



RICHMOND PUBLIC LIBRARY

BOARD OF TRUSTEES

September 28, 2022

North Avenue Branch Library
2901 North Avenue
Richmond, Virginia 23222

11:45 a.m.



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



Library Board of Trustees Meeting

Wednesday, July 27, 2022

11:45 a.m.

A G E N D A

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

Agenda Mr. Yates

Consent Agenda: Mr. Yates

- Approval of Minutes-July 27, 2022 Regular Meeting
- Approval of Statistical Report
- Approval of Pending Deposited Gifts Report

Public Comment Period:

Reports:

- Library Friends Ms. DeBoer/Mr. Dishon
- Library Foundation Ms. Revere
- RPL Administration Mr. Firestine

Board Committee Reports:

- Chair Report Mr. Yates
 - Early Literacy Update Ms. Peterson
- Finance Committee Mr. Sawyer
- Facilities Committee Ms. Woody
- Governance Committee Ms. Altman

Unfinished Business Mr. Yates

New Business Mr. Yates

Adjourn Mr. Yates

Next Meeting:

Date: October 26, 2022 Meeting

Time: 11:45 a.m.

Location: Main Library

Library Board Meeting Minutes - DRAFT
July 27, 2022

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

ABSENT: Brent Graves, Garrett Sawyer, Friends of the Library Chair Ruth DeBoer, Gianna Pack

STAFF: Scott Firestine, Attorney Laura Drewry, Clay Dishon, Cheryl Clarke, Susan Revere, Phil Shephard

Meeting of the Richmond Public Library (RPL) Library Board of Trustees (LBOT) was called to order by Chair William Yates at 11:49am at the Main Library located at 101 E. Franklin Street, Richmond, Virginia. The public was noticed and could attend in person or by viewing the Richmond Public Library YouTube channel <https://bit.ly/2VfKL9U>, where it was live streamed. A quorum was established.

Agenda	Approve the July 27, 2022, Agenda as amended by Library Director Scott Firestine removing Sunday Public Service Hours for discussion under New Business: <i>Motion: Christine Peterson, Second by Janet Woody</i> <i>AYES: <u>7</u> NOES: <u>0</u> ABSTAIN: <u>0</u> Approved Unanimously.</i>
Consent Agenda	Approve the June 22, 2022, Regular Meeting Minutes, the Current Financial Reports, Statistical Reports, and Donations Report as submitted: <i>Motion: Barbara Burton, Second by Sheron Carter-Gunter</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>Clay Dishon</u> <u>Ruth DeBoer</u>	Mr. Dishon reported on the Friends of the Library Report in Ms. DeBoer's absence: <ul style="list-style-type: none">• No July Meeting.• Continue to work towards searching for and bringing on some new Friends Board members.• Annual Meeting scheduled for November 4 – Special guest speaker is local reviewer, critic and instructor Ed Slipek, who will give a talk about the Richmond Public Library.
Library Foundation <u>Susan Revere</u> <u>Scott Firestine</u>	Ms. Revere reported on the Library Foundation Report as follows: Grant Activity/Partnership Updates: <ul style="list-style-type: none">• The Foundation is excited to announce the \$30,000 grant awarded by Virginia Museum of History and Culture's Commonwealth History Fund, supported by Dominion Energy for a Community Memory Fellow. This grant falls within the Strategic Plan focus area Uniquely Richmond. Thank you to Chair Yates for his letter of consent in support of the application, to Christine Peterson for reviewing and strengthening our application, and to Sheron Carter-Gunter for her support as well. We look forward to sharing more information with you in the coming months.• The Foundation submitted a grant request to Dominion Charitable Foundation in support of the YAVA and RVA Reads Programs.

REPORTS (CONTINUED)	
Library Foundation (Continued) <u>Susan Revere</u> <u>Scott Firestine</u>	<ul style="list-style-type: none"> Dr. Greg Hundley and his team at VCU's Pauley Heart Center are working with the Foundation to support RVA Reads during Heart Health Month in February 2023 with <i>The Busy Body Book</i>, by Lizzy Rockwell. Many of RPL's RVA Reads partnerships are in historically under resourced neighborhoods where significant health disparities and outcomes exist. Beginning August 1, RPL teams up with Virginia Credit Union on a financial literacy pilot program at Broad Rock and West End Branch Libraries. The kiosks contain a collection of approximately 80 multi-lingual titles about important financial concepts appropriate for children pre-K – 6th grade. Studies have shown that many money habits are already in place by age 7. These books and the programs around them support conversations about financial decision making.
Administration <u>Scott Firestine</u>	<p>Highlights and Additions to Director's Report: Mr. Firestine reported on the highlights from the Director's Report and Statistical Report as follows:</p> <ul style="list-style-type: none"> State Aid Waiver Update: In May 2022, Mr. Firestine applied for State Aid Waiver due to local support decrease during the pandemic. He had to explain what had happened and how funding has been/will be restored. After confirmation, the State Library was satisfied and approved the waiver. The At Home newsletter is up and running again. RPL was selected by the State Library to pilot a program called Career Online High School (COHS). This will allow adult students in Richmond to take online schooling, designed in compliance with VA education standards, to acquire the true high school diploma. During the pilot, the cost of the program will be underwritten by LVA. Other VA Libraries currently hosting COHS include Prince William, Fairfax, Chesapeake, Virginian Beach, and Norfolk. Relevant results include: <ul style="list-style-type: none"> 81% of the COHS graduates in Virginia have pursued post-secondary degrees, finding a pathway to community college and skilled trades. Each graduate impacts their community with increased earnings and less dependence on government assistance. <p>The State Library discovered the impact of this program and secured funding for a select group of Virginia libraries with the highest need in their communities (Frederick County, Lexington, and Richmond) to offer scholarships. This is an opportunity for RPL to participate and supports our strategic goal of Lifelong Learning.</p>
BOARD COMMITTEE REPORTS	
Chair Report <u>William Yates</u>	No formal report.

BOARD COMMITTEE REPORTS (CONTINUED)	
Finance Chair <u>Scott Firestine</u> <u>Garrett Sawyer</u>	Mr. Firestine reported on the end-of-year close out with the City: <ul style="list-style-type: none"> • There was a surplus at the end of the fiscal year. • All staff received a 5% increase on their first pay check for the new fiscal year. • The City addressed some compression in certain job classifications. • The City initiated a starting wage of \$17.00/hourly, which is higher than surrounding localities. • Collective bargaining was approved by the City.
Facilities Chair <u>Janet Woody</u> <u>Gail Zwirner</u> <u>Scott Firestine</u>	Ms. Woody reported the Committee was still working on the conceptual document. She also mentioned the architect had to complete another form for the Urban Design Committee. The Urban Design Committee will meet August 2 to continue discussions.
Governance Chair <u>Emily Altman</u>	Ms. Altman reported there were no responses in changing Committee responsibilities by members. Mr. Yates mentioned all members would continue working within their respective current Committees.
UNFINISHED BUSINESS	
Advocacy: Wrap up – Ms. Peterson reminded everyone if they have not reached out to thank their respective Councilmembers, to please do so as soon as possible. American Library Association (ALA) – Ms. Peterson mentioned the ALA has a few set a side groups, which include Trustees, Foundation, Friends, and Library Directors called United for Libraries. Their Annual Conference theme is Equity, Inclusion, and Diversity (EID). Mr. Firestine and Ms. Peterson will be presenting at the ALA Conference on August 10 on EID.	
NEW BUSINESS	
RPL100: Mr. Dishon gave a brief update on the Committee meeting to develop public programming recognizing 100 years of the Richmond Public Library. Library/Community Services Manager Ben Himmelfarb of the Main Library and Mr. Dishon are leading the effort. All Branches are represented and participating on the Committee as well as Foundation, LBOT, and Friend members. Foundation Member Dontrese Brown is donating his time and expertise to work with the Committee on a Message, Voice & Personality (MVP) development project. The workshop will address brand design and creative strategy around the library: How we tell our story and engage with patrons and others.	

There being no further business, the meeting was adjourned at 12:46pm by unanimous consensus from the members that were present in the meeting.

There being no meeting in August, the next meeting will be held on Wednesday, September 28, 2022, for a Regular Monthly Meeting at the North Avenue Branch Library located at 2901 North Avenue, Richmond, Virginia 23222, if the meeting room is available. Ms. Pack will confirm meeting room location with the members.

Approved: _____
Mr. William Yates, Chair

Recorder: *Gianna Pack, CAP*
Senior Executive Assistant

Director's Report

August/September 2022

Director Activities:

Aug 2	Role of Virginia Rep in Early Literacy/Vision – Main
Aug 3	Friends Board Meeting – Main
Aug 4	UDC Meeting – City Council Chambers
Aug 5	Concept Design Document Review with Facilities Committee – Main
Aug 5	United for Libraries Presentation with Christine Peterson Preparation – Main
Aug 9	RPL100 Workshop with Dontrese Brown – Virtual
Aug 10	ALA United for Libraries Presentation with Christine Peterson – Virtual
Aug 11	RPL100 Committee Meeting: Workshop with Dontrese Brown – Main
Aug 12	Design Meeting for Foundation Board – Main
Aug 16	ARPA Climate Vulnerability & Risk Assessment Presentation – Virtual
Aug 16	Human Services Equity Education Session #4 – Virtual
Aug 24	RPLF Finance Committee Meeting – Virtual
Aug 24	Human Services Retreat 1
Aug 25	RPL100 Committee Meeting
Sep 1	Richmond Leads Kickoff
Sep 5	Holiday – Labor Day
Sep 6	Human Services Retreat 2
Sep 6	City Council Special Meeting and Organizational Development Standing Committee – Virtual
Sep 7	RPL Friends Board Meeting
Sep 7	RPLF Executive Committee Meeting – Virtual
Sep 8	RPL100 Committee Meeting
Sep 9	CALD Meeting – Virtual
Sep 12	Informal Council Meeting/Council Meeting – City Hall
Sep 14	Building a national Network Project – Virtual
Sep 20	RPL and Early Learning Update with Chris Peterson – Main
Sept 22-23	Library of Virginia Director's Meeting

- **Hiring Update:**

- August/September 2022 Hiring Update:
 - 0085 PTE Library Technician for Broad Rock Branch – Interviews: 09/21-23/2022
 - 0177 PTE Library Technician for Broad Rock Branch – Interviews: 09/21-23/2022
 - 0178 PTE Library Technician for Broad Rock Branch – Interviews: 09/21-23/2022
 - 0046 FTE Library Technician Senior for Broad Rock Branch – Candidate Selection Process: 09/19/2022
 - Westover Hills Branch Library welcomes (0079) FTE Library/Community Services Manager Hayley DeRoche on August 15, 2022.
 - North Avenue Branch Library/Community Services Manager (LCSM) went to work full-time in the Human Services Portfolio as the Homeless Liaison on September 12, 2022. Craig Gill-Walker will serve as Acting LCSM effective September 24, 2022.

- **Access Hours Expand:** All locations are open two evenings a week until 8:00PM and Main is open four evenings until 8:00PM. Sundays at Broad Rock were delayed due to hiring delays.
- **RPL Main Master Plan:** Monday, August 15, 2022, the City Planning Commission approved the Master Plan *concept* for the Main Library. This means we have completed the necessary City planning approvals (Urban Design Committee and Planning Commission Committee). The next step is inclusion in the City Improvement Projects (CIP). Stineberg Hart can complete the final Master Plan Report for review.

- **RPL100:** November 15, 2022, at 6:00PM, Read-Up Richmond presents author Marlon James in conversation with Njelle Hamilton (Bio's in packet). Prior to the Read-Up event, we will host a reception to honor the 100th Anniversary of Richmond Public Library (RPL). This will begin a year of programs and activities to celebrate our past and look with great excitement to our next 100 years.
- **Community Memory Fellow:** Community Memory Fellow position was posted on September 1-23, 2022, to the City HR Jobs website. This position is a one year grant funded fellowship that will assist the "Uniquely Richmond" goal of the RPL 2022-2027 Strategic Plan:
 - Establishing Richmond History Room as a primary starting point for historical research on the City of Richmond.
 - Expanding local history collections for students, researchers, and enthusiasts in Special Collections.
 - Producing public programs related to Richmond history.
 - Developing an oral history collaborative strategy to preserve Richmond voices.
 - Connecting RPL with other institutions, organizations, and individuals who do public history work.

CIRCULATION FY23														
LOCATION	FY	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Total
Belmont	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
	FY22	10,105	7,973	7,528	7,249	7,173	6,764	7,283	7,235	7,934	7,118	7,967	7,424	91,753
	FY23	8,400	9,297											17,697
Broad Rock	FY21	1,570	1,791	1,373	1,277	1,254	1,203	1,115	913	1,096	954	979	1,403	14,928
	FY22	2,105	2,733	2,315	2,073	1,945	1,579	1,545	1,502	1,667	1,624	1,641	1,581	22,310
	FY23	1,886	2,413											4,299
East End	FY21	1,431	1,738	1,493	1,493	1,599	1,621	1,673	1,427	1,575	1,539	1768	2,317	19,674
	FY22	2,519	2,799	3,073	3,039	3,149	2,993	3,230	2,928	2,992	2,897	3061	2,830	35,510
	FY23	2,898	3,313											6,211
Ginter Park	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
	FY22	4,175	4,452	4,292	3,990	3,754	3,074	3,671	3,585	4,340	3,877	4,015	4,821	48,046
	FY23	4,607	4,802											9,409
Hull Street	FY21	873	1,231	916	1,231	1,135	1,108	1,254	825	1,368	1,432	1,555	1,481	14,409
	FY22	1,884	2,141	1,986	2,144	2,014	2,475	2,397	2,324	2,634	2,361	2,065	2,046	26,471
	FY23	1,987	2,359											4,346
Main	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
	FY22	6,925	7,554	6,708	6,748	6,810	6,026	6,904	7,269	8,068	6,675	6,442	6,757	82,886
	FY23	7,932	9,457											17,389

CIRCULATION FY23 (CONTINUED)														
LOCATION	FY	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Total
North Avenue	FY21	692	820	695	526	750	891	689	566	870	1,345	2,007	1,878	11,729
	FY22	2,003	2,229	2,141	2,241	2,041	1,724	1,755	1,850	2,256	1,825	1,783	1,706	23,554
	FY23	2,139	2,118											4,257
West End	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
	FY22	12,036	12,125	11,087	10,998	9,998	9,073	10,369	10,305	11,090	10,253	11,113	12,224	130,671
	FY23	13,150	13,412											26,562
Westover Hills	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
	FY22	7,604	8,163	7,214	8,653	7,649	6,836	7,650	6,983	7,908	7,144	7,833	7,803	91,440
	FY23	8,424	8,612											17,036
E-Content	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
	FY22	12,630	13,139	11,175	10,431	11,019	11,061	13,230	11,146	11,981	12,939	14,980	14,655	148,386
	FY23	15,491	16,510											32,001
Total	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
	FY22	61,986	63,308	57,519	57,566	55,552	51,605	58,034	55,127	60,870	56,713	60,900	61,847	701,027
	FY23	66,914	72,293											139,207

PROGRAMS FY2023	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	TOTAL FY23	TOTAL FY22
Belmont														
Adult Programs	5	7											12	23
Adult Attend	18	34											52	239
Young Adult Programs	0	0											0	0
Young Adult Attend	0	0											0	0
Juvenile Programs	6	10											16	3
Juvenile Attend	36	56											92	23
Total Attend	54	90	0	0	0	0	0	0	0	0	0	0	144	262
Total Programs	11	17	0	0	0	0	0	0	0	0	0	0	28	26
Broad Rock														
Adult Programs	6	7											13	17
Adult Attend	4	5											9	130
Young Adult Programs	0	0											0	1
Young Adult Attend	0	0											0	4
Juvenile Programs	8	9											17	35
Juvenile Attend	48	39											87	207
Total Attend	52	44	0	0	0	0	0	0	0	0	0	0	96	341
Total Programs	14	16	0	0	0	0	0	0	0	0	0	0	30	53
East End														
Adult Programs	5	9											14	70
Adult Attend	31	105											136	610
Young Adult Programs	5	5											10	46
Young Adult Attend	13	25											38	469
Juvenile Programs	8	9											17	68
Juvenile Attend	131	196											327	978
Total Attend	175	326	0	0	0	0	0	0	0	0	0	0	501	2,057
Total Programs	18	23	0	0	0	0	0	0	0	0	0	0	41	184

PROGRAMS FY2023 (CONTINUED)	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	TOTAL FY23	TOTAL FY22
Ginter Park														
Adult Programs	2	0											2	6
Adult Attend	5	0											5	15
Young Adult Programs	0	0											0	0
Young Adult Attend	0	0											0	0
Juvenile Programs	8	4											12	36
Juvenile Attend	90	6											96	89
Total Attend	95	6	0	0	0	0	0	0	0	0	0	0	101	104
Total Programs	10	4	0	0	0	0	0	0	0	0	0	0	14	42
Hull Street														
Adult Programs	4	0											4	12
Adult Attend	32	0											32	48
Young Adult Programs	1	0											1	0
Young Adult Attend	5	0											5	0
Juvenile Programs	0	4											4	15
Juvenile Attend	0	37											37	99
Total Attend	37	37	0	0	0	0	0	0	0	0	0	0	74	147
Total Programs	5	4	0	0	0	0	0	0	0	0	0	0	9	27
Main														
Adult Programs	14	6											20	75
Adult Attend	97	50											147	3,035
Young Adult Programs	3	0											3	17
Young Adult Attend	28	0											28	109
Juvenile Programs	20	7											27	117
Juvenile Attend	584	1,000											1,584	1,657
Total Attend	709	1,050	0	0	0	0	0	0	0	0	0	0	1,759	4,801
Total Programs	37	13	0	0	0	0	0	0	0	0	0	0	50	209

PROGRAMS FY2023 (CONTINUED)	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	TOTAL FY23	TOTAL FY22
North Avenue														
Adult Programs	6	3											9	56
Adult Attend	87	78											165	766
Young Adult Programs	0	0											0	8
Young Adult Attend	0	0											0	72
Juvenile Programs	4	5											9	15
Juvenile Attend	53	150											203	269
Total Attend	140	228	0	0	0	0	0	0	0	0	0	0	368	1,107
Total Programs	10	8	0	0	0	0	0	0	0	0	0	0	18	79
West End														
Adult Programs	6	6											12	30
Adult Attend	69	49											118	289
Young Adult Programs	2	1											3	4
Young Adult Attend	15	9											24	26
Juvenile Programs	13	13											26	128
Juvenile Attend	175	258											433	1,114
Total Attend	259	316	0	0	0	0	0	0	0	0	0	0	575	1,429
Total Programs	21	20	0	0	0	0	0	0	0	0	0	0	41	162
Westover Hills														
Adult Programs	1	1											2	32
Adult Attend	0	2											2	237
Young Adult Programs	1	1											2	7
Young Adult Attend	17	18											35	87
Juvenile Programs	8	4											12	68
Juvenile Attend	450	197											647	1,953
Total Attend	467	217											684	2,277
Total Programs	10	6											16	107
Grand Total Attend	1,988	2,314	0	0	0	0	0	0	0	0	0	0	4,302	4,302
Grand Total Programs	136	111	0	0	0	0	0	0	0	0	0	0	247	247

DOOR COUNT FY2023	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	TOTAL
Belmont	4,384	4,811											9,195
Broad Rock	3,121	3,601											6,722
East End	2,911	4,224											7,135
Ginter Park	4,441	4,216											8,657
Hull Street	4,335	4,300											8,635
Main	9,271	8,207											17,478
North Avenue	8,278	8,504											16,782
West End	3,653	3,333											6,986
Westover Hills	4,011	3,831											7,842
TOTALS FY23:	44,405	45,027											89,432
TOTALS FY22:	30,685	32,619	32,702	35,028	34,519	5,716	36,999	1,189	37,658	38,159	37,378	45,822	428,474
TOTALS FY21:	15,077	0	0	0	0	0	0	0	0	17,689	15,223	23,380	74,369

COMPUTER USE FY2023	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	TOTAL
Belmont Workstation	721	769											1,490
WIFI	731	660											1,391
Broad Rock Workstation	761	890											1,651
WIFI	492	478											970
East End Workstation	839	963											1,802
WIFI	633	642											1,275
Ginter Park Workstation	489	612											1,101
WIFI	509	461											970
Hull Street Workstation	467	693											1,160
WIFI	502	726											1,228
Main Workstation	1,498	1,971											3,469
WIFI	2,565	2,900											5,465
North Avenue Workstation	683	606											1,289
WIFI	383	390											773
West End Workstation	324	373											697
WIFI	749	717											1,466
Westover Hills Workstation	615	643											1,258
WIFI	469	436											905
TOTALS FY23:	13,430	14,930											28,360
TOTALS FY22:	7,868	7,453	7,484	10,192	7,706	7,583	8,709	8,046	9,346	10,404	10,819	11,897	107,507
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

TECHNICAL SERVICES - ITEMS BY LOCATION										
FY2023	Belmont	Broad Rock	East End	Ginter Park	Hull Street	MAIN	North Avenue	West End	Westover Hills	OverDrive
Jul-22	280	283	229	226	155	678	179	355	238	-
Aug-22	391	233	292	306	192	611	217	450	329	3,284
Sep-22										
Oct-22										
Nov-22										
Dec-22										
Jan-23										
Feb-23										
Mar-23										
Apr-23										
May-23										
Jun-23										
Branch Total FY23:	671	516	521	532	347	1,289	396	805	567	3,284
Branch Total FY22:	2,275	1,618	1,487	1,446	1,366	3,472	1,275	2,830	1,987	5,387
Average:	336	258	261	266	174	645	198	403	284	1,642

NEW PATRON CARDS													
FY2023	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Total
Belmont	128	147											275
Broad Rock	64	72											136
East End	79	61											140
Ginter Park	38	38											76
Hull Street	90	86											176
Main	203	280											483
North Avenue	64	99											163
West End	96	102											198
Westover Hills	81	91											172
Online Reg E-Card	491	522											1,013
Total FY23:	1,334	1,498											2,832
Total FY22:	1,055	1,218	1,064	1,467	1,072	879	1,209	984	979	957	1,017	1,170	13,071

Richmond Public Library
FY23 Operating Budget
as of August 31, 2022

ACCOUNT	DESCRIPTION	Budget	Actual and Encumbered 31-Aug-22	% Spent	Balance Available 31-Aug-22
60000	SALARIES - FULL TIME	\$ 3,298,861	\$ 410,769	12.5%	\$ 2,888,092
61000	SALARIES - PART TIME	\$ 187,631	\$ 12,499	6.7%	\$ 175,132
62000	SALARIES - TEMPORARY	\$ 10,000	\$ 3,494	0.0%	\$ 6,507
63000	FICA	\$ 221,213	\$ 25,317	11.4%	\$ 195,896
63001	RET CON RSRs	\$ 795,579	\$ 95,776	12.0%	\$ 699,803
63002	MEDCARE FICA	\$ 53,276	\$ 5,921	11.1%	\$ 47,355
63003	GROUP LIFE	\$ 20,331	\$ 3,433	16.9%	\$ 16,898
63006	H/C ACT TEMP	\$ 664,768	\$ 74,997	11.3%	\$ 589,771
63008	STATE UNEMPLOYMENT	\$ -	\$ 914	0.0%	\$ (914)
63011	HEALTH SAVINGS	\$ -	\$ 750	0.0%	\$ (750)
64104	EDUCATION PAY	\$ -	\$ -	0.0%	\$ -
64105	BONUS PAY	\$ -	\$ -	0.0%	\$ -
64110	VRIP INCENTIVE	\$ -	\$ -	0.0%	\$ -
Personnel Expenses		\$ 5,251,659	\$ 633,869	12.1%	\$ 4,617,790
71141	BOOKS	\$ 952,359	\$ (59,293)	-6.2%	\$ 1,011,652
71141	DATABASES	\$ -	\$ -	0.0%	\$ -
71142	MULTIMEDIA PRODUCTS	\$ 2,456	\$ 1,504	61.2%	\$ 952
72122	MAGS & NEWSPAPER	\$ 29,277	\$ 16,982	58.0%	\$ 12,295
Collection Development		\$ 984,092	\$ (40,807)	-4.1%	\$ 1,024,899
70131	ADVERTISING	\$ 2,297	\$ 941	41.0%	\$ 1,356
70161	PLANNING MGMT SERVICES	\$ 223,055	\$ 86,963	39.0%	\$ 136,092
70218	VEHICLE REPAIR	\$ 2,902	\$ 755	26.0%	\$ 2,147
70412	TRANSPORTATION	\$ -	\$ -	0.0%	\$ -
70311	PRINTED SUPPLIES	\$ 3,000	\$ 5,968	198.9%	\$ (2,968)
70413	MILEAGE ALLOWANCE	\$ 2,263	\$ -	0.0%	\$ 2,263
70551	SECURITY	\$ 298,993	\$ 148,446	49.6%	\$ 150,547
70552	CONTRACT AND TEMP PERSONNEL	\$ 22,000	\$ 12,858	58.4%	\$ 9,142
71012	OFFICE STATIONARY SUPPLIES	\$ 3,047	\$ (684)	-22.4%	\$ 3,731
71016	ADVERTISING	\$ -	\$ -	0.0%	\$ -
71143	LIBRARY OPERATING SUPPLIES	\$ 19,220	\$ 736	3.8%	\$ 18,484
72113	POSTAGE	\$ 4,456	\$ (500)	-11.2%	\$ 4,956
72121	CONFERENCES & CON	\$ 1,904	\$ -	0.0%	\$ 1,904
72123	MEMBERSHIP DUES	\$ 677	\$ 54	8.0%	\$ 623
72124	TRAINING	\$ 1,055	\$ -	0.0%	\$ 1,055
72131	COMPUTER SUPPLIES	\$ 25,662	\$ (6,367)	-24.8%	\$ 32,029
72153	EQUIPMENT	\$ 12,200	\$ -	0.0%	\$ 12,200
73104	BANK FEES	\$ -	\$ 1,932	0.0%	\$ (1,932)
76119	PAGERS	\$ -	\$ -	0.0%	\$ -
76652	PAPER PRODUCTS	\$ -	\$ -	0.0%	\$ -
77103	FUEL-D/O VEHICLE	\$ 2,298	\$ 316	13.7%	\$ 1,982
77104	VEHICLE MONTHLY STANDING	\$ 493	\$ 82	16.7%	\$ 411
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		\$ 632,682	\$ 251,500	39.8%	\$ 381,182
TOTAL GENERAL FUND		\$ 6,868,433	\$ 844,562	12.3%	\$ 6,023,871

RICHMOND PUBLIC LIBRARIES - General Fund Budget

Monthly Budget Report

August 31, 2022

<u>General Fund Revenue</u>	<u>FY2022-23</u> <u>Budget</u>	<u>FY2022-23</u> <u>Actual YTD</u>	<u>%</u> <u>Recognized</u>	<u>Unrecognized</u>
Lost and Damage Books	\$ 21,782	\$ 1,846	8%	\$ 19,936
Reservation - Book Records	\$ 500	\$ 220	44%	\$ 280
Room Rental Fees	\$ 300	\$ -	0%	\$ 300
Sales Copy Centers	\$ 17,476	\$ 1,765	10%	\$ 15,711
State Library Aide	\$ 170,000	\$ -	0%	\$ 170,000
	\$ 210,058	\$ 3,831	2%	\$ 206,227

General Fund Operating

	<u>FY2022-23</u> <u>Budget</u>	<u>FY2022-23</u> <u>Actual YTD</u>	<u>% Expended</u>	<u>Unobligated</u>
Personnel	\$ 3,496,492	\$ 426,762	12%	\$ 3,069,730
Fringes	\$ 1,755,167	\$ 207,107	12%	\$ 1,548,060
Books/Materials	\$ 984,092	\$ (40,807)	-4%	\$ 1,024,899
Operating Expenses	\$ 632,682	\$ 251,500	40%	\$ 381,182
Total	\$ 6,868,433	\$ 844,562	12%	\$ 6,023,871

Encumbrances YTD \$ 99,188

RICHMOND PUBLIC LIBRARIES - Special Fund Budget

<u>Special Fund Revenue</u>	<u>FY2022-23</u> <u>Anticipated</u>	<u>FY2022-23</u> <u>Actual YTD</u>	<u>%</u> <u>Recognized</u>	<u>Unrecognized</u>
00314 - Gift to the Library	\$ 12,500	\$ 6,421	0%	\$ 6,079
00308 - Verizon E-Rate Grant	\$ 75,000	\$ -	0%	\$ 75,000
00309 - Public Law Library	\$ 167,797	\$ 22,832.00	14%	\$ 144,965
00311 - Gates Foundation	\$ 28,750	\$ -	0%	\$ 28,750
00312 - RPL Foundation	\$ 18,000	\$ -	0%	\$ 18,000
00313 - Friends of the RPL	\$ 18,000	\$ -	0%	\$ 18,000
00000 - FNDN Restricted Grant	\$ -	\$ -	0%	\$ -
	\$ 320,047	\$ 29,253	9%	\$ 290,794

<u>Special Fund Expenditures</u>	<u>FY22 Rollover &</u> <u>FY23 Receipts</u>	<u>FY2021-22</u> <u>Actual YTD</u>	<u>% Expended</u>	<u>Unobligated</u>
00314 - Gift to the Library	\$ 184,959	\$ 4,590	2%	\$ 180,369
00308 - Verizon E-Rate Grant	\$ 63,094	\$ -	0%	\$ 63,094
00309 - Public Law Library	\$ (347,661)	\$ 15,672	-5%	\$ (363,333)
Personnel		\$ 5,142		
Fringes		\$ 1,553		
Books/Materials		\$ 8,976		
Operating Expenses		\$ -		
00311 - Gates Foundation	\$ (1,721)	\$ -	0%	\$ (1,721)
00312 - RPL Foundation	\$ (121,614)	\$ 4,695	-4%	\$ (126,309)
00313 - Friends of the RPL	\$ 42,643	\$ 282	1%	\$ 42,361
	\$ (180,300)	\$ 25,239	-14%	\$ (205,539)

Encumbrances YTD \$ 44,726

Richmond Public Library
Foundation, Friends, Groups and Individual Donations
FY 2023

Consent Agenda: Deposited Gifts Over \$100 Shown
as of August 31, 2022

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	\$ -	Year To Date Total	\$ -	\$ -	\$ -

RPL100 Committee Charge and Membership

Purpose

The RPL100 Committee will plan and develop public programming recognizing Richmond Public Library's 100th year.

Charge

The RPL100 Committee reports to the Library Director and is responsible for planning, developing, and presenting public programs during RPL's 100th year of service to Richmond. The Committee will provide the Library Director with a schedule of programming throughout RPL's Centennial Year, November 2022 through November 2023.

Membership

- Library/Community Services Manager, Richmond Public Main Library, chair
- One library staff member representing each of the eight branches, appointed by the Library Director guided by the diversity of the group, key experiences, and connections related to RPL.
- One member from the RPL Board of Trustees, appointed by the Board of Trustees
- One member from the Friends of Richmond Public Library, appointed by the Friends Board of Directors
- One member from the Richmond Public Library Foundation, appointed by the Foundation Board
- One member representing the Richmond Public Library Administration

Member Terms

- Membership begins July 2022 and concludes January 2024.
- The Committee will meet regularly as Committee business requires, beginning in July 2022 and concluding in January 2024.

Areas of Responsibility

The Committee will:

- Assemble and craft an engaging, relevant, accurate, inclusive, and thorough history of RPL's first 100 years of formal existence as a public institution. The Committee should create this history in a democratic, transparent way that will increase the collective sense of ownership of the Library as a public good in Richmond.
- Ensure representation from all branches, neighborhoods, and areas of the city throughout the project. The work itself and the results of RPL100 belongs to all of us, just as the library does.
- Seek information and insight into the past from a wide range of sources, including but not limited to:
 - Institutional, city, and other public records or materials
 - Published documents like newspapers, reports, and notices
 - Unpublished documents like diaries or personal writings
 - Books and other secondary sources on Richmond's history
 - Oral histories and stories from past and current residents and library users
 - Photographs from any and all sources
- Correlate historical inquiry and storytelling with the five focus areas of the 2022-2027 Strategic Plan: Accessible Libraries, Early Literacy, Lifelong Learning, Organizational Strength, and Uniquely Richmond.
- Plan events, exhibits and other material relevant to telling the story of RPL at 100 years.
- Develop an evaluation and report on Centennial Year activities by January 31, 2024 to submit to the Library Director.

Guiding Principles

1. RPL100 programming and events will be forthright on all aspects of the Library's history, including the history of segregationist policies and the Library's role in maintaining white supremacy in Richmond.
2. Richmond Public Library is committed to advancing equity, diversity, and inclusion. We recognize that awareness and transformation must occur on the individual, collective, and institutional levels. A fuller, truer, richer accounting of the Library's history can help facilitate this growth and learning within our own ranks, with our patrons, and for the city as a whole.

Membership of RPL100 as of August 2022

Himmelfarb, Benjamin	Library Community Services Manager, Chair
Booth, Barbara	Belmont Branch Library
Tyler, Tonya	Belmont Branch Library
Brown, Yusuf	West End Branch Library
Crisman, Lisa	West End Branch Library
Condon, Rachel	Ginter Park Branch Library
Phillips, Kerry	Ginter Park Branch Library
Jenkins-Jones, Meldon	Hull Street Branch Library
Montgomery, Heather	Broad Rock Branch Library
Hickman, Robert	Westover Hills Branch Library
Wilmore, Dianne	North Avenue Branch Library
Zimmerli, Adam	East End Branch Library
Toomey, Simms	Main Library
Kilmon, David	Main Library
Macklin, Delta	Main Library
Dishon, Clay	Library Administration
Firestine, Scott	Library Administration
Pack, Gianna	Library Administration
Revere, Susan	Library Administration
Freeman, Hollee	Richmond Public Library Foundation
Kyle, Kelly	Friends of the Richmond Public Library
Woody, Janet	Library Board of Trustees

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MARLON JAMES

Award-winning Novelist and Educator



of multiple narrators and genres: the political thriller, the oral biography, and the classic whodunit confront the untold history of Jamaica in the 1970's, with excursions to the assassination attempt on reggae musician Bob Marley, as well as the country's own clandestine battles during the cold war. James cites influences as diverse as Greek tragedy, William Faulkner, the LA crime novelist James Ellroy, Shakespeare, Batman and the X-Men. Writing for *The New York Times*, Michiko Kakutani said of *A Brief History of Seven Killings*, "It's epic in every sense of that word: sweeping, mythic, over-the-top, colossal and dizzyingly complex. It's also raw, dense, violent, scalding, darkly comic, exhilarating and exhausting—a testament to Mr. James's vaulting ambition and prodigious talent." In addition to the Man Booker Prize, *A Brief History of Seven Killings* won the American Book Award, the Anisfield-Wolf Book Prize, the OCM Bocas Prize for Caribbean Literature, the Minnesota Book Award, and was a finalist for the National Book Critics Circle Award.

Marlon James' first novel, *John Crow's Devil*, tells the story of a biblical struggle in a remote Jamaican village in the 1950s. Though rejected 78 times before being accepted for publication, *John Crow's Devil* went on to become a finalist for the *Los Angeles Times* Book Prize and the Commonwealth Writers Prize, as well as a *New York Times* Editor's Choice. His second novel, *The Book of Night Women*, is about a slave women's revolt on a Jamaican plantation in the early 19th century. The work won the 2010 Dayton Literary Peace Prize, Minnesota

Marlon James won the 2015 Man Booker Prize for Fiction for *A Brief History of Seven Killings*, making him the first Jamaican author to take home the U.K.'s most prestigious literary award. In the work, James combines masterful storytelling with brilliant skill at characterization and an eye for detail to forge a bold novel of dazzling ambition and scope. He explores Jamaican history through the perspectives

"[Marlon James] is a virtuoso ... [the novel is] an epic of postcolonial fallout, in Jamaica and elsewhere, and America's participation in that history. ... the book is not only persuasive but tragic, though in its polyphony and scope it's more than that....It makes its own kind of music, not like Marley's, but like the tumult he couldn't stop."

— *New York Times Book Review*



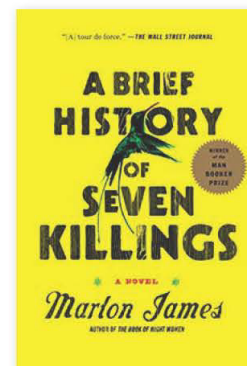
"An impressive feat of storytelling: raw, uncompromising, panoramic yet meticulously detailed. The Jamaica portrayed here is one many people have heard songs about but have never seen rendered in such arresting specificity—and if they have, only briefly."

— *Chicago Tribune*



Book Award, and was a finalist for the 2010 National Book Critics Circle Award in fiction, as well as an NAACP Image Award. His best-selling book, *Black Leopard, Red Wolf*, is the first in the Dark Star Trilogy, a fantasy series set in African legend. *Black Leopard, Red Wolf* received the Ray Bradbury Prize for Science Fiction, Fantasy and Speculative Fiction from the *Los Angeles Times* Book Prizes, the 2020 Locus Award for Horror, was a finalist for the 2019 National Book Award in the Fiction category, and was named one of the *Washington Post's* 10 Best Books of 2019. The

"Epic in every sense of the word: sweeping, mythic, over-the-top, colossal, and dizzyingly complex."
—*New York Times*



second book in the trilogy is *Moon Witch, Spider King* (Riverhead Books, February 15, 2022).

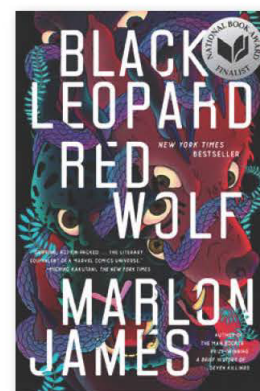
James' short fiction and nonfiction have been anthologized in *Bronx Noir*, *The Book of Men: Eighty Writers on How to Be a Man* and elsewhere, and have appeared in *Esquire*, *Granta*, *Harper's*, *The Caribbean Review of Books* and other publications. His widely read essay, "From Jamaica to Minnesota to Myself," appeared in the *New York Times Magazine*. In early 2016 his viral video Are you racist? 'No' isn't a good enough answer received millions of hits. James hosts a popular podcast about literature with Jake Morrissey called *Marlon and Jake Read Dead People*. Marlon James will write and executive produce *Get Millie Black* a 6-part crime drama set in Jamaica for movie channel HBO and the UK's Channel 4.

Marlon James was born in Kingston, Jamaica in 1970. He graduated from the University of the West Indies in 1991 with a degree in Language and Literature, and from Wilkes University in Pennsylvania in 2006 with a Masters in creative writing. He lives in Minneapolis, Minnesota and teaches English and creative writing at Macalester College. In 2018 Marlon James received an American Academy of Arts and Letters Award in Literature. In April 2019 he was named one of *Time Magazine's* 100 Most Influential People of 2019 in the Pioneers category.

In his presentations, James addresses topics related to writing and the writing process, as well as issues pertaining to the history of the Caribbean, race and gender in the US and UK, and youth subcultures as expressed in literature and music such as hip-hop and reggae.

"James has written a dangerous book, one full of lore and whispers and history... [a] great book... His achievement, however, goes far beyond opening up this terrible moment in the life of a great musician. He gives us the streets, the people, especially the desperate, the Jamaicans whom Marley exhorted to: 'Open your eyes and look within: Are you satisfied with the life you're living?'"

—*Boston Globe*



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<https://www.barclayagency.com/speakers/marlon-james>

UPDATED: FEBRUARY 21, 2022



NJELLE HAMILTON

ASSOCIATE PROFESSOR, DEPARTMENTS OF ENGLISH AND
AFRICANA STUDIES

101A Minor Hall

Phone: 434-982-3573

Office Hours: Wed 12-3pm (Make appointments at njhamilton.youcanbook.me).

Class Schedule: Mon 3:30-6:00pm

TEACHING AND RESEARCH AREAS:

Caribbean and African Literatures; Caribbean Popular Music; Afrofuturism; Time; Trauma and Memory; Narrative Theory; Postcolonial Theory.

I specialize in 20th and 21st century Caribbean literary and cultural studies, especially the impact of orality, music, and trauma on the Caribbean postcolonial novel. My first book, *Phonographic Memories: Popular Music and the Contemporary Caribbean Novel* (Rutgers 2019), investigates how Caribbean subjects turn to nation music when personal and cultural memory have been impacted by time, travel, or trauma. In my current book project, *Caribbean Chronotopes*, I read recent time-bending novels through the lens of physics, phenomenology, and Caribbean theory. My articles have appeared in *Anthurium*, *Wasafiri*, *SX Salon* and *Journal of West Indian Literature*.

DEGREES

Ph.D. Brandeis University, 2012

M.A. Brandeis University, 2007

B.A. University of the West Indies, Mona, 1998

BOOKS

- *Phonographic Memories: Popular Music and the Contemporary Caribbean Novel*. New Brunswick: Rutgers UP (2019).

FICTION

- “Hummingbird Dub,” *PREE: Caribbean Writing* 6: Dub. November 2020.
<https://preelit.com/2020/11/15/hummingbird-dub/>

ARTICLES AND REVIEWS

- “Rita Indiana’s *Tentacle*: An Introduction.” *SX Salon* 34, June 2020.
<http://smallaxe.net/sxsalon/discussions/rita-indianas-tentacle-introduction>
- “‘Another Shape to Time’: *Tentacle*’s Spiral Now.” *SX Salon* 34, June 2020.
<http://smallaxe.net/sxsalon/discussions/another-shape-time-tentacles-spiral-now>
- “Portrait of the Calypsonian as a Young Man: Review of Anthony Joseph’s *Kitch: A Fictional Biography*.” *SX Salon* 31, 2019. <http://smallaxe.net/sxsalon/reviews/portrait-calypsonian-young-man>
- “Jamaican String Theory: Quantum Sounds and Postcolonial Spacetime in Marcia Douglas’s *The Marvellous Equations of the Dread*.” *Journal of West Indian Literature* 27, no. 1 (2019): 88-105.
- “‘Jah Live’: Messianic Time and Post-Traumatic Narrative Disorder in Marlon James’s *A Brief History of Seven Killings*.” *Journal of West Indian Literature* 26, no. 2 (2018): 80-95.

- “On Memory and the Archives of History: A Conversation with Trinidadian Novelist Lawrence Scott.” *Wasafiri*, March 2017. <http://www.wasafiri.org/article/conversation-lawrence-scott/>
- “‘Music and a Story’: Sound Writing in Ramabai Espinet’s *The Swinging Bridge*.” In *Critical Perspectives on Indo-Caribbean Women’s Literature*, edited by Joy Mahabir and Mariam Pirbhai. New York: Routledge (2013), 70-92.
- “‘From Silent Wounds to Narrated Words’: Calypso Storytelling in Lawrence Scott’s *Night Calypso*.” *Anthurium* 10, no. 1, art. 3 (2013).

SELECTED COURSES

- Routes, Writing, Reggae
- Musical Fictions
- Being Human: Race, Technology, and the Arts
- Currents in African Literatures
- Caribbean Poetics

SELECTED AWARDS

- IHGC Mellon Fellowship, 2019-20
- AHSS Research Grant, 2018-19
- Mead Foundation Faculty Fellowship, 2016-17
- Ignite Fellowship, 2016-17
- Excellence in Diversity Fellowship, 2014-15

SELECTED PANELS AND PAPERS

- “Caribbean Time Travel: The Indigenous Imaginaries of Wilson Harris and Rita Indiana,” West Indian Literature Conference, Guyana, October 17-20, 2019.
- “The Time is Now: Ecocritical Futures and Creolized Time Travel in Rita Indiana’s *Tentacle*,” IHGC Mellon Humanities Fellows Seminar, October 11, 2019.
- “The Soundscapes of Memory: Transnational Intimacies and Resonances in Caribbean Musical Fictions,” West Indian Literature Conference, Miami, October 4-6, 2018.
- Moderator, “Translating Haitian Literature,” Enduring Questions, New Methods: Haitian Studies in the 21st Century Conference, UVA, April 13, 2018.
- “The Phonographic Aesthetic in Caribbean Fiction,” Theorizing Literary Sound Symposium, Rutgers University, May 2, 2017.
- “Writing Race, Futurity, and Apocalypse in the Afro-Caribbean Diaspora,” A Conversation with Junot Díaz, Kapnick Writer-in-Residence, University of Virginia, February 2, 2017.
- “Re-Membering ‘Body and Soul’: Gender, Trauma, and Improvisational Poetics in Daniel Maximin’s *Lone Sun*,” English Department, University of Virginia, November 20, 2015.
- “Sound(ing) Histories in Lawrence Scott’s *Witchbroom*,” CSA New Orleans, May 25-29, 2015.
- “‘Fly De Gate’: Piracy and the Reggae Aesthetic,” EMP Pop Conference, Seattle, April 16-19, 2015.
- “Wait, Can We Talk About Selassie Now?: Haile Selassie I in Jamaican Music and Ethiopian Literature,” African Studies Colloquium, UVA, November 24, 2014.

Jane Vaught
1900 Lauderdale Dr., A-218
Henrico, Va 23238

August 22, 2022

Richmond Library Foundation
Richmond, Va.

Dear Ms. Revere:

I'm very pleased to enclose a donation in memory of my sister, Patricia Jean Vaught, who died July 9, 2022. The donation is intended for unrestricted use at the discretion of the director of the Belmont Branch Library.

Patty strongly believed in everyone having access to all the resources that libraries can offer. As a very young child, she often pretended to read by choosing a book from the family bookshelf and then moving the bookmark forward through the pages as if she were actually reading the book!

A graduate of William & Mary, she went on to obtain a master's of library science degree and worked at the Library of Congress, University of Iowa, William & Mary, and the University of North Carolina at Chapel Hill.

On her retirement, she moved to Richmond and became an enthusiastic patron of the Belmont Branch Library.

With my very best wishes,

A handwritten signature in cursive script that reads "Jane Vaught". The signature is written in dark ink and is positioned above the printed name.

Jane Vaught