11 | 6 | 1,044 | 58,106 |
| | FY21 | 4,292 | 4,463 | 3,675 | 3,715 | | | | | | | | | 16,145 |
| Broad Rock | FY18 | 4,574 | 4,062 | 3,726 | 3,809 | 3,665 | 3,096 | 3,308 | 2,986 | 3,132 | 3,304 | 2,910 | 3,289 | 41,861 |
| | FY19 | 3,910 | 3,609 | 2,671 | 3,217 | 2,505 | 2,086 | 2,488 | 2,801 | 2,843 | 2,389 | 2,419 | 3,119 | 34,057 |
| | FY20 | 3,652 | 3,036 | 2,939 | 2,998 | 2,323 | 2,389 | 2,331 | 2,347 | 1,166 | 5 | 10 | 291 | 23,487 |
| | FY21 | 1,570 | 1,791 | 1,373 | 1,277 | | | | | | | | | 6,011 |
| East End | FY18 | 3,635 | 3,481 | 3,033 | 2,948 | 2,632 | 2,281 | 2,698 | 2,574 | 2,838 | 2,637 | 2,865 | 3,325 | 34,947 |
| | FY19 | 2,996 | 2,648 | 2,614 | 2,820 | 2,587 | 2,176 | 2,915 | 2,451 | 2,249 | 2,046 | 2,087 | 2,534 | 30,123 |
| | FY20 | 2,696 | 2,663 | 2,476 | 2,574 | 2,020 | 2,240 | 2,219 | 2,431 | 1,061 | 15 | 0 | 381 | 20,776 |
| | FY21 | 1,431 | 1,738 | 1,493 | 1,493 | | | | | | | | | 6,155 |
| Ginter Park | FY18 | 5,751 | 6,070 | 5,338 | 5,152 | 4,854 | 3,898 | 4,327 | 4,370 | 4,522 | 4,653 | 4,023 | 5,263 | 58,221 |
| | FY19 | 5,211 | 5,163 | 4,864 | 4,278 | 3,762 | 2,812 | 3,864 | 3,653 | 4,408 | 3,384 | 4,174 | 4,381 | 49,954 |
| | FY20 | 4,397 | 4,580 | 4,030 | 3,823 | 3,332 | 3,021 | 3,599 | 3,327 | 1,690 | 0 | 0 | 736 | 32,535 |
| | FY21 | 2,829 | 3,198 | 2,523 | 2,227 | | | | | | | | | 10,777 |
| Hull Street | FY18 | 2,947 | 3,155 | 2,178 | 2,106 | 2,202 | 1,772 | 2,218 | 2,304 | 2,241 | 2,034 | 1,824 | 2,147 | 27,128 |
| | FY19 | 2,010 | 2,305 | 3,323 | 1,844 | 1,838 | 1,852 | 2,287 | 1,870 | 1,854 | 1,828 | 1,976 | 2,026 | 25,013 |
| | FY20 | 3,082 | 1,912 | 2,065 | 2,508 | 2,128 | 2,012 | 2,012 | 1,846 | 1,020 | 6 | 14 | 377 | 18,982 |
| | FY21 | 873 | 1,231 | 916 | 1,231 | | | | | | | | | 4,251 |
| Main | FY18 | 10,304 | 11,144 | 9,794 | 9,946 | 9,126 | 7,750 | 9,149 | 8,706 | 9,223 | 8,069 | 7,769 | 8,155 | 109,135 |
| | FY19 | 8,719 | 8,877 | 8,655 | 9,774 | 9,099 | 8,202 | 9,418 | 8,749 | 9,621 | 9,177 | 8,795 | 9,300 | 108,386 |
| | FY20 | 10,098 | 9,666 | 8,766 | 9,068 | 7,683 | 7,728 | 8,141 | 8,884 | 4,104 | 1,067 | 40 | 916 | 76,161 |
| | FY21 | 4,804 | 4,167 | 3,259 | 3,252 | | | | | | | | | 15,482 |

| CIRCULATION FY21 (CONTINUED) | | | | | | | | | | | | | | |
|------------------------------|------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|---------|
| LOCATION | FY | JUL | AUG | SEP | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | JUN | Total |
| North Avenue | FY18 | 3,112 | 3,455 | 3,238 | 3,802 | 3,011 | 2,562 | 3,094 | 3,328 | 3,093 | 2,580 | 2,271 | 2,269 | 35,815 |
| | FY19 | 2,979 | 2,493 | 2,709 | 2,918 | 2,390 | 2,059 | 2,604 | 2,264 | 2,367 | 2,887 | 2,243 | 2,657 | 30,570 |
| | FY20 | 2,962 | 2,210 | 2,462 | 2,197 | 1,689 | 1,925 | 2,731 | 1,722 | 865 | 91 | 15 | 170 | 19,039 |
| | FY21 | 692 | 820 | 695 | 526 | | | | | | | | | 2,733 |
| West End | FY18 | 826 | 3,012 | 7,426 | 8,165 | 7,940 | 6,974 | 7,981 | 7,390 | 8,641 | 8,882 | 9,802 | 11,202 | 88,241 |
| | FY19 | 11,660 | 11,438 | 10,076 | 10,172 | 8,539 | 7,313 | 9,145 | 7,434 | 9,007 | 8,380 | 8,746 | 9,681 | 111,591 |
| | FY20 | 11,712 | 10,702 | 9,142 | 8,743 | 8,067 | 8,072 | 9,006 | 9,183 | 4,541 | 80 | 127 | 1,897 | 81,272 |
| | FY21 | 6,888 | 6,701 | 5,819 | 5,107 | | | | | | | | | 24,515 |
| Westover Hills | FY18 | 8,685 | 8,571 | 7,262 | 7,133 | 6,933 | 6,324 | 6,895 | 6,548 | 6,576 | 6,660 | 6,186 | 7,501 | 85,274 |
| | FY19 | 8,071 | 7,787 | 7,566 | 7,102 | 6,120 | 5,364 | 7,072 | 6,155 | 6,511 | 6,120 | 5,793 | 6,435 | 80,096 |
| | FY20 | 7,419 | 7,175 | 5,888 | 6,137 | 5,631 | 5,376 | 6,043 | 6,342 | 2,946 | 70 | 8 | 1,561 | 54,596 |
| | FY21 | 5,425 | 6,884 | 5,627 | 5,513 | | | | | | | | | 23,449 |
| E-Content | FY18 | 4,676 | 4,689 | 4,042 | 4,125 | 3,923 | 3,874 | 4,566 | 4,224 | 4,835 | 4,935 | 5,409 | 5,320 | 54,618 |
| | FY19 | 5,985 | 6,407 | 5,683 | 5,581 | 5,278 | 5,874 | 6,375 | 5,874 | 6,532 | 6,132 | 6,424 | 6,798 | 72,943 |
| | FY20 | 7,526 | 7,283 | 6,250 | 5,145 | 4,926 | 5,365 | 6,125 | 5,380 | 6,643 | 9,558 | 11,344 | 10,649 | 86,194 |
| | FY21 | 10,776 | 10,447 | 10,048 | 9,340 | | | | | | | | | 40,611 |
| TOTALS | FY18 | 55,346 | 58,125 | 54,327 | 55,571 | 51,639 | 44,627 | 51,887 | 49,975 | 53,200 | 51,156 | 50,691 | 56,335 | 632,879 |
| | FY19 | 59,970 | 58,801 | 56,264 | 55,594 | 49,421 | 43,882 | 53,267 | 47,881 | 53,469 | 49,055 | 49,093 | 54,041 | 630,738 |
| | FY20 | 60,995 | 56,787 | 51,225 | 50,290 | 43,594 | 44,091 | 48,702 | 47,911 | 27,064 | 10,903 | 11,564 | 18,022 | 471,148 |
| | FY21 | 39,580 | 41,440 | 35,428 | 33,681 | | | | | | | | | 150,129 |

| DOOR COUNT | Jul-20 | Aug-20 | Sep-20 | Oct-20 | Nov-20 | Dec-20 | Jan-21 | Feb-21 | Mar-21 | Apr-21 | May-21 | Jun-21 | TOTAL |
|---------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|----------------|
| Belmont | 1,865 | - | - | - | | | | | | | | | 1,865 |
| Broad Rock | 1,398 | - | - | - | | | | | | | | | 1,398 |
| East End | 2,229 | - | - | - | | | | | | | | | 2,229 |
| Ginter Park | 1,261 | - | - | - | | | | | | | | | 1,261 |
| Hull Street | 1,208 | - | - | - | | | | | | | | | 1,208 |
| Main | 2,895 | - | - | - | | | | | | | | | 2,895 |
| North Avenue | 1,025 | - | - | - | | | | | | | | | 1,025 |
| West End | 1,678 | - | - | - | | | | | | | | | 1,678 |
| Westover Hills | 1,518 | - | - | - | | | | | | | | | 1,518 |
| TOTALS FY21: | 15,077 | - | - | - | | | | | | | | | 15,077 |
| TOTALS FY20: | 81,759 | 79,026 | 71,250 | 70,158 | 57,245 | 52,729 | 62,154 | 64,890 | 30,917 | 0 | 0 | 0 | 570,128 |
| TOTALS FY19: | 70,641 | 73,411 | 62,975 | 66,230 | 62,257 | 48,425 | 63,139 | 60,259 | 67,552 | 68,862 | 67,399 | 70,910 | 782,060 |

| PROGRAMS FY2021 | Jul-20 | Aug-20 | Sep-20 | Oct-20 | Nov-20 | Dec-20 | Jan-21 | Feb-21 | Mar-21 | Apr-21 | May-21 | Jun-21 | TOTAL FY21 | TOTAL FY20 |
|-----------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|------------|--------------|
| Belmont | | | | | | | | | | | | | | |
| Adult Programs | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 115 |
| Adult Attend | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 646 |
| Young Adult Programs | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 10 |
| Young Adult Attend | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 45 |
| Juvenile Programs | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 27 |
| Juvenile Attend | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 473 |
| Total Attend | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1,164 |
| Total Programs | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 152 |
| Broad Rock | | | | | | | | | | | | | | |
| Adult Programs | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 89 |
| Adult Attend | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 498 |
| Young Adult Programs | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 68 |
| Young Adult Attend | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 589 |
| Juvenile Programs | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 162 |
| Juvenile Attend | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 2,745 |
| Total Attend | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3,832 |
| Total Programs | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 319 |
| East End | | | | | | | | | | | | | | |
| Adult Programs | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 350 |
| Adult Attend | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 2,080 |
| Young Adult Programs | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 22 |
| Young Adult Attend | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 84 |
| Juvenile Programs | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 130 |
| Juvenile Attend | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 777 |
| Total Attend | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2,941 |
| Total Programs | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 502 |

| PROGRAMS FY2021 (CONTINUED) | Jul-20 | Aug-20 | Sep-20 | Oct-20 | Nov-20 | Dec-20 | Jan-21 | Feb-21 | Mar-21 | Apr-21 | May-21 | Jun-21 | TOTAL FY21 | TOTAL FY20 |
|--------------------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|---------------|---------------|
| Ginter Park | | | | | | | | | | | | | | |
| Adult Programs | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 209 |
| Adult Attend | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 2,389 |
| Young Adult Programs | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 16 |
| Young Adult Attend | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 102 |
| Juvenile Programs | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 56 |
| Juvenile Attend | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 690 |
| Total Attend | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3,181 |
| Total Programs | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 281 |
| Hull Street | | | | | | | | | | | | | | |
| Adult Programs | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 92 |
| Adult Attend | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 464 |
| Young Adult Programs | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 16 |
| Young Adult Attend | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 118 |
| Juvenile Programs | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 49 |
| Juvenile Attend | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 584 |
| Total Attend | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1,166 |
| Total Programs | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 157 |
| Main | | | | | | | | | | | | | | |
| Adult Programs | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 196 |
| Adult Attend | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 5,465 |
| Young Adult Programs | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 77 |
| Young Adult Attend | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 804 |
| Juvenile Programs | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 198 |
| Juvenile Attend | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 4,039 |
| Total Attend | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 10,308 |
| Total Programs | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 471 |

| PROGRAMS FY2021 (CONTINUED) | Jul-20 | Aug-20 | Sep-20 | Oct-20 | Nov-20 | Dec-20 | Jan-21 | Feb-21 | Mar-21 | Apr-21 | May-21 | Jun-21 | TOTAL FY21 | TOTAL FY20 |
|--|----------|----------|----------|-----------|----------|----------|----------|----------|----------|----------|----------|----------|---------------|---------------|
| North Avenue | | | | | | | | | | | | | | |
| Adult Programs | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 191 |
| Adult Attend | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 1,046 |
| Young Adult Programs | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 19 |
| Young Adult Attend | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 141 |
| Juvenile Programs | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 64 |
| Juvenile Attend | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 1,201 |
| Total Attend | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2,388 |
| Total Programs | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 274 |
| West End (Monthly Book Club Meets on the Patio) and Pumpkin Patch Outside Event | | | | | | | | | | | | | | |
| Adult Programs | 1 | 1 | 1 | 1 | | | | | | | | | 4 | 81 |
| Adult Attend | 6 | 6 | 6 | 6 | | | | | | | | | 24 | 696 |
| Young Adult Programs | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 8 |
| Young Adult Attend | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 38 |
| Juvenile Programs | 0 | 0 | 0 | 1 | | | | | | | | | 1 | 72 |
| Juvenile Attend | 0 | 0 | 0 | 30 | | | | | | | | | 30 | 951 |
| Total Attend | 6 | 6 | 6 | 36 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 54 | 1,685 |
| Total Programs | 1 | 1 | 1 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5 | 161 |
| Westover Hills | | | | | | | | | | | | | | |
| Adult Programs | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 183 |
| Adult Attend | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 3,167 |
| Young Adult Programs | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 11 |
| Young Adult Attend | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 161 |
| Juvenile Programs | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 131 |
| Juvenile Attend | 0 | 0 | 0 | 0 | | | | | | | | | 0 | 3,683 |
| Total Attend | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 7,011 |
| Total Programs | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 325 |
| Grand Total Attend | 6 | 6 | 6 | 36 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 54 | 55,095 |
| Grand Total Programs | 1 | 1 | 1 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5 | 4,312 |

| COMPUTER USE FY2021 | Jul-20 | Aug-20 | Sep-20 | Oct-20 | Nov-20 | Dec-20 | Jan-21 | Feb-21 | Mar-21 | Apr-21 | May-21 | Jun-21 | TOTAL |
|----------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| Belmont Workstation | 369 | | | | | | | | | | | | 369 |
| WIFI | 290 | 89 | 183 | 221 | | | | | | | | | 783 |
| Broad Rock Workstation | 365 | | | 90 | | | | | | | | | 455 |
| WIFI | 238 | 87 | 84 | 143 | | | | | | | | | 552 |
| East End Workstation | 311 | - | - | - | | | | | | | | | 311 |
| WIFI | 325 | 169 | 145 | 158 | | | | | | | | | 797 |
| Ginter Park Workstation | 275 | | | | | | | | | | | | 275 |
| WIFI | 357 | 216 | 203 | 309 | | | | | | | | | 1,085 |
| Hull Street Workstation | 250 | - | - | - | | | | | | | | | 250 |
| WIFI | 346 | 174 | 372 | 373 | | | | | | | | | 1,265 |
| Main Workstation | 539 | | | | | | | | | | | | 539 |
| Childrens Workstation | | | | | | | | | | | | | - |
| WIFI | 1,247 | 641 | 833 | 768 | | | | | | | | | 3,489 |
| North Avenue Workstation | 214 | | | | | | | | | | | | 214 |
| WIFI | 384 | 128 | 139 | 104 | | | | | | | | | 755 |
| West End Workstation | 207 | | | | | | | | | | | | 207 |
| WIFI | 235 | 129 | 203 | 287 | | | | | | | | | 854 |
| Westover Hills Workstation | 231 | | | | | | | | | | | | 231 |
| WIFI | 326 | 203 | 255 | 207 | | | | | | | | | 991 |
| TOTALS FY21: | 6,509 | 1,836 | 2,417 | 2,660 | | | | | | | | | 13,422 |
| TOTALS FY20: | 28,117 | 28,674 | 26,036 | 27,447 | 21,130 | 22,167 | 25,353 | 25,300 | 12,723 | 1,500 | 792 | 1,612 | 220,851 |
| TOTALS FY19: | 21,141 | 23,182 | 20,857 | 28,103 | 23,493 | 22,565 | 27,068 | 24,764 | 28,491 | 26,105 | 28,577 | 26,512 | 300,858 |

| TECHNICAL SERVICES - ITEMS BY LOCATION | | | | | | | | | | |
|--|---------|------------|----------|-------------|-------------|-------|--------------|----------|----------------|-----------|
| FY2021 | Belmont | Broad Rock | East End | Ginter Park | Hull Street | MAIN | North Avenue | West End | Westover Hills | OverDrive |
| Jul-20 | 148 | 102 | 113 | 118 | 106 | 254 | 110 | 189 | 163 | 141 |
| Aug-20 | 231 | 159 | 168 | 139 | 117 | 379 | 132 | 297 | 228 | 184 |
| Sep-20 | 218 | 121 | 142 | 157 | 85 | 418 | 107 | 285 | 185 | 248 |
| Oct-20 | 361 | 227 | 248 | 255 | 198 | 501 | 225 | 405 | 317 | 194 |
| Nov-20 | | | | | | | | | | |
| Dec-20 | | | | | | | | | | |
| Jan-21 | | | | | | | | | | |
| Feb-21 | | | | | | | | | | |
| Mar-21 | | | | | | | | | | |
| Apr-21 | | | | | | | | | | |
| May-21 | | | | | | | | | | |
| Jun-21 | | | | | | | | | | |
| Branch Total FY21: | 958 | 609 | 671 | 669 | 506 | 1,552 | 574 | 1,176 | 893 | 767 |
| Branch Total FY20: | 3,061 | 1,959 | 1,957 | 2,374 | 1,471 | 5,159 | 1,610 | 3,447 | 3,083 | 2,733 |
| Average: | 240 | 152 | 168 | 167 | 127 | 388 | 144 | 294 | 223 | 192 |

| NEW PATRON CARDS | | | | | | | | | | | | | |
|-------------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-----|-----|-----|--------|
| FY2021 | JUL | AUG | SEP | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | JUN | Total |
| Belmont | 40 | 7 | 16 | 9 | | | | | | | | | 72 |
| Broad Rock | 25 | 4 | 6 | 10 | | | | | | | | | 45 |
| East End | 21 | 3 | 3 | 8 | | | | | | | | | 35 |
| Ginter Park | 11 | 1 | 2 | 6 | | | | | | | | | 20 |
| Hull Street | 36 | 2 | 7 | 7 | | | | | | | | | 52 |
| Main | 91 | 38 | 44 | 41 | | | | | | | | | 214 |
| North Avenue | 19 | 1 | 7 | 6 | | | | | | | | | 33 |
| West End | 28 | 9 | 14 | 17 | | | | | | | | | 68 |
| Westover Hills | 33 | 0 | 5 | 4 | | | | | | | | | 42 |
| Online Reg E-Card | 344 | 399 | 613 | 347 | | | | | | | | | 1,703 |
| Total FY21: | 648 | 464 | 717 | 455 | - | - | - | - | - | - | - | - | 2,284 |
| Total FY20: | 1,618 | 1,675 | 1,649 | 1,243 | 1,158 | 1,054 | 1,544 | 1,246 | 1,236 | 611 | 576 | 416 | 14,026 |

Richmond Public Library
FY21 Operating Budget
as of
October 31, 2020

| ACCOUNT | DESCRIPTION | Budget | Actual and Encumbered 31-Oct-20 | % Spent | Balance Available 31-Oct-20 |
|---------|--------------------------------|---------------------|---------------------------------------|--------------|-----------------------------------|
| 60000 | SALARIES - FULL TIME | \$ 2,716,927 | \$ 823,880 | 30.3% | \$ 1,893,046 |
| 61000 | SALARIES - PART TIME | \$ 325,198 | \$ 84,234 | 25.9% | \$ 240,964 |
| 62000 | SALARIES - TEMPORARY | \$ - | \$ 24,294 | 0.0% | \$ (24,294) |
| 63000 | FICA | \$ 188,612 | \$ 58,613 | 31.1% | \$ 129,999 |
| 63001 | RET CON RSRs | \$ 721,527 | \$ 220,015 | 30.5% | \$ 501,512 |
| 63002 | MEDCARE FICA | \$ 44,112 | \$ 13,708 | 31.1% | \$ 30,404 |
| 63003 | GROUP LIFE | \$ 17,000 | \$ 5,458 | 32.1% | \$ 11,542 |
| 63006 | H/C ACT TEMP | \$ 555,228 | \$ 161,824 | 29.1% | \$ 393,404 |
| 63008 | STATE UNEMPLOYMENT | \$ - | \$ - | 0.0% | \$ - |
| 63011 | HEALTH SAVINGS | \$ - | \$ - | 0.0% | \$ - |
| 64104 | EDUCATION PAY | \$ - | \$ - | 0.0% | \$ - |
| 64105 | BONUS PAY | \$ - | \$ - | 0.0% | \$ - |
| 64110 | VRIP INCENTIVE | \$ - | \$ - | 0.0% | \$ - |
| | Personnel Expenses | \$ 4,568,604 | \$ 1,392,027 | 30.5% | \$ 3,176,577 |
| 71141 | BOOKS | \$ 519,105 | \$ 309,101 | 59.5% | \$ 210,004 |
| 71141 | DATABASES | \$ - | \$ - | 0.0% | \$ - |
| 71142 | MULTIMEDIA PRODUCTS | \$ 2,456 | \$ - | 0.0% | \$ 2,456 |
| 72122 | MAGS & NEWSPAPER | \$ 29,277 | \$ 12,512 | 42.7% | \$ 16,765 |
| | Collection Development | \$ 550,838 | \$ 321,614 | 58.4% | \$ 229,224 |
| 70131 | ADVERTISING | \$ 2,297 | \$ - | 0.0% | \$ 2,297 |
| 70161 | PLANNING MGMT SERVICES | \$ 223,055 | \$ 83,560 | 37.5% | \$ 139,495 |
| 70218 | VEHICLE REPAIR | \$ 2,637 | \$ 421 | 16.0% | \$ 2,216 |
| 70412 | TRANSPORTATION | \$ - | \$ 220 | 0.0% | \$ (220) |
| 70311 | PRINTED SUPPLIES | \$ 3,000 | \$ - | 0.0% | \$ 3,000 |
| 70413 | MILEAGE ALLOWANCE | \$ 2,263 | \$ - | 0.0% | \$ 2,263 |
| 70551 | SECURITY | \$ 294,553 | \$ 275,149 | 93.4% | \$ 19,404 |
| 70552 | CONTRACT AND TEMP PERSONNEL | \$ 22,000 | \$ 20,852 | 94.8% | \$ 1,148 |
| 71012 | OFFICE STATIONARY SUPPLIES | \$ 3,047 | \$ 387 | 12.7% | \$ 2,660 |
| 71016 | ADVERTISING | \$ - | \$ - | 0.0% | \$ - |
| 71143 | LIBRARY OPERATING SUPPLIES | \$ 19,220 | \$ 1,157 | 6.0% | \$ 18,063 |
| 72113 | POSTAGE | \$ 4,456 | \$ (2,486) | -55.8% | \$ 6,942 |
| 72121 | CONFERENCES & CON | \$ - | \$ - | 0.0% | \$ - |
| 72123 | MEMBERSHIP DUES | \$ 677 | \$ 6,980 | 1031.0% | \$ (6,303) |
| 72124 | TRAINING | \$ 297 | \$ - | 0.0% | \$ 297 |
| 72131 | COMPUTER SUPPLIES | \$ 25,662 | \$ 14,343 | 55.9% | \$ 11,319 |
| 72153 | EQUIPMENT | \$ 12,200 | \$ - | 0.0% | \$ 12,200 |
| 73104 | BANK FEES | \$ - | \$ 531 | 0.0% | \$ (531) |
| 76119 | PAGERS | \$ - | \$ - | 0.0% | \$ - |
| 77103 | FUEL-D/O VEHICLE | \$ 1,441 | \$ 302 | 21.0% | \$ 1,139 |
| 77104 | VEHICLE MONTHLY STANDING | \$ 493 | \$ 164 | 33.4% | \$ 329 |
| 77201 | INTERNAL PRINTING | \$ - | \$ - | 0.0% | \$ - |
| 77501 | DIT CHARGES | \$ - | \$ 154 | 0.0% | \$ (154) |
| 80001 | DEPRECIATION | \$ - | \$ - | 0.0% | \$ - |
| 80004 | BUILDINGS & STR | \$ - | \$ - | 0.0% | \$ - |
| 80006 | EQUIPMENT & OFFICE MAINTENANCE | \$ 7,160 | \$ (1,537) | -21.5% | \$ 8,697 |
| 80007 | VEHICLE EXPENSES | \$ - | \$ - | 0.0% | \$ - |
| 95002 | OPERATING TRANS | \$ - | \$ - | 0.0% | \$ - |
| | Other Expenses | \$ 624,458 | \$ 400,197 | 64.1% | \$ 224,261 |
| | TOTAL GENERAL FUND | \$ 5,743,900 | \$ 2,113,838 | 36.8% | \$ 3,630,062 |

Monthly Budget Report
October 31, 2020

Richmond Public Library
Foundation, Friends, Groups, and Individual Donations
FY 2020-2021

Consent Agenda: Pending Library Board Approval - Wednesday, December 2, 2020

| Date | Donor Name | Current Month Amount | Purpose/Location | YTD Account Balance | | |
|------|----------------------|-------------------------|---------------------------|---------------------|-------------|---------|
| | | | | Gift | Foundation | Friends |
| | <i>NO DONATIONS</i> | \$ - | | | | |
| | Monthly Total | \$ - | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | YTD Total | \$ 8,684.75 | Year To Date Total | \$ - | \$ 8,684.75 | \$ - |



Richmond Public Library Board

101 E. Franklin Street
Richmond, VA 23219
(804) 646-4256 / fax: (804) 646-7685



**Library Board of Trustees Meeting Schedule
for Calendar Year of 2021 (4th Wednesdays)**

Electronic meetings will be held in pursuant to and in compliance with the City of Richmond Ordinance #2020-093. The public may participate by using Richmond Public Library YouTube channel <https://bit.ly/2VfKL9U>, where it will be Live Streamed. Viewers may watch and comment during the presentation.

January 27, 2021

11:45 AM

Main Library

July 28, 2021

11:45 AM

Main Library

February 24, 2021

11:45 AM

Broad Rock Branch Library

August 2021

No Meeting

March 24, 2021

11:45 AM

North Avenue Branch Library

September 22, 2021

11:45 AM

Hull Street Branch Library

April 28, 2021

11:45 AM

Belmont Branch Library

October 27, 2021

11:45 AM

Ginter Park Branch Library

May 26, 2021

11:45 AM

Westover Hills Branch Library

November 2021

No Meeting

June 23, 2021

11:45 AM

East End Branch Library

December 1, 2021

(Combined Nov/Dec Meeting)

11:45 AM

West End Branch Library

2021 RPL Holidays

New Year's Day – Thursday, December 31, 2020 (All Libraries Close at 5:00P)

- Friday, January 1, 2021 – Holiday – New Year's Day

Martin Luther King, Jr., Birthday

- Monday, January 18 (Sunday, January 17 – Broad Rock, Ginter Park, and Main locations Closed)

Presidents' Day – Monday, February 15 (Sunday, February 14 – Broad Rock, Ginter Park, and Main locations Closed)

Spring Holiday – Friday, April 2 (Sunday, April 4, Easter – Broad Rock, Ginter Park, and Main locations Closed)

Memorial Day – Monday, May 31 (Sunday, May 30 – Broad Rock, Ginter Park, and Main locations Closed)

Juneteenth – Friday, June 18

Independence Day

- Sunday, July 4, Independence Day – All Libraries Closed
- Monday, July 5, Independence Day (COR Observed) – All Libraries Closed

Sundays in August 2020 – Broad Rock, Ginter Park, and Main locations Closed

Labor Day – Monday, September 6, (Sunday, September 6 – Broad Rock, Ginter Park, and Main locations Closed)

Indigenous Peoples' Day – Monday, October 11 – Staff Development Training Day (All Libraries Closed)

Election Day – Tuesday November 2 – Main Library Building Open for Voting Only (No Staff)

Veteran's Day – Thursday, November 11

Thanksgiving Holiday – Wednesday, November 25, 2020 – (All Libraries Close at 5:00P)

- Thursday, November 25 – Thanksgiving Day
- Friday, November 26 (COR Closed in Observance of Thanksgiving Holiday)

Winter Holidays – Wednesday, December 22 – (All Libraries Close at 5:00P)

- Thursday, December 23
- Friday, December 24 (COR Closed in Observance of Christmas Eve)
- Saturday, December 25 – Christmas Day

New Year's Day

- Friday, December 31, 2021 – (COR Closed in Observance of New Year's)
- Saturday, January 1, 2022 – New Year's Day (All Libraries Closed)

Note: The Richmond Public Libraries follow the City of Richmond's approved dates for closure.