

RICHMOND PUBLIC LIBRARY

BOARD OF TRUSTEES

July 28, 2021

Main Library
101 East Franklin Street
Richmond, Virginia 23219

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, July 28, 2021

11:45 a.m.

A G E N D A

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

Agenda Mr. William Yates

Consent Agenda: Mr. William Yates

- Approval of Minutes-June 23, 2021
- Approval of Statistical Report
- Approval of Pending Deposited Gifts Report

Public Comment Period:

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

Board Committee Reports: 12:10 p.m.
 • Chairman Mr. Yates
 • Finance Committee Mr. Sawyer
 • Facilities Committee Ms. Woody
 • Governance Committee Ms. Altman

Unfinished Business 12:30 p.m. Mr. Yates

New Business 12:40 p.m. Mr. Yates
 • Approve Work Session Meeting for August 18, 2021

Adjourn Mr. Yates

Next Meeting:
 September 22, 2021 Meeting at 11:45 a.m. (No Regular Meeting in August)
 Location: Main Library

Library Board Meeting Minutes - DRAFT
June 23, 2021

PRESENT: Chair William Yates, Vice Chair Christine Peterson, Emily Altman, Barbara Burton, Brent Graves, Sheron Carter-Gunter

VIRTUAL: Gail Zwirner, Friends of the Library Chair Ruth DeBoer

ABSENT: Garrett Sawyer, Janet Woody

STAFF: Scott Firestine, Clay Dishon, Attorney Laura Drewry, Gianna Pack, Susan Revere, Jonah Butler

Meeting of the Richmond Public Library (RPL) Library Board of Trustees (LBOT) was called to order by Chair William Yates at 11:46 a.m. at the Main Library located at 101 E. Franklin Street, Richmond, Virginia. The public was noticed and could attend in person or by using Richmond Public Library YouTube channel <https://bit.ly/2VfKL9U>, where it was Live Streamed. A quorum was established.

Agenda	Approve the June 23, 2021 Agenda as submitted: <i>Motion: Sheron Carter-Gunter, Second by Barbara Burton</i> <i>AYES: <u>7</u> NOES: <u>0</u> ABSTAIN: <u>0</u> Approved Unanimously.</i>
Consent Agenda	Approve the May 28, 2021 Meeting Minutes, Current Financial Reports, Statistical Reports, and Donations Report as submitted: <i>Motion: Emily Altman, Second by Christine Peterson</i> <i>AYES: <u>7</u> NOES: <u>0</u> ABSTAIN: <u>0</u> Approved Unanimously.</i>
Public Comment Period	None Present
REPORTS	
Friends of the Library (FOL) <u>Ruth DeBoer</u>	Ms. DeBoer reported on the following: <ul style="list-style-type: none"> • The next Friends of the Library (FOL) meeting will be held around the second week in July pending holiday travel. • Summer Newsletter: Delayed. • At the May 28 LBOT Meeting, Ms. DeBoer was asked to evaluate the current inventory. Ms. DeBoer reported the FOL was in the process of establishing a Committee to review inventory. Ms. DeBoer will update at the July meeting.
Library Foundation <u>Susan Revere</u>	Ms. Revere reported on the following: <p>New Foundation Member(s) Update: New Foundation Members were appointed June 9:</p> <ul style="list-style-type: none"> • Frances C. Bradford, Deputy Secretary of Education for the Commonwealth of Virginia. • J. Dontrese Brown, Founder/CEO + Partner, BrownBaylor™ – Part of the Hidden in Plain Sight team recently profiled in Style Magazine.

REPORTS (CONTINUED)

<p>Library Foundation (Continued)</p>	<p>Grant/Fundraising Activity:</p> <ul style="list-style-type: none"> • A grant request was submitted through the ALA COVID Library Relief Fund for \$50,000. Announcements were expected June 23, however, the ALA announced there will be a delay as it is taking “a little longer to finalize everything”. Announcement is expected by end of June. • The Robins Foundation grant was submitted for the RVA Reads Program for \$30,000. • The REB Foundation through the Community Foundation submitted a \$10,000 request to support RVA Reads. • Amazon Smile is up from 22 to 26 supporters of the Richmond Public Library. Ms. Revere encouraged Board Members to please continue to share this opportunity with friends and family. • The Donation page now includes an ApplePay option.
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<p>Administration</p> <p><u>Scott Firestine</u></p>	<p>Highlights and Additions to Director’s Report: Mr. Firestine reported on highlights and additions from the Director’s Report on the following:</p> <ul style="list-style-type: none"> • On June 5 North Avenue, Hull Street, and East End Branches reopened Saturday hours. • Flooding in the Main Library. • Summer Reading Program had a great kickoff. • Artist Hamilton Glass – Mending Walls event. • E-Rate Funding team will be distributing funds from the COVID CARES Act for items to use outside the Library, such as a hot spot and Chrome books. These items will be available for checkout. • Positive feedback on having meetings streamed on YouTube. • Reviewed circulation stats and door counts. • Vice Chair Christine Peterson encouraged members to go visit the library branches when they get a chance.
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BOARD COMMITTEE REPORTS

<p>Chair</p> <p><u>William Yates</u></p>	<p>No Report.</p> <p>Chair Yates reminded members the 3 Board Retreat is September 11. He encouraged members to attend.</p>
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<p>Finance Chair</p> <p><u>Garrett Sawyer</u> <u>Scott Firestine</u></p>	<p>Mr. Firestine reported there was no Finance Committee Meeting in June. He received the final Library Budget at 4:00 p.m. on June 22. Members present at the meeting received a copy for review and discussion. A copy of the current budget is located https://rvalibrary.org/about/library-budget/.</p> <p>Mr. Firestine stressed the Budget cuts were in the materials and personnel categories. These cuts will challenge and impact the library service hours.</p> <p>Mr. Firestine reported the City should receive \$160M from the American Rescue Plan and the schools should receive \$120M. This revenue is not reflected in the current Budget as presented.</p>
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<p>Facilities Chair</p> <p><u>Janet Woody</u> <u>Gail Zwirner</u> <u>Scott Firestine</u></p>	<p>Ms. Zwirner reported there was a virtual meeting on June 21 to discuss and finalized components of the Library. The focus was to look for what is needed and then on the wants. After discussing the additions and changes, feedback then went back to the architects for more detail and prepare for the next step. Mr. Firestine reported the architects are behind schedule at this time.</p> <p>Mr. Firestine stated the survey was going well. There are incentives to take the survey and there will be a drawing once the survey time period is over. Drawing should be the end of July.</p>
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BOARD COMMITTEE REPORTS (CONTINUED)

Governance Chair <u>Emily Altman</u>	No report.
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UNFINISHED BUSINESS

Strategic Plan Summary Update: After discussion of the Strategic Plan Summary Update, the Board Members voted to accept the summary as submitted.

Approve Accepting the 2016-2021 Strategic Plan Summary Update.

Motion: Emily Altman, Second by Sheron Carter-Gunter

AYES: 7 NOES: 0 ABSTAIN: 0 *Approved Unanimously.*

NEW BUSINESS

- Electronic Meetings – Ms. Drewry will update the Board Members on electronic meetings with specific guidelines by the July 28 meeting. The Board will still have meetings streamed via YouTube.
- Calendar for LBOT Meetings going to other locations needs to be updated.

There being no further business, the meeting was adjourned at 12:59 p.m. by unanimous consensus from the members that were present in the meeting.

The next meeting will be held on Wednesday, July 28, 2021, at the Main Library located at 101 E. Franklin Street, Richmond, Virginia 23219, virtual resources will be available if needed.

Approved: _____
Mr. William Yates, Chair

Recorder: Gianna Pack, CAP
Senior Executive Assistant

Director's Report

July 2021

Director Activities:

Jul 1 RVA Common Book Discussion – Virtual
Jul 1 [ULC-Directors] ULC Director/CEO Calls – Virtual
Jul 4-5 Holiday – Independence Day Observed – All Library Locations Closed
Jul 6 Leadership Training – Virtual
Jul 7 Tour of Main Library with Shannon Wright, new Foundation Member
Jul 7 Friends of the Library Board Meeting – Main Library
Jul 8 RPL Master Plan Workshop #2 – Virtual
Jul 8 [ULC-Directors] ULC Director/CEO Calls – Virtual
Jul 9 BLUEcloud Analytics Consulting Call #1 - Lori Berg – Virtual
Jul 13 Leadership Development Program Kickoff Meeting – Byrd Park
Jul 14 Policy Group EOP Workshop – Virtual
Jul 14 Update Chris Peterson Meeting – Main Library
Jul 15 [ULC-Directors] ULC Director/CEO Calls – Virtual
Jul 15 Community Workshop for Main Library Master Plan – Main Library and Virtual
Jul 20 Human Services "Launching into FY22" Introductory Meeting – Virtual
Jul 22 [ULC-Directors] ULC Director/CEO Calls – Virtual
Jul 29 [ULC-Directors] ULC Director/CEO Calls – Virtual

Hiring:

- Main Library, Circulation, Part-time Library Technician Christian Sigle started June 21.
- North Avenue Part-time Library Technician Myra McLauren submitted her resignation on July 12, effective immediately.
- Hiring freeze still in effect.

Operations:

- **Network:** The City's IT Department (DIT) started the process of procuring replacement switches, routers, and wireless access points for all the RPL Branches in February 2021 through the E-Rate process. E-Rate approved the purchase in April 2021 and the equipment began to be delivered. DIT configured them and the installation began on June 17, 2021, at North Avenue working through the other Branches and finished up on July 14, 2021, at the Main Library. Currently the switches and routers at all locations have been replaced successfully, which has resulted in the improvement of the quality of service provided to staff and patrons. The next step is the installation of the Wireless Access Points at all locations.

Virginia Library Association (VLA): Law Librarian Meldon Jenkins-Jones was awarded the Virginia Library Association Librarian of Color Award for 2021. This recognition is well deserved. Ms. Jenkins-Jones goes above and beyond to ensure all of RPL library users are well served. She is a leader in equity, diversity, and inclusion and makes a difference in RVA (Write-up is included in the handouts of this board packet).

American Rescue Plan Act (ARPA): On July 20, 2021, we submitted a City of Richmond Public Libraries application for ARPA IMLS Library of Virginia grant funds in the amount of \$26,350.00. Funds will be utilized to purchase Envisionware hardware/software self-service scan/fax platform. Total cost of the project is \$40,555.00. RPL will provide the difference of \$14,205.00 from its special technology funds or general operating funds.

Director's Report (Continued)
July 2021

Community Outreach Vaccination Pop-up Site: Free, safe, and easy walk-up COVID-19 vaccination events held on Saturday, June 26 at three Richmond Public Library branches across the City. They were:

- East End Branch Library, 1200 N. 25th Street; Richmond, Virginia 23223
Saturday, June 26, 2021; 1:00-4:00 P.M., Vaccine: Pfizer/J&J
- Hull Street Branch Library, 1400 Hull Street Road; Richmond, Virginia 23224
Saturday, June 26, 2021; 1:00-4:00 P.M., Vaccine: Pfizer/J&J
- North Avenue Branch, 2901 North Avenue; Richmond, Virginia 23222
Saturday, June 26, 2021; 1:00-4:00 P.M., Vaccine: To be determined

No appointment was needed for anyone age 12 and older to be vaccinated. The Health Department staff gave free vaccinations, provided information, and answered questions.

Richmond and Henrico Health Districts hosted a free COVID-19 vaccination event for all eligible individuals at the Main Library on July 14; 12:00-3:00 P.M. No appointments were required.

MAREK YOUR CALENDARS...3-Board Retreat Reminder: The 3-Board Retreat event will be held Saturday, September 11, 2021. The agenda will include a review of organizational relationships, the renovation master plan (scope, timeline, and renderings), plans for fundraising and the action plan. The goal is for all three Boards to have an opportunity to assist in the process. Once the Agenda is finalized closer to September 11, it will be sent out to everyone.

Digital Services:

Ask-A-Librarian (May 31 – June 30, 2021):

Questions via Chat	Questions via Text or Email	Total
5	49	54

RPL @ Home Newsletter (May 31 – June 30, 2021):

Issue Date	Number of Subscribers	Grand Total of Emails Sent
6/4	22,943	22,943
6/11	22,872	45,815
6/18	22,827	68,642
6/25	22,857	91,499

Social Media (May 31 – June 30, 2021):

Platform	Followers (May 31)	Followers (Jun 30)	Net Trend	New Posts	Total Post/Page Views
Facebook	3,789	3,811	+10	25	8,246 (approx.)
Instagram	3,086	3,148	+62	35	N/A
Twitter	1,584	1,599	+14	61	3,643
YouTube	170	176	+6	16	765
Discord (Teens)	29		-3	N/A	N/A

Other New Digital Programs:

- Virtual Children Programs
 - Virtual Storytimes – 33
 - Mini Masterpieces – 2
 - Artxploration Kits – 23
 - Colorful Craft Kits – 9
 - Colorwalk Kits – 32
 - Storytime Unwind on Facebook Live – Every Friday
 - Middle Grade Monday on Facebook Live – Every Monday
- Virtual Young Adult (Teen) Programs
 - Get Crafty Together – 8
 - Diversity is a Rainbow – 2
 - The History of Black Hair – 10
- Virtual Adult Programs
 - Book Clubs:
 - North Avenue Fiction Focus Senior Book Club – 7
 - First Chapters Book Discussion – 6
 - Virtual Chair Yoga with Cheryl Clarke – 2
 - Get That Gig! – 2
 - “Walk the Ward”: Part 3 of The JXN Project Summer Lecture Series – 48

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	3,895	3,662	3,663	3,576	3,888	3,924	5,400	6,455	50,608
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	1,254	1,203	1,115	913	1,096	954	979	1,403	14,928
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	1,599	1,621	1,673	1,427	1,575	1,539	1,768	2,317	19,674
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	1,992	1,836	1,906	2,019	2,278	2,380	2,953	3,965	30,106
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	1,135	1,108	1,254	825	1,368	1,432	1,555	1,481	14,409

CIRCULATION FY21 (CONTINUED)

LOCATION	FY	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Total
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	3,164	3,266	2,909	2,750	3,071	3,714	4,652	5,589	44,597
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	750	891	689	566	870	1,345	2,007	1,878	11,729
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	5,039	5,639	5,192	4,873	5,769	6,685	9,084	10,859	77,655
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	4,323	4,315	4,074	4,151	4,815	4,246	4,702	6,244	60,319
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	12,811	12,564	11,976	11,413	10,990	13,742	14,912	15,034	15,990	12,429	12,782	12,108	156,751
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	41,615	43,557	37,356	35,754	34,141	37,283	37,387	36,134	40,720	38,648	45,882	52,299	480,776

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	1	0	0	0	0	0	0	0	1	115
Adult Attend	0	0	0	0	38	0	0	0	0	0	0	0	38	646
Young Adult Programs	0	0	0	0	0	0	0	0	0	0	0	0	0	10
Young Adult Attend	0	0	0	0	0	0	0	0	0	0	0	0	0	45
Juvenile Programs	0	0	0	0	0	0	0	0	0	0	0	1	1	27
Juvenile Attend	0	0	0	0	0	0	0	0	0	0	0	0	0	473
Total Attend	0	0	0	0	38	0	0	0	0	0	0	0	38	1,164
Total Programs	0	0	0	0	1	0	0	0	0	0	0	1	2	152
Broad Rock														
Adult Programs	0	0	0	0	0	0	0	0	0	0	0	1	1	89
Adult Attend	0	0	0	0	0	0	0	0	0	0	0	53	53	498
Young Adult Programs	0	0	0	0	0	0	0	0	0	0	0	0	0	68
Young Adult Attend	0	0	0	0	0	0	0	0	0	0	0	0	0	589
Juvenile Programs	0	0	0	0	0	0	0	0	0	0	3	6	9	162
Juvenile Attend	0	0	0	0	0	0	0	0	0	0	23	61	84	2,745
Total Attend	0	0	0	0	0	0	0	0	0	0	23	114	137	3,832
Total Programs	0	0	0	0	0	0	0	0	0	0	3	7	10	319
East End														
Adult Programs	0	0	0	0	0	0	0	0	0	0	0	2	2	350
Adult Attend	0	0	0	0	0	0	0	0	0	0	0	35	35	2,080
Young Adult Programs	0	0	0	0	0	0	0	0	0	0	0	3	3	22
Young Adult Attend	0	0	0	0	0	0	0	0	0	0	0	10	10	84
Juvenile Programs	0	0	0	0	0	0	0	0	0	0	0	5	5	130
Juvenile Attend	0	0	0	0	0	0	0	0	0	0	0	23	23	777
Total Attend	0	0	0	0	0	0	0	0	0	0	0	68	68	2,941
Total Programs	0	0	0	0	0	0	0	0	0	0	0	10	10	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	0	0	0	0	0	0	0	0	209
Adult Attend	0	0	0	0	0	0	0	0	0	0	0	0	0	2,389
Young Adult Programs	0	0	0	0	0	0	0	0	0	0	0	0	0	16
Young Adult Attend	0	0	0	0	0	0	0	0	0	0	0	0	0	102
Juvenile Programs	0	0	0	0	0	0	0	0	0	0	0	2	2	56
Juvenile Attend	0	0	0	0	0	0	0	0	0	0	0	8	8	690
Total Attend	0	0	0	0	0	0	0	0	0	0	0	8	8	3,181
Total Programs	0	0	0	0	0	0	0	0	0	0	0	2	2	281
Hull Street														
Adult Programs	0	0	0	0	0	0	0	0	0	0	0	0	0	92
Adult Attend	0	0	0	0	0	0	0	0	0	0	0	0	0	464
Young Adult Programs	0	0	0	0	0	0	0	0	0	0	0	0	0	16
Young Adult Attend	0	0	0	0	0	0	0	0	0	0	0	0	0	118
Juvenile Programs	0	0	0	0	0	0	0	0	0	2	11	3	16	49
Juvenile Attend	0	0	0	0	0	0	0	0	0	16	75	46	137	584
Total Attend	0	0	0	0	0	0	0	0	0	16	75	46	137	1,166
Total Programs	0	0	0	0	0	0	0	0	0	2	11	3	16	157
Main														
Adult Programs	0	0	0	0	0	0	0	0	0	0	0	6	6	196
Adult Attend	0	0	0	0	0	0	0	0	0	0	0	34	34	5,465
Young Adult Programs	0	0	0	0	0	0	0	0	0	0	0	2	2	77
Young Adult Attend	0	0	0	0	0	0	0	0	0	0	0	27	27	804
Juvenile Programs	0	0	0	0	0	0	0	0	0	0	0	2	2	198
Juvenile Attend	0	0	0	0	0	0	0	0	0	0	0	17	17	4,039
Total Attend	0	0	0	0	0	0	0	0	0	0	0	78	78	10,308
Total Programs	0	0	0	0	0	0	0	0	0	0	0	10	10	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	1	0	2	0	2	1	0	2	8	191
Adult Attend	0	0	0	0	16	0	48	0	142	3	0	64	273	1,046
Young Adult Programs	0	0	0	1	4	2	2	1	2	1	2	2	17	19
Young Adult Attend	0	0	0	4	21	10	16	10	11	13	8	9	102	141
Juvenile Programs	0	0	0	0	0	0	0	0	0	0	0	0	0	64
Juvenile Attend	0	0	0	0	0	0	0	0	0	0	0	0	0	1,201
Total Attend	0	0	0	4	37	10	64	10	153	16	8	73	375	2,388
Total Programs	0	0	0	1	5	2	4	1	4	2	2	4	25	274
West End														
Adult Programs	1	1	1	1	0	0	0	0	0	1	1	1	7	81
Adult Attend	6	6	6	6	0	0	0	0	0	8	9	10	51	696
Young Adult Programs	0	0	0	0	0	0	0	0	0	0	0	1	1	8
Young Adult Attend	0	0	0	0	0	0	0	0	0	0	0	8	8	38
Juvenile Programs	0	0	0	1	0	0	0	0	0	1	2	6	10	72
Juvenile Attend	0	0	0	30	0	0	0	0	0	37	62	86	215	951
Total Attend	6	6	6	36	0	0	0	0	0	45	71	104	274	1,685
Total Programs	1	1	1	2	0	0	0	0	0	2	3	8	18	161
Westover Hills														
Adult Programs	0	0	0	0	0	0	0	0	0	0	0	2	2	183
Adult Attend	0	0	0	0	0	0	0	0	0	0	0	11	11	3,167
Young Adult Programs	0	0	0	0	0	0	0	0	0	0	0	0	0	11
Young Adult Attend	0	0	0	0	0	0	0	0	0	0	0	0	0	161
Juvenile Programs	0	0	0	0	0	0	0	0	0	0	0	5	5	131
Juvenile Attend	0	0	0	0	0	0	0	0	0	0	0	386	386	3,683
Total Attend	0	0	0	0	0	0	0	0	0	0	0	397	397	7,011
Total Programs	0	0	0	0	0	0	0	0	0	0	0	7	7	325
Grand Total Attend	6	6	6	40	75	10	64	10	153	77	177	888	1,512	55,095
Grand Total Programs	1	1	1	3	6	2	4	1	4	6	19	52	100	4,312

DOOR COUNT 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	1,865	0	0	0	0	0	0	0	0	2,200	1,553	3,301	8,919
Broad Rock	1,398	0	0	0	0	0	0	0	0	2,287	1,610	2,689	7,984
East End	2,229	0	0	0	0	0	0	0	0	1,538	2,757	1,920	8,444
Ginter Park	1,261	0	0	0	0	0	0	0	0	1,474	1,449	2,778	6,962
Hull Street	1,208	0	0	0	0	0	0	0	0	2,332	1,312	2,265	7,117
Main	2,895	0	0	0	0	0	0	0	0	1,115	1,493	3,718	9,221
North Avenue	1,025	0	0	0	0	0	0	0	0	2,073	2,359	2,908	8,365
West End	1,678	0	0	0	0	0	0	0	0	2,210	1,167	2,617	7,672
Westover Hills	1,518	0	0	0	0	0	0	0	0	2,460	1,523	4,184	9,685
TOTALS FY21:	15,077	0	0	0	0	0	0	0	0	17,689	15,223	26,380	74,369
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

NOTE: COVID-19 Impact. Door Count is specific only to when libraries are open to the public. RPL reopened to the public on April 5, 2021 moving towards expanding services.

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	0	0	0	49	0	0	0	0	84	232	439	1,173
WIFI	290	89	183	221	140	95	90	26	96	104	125	245	1,704
Broad Rock Workstation	365	0	0	90	99	90	11	0	0	152	308	427	1,542
WIFI	238	87	84	143	135	145	241	151	214	194	154	168	1,954
East End Workstation	311	0	0	0	36	72	0	0	0	48	199	420	1,086
WIFI	325	169	145	158	105	113	128	157	165	90	75	158	1,788
Ginter Park Workstation	275	0	0	0	69	109	0	0	0	92	212	270	1,027
WIFI	357	216	203	309	208	246	225	251	257	166	120	146	2,704
Hull Street Workstation	250	0	0	0	42	0	0	0	0	107	236	265	900
WIFI	346	174	372	373	362	404	336	193	258	237	189	192	3,436
Main Workstation	539	0	0	0	214	202	0	0	0	337	547	759	2,598
Childrens Workstation	0	0	0	0	0	0	0	0	0	29	16	55	100
WIFI	1,247	641	833	768	819	574	590	610	786	827	873	1,130	9,698
North Avenue Workstation	214	0	0	0	154	198	0	0	0	219	295	434	1,514
WIFI	384	128	139	104	87	97	63	144	262	307	185	149	2,049
West End Workstation	207	0	0	0	36	135	0	0	0	84	169	287	918
WIFI	235	129	203	287	171	188	234	186	123	199	133	197	2,285
Westover Hills Workstation	251	0	0	0	19	0	0	0	0	26	156	369	821
WIFI	326	203	255	207	162	185	198	124	252	242	130	243	2,527
TOTALS FY21:	6,529	1,836	2,417	2,660	2,907	2,853	2,116	1,842	2,413	3,544	4,354	6,353	39,824
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	220	93	109	145	116	432	99	278	167	314
Dec-20	243	134	141	166	126	428	112	305	204	721
Jan-21	278	167	170	167	140	448	144	345	233	295
Feb-21	247	133	138	151	103	347	115	280	207	97
Mar-21	390	302	276	250	243	622	219	447	329	320
Apr-21	258	137	151	154	112	359	105	301	192	178
May-21	79	45	56	52	76	134	34	90	61	216
Jun-21	127	39	53	68	44	203	41	171	91	248
Branch Total FY21:	2,800	1,659	1,765	1,822	1,466	4,525	1,443	3,393	2,377	3,156
Branch Total FY20:	3,061	1,959	1,957	2,374	1,471	5,159	1,610	3,447	3,083	2,733
Average:	233	138	147	152	122	377	120	283	198	263

NEW PATRON CARDS													
FY2021	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Total
Belmont	40	7	16	9	6	9	21	21	12	39	50	70	300
Broad Rock	25	4	6	10	16	6	10	7	6	21	26	35	172
East End	21	3	3	8	3	6	5	5	7	16	18	41	136
Ginter Park	11	1	2	6	0	1	1	-	-	12	16	30	80
Hull Street	36	2	7	7	20	10	8	4	12	33	36	72	247
Main	91	38	44	41	44	44	37	30	34	93	150	199	845
North Avenue	19	1	7	6	17	7	1	8	5	42	31	55	199
West End	28	9	14	17	12	24	14	14	16	30	44	67	289
Westover Hills	33	0	5	4	4	6	8	4	6	18	33	66	187
Online Reg E-Card	344	399	613	347	270	310	290	327	334	290	354	353	4,231
Total FY21:	648	464	717	455	392	423	395	420	432	594	758	988	6,686
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
 June 30, 2021

ACCOUNT	DESCRIPTION	Budget	Actual and Encumbered 30-Jun-21	% Spent	Balance Available 30-Jun-21
60000	SALARIES - FULL TIME	\$ 2,714,014	\$ 2,638,146	97.2%	\$ 75,868
61000	SALARIES - PART TIME	\$ 325,198	\$ 200,016	61.5%	\$ 125,182
62000	SALARIES - TEMPORARY	\$ -	\$ 71,990	0.0%	\$ (71,990)
63000	FICA	\$ 188,612	\$ 177,150	93.9%	\$ 11,462
63001	RET CON RSRS	\$ 721,527	\$ 646,639	89.6%	\$ 74,888
63002	MEDCARE FICA	\$ 44,112	\$ 41,430	93.9%	\$ 2,682
63003	GROUP LIFE	\$ 17,000	\$ 16,736	98.4%	\$ 264
63006	H/C ACT TEMP	\$ 555,228	\$ 534,095	96.2%	\$ 21,133
63008	STATE UNEMPLOYMENT	\$ -	\$ 382	0.0%	\$ (382)
63011	HEALTH SAVINGS	\$ -	\$ 12,000	0.0%	\$ (12,000)
64104	EDUCATION PAY	\$ -	\$ -	0.0%	\$ -
64105	BONUS PAY	\$ -	\$ -	0.0%	\$ -
64110	VRIP INCENTIVE	\$ -	\$ -	0.0%	\$ -
	Personnel Expenses	\$ 4,565,691	\$ 4,338,584	95.0%	\$ 227,107
71141	BOOKS	\$ 519,105	\$ 587,046	113.1%	\$ (67,941)
71141	DATABASES	\$ -	\$ -	0.0%	\$ -
71142	MULTIMEDIA PRODUCTS	\$ 2,456	\$ -	0.0%	\$ 2,456
72122	MAGS & NEWSPAPER	\$ 29,277	\$ 32,530	111.1%	\$ (3,253)
	Collection Development	\$ 550,838	\$ 619,575	112.5%	\$ (68,737)
70131	ADVERTISING	\$ 2,297	\$ 790	34.4%	\$ 1,507
70161	PLANNING MGMT SERVICES	\$ 223,055	\$ 193,343	86.7%	\$ 29,712
70218	VEHICLE REPAIR	\$ 2,637	\$ 1,179	44.7%	\$ 1,458
70412	TRANSPORTATION	\$ -	\$ 819	0.0%	\$ (819)
70311	PRINTED SUPPLIES	\$ 3,000	\$ -	0.0%	\$ 3,000
70413	MILEAGE ALLOWANCE	\$ 2,263	\$ -	0.0%	\$ 2,263
70551	SECURITY	\$ 375,051	\$ 377,514	100.7%	\$ (2,463)
70552	CONTRACT AND TEMP PERSONNEL	\$ 22,000	\$ 28,567	129.9%	\$ (6,567)
71012	OFFICE STATIONARY SUPPLIES	\$ 3,047	\$ 4,087	134.1%	\$ (1,040)
71016	ADVERTISING	\$ -	\$ -	0.0%	\$ -
71143	LIBRARY OPERATING SUPPLIES	\$ 19,220	\$ 4,339	22.6%	\$ 14,881
72113	POSTAGE	\$ 4,456	\$ 842	18.9%	\$ 3,614
72121	CONFERENCES & CON	\$ -	\$ -	0.0%	\$ -
72123	MEMBERSHIP DUES	\$ 677	\$ 8,780	1296.9%	\$ (8,103)
72124	TRAINING	\$ 297	\$ -	0.0%	\$ 297
72131	COMPUTER SUPPLIES	\$ 25,662	\$ 28,470	110.9%	\$ (2,808)
72153	EQUIPMENT	\$ 12,200	\$ 8,588	0.0%	\$ 3,612
73104	BANK FEES	\$ -	\$ 2,992	0.0%	\$ (2,992)
76119	PAGERS	\$ -	\$ -	0.0%	\$ -
77103	FUEL-D/O VEHICLE	\$ 1,441	\$ 907	62.9%	\$ 534
77104	VEHICLE MONTHLY STANDING	\$ 493	\$ 452	91.7%	\$ 41
77201	INTERNAL PRINTING	\$ -	\$ -	0.0%	\$ -
77501	DIT CHARGES	\$ -	\$ 1,477	0.0%	\$ (1,477)
80001	DEPRECIATION	\$ -	\$ -	0.0%	\$ -
80004	BUILDINGS & STR	\$ -	\$ -	0.0%	\$ -
80006	EQUIPMENT & OFFICE MAINTENANCE	\$ 7,160	\$ -	0.0%	\$ 7,160
80007	VEHICLE EXPENSES	\$ -	\$ -	0.0%	\$ -
95002	OPERATING TRANS	\$ -	\$ -	0.0%	\$ -
	Other Expenses	\$ 704,956	\$ 663,147	94.1%	\$ 41,809
	TOTAL GENERAL FUND	\$ 5,821,485	\$ 5,621,306	96.6%	\$ 200,179

Richmond Public Library
 FY22 Operating Budget
 as of July 1, 2021

ACCOUNT	DESCRIPTION	Budget	Actual and Encumbered 1-Jul-21	% Spent	Balance Available 1-Jul-21
60000	SALARIES - FULL TIME	\$ 2,803,989	\$ -	0.0%	\$ 2,803,989
61000	SALARIES - PART TIME	\$ 177,086	\$ -	0.0%	\$ 177,086
62000	SALARIES - TEMPORARY	\$ 10,000	\$ -	0.0%	\$ 10,000
63000	FICA	\$ 185,446	\$ -	0.0%	\$ 185,446
63001	RET CON RSRs	\$ 653,698	\$ -	0.0%	\$ 653,698
63002	MEDCARE FICA	\$ 43,370	\$ -	0.0%	\$ 43,370
63003	GROUP LIFE	\$ 17,471	\$ -	0.0%	\$ 17,471
63006	H/C ACT TEMP	\$ 589,620	\$ -	0.0%	\$ 589,620
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	\$ 4,480,680	\$ -	0.0%	\$ 4,480,680
71141	BOOKS	\$ 519,105	\$ -	0.0%	\$ 519,105
71141	DATABASES	\$ -	\$ -	0.0%	\$ -
71142	MULTIMEDIA PRODUCTS	\$ 2,456	\$ -	0.0%	\$ 2,456
72122	MAGS & NEWSPAPER	\$ 29,277	\$ -	0.0%	\$ 29,277
	Collection Development	\$ 550,838	\$ -	0.0%	\$ 550,838
70131	ADVERTISING	\$ 2,297	\$ -	0.0%	\$ 2,297
70161	PLANNING MGMT SERVICES	\$ 223,055	\$ -	0.0%	\$ 223,055
70218	VEHICLE REPAIR	\$ 2,650	\$ -	0.0%	\$ 2,650
70412	TRANSPORTATION	\$ -	\$ -	0.0%	\$ -
70311	PRINTED SUPPLIES	\$ 3,000	\$ -	0.0%	\$ 3,000
70413	MILEAGE ALLOWANCE	\$ 2,263	\$ -	0.0%	\$ 2,263
70551	SECURITY	\$ 294,543	\$ -	0.0%	\$ 294,543
70552	CONTRACT AND TEMP PERSONNEL	\$ 22,000	\$ -	0.0%	\$ 22,000
71012	OFFICE STATIONARY SUPPLIES	\$ 3,047	\$ -	0.0%	\$ 3,047
71016	ADVERTISING	\$ -	\$ -	0.0%	\$ -
71143	LIBRARY OPERATING SUPPLIES	\$ 19,220	\$ -	0.0%	\$ 19,220
72113	POSTAGE	\$ 4,456	\$ -	0.0%	\$ 4,456
72121	CONFERENCES & CON	\$ -	\$ -	0.0%	\$ -
72123	MEMBERSHIP DUES	\$ 677	\$ -	0.0%	\$ 677
72124	TRAINING	\$ 297	\$ -	0.0%	\$ 297
72131	COMPUTER SUPPLIES	\$ 25,662	\$ -	0.0%	\$ 25,662
72153	EQUIPMENT	\$ 12,200	\$ -	0.0%	\$ 12,200
73104	BANK FEES	\$ -	\$ -	0.0%	\$ -
76119	PAGERS	\$ -	\$ -	0.0%	\$ -
77103	FUEL-D/O VEHICLE	\$ 1,921	\$ -	0.0%	\$ 1,921
77104	VEHICLE MONTHLY STANDING	\$ 493	\$ -	0.0%	\$ 493
77201	INTERNAL PRINTING	\$ -	\$ -	0.0%	\$ -
77501	DIT CHARGES	\$ -	\$ -	0.0%	\$ -
80001	DEPRECIATION	\$ -	\$ -	0.0%	\$ -
80004	BUILDINGS & STR	\$ -	\$ -	0.0%	\$ -
80006	EQUIPMENT & OFFICE MAINTENANCE	\$ 7,160	\$ -	0.0%	\$ 7,160
80007	VEHICLE EXPENSES	\$ -	\$ -	0.0%	\$ -
95002	OPERATING TRANS	\$ -	\$ -	0.0%	\$ -
	Other Expenses	\$ 624,941	\$ -	0.0%	\$ 624,941
	TOTAL GENERAL FUND	\$ 5,656,459	\$ -	0.0%	\$ 5,656,459

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

Consent Agenda: Deposited Gifts Over \$100 Shown
 as of July 28, 2021

Date of Check	Donor Name	Current Month Amount	Purpose/Location	YTD Account Balance		
				Gift	Foundation	Friends
	<i>No DONATIONS this month</i>					
	Monthly Total	\$ -				
	YTD Total	\$ 6,500.00	Year To Date Total	\$ 500.00	\$ 6,000.00	\$ -



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)	
<p>January 27, 2021 11:45 AM Electronic</p>	<p>July 28, 2021 11:45 AM Main Library/Electronic</p>
<p>February 24, 2021 11:45 AM Electronic</p>	<p>August 18, 2021 – Proposed Work Session 9:00 a.m. to 12:00 p.m.</p>
<p>March 24, 2021 11:45 AM Electronic</p>	<p>September 22, 2021 11:45 AM Belmont Branch Library/Electronic</p>
<p>April 28, 2021 11:45 AM Electronic</p>	<p>October 27, 2021 11:45 AM Ginter Park Branch Library/Electronic</p>
<p>May 26, 2021 11:45 AM Main Library/Electronic</p>	<p>November 2021 No Meeting</p>
<p>June 23, 2021 11:45 AM Main Library/Electronic</p>	<p>December 1, 2021 <i>(Combined Nov/Dec Meeting)</i> 11:45 AM Main Library/Electronic</p>

Note: Ordinance No. 2021-181: To extend the expiration date of Ord. No. 2020-093, adopted Apr. 9, 2020, as previously amended by Ord. No. 2020-183, adopted Aug. 20, 2020, and Ord. No. 2020-232, adopted Dec. 14, 2020, which assures the continuity of government during the disaster resulting from the COVID-19 pandemic by modifying the practices and procedures of public bodies to permit electronic meetings as authorized by Va. Code § 15.2-1413, from Jun. 30, 2021, to Dec. 31, 2021.

<https://www.vla.org/2021-vla-award-winners>

Last Updated on Monday, June 28, 2021 09:26 AM

Librarian of Color Forum Award



The Awards & Recognition Committee of the Virginia Library Association (VLA) is pleased to announce that **Meldon Jenkins-Jones of Richmond Public Library** has been chosen for the 2021 Librarian of Color Forum Award. This award recognizes librarians and library staff of color serving in a library in Virginia that exhibit excellence in service to libraries and communities of color as well as conducted outreach or develop programming that encourages engagement or removed barriers to library information and services. Meldon was chosen for this award because of her dedication to social justice, outreach, and community service. As a law librarian, Meldon has addressed issues of equity and access by forming the Black Male Emergent Readers (BMER) program, facilitating discussions for the Richmond chapter of Coming to the Table, and co-creating videos for about the suffrage movement in Virginia. Meldon is an educator, researcher, and collaborator who has established the library as a key stakeholder in the preservation of history and cultural heritage in the community.

Meldon D. Jenkins-Jones, Senior Librarian with the Richmond Public Library, is the Law Librarian for the Richmond Public Law Library at RPL's Main Library. A graduate of Smith College and Rutgers University School of Law, Meldon practiced law in New Jersey for many years before retiring. While working with Todd Elliott and Clint Rudy at Portsmouth Public Library, Meldon received her Masters from Florida State University School of Library and Information Studies. She has been with Richmond Public Library for 8 years. Meldon teaches legal writing and research courses and coordinates online training. Meldon's recent activities and achievements include the Get Lit Literacy Initiative (which included Black Male Emergent Readers Book Kits and Dianne Wilmore's Lit Chicks Read Book Club), blog posts for RPL's Shelf Respect and law-related programs with Library Associate Kathy Roe Coker. She has also spearheaded projects like the annual Get Lit Black History Month Programs, ongoing RPL "Conversations about Virginia Suffragists" videos, and the 19th Amendment Constitution Day video series with VCU. And last but not least, Meldon's other accomplishments include The Oliver W. Hill Book Club, a bi-monthly discussions of books dealing with the law, civil rights, or social justice and Black History Programs scheduled throughout the year, posted on RPL's YouTube Channel.

Meldon has two adult children, Meldon and Alexander, and four grandchildren, Tireck, Alexander Jr., Jaazaniah, and Elijah. When not working, she writes about her childhood in Harlem, NY or walks around her neighborhood in Church Hill.