



RICHMOND PUBLIC LIBRARY

BOARD OF TRUSTEES  
REGULAR MEETING

January 25, 2023

East End Branch Library  
1200 North 25th Street  
Richmond, Virginia 23223  
Phone: 804.646.4474

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, January 25, 2023  
 11:45 a.m.**

**AGENDA**

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

**Agenda** Mr. Yates

**Consent Agenda:** Mr. Yates

- Approval of Minutes-December 7, 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/Mr. Firestine
- RPL Administration Mr. Firestine
- Advocacy Taskforce Mr. Sawyer

**Board Committee Reports:**

- Chair Report Mr. Yates
- Finance Committee Mr. Sawyer/Mr. Firestine
- Facilities Committee Ms. Woody
- Governance Committee Ms. Altman

**Unfinished Business**

- Final Master Plan Presented by the Architect for Discussion and Vote Mr. Yates/Mr. Firestine

**New Business**

- Early Childhood Literacy Efforts Mr. Yates  
Ms. Peterson

**Adjourn**

Mr. Yates

**Next Meeting:**

Date: February 22, 2023 Meeting  
 Time: 11:45 a.m.  
 Location: Broad Rock Branch Library

**Library Board Meeting Minutes - DRAFT**  
**December 7, 2022**

**PRESENT:** Chair William Yates, Vice Chair Sheron Carter-Gunter, Barbara Burton, Brent Graves, Christine Peterson, Garrett Sawyer, Janet Woody

**ABSENT:** Emily Altman, Gail Zwirner, Friends of the Library Chair Ruth DeBoer

**STAFF:** Scott Firestine, Attorney Laura Drewry, Clay Dishon, Gianna Pack, Cheryl Clarke, Susan Revere, Meldon Jenkins-Jones, Nan Agaram

Meeting of the Richmond Public Library (RPL) Library Board of Trustees (LBOT) was called to order by Chair William Yates at 11:46am at the Hull Street Branch Library located at 1400 Hull Street, Richmond, Virginia 23224. The meeting was noticed and the public could attend in person. A quorum was established.

<b>Agenda</b>	Approve the December 7, Agenda. <b>Motion: Sheron Carter-Gunter, Second by Barbara Burton</b>  <b>AYES: <u>6</u>      NOES: <u>0</u>      ABSTAIN: <u>0</u>    <i>Approved Unanimously.</i>   <b>Mr. Graves was not present for voting.</b></b>
<b>Consent Agenda</b>	Approve the October 26, 2022, Regular Meeting Minutes, the Current Financial Reports, Statistical Reports, and Donations Report as submitted: <b>Motion: Christine Peterson, Second by Garrett Sawyer</b>  <b>AYES: <u>6</u>      NOES: <u>0</u>      ABSTAIN: <u>0</u>    <i>Approved Unanimously.</i>   <b>Mr. Graves was not present for voting.</b></b>
<b>Public Comment Period</b>	None Present
<b>REPORTS</b>	
<b>Friends of the Library (FOL)</b>  <u>Clay Dishon</u> <u>Ruth DeBoer</u>	Clay Dishon reported on the Friends of the Library Operations in Ms. DeBoer's absence: <ul style="list-style-type: none"> <li>• The full Board Meeting will be held December 7 at the Main Library.</li> <li>• The Friends membership continues to increase with each sale.</li> <li>• The Friends will be organizing a special Bag Sale on January 6-7, 2023, and will organize a special discount for teachers (considering \$5/bag, regular price \$10/bag).</li> </ul>
<b>Library Foundation</b>  <u>Susan Revere</u> <u>Scott Firestine</u>	Ms. Revere reported on the Library Foundation Operations:  <b>Foundation Update:</b> Since the last Foundation meeting in October, both the Impact Report and the Annual Fund letter have been sent out to library supporters. If you have not already done so, the Foundation appreciates your consideration in making an end of year donation to support Richmond Public Library.  The Foundation is designing a fundraising event with Maya Smart to benefit RPL's Early Childhood Literacy programs and initiatives. After discussion with the Foundation Executive Committee and Board, additional information will be forwarded as it becomes available.

<b>REPORTS (CONTINUED)</b>	
<b>Library Foundation (Continued)</b>  <u>Susan Revere</u> <u>Scott Firestine</u>	<b>Grant Activity/Partnership Updates:</b> <ul style="list-style-type: none"> <li>The R.E.B. Foundation gave a \$10,000 grant in support of RVA Reads. This grant represents an increase of \$2,500 over the 2021 award and will be used to purchase books for the program's expansion.</li> </ul>
<b>Administration</b>  <u>Scott Firestine</u>	<b>Director's Report:</b> In addition to the items submitted on the Director's Report in the Board Packet, Mr. Firestine reported on the following: <ul style="list-style-type: none"> <li>The ReadUp! and RPL100 Kickoff was a big success, the reception was very nice, the author talk was wonderful, and the author sold and signed a lot books that night. Mr. Firestine thanked members that attended.</li> <li>The Oral History Project will start in a couple of weeks. Flyers are out asking people as well as staff and board members to share their experiences and memories of Richmond Public Library. These will be shared by video and transcription, which will become a record for future use during National Library Week.</li> </ul>
<b>BOARD COMMITTEE REPORTS</b>	
<b>Chair Report</b>  <u>William Yates</u>	No formal report. Chair Yates thanked Vice Chair Sheron Carter-Gunter for attending the City Council Meeting and accepting the 100th Anniversary of the Richmond Public Library Proclamation in his absence.
<b>Finance Chair</b>  <u>Garrett Sawyer</u> <u>Scott Firestine</u>	Mr. Firestine reported the current Budget is on track with the expenditures.  Mr. Firestine also reported on attending a Whiteboard Session with Budget and Finance on November 15, 2022. At the meeting the following items were discussed and a memo will be presented: <ul style="list-style-type: none"> <li>Goals and Objectives</li> <li>Restore staffing level to 2019 levels</li> <li>Broad Rock Branch Library will start Sunday service hours January 8, 2023</li> <li>Door Counts are down because we cannot restore programs due to lack of staff</li> <li>Operation hours, at this time, cannot be supported with existing FTE's</li> <li>To be back to where RPL needs to be: \$1.3M ask</li> <li>Board has challenged to address a quiet community crisis: Early Literacy. An Early Literacy Coordinator position needs to be funded</li> </ul>
<b>Advocacy Task Force</b>  <u>Garrett Sawyer</u>	Mr. Sawyer thanked Christine Peterson for starting the discussions on advocacy and bringing it to a point where it is a strong focus of the Board. Last year made an impact by members reaching out to their respective Councilmembers. He also emphasized there is a lot of work to be done with even more opportunity to tell the story of the Library and what we are doing, as well as the needs to get there.  Mr. Sawyer presented a communications strategy to the members. Step-by-step and month-by-month of action items to be completed so the members are presenting a consistent, concise, and united message. Mr. Sawyer will send out monthly communication reminders on the subject to discuss when reaching out to respective Councilmembers. Also, he mentioned to invite respective Councilmembers to take a tour of their District library facility if they have not done so already, encourage them to get a library card, and take a picture with them if possible. There is also opportunity to start networking with Richmond Public Schools.

<b>BOARD COMMITTEE REPORTS (COTINUED)</b>	
<b>Facilities Chair</b> <u>Janet Woody</u> <u>Gail Zwirner</u> <u>Scott Firestine</u>	<p>Mr. Firestine passed out copies of the final version of the Master Plan presented by architects. He gave an overview of the document, which was five years in the making. He gave a high level overview with a satisfactory rating.</p> <p>Mr. Firestine reported the next step was for the Board members to review the document in depth and come back to the January 25, 2023, meeting with questions and further discussion if needed, then vote to accept or deny the Master Plan as written by the architects.</p>
<b>Governance Chair</b> <u>Emily Altman</u>	No formal report.

**UNFINISHED BUSINESS**

After discussion of the 6.3 Mobile Device Lending Program Policy and Mobile Device Borrowing Agreement, Chair Yates called for a motion to Approve the 6.3 Mobile Device Lending Program Policy and Mobile Device Borrowing Agreement as submitted.

**Motion: Christine Peterson, Second by Garrett Sawyer**

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

**NEW BUSINESS**

Chair Yates called for a motion to Approve the Library Board of Trustees’ Meeting Schedule of dates and locations as submitted with changes as needed.

**Motion: Sheron Carter-Gunter, Second by Janet Woody**

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

Chair Yates called for a motion to Approve the Calendar Year 2023 RPL Holidays and Library Closings that are also recognized by City of Richmond with adjusting October 9 as Professional Development Staff Day.

**Motion: Sheron Carter-Gunter, Second by Garrett Sawyer**

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

There being no further business, the meeting was adjourned at 12:50pm by unanimous consensus from the members that were present in the meeting.

The next meeting will be held on Wednesday, January 25, 2023, for a Regular Monthly Meeting at the East End Branch Library located at 1200 North 25th Street, Richmond, Virginia 23223.

Approved: \_\_\_\_\_  
 Mr. William Yates, Chair

Recorder: Gianna Pack, CAP  
 Senior Executive Assistant

## Director's Report

December 2022 / January 2023

### Director Activities:

Dec 5	Special Council Meeting – City Hall
Dec 7	RPL Friends Board Meeting – Main Library
Dec 9	Literacy 0-5 Meeting – Virtual
Dec 12	Informal and City Council Meetings – City Hall
Dec 14	RPL Foundation Board Meeting – Main Library
Dec 23-26	Winter Break Holiday – Libraries Closed
Dec 30-Jan 2	New Year's Break Holiday – Libraries Closed
Jan 6	VCU Pilot Branch Tours – Ginter Park, Hull Street, and Main Library
Jan 9	Early Literacy Discussion with Christine Peterson – Main Library
Jan 9	North Avenue Branch Library Visit with Bill Yates
Jan 9	Informal and City Council Meetings – City Hall
Jan 10	Literacy 0-5 Meeting – Virtual
Jan 11	The Dolly Parton Imagination Library Meeting – The Hill
Jan 16	Martin Luther King, Jr. Day Holiday – Libraries Closed
Jan 23	Informal and City Council Meetings – City Hall
Jan 26	Literacy Discussion with Eva Colen of Human Services Department

### • Hiring Update:

- January 2023 Hiring Update:
  - 0110 FTE Senior Librarian – Collection Development – Reviewing Candidates
  - 0154 FTE Senior Librarian – Business, Law, History – Reviewing Candidates
  - TEMP00030 PTE Community Memory Fellow – Candidate Background Phase
  - 0028 Belmont Branch Library Technician – Candidate Background Phase
  - 0037 Westover Hills Branch Library Technician – Candidate Background Phase
  - 0034 FTE Main Library Technician – Requisition Phase
  - 0008 PTE Main Library Technician – Requisition Phase
- On December 12, 2022, FTE Library Technician Nathaniel Hammond passed away unexpectedly. Mr. Hammond had been with RPL for 24 years and 2 months.
- Main PTE Library Technician Mary Cook retired on December 30.
- RVA Reads Program Staff welcomes PTE TEMP00024 Library Technician Tammie Woodson on December 19
- Main FTE Library Technician Joshua Baker was promoted to FTE 0065 Management Analyst Associate-Graphics on December 31.
- Broad Rock Branch Library welcomes back FTE 0004 Library Technician David Fahey on January 3, 2023.

**Homework Help at Broad Rock:** Broad Rock Branch Library has four active teen volunteers for Homework Help and Reading Together. Some firemen from the station across the street also stopped by to volunteer!

**Artwork Donation:** A Connection to Nature Collection by Terrie Powers (In Board Packet).

**North Avenue Branch Water Infiltration:** North Avenue Branch Library is closed until further notice due to abate water infiltration from a frozen water line on December 26, 2022. Approximately 3,000 books were destroyed, ceiling and walls damaged by water, and carpet ruined from flooding during the event. DPW Facilities is overseeing the mitigation and repairs. An estimated time to reopen is not available at this time.

Library patrons were notified with signage at the library and on the RVAlibrary.org website. We are referring patrons to Ginter Park and the Main Library for library service until we can get the North Avenue Branch back on its feet.

**Director's Report Continued**  
**December 2022 / January 2023**

**North Avenue Branch Water Infiltration Status Report as of January 20, 2023:**

1. What are we doing?
  - a. Has the water and moisture been mitigated? **Yes**
  - b. Is ServPro done? **Yes – they removed equipment on January 16, 2023.**
  - c. Have contractors been contacted? **Yes**
    - i. Who? **Apple Moving, Klokee, Summit Constructions, ELS, Barker, BL Floor Covering, Interface Carpet and Shaw Carpet.**
    - ii. What trades? **Movers, General Construction Contractors, and Floor Covering.**
    - iii. How many? **9**
2. How are we informing patrons? **RPL Website, door signage, social media, updated message on answering machine, and verbal.**
3. Who is in the building? **Library employees and COR Facilities Maintenance.**
4. What is the current damage?
  - **Drywall Repair in the ceilings and along the base of walls in Children's, Young Adult and Adult area – 1140 square feet.**
  - **New Insulation in the ceilings – Approximately 700 square feet (hard to tell exactly how much will be replaced, but approximately 700 square feet was removed).**
  - **Carpet replacement – Approximately 4,400 square feet or 488 square yards.**
  - **Painting walls after drywall repair – Approximately 170 linear feet (this dimension does not include the height to the ceiling).**
  - **We have two contractors looking at new carpet installation.**
  - **We have three contractors providing quotes for drywall, insulation, and painting.**
  - **We will not be removing the books and storing in a different location.**
  - **All of the shelving along the walls will remain in place and carpet below will be trimmed and new carpet will be installed up to wall shelving.**
  - **Disassemble the four large shelving units sitting in the middle of the Adult Collection Area and deliver to the basement storage room of the Main Library on Franklin Street.**
5. Where is North Avenue Branch Library staff going and what are they doing? **Staff will remove books and store in meeting room on site.**
6. How many books were destroyed? **3,794**
7. What was the cost? **Unknown until all quotes are received by the COR Project Manager.**
8. When will the Branch reopen? **Too early to announce.**

**CIRCULATION FY23**

LOCATION	FY	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Total
<b>Belmont</b>	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
	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	8,586	8,967	7,642	6,982							49,874
<b>Broad Rock</b>	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
	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	2,106	1,977	1,721	1,531							11,634
<b>East End</b>	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	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	2,951	2,837	2,246	1,990							16,235
<b>Ginter Park</b>	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
	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	4,463	4,174	3,610	3,612							25,268
<b>Hull Street</b>	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	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	2,346	2,331	1,895	1,822							12,740



**CIRCULATION FY23**

LOCATION	FY	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Total
<b>Main</b>	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
	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	8,777	8,957	7,149	6,313							48,585
<b>North Avenue</b>	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
	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	2,085	2,378	2,367	1,743							12,830
<b>West End</b>	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
	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	10,950	11,072	10,121	8,552							67,257
<b>Westover Hills</b>	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	0,319
	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	8,155	8,407	7,765	6,496							47,859
<b>E-Content</b>	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
	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	14,241	14,910	15,126	16,515							92,793
<b>Totals</b>	FY19	63,171	61,659	57,805	58,028	51,345	44,842	54,844	49,664	56,023	50,611	51,291	56,396	655,679
	FY20	62,310	59,455	53,190	51,605	44,798	45,100	50,289	49,392	27,734	10,897	11,550	18,381	484,701
	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	0,870	56,713	60,900	61,847	701,027
	FY23	66,914	72,293	64,660	66,010	59,642	55,556							385,075

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
<b>Belmont</b>														
Adult Programs	5	7	7	15	10	8							52	23
Adult Attend	18	34	23	98	95	63							331	239
Young Adult Programs	0	0	0	0	0	1							1	0
Young Adult Attend	0	0	0	0	0	1							1	0
Juvenile Programs	6	10	0	11	12	16							55	3
Juvenile Attend	36	56	0	75	81	194							442	23
<b>Total Attend</b>	<b>54</b>	<b>90</b>	<b>23</b>	<b>173</b>	<b>176</b>	<b>258</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>774</b>	<b>262</b>
<b>Total Programs</b>	<b>11</b>	<b>17</b>	<b>7</b>	<b>26</b>	<b>22</b>	<b>25</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>108</b>	<b>26</b>
<b>Broad Rock</b>														
Adult Programs	6	7	3	2	4	4							26	17
Adult Attend	4	5	3	4	4	6							26	130
Young Adult Programs	0	0	0	0	0	8							8	1
Young Adult Attend	0	0	0	0	0	19							19	4
Juvenile Programs	8	9	8	10	9	18							62	35
Juvenile Attend	48	39	21	67	30	63							268	207
<b>Total Attend</b>	<b>52</b>	<b>44</b>	<b>24</b>	<b>71</b>	<b>34</b>	<b>88</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>313</b>	<b>341</b>
<b>Total Programs</b>	<b>14</b>	<b>16</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>30</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>96</b>	<b>53</b>
<b>East End</b>														
Adult Programs	5	9	11	7	9	14							55	70
Adult Attend	31	105	117	64	37	28							382	610
Young Adult Programs	5	5	4	5	4	4							27	46
Young Adult Attend	13	25	20	60	33	28							179	469
Juvenile Programs	8	9	5	8	7	7							44	68
Juvenile Attend	131	196	63	146	95	137							768	978
<b>Total Attend</b>	<b>175</b>	<b>326</b>	<b>200</b>	<b>270</b>	<b>165</b>	<b>193</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,329</b>	<b>2,057</b>
<b>Total Programs</b>	<b>18</b>	<b>23</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>25</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>126</b>	<b>184</b>

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
<b>Ginter Park</b>														
Adult Programs	2	0	2	1	1	4							10	6
Adult Attend	5	0	18	3	6	14							46	15
Young Adult Programs	0	0	0	0	0	0							0	0
Young Adult Attend	0	0	0	0	0	0							0	0
Juvenile Programs	8	4	6	0	0	14							32	36
Juvenile Attend	90	6	14	0	0	60							170	89
<b>Total Attend</b>	<b>95</b>	<b>6</b>	<b>32</b>	<b>3</b>	<b>6</b>	<b>74</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>216</b>	104
<b>Total Programs</b>	<b>10</b>	<b>4</b>	<b>8</b>	<b>1</b>	<b>1</b>	<b>18</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>42</b>	42
<b>Hull Street</b>														
Adult Programs	4	0	4	3	0	0							11	12
Adult Attend	32	0	13	11	0	0							56	48
Young Adult Programs	1	0	0	1	3	2							7	0
Young Adult Attend	5	0	0	5	23	19							52	0
Juvenile Programs	0	4	1	3	0	3							11	15
Juvenile Attend	0	37	11	13	0	24							85	99
<b>Total Attend</b>	<b>37</b>	<b>37</b>	<b>24</b>	<b>29</b>	<b>23</b>	<b>43</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>193</b>	147
<b>Total Programs</b>	<b>5</b>	<b>4</b>	<b>5</b>	<b>7</b>	<b>3</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>29</b>	27
<b>Main</b>														
Adult Programs	14	6	9	7	7	9							52	75
Adult Attend	97	50	148	38	342	150							825	3,035
Young Adult Programs	3	0	0	0	0	0							3	17
Young Adult Attend	28	0	0	0	0	0							28	109
Juvenile Programs	20	7	19	0	16	19							81	117
Juvenile Attend	584	1,000	382	0	156	308							2,430	1,657
<b>Total Attend</b>	<b>709</b>	<b>1,050</b>	<b>530</b>	<b>38</b>	<b>498</b>	<b>458</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,283</b>	4,801
<b>Total Programs</b>	<b>37</b>	<b>13</b>	<b>28</b>	<b>7</b>	<b>23</b>	<b>28</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>136</b>	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
<b>North Avenue</b>														
Adult Programs	6	3	1	8	8	5							31	56
Adult Attend	87	78	21	35	46	71							338	766
Young Adult Programs	0	0	0	0	3	0							3	8
Young Adult Attend	0	0	0	0	8	0							8	72
Juvenile Programs	4	5	4	5	4	5							27	15
Juvenile Attend	53	150	68	32	30	77							410	269
<b>Total Attend</b>	<b>140</b>	<b>228</b>	<b>89</b>	<b>67</b>	<b>84</b>	<b>148</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>756</b>	1,107
<b>Total Programs</b>	<b>10</b>	<b>8</b>	<b>5</b>	<b>13</b>	<b>15</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>61</b>	79
<b>West End</b>														
Adult Programs	6	6	5	9	5	5							36	30
Adult Attend	69	49	36	87	39	28							308	289
Young Adult Programs	2	1	0	1	1	1							6	4
Young Adult Attend	15	9	0	10	25	5							64	26
Juvenile Programs	13	13	17	10	10	10							73	128
Juvenile Attend	175	258	242	131	144	137							1,087	1,114
<b>Total Attend</b>	<b>259</b>	<b>316</b>	<b>278</b>	<b>228</b>	<b>208</b>	<b>170</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,459</b>	1,429
<b>Total Programs</b>	<b>21</b>	<b>20</b>	<b>22</b>	<b>20</b>	<b>16</b>	<b>16</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>115</b>	162
<b>Westover Hills</b>														
Adult Programs	1	1	1	1	1	0							5	32
Adult Attend	0	2	2	4	4	0							12	237
Young Adult Programs	1	1	1	1	1	1							6	7
Young Adult Attend	17	18	9	20	5	12							81	87
Juvenile Programs	8	4	6	6	6	8							38	68
Juvenile Attend	450	197	223	248	180	208							1,506	1,953
<b>Total Attend</b>	<b>467</b>	<b>217</b>	<b>234</b>	<b>272</b>	<b>189</b>	<b>220</b>							<b>1,599</b>	2,277
<b>Total Programs</b>	<b>10</b>	<b>6</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>9</b>							<b>49</b>	107
<b>Grand Total Attend</b>	<b>1,988</b>	<b>2,314</b>	<b>1,434</b>	<b>1,151</b>	<b>1,383</b>	<b>1,652</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,922</b>	12,525
<b>Grand Total Programs</b>	<b>136</b>	<b>111</b>	<b>114</b>	<b>114</b>	<b>121</b>	<b>166</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>762</b>	889

<b>DOOR COUNT FY2023</b>	<b>Jul-22</b>	<b>Aug-22</b>	<b>Sep-22</b>	<b>Oct-22</b>	<b>Nov-22</b>	<b>Dec-22</b>	<b>Jan-23</b>	<b>Feb-23</b>	<b>Mar-23</b>	<b>Apr-23</b>	<b>May-23</b>	<b>Jun-23</b>	<b>TOTAL</b>
Belmont	4,384	4,811	4,456	4,528	3,360	3,767							25,306
Broad Rock	3,121	3,601	3,380	2,968	2,264	2,271							17,605
East End	2,911	4,224	3,375	3,532	3,037	2,923							20,002
Ginter Park	4,441	4,216	4,043	4,906	3,840	3,763							25,209
Hull Street	4,335	4,300	4,433	4,887	3,993	4,048							25,996
Main	9,271	8,207	8,739	6,897	5,688	5,037							43,839
North Avenue	8,278	8,504	3,634	3,751	3,033	3,123							30,323
West End	3,653	3,333	2,643	2,718	4,034	2,159							18,540
Westover Hills	4,011	3,831	3,637	3,592	1,988	2,195							19,254
<b>TOTALS FY23:</b>	<b>44,405</b>	<b>45,027</b>	<b>38,340</b>	<b>37,779</b>	<b>31,237</b>	<b>29,286</b>							<b>226,074</b>
TOTALS FY22:	30,685	32,619	32,702	35,028	34,519	35,716	36,999	31,189	37,658	38,159	37,378	45,822	428,474
TOTALS FY21:	15,077	-	-	-	-	-	-	-	-	17,689	15,223	23,380	74,369
TOTALS FY20:	81,759	79,026	71,250	70,158	57,245	52,729	62,154	64,890	30,917	-	-	-	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

<b>COMPUTER USE FY2023</b>	<b>Jul-22</b>	<b>Aug-22</b>	<b>Sep-22</b>	<b>Oct-22</b>	<b>Nov-22</b>	<b>Dec-22</b>	<b>Jan-23</b>	<b>Feb-23</b>	<b>Mar-23</b>	<b>Apr-23</b>	<b>May-23</b>	<b>Jun-23</b>	<b>TOTAL</b>
Belmont Workstation	721	769	650	689	495	462							3,786
WIFI	731	660	654	605	538	554							3,742
Broad Rock Workstation	761	890	770	666	531	543							4,161
WIFI	492	478	371	401	289	382							2,413
East End Workstation	839	963	703	774	560	609							4,448
WIFI	633	642	786	863	648	707							4,279
Ginter Park Workstation	489	612	585	548	400	413							3,047
WIFI	509	461	502	519	396	408							2,795
Hull Street Workstation	467	693	561	556	488	433							3,198
WIFI	502	726	682	806	790	825							4,331
Main Workstation	1,498	1,971	1,787	1,741	1,234	1,341							9,572
WIFI	2,565	2,900	2,884	3,059	2,639	2,456							16,503
North Avenue Workstation	683	606	633	640	471	424							3,457
WIFI	383	390	423	507	469	423							2,595
West End Workstation	324	373	337	342	323	288							1,987
WIFI	749	717	626	803	578	618							4,091
Westover Hills Workstation	615	643	655	580	480	473							3,446
WIFI	469	436	527	558	506	475							2,971
<b>TOTALS FY23:</b>	<b>13,430</b>	<b>14,930</b>	<b>14,136</b>	<b>14,657</b>	<b>11,835</b>	<b>11,834</b>							<b>80,822</b>
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
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

<b>TECHNICAL SERVICES - FLOATING ITEMS ADDED / DISCARDED</b>				
<b>FY2023</b>	<b>Printed Materials Added (All Branches)</b>	<b>Overdrive Added</b>	<b>Monthly Total Added</b>	<b>Monthly Total Discarded</b>
Jul-22	2,623	-	2,623	299
Aug-22	3,021	3,284	6,305	526
Sep-22	1,480	-	1,480	-
Oct-22	774	702	1,476	383
Nov-22	1,258	481	1,739	315
Dec-22	1,523	417	1,940	210
Jan-23				
Feb-23				
Mar-23				
Apr-23				
May-23				
Jun-23				
<b>FY23 Totals:</b>	<b>10,679</b>	<b>4,884</b>	<b>15,563</b>	<b>1,733</b>
<b>FY22 Totals:</b>	<b>17,756</b>	<b>5,387</b>	<b>23,143</b>	<b>2,117</b>
<b>FY21 Totals:</b>	<b>21,250</b>	<b>3,156</b>	<b>24,406</b>	<b>5,391</b>

**NOTE: Printed Materials Added Monthly is now one number (not per Branch), as items are not added to specific Branch when ordered (holdover from pre-floating days).**

<b>NEW PATRON CARDS</b>													
<b>FY2023</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>Total</b>
Belmont	128	147	125	109	115	50							<b>674</b>
Broad Rock	64	72	65	64	47	38							<b>350</b>
East End	79	61	59	68	44	38							<b>349</b>
Ginter Park	38	38	43	31	24	21							<b>195</b>
Hull Street	90	86	121	76	77	54							<b>504</b>
Main	203	280	262	208	176	164							<b>1,293</b>
North Avenue	64	99	75	69	41	31							<b>379</b>
West End	96	102	63	72	52	47							<b>432</b>
Westover Hills	81	91	83	88	62	66							<b>471</b>
Online Reg E-Card	491	522	470	432	397	408							<b>2,720</b>
<b>Total FY23:</b>	<b>1,334</b>	<b>1,498</b>	<b>1,366</b>	<b>1,217</b>	<b>1,035</b>	<b>917</b>							<b>7,367</b>
<b>Total FY22:</b>	1,055	1,218	1,064	1,467	1,072	879	1,209	984	979	957	1,017	1,170	<b>13,071</b>



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

ACCOUNT	DESCRIPTION	Budget	Actual and	%	Balance
			Encumbered		Available
			31-Dec-22	Spent	31-Dec-22
60000	SALARIES - FULL TIME	\$ 3,279,685	\$ 1,624,078	49.5%	\$ 1,655,607
60001	OVERTIME PERMAN	\$ 19,176	\$ 4,101	21.4%	\$ 15,075
61000	SALARIES - PART TIME	\$ 187,631	\$ 56,034	29.9%	\$ 131,597
62000	SALARIES - TEMPORARY	\$ 10,000	\$ 16,147	0.0%	\$ (6,147)
63000	FICA	\$ 221,213	\$ 100,473	45.4%	\$ 120,740
63001	RET CON RSRs	\$ 795,579	\$ 366,927	46.1%	\$ 428,652
63002	MEDCARE FICA	\$ 53,276	\$ 23,635	44.4%	\$ 29,641
63003	GROUP LIFE	\$ 20,331	\$ 10,380	51.1%	\$ 9,951
63006	H/C ACT TEMP	\$ 664,768	\$ 274,816	41.3%	\$ 389,952
63008	STATE UNEMPLOYMENT	\$ -	\$ 756	0.0%	\$ (756)
63011	HEALTH SAVINGS	\$ -	\$ -	0.0%	\$ -
64104	EDUCATION PAY	\$ -	\$ -	0.0%	\$ -
64105	BONUS PAY	\$ -	\$ -	0.0%	\$ -
64110	VRIP INCENTIVE	\$ -	\$ -	0.0%	\$ -
	<b>Personnel Expenses</b>	<b>\$ 5,251,659</b>	<b>\$ 2,477,346</b>	<b>47.2%</b>	<b>\$ 2,774,313</b>
71141	BOOKS	\$ 952,359	\$ 136,230	14.3%	\$ 816,129
71141	DATABASES	\$ -	\$ -	0.0%	\$ -
71142	MULTIMEDIA PRODUCTS	\$ 2,456	\$ 11,504	468.4%	\$ (9,048)
72122	MAGS & NEWSPAPER	\$ 29,277	\$ 16,982	58.0%	\$ 12,295
	<b>Collection Development</b>	<b>\$ 984,092</b>	<b>\$ 164,716</b>	<b>16.7%</b>	<b>\$ 819,376</b>
70131	ADVERTISING	\$ 2,297	\$ -	0.0%	\$ 2,297
70161	PLANNING MGMT SERVICES	\$ 223,055	\$ 166,814	74.8%	\$ 56,241
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	\$ 209,001	69.9%	\$ 89,992
70552	CONTRACT AND TEMP PERSONNEL	\$ 22,000	\$ 39,150	178.0%	\$ (17,150)
71012	OFFICE STATIONARY SUPPLIES	\$ 3,047	\$ 302	9.9%	\$ 2,745
71016	ADVERTISING	\$ -	\$ -	0.0%	\$ -
71143	LIBRARY OPERATING SUPPLIES	\$ 19,220	\$ 7,767	40.4%	\$ 11,453
72113	POSTAGE	\$ 4,456	\$ (189)	-4.2%	\$ 4,645
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	\$ (6,008)	-23.4%	\$ 31,670
72153	EQUIPMENT	\$ 12,200	\$ 234	0.0%	\$ 11,966
73104	BANK FEES	\$ -	\$ 4,902	0.0%	\$ (4,902)
76119	PAGERS	\$ -	\$ -	0.0%	\$ -
76652	PAPER PRODUCTS	\$ -	\$ -	0.0%	\$ -
77103	FUEL-D/O VEHICLE	\$ 2,298	\$ 832	36.2%	\$ 1,466
77104	VEHICLE MONTHLY STANDING	\$ 493	\$ 247	50.0%	\$ 246
77201	INTERNAL PRINTING	\$ -	\$ -	0.0%	\$ -
77501	DIT CHARGES	\$ -	\$ 401	0.0%	\$ (401)
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%	\$ -
	<b>Other Expenses</b>	<b>\$ 632,682</b>	<b>\$ 430,231</b>	<b>68.0%</b>	<b>\$ 202,451</b>
	<b>TOTAL GENERAL FUND</b>	<b>\$ 6,868,433</b>	<b>\$ 3,072,292</b>	<b>44.7%</b>	<b>\$ 3,796,141</b>

# RICHMOND PUBLIC LIBRARIES - General Fund Budget

## Monthly Budget Report

December 31, 2022

<u>General Fund Revenue</u>	<u>FY2022-23</u>	<u>FY2022-23</u>	<u>%</u>	<u>Unrecognized</u>
	<u>Budget</u>	<u>Actual YTD</u>	<u>Recognized</u>	
Lost and Damage Books	\$ 21,782	\$ 3,826	18%	\$ 17,956
Reservation - Book Records	\$ 500	\$ 210	42%	\$ 290
Room Rental Fees	\$ 300	\$ -	0%	\$ 300
Sales Copy Centers	\$ 17,476	\$ 4,502	26%	\$ 12,975
State Library Aide	\$ 170,000	\$ -	0%	\$ 170,000
	<u>\$ 210,058</u>	<u>\$ 8,537</u>	<u>4%</u>	<u>\$ 201,521</u>

### General Fund Operating

	<u>FY2022-23</u>	<u>FY2022-23</u>	<u>% Expended</u>	<u>Unobligated</u>
	<u>Budget</u>	<u>Actual YTD</u>		
Personnel	\$ 3,496,492	\$ 1,700,360	49%	\$ 1,796,132
Fringes	\$ 1,755,167	\$ 776,985	44%	\$ 978,182
Books/Materials	\$ 984,092	\$ 164,716	17%	\$ 819,376
Operating Expenses	\$ 632,682	\$ 430,231	68%	\$ 202,451
<b>Total</b>	<b>\$ 6,868,433</b>	<b>\$ 3,072,292</b>	<b>45%</b>	<b>\$ 3,796,141</b>

**Encumbrances YTD \$ 27,418**

### RICHMOND PUBLIC LIBRARIES - Special Fund Budget

<u>Special Fund Revenue</u>	<u>FY2022-23</u>	<u>FY2022-23</u>	<u>%</u>	<u>Unrecognized</u>
	<u>Anticipated</u>	<u>Actual YTD</u>	<u>Recognized</u>	
00314 - Gift to the Library	\$ 12,500	\$ 24,932	0%	\$ (12,432)
00308 - Verizon E-Rate Grant	\$ 75,000	\$ 69,201	92%	\$ 5,799
00309 - Public Law Library	\$ 167,797	\$ 73,516.00	44%	\$ 94,281
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%	\$ -
	<u>\$ 320,047</u>	<u>\$ 167,649</u>	<u>52%</u>	<u>\$ 152,398</u>

<u>Special Fund Expenditures</u>	<u>FY22 Rollover &amp;</u>	<u>FY2021-22</u>	<u>% Expended</u>	<u>Unobligated</u>
	<u>FY23 Receipts</u>	<u>Actual YTD</u>		
00314 - Gift to the Library	\$ 203,470	\$ (438)	0%	\$ 203,908
00308 - Verizon E-Rate Grant	\$ 132,295	\$ 27,000	20%	\$ 105,295
00309 - Public Law Library	\$ (296,977)	\$ 110,614	-37%	\$ (407,591)
Personnel		\$ 5,142		
Fringes		\$ 1,553		
Books/Materials		\$ 103,747		
Operating Expenses		\$ -		
00311 - Gates Foundation	\$ (1,721)	\$ -	0%	\$ (1,721)
00312 - RPL Foundation	\$ (121,614)	\$ 30,460	-25%	\$ (152,074)
00313 - Friends of the RPL	\$ 42,643	\$ 7,684	18%	\$ 34,959
	<u>\$ (41,904)</u>	<u>\$ 175,320</u>	<u>-418%</u>	<u>\$ (217,224)</u>

**Encumbrances YTD \$ 42,179**

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

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

Date of Check	Donor Name	Current Month Amount	Purpose/Location	YTD Account Balance		
				Gift	Foundation	Friends
20-Dec-22	Martin G. and Hope Armstrong ERB	\$ 500.00	Art Committee	\$ 500.00		
	<b>Monthly Total</b>	\$ -				
	<b>YTD Total</b>	\$ 500.00	<b>Year To Date Total</b>	\$ 500.00	\$ -	\$ -



**North Avenue Branch Library  
December 28-29, 2022**

Staff Working Hard to Clean Up and Review Collection for Damage.





**North Avenue Branch Library  
December 28-29, 2022**

DPW Reviewing Damaged Areas.







**North Avenue Remediation/Demo  
December 31, 2022**

Pictures from:

Kenneth W. Hill, SFP, FMP

Operations Manager

City of Richmond, Department Of Public Works

Facilities Management Division



Carpet ripped out from extensive water damage.



Damaged ceilings and covering computers until they can be removed.



Extensive ceiling damage.  
Covered existing shelving.



**The 2023 City of Richmond Holiday Schedule includes a few new additions to include:**

- International Women's Day
- Indigenous Peoples' Day
- Two Mental Health/Wellness Days

2023 Holiday Schedule			
	Holiday	Date	Hours
1	New Year's Day	2-Jan	8
2	Martin Luther King, Jr. Day	16-Jan	8
3	President's Day George Washington	20-Feb	8
4	International Women's Day	8-Mar	8
5	Spring Holiday	7-Apr	8
6	Memorial Day	29-May	8
7	Juneteenth	19-Jun	8
8	Independence Day	4-Jul	8
9	Labor Day	4-Sep	8
10	Indigenous Peoples' Day	9-Oct	8
11	Election Day	7-Nov	8
12	Veterans Day	10-Nov	8
13	Day Before Thanksgiving	22-Nov	8
14	Thanksgiving	23-Nov	8
15	Day After Thanksgiving	24-Nov	8
16	Winter Holiday	22-Dec	8
17	Winter Holiday	25-Dec	8
18	Mental Health/Wellness Day	Open	8
19	Mental Health/Wellness Day	Open	8
<b>Total Holidays</b>		<b>19</b>	

*\*Human Resources will post the SOP for the use of the Mental Health/Wellness Days on StarNet.*





**Terrie Powers** is a Richmond, Virginia-based visual artist. She has exhibited locally and from NYC to Palm Beach since the 1980's, and her paintings reside in many corporate and private collections. Terrie was awarded Style Weekly's Women In the Arts award in 2013. Terrie has also worked as a theatrical set designer and scenic artist with Virginia Repertory Theatre (once Theatre IV and Barksdale Theatres) since 1981, and designed for other theatres such as Cadence Theatre, Quill Theatre (on tour), and for the Science Museum of Virginia. Her sets for young audiences have been seen nationwide by thousands since 1981.

Terrie donated her "A Connection to Nature" artwork to the Richmond Public Library, which is hung on the first floor in the Circulation area and on the second floor in the Computer Lab area.

### **Artist's Statement**

I believe there is magic to be felt and seen, and I search for imagery that can stimulate the viewer to experience that magic.

I enjoy the mix of representational and abstracted, and juxtaposing dissimilar everyday objects to create a unique relationship---exercising my belief that everything is sacred.

Every work I have ever created is rooted in a deep connection to nature. I like to lift elements up for cognitive appreciation, but also create a mythological surreality that can only be recognized by the spirit.

Because of my experience in painting theatrical scenery and mural-sized work, I enjoy using a full-arm motion of large brush strokes and even throwing or spattering the paint. I work in many layers of thin paint washes, shading with charcoal or graphite, and highlighting with chalk, to create a many-textured drawing aspect. Painting is an experience that is visceral, physically active, and employing all senses.

Website: <https://www.terriepowersart.com/>

**A Connection to Nature Collection**



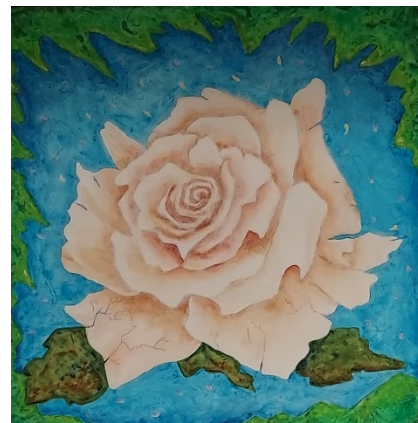
*My Dog In Heaven*  
Located on the 1st Floor



*Waiting For A Better Day*  
Located on the 1st Floor



*Let's Just See Where This Goes*  
Located on the 1st Floor



*Transience*  
Located on the 2nd Floor



*The World Tree*  
Located on the 2nd Floor



*A Place By The River*  
Located on the 2nd Floor