



# RICHMOND PUBLIC LIBRARY

## BOARD OF TRUSTEES REGULAR MEETING

March 27, 2024

East End Branch Library  
1200 North 25th Street  
Richmond, Virginia 23223  
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, March 27, 2024**  
**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-February 28, 2024, 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
- Early Learning Literacy Ms. Peterson

**Board Committee Reports:**

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

**Unfinished Business** Mr. Yates/Mr. Firestine

**New Business** Mr. Yates

**Adjourn** Mr. Yates

**Next Meeting:**

Date: April 24, 2024  
 Time: 11:45 a.m.  
 Location: North Avenue Branch Library  
 2901 North Avenue  
 Richmond, Virginia 23222  
 804.646.6675

**Library Board Meeting Minutes - DRAFT**  
**February 28, 2024**

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

**STAFF:** Scott Firestine, Clay Dishon, Attorney Shannan Fitzgerald, Friends of the Library Chair Ruth DeBoer, Cheryl Clarke, Gianna Pack, Susan Revere, Heather Montgomery, Phil Shephard

Meeting of the Richmond Public Library (RPL) Library Board of Trustees (LBOT) was called to order by Chair William Yates at 11:45AM at the Broad Rock Branch Library located at 4820 Old Warwick Road, Richmond, Virginia 23224. The meeting was posted, and the public 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.

<b>Agenda</b>	<p>Approve the February 28, 2024, Agenda as submitted.  <i>Motion: Sheron Carter-Gunter, Second by Gail Zwirner</i></p> <p><i>AYES: <u>8</u>    NOES: <u>0</u>    ABSTAIN: <u>0</u>    Approved Unanimously.</i></p> <p><i>Mr. Sawyer was not present for the vote.</i></p>
<b>Consent Agenda</b>	<p>Approve the January 24, 2024, Meeting Minutes, the Current Financial Reports, Statistical Reports, and Donations Report as submitted:  <i>Motion: Barbara Burton, Second by Emily Altman</i></p> <p><i>AYES: <u>8</u>    NOES: <u>0</u>    ABSTAIN: <u>0</u>    Approved Unanimously.</i></p> <p><i>Mr. Sawyer was not present for the vote.</i></p>
<b>Public Comment Period</b>	None
<b>REPORTS</b>	
<b>Friends of the Library (FOL)</b>  <u>Ruth DeBoer</u>	<p>Ms. DeBoer reported on the FOL operations:</p> <ul style="list-style-type: none"> <li>• February 17: Successful Book Drive (9:00A-2:00P).</li> <li>• April 5-7: Spring Book Sale.</li> <li>• In the process of increasing new membership.</li> </ul>
<b>Library Foundation</b>  <u>Susan Revere</u> <u>Scott Firestine</u>	<p>No formal report.</p> <p>Ms. Revere mentioned that she was working with Ms. Peterson and she on exploratory conversations with local foundations and businesses related to the children’s space and early childhood literacy.</p> <p>She also mentioned the Annual Fund Drive Letters went out November 2023 for calendar year 2024. There is still time to donate.</p>

**REPORTS (CONTINUED)**

<p><b>Administration</b>  <u><b>Scott Firestine</b></u></p>	<p><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:</p> <ul style="list-style-type: none"> <li>• Added an additional 20 public service hours going from 440 hours to 460 hours.</li> <li>• Ripple was invited to Nutzy’s Block Party (Richmond Flying Squirrels) on March 2 from 11am-1pm. There will be other mascots from all around joining in on the fun and signing autographs.</li> </ul>
<p><b>Advocacy Task Force</b>  <u><b>Garrett Sawyer</b></u> <u><b>Sheron Carter-Gunter</b></u></p>	<p>Mr. Sawyer reported he would be sending a sample advocacy correspondence email to Ms. Pack to distribute to all LBOT members. It will be a united message for board members to send to their respective Councilmembers as everyone prepares for the upcoming budget year.</p> <p>The communication will focus on library successes, both new and some that have already been communicated. Another focus of the communication is on the renovation of the Main Library, keeping it on everyone’s minds by using a picture of the renderings. The communication needs to be written with several people in the community. Mr. Sawyer asked members to investigate ways they can identify ambassadors within their communities and districts that can help.</p>
<p><b>Early Literacy Update</b>  <u><b>Christine Peterson</b></u></p>	<p>Ms. Peterson reported the library was in the process of hiring a new Librarian, Senior for the Early Childhood Literacy position.</p> <p>She also reported the intern program was a big hit. This year with the help of the Foundation, there is money to cover four new interns. Programs have been going great and new programs for kids are going to be even better.</p>
<p><b>Chair Report</b>  <u><b>William Yates</b></u></p>	<p>No formal report.</p>
<p><b>Finance Chair</b>  <u><b>Garrett Sawyer</b></u> <u><b>Scott Firestine</b></u></p>	<p>Mr. Firestine reported the city is pushing the introduction of the Budget from March 6 to the end of March. One of the cited reasons being that the assessor has a better figure for gauging what the revenues will look like in 2025.</p> <p>Mr. Sawyer volunteered to put together a list of priorities for the next year and a projected number that can help set the tone for the session.</p>
<p><b>Facilities Chair</b>  <u><b>Janet Woody</b></u> <u><b>Gail Zwirner</b></u> <u><b>Scott Firestine</b></u></p>	<p>Mr. Firestine reported he has been looking into a location for the memory lab. He reached out to a local architect to help us look at our space and see where it might be best to place the memory lab for better service and not have to keep moving it around.</p> <p>Ms. Zwirner has been working on the book mobile project. Federal guidelines for current funding opportunities are not yet available. Mr. Firestine recommends pulling the guidelines from last year and start formulating a plan around what the older guidelines listed.</p>

**REPORTS (CONTINUED)**

<p><b>Facilities Chair (Continued)</b></p> <p><u>Janet Woody</u> <u>Gail Zwirner</u> <u>Scott Firestine</u></p>	<p>Mr. Firestine has been working with Library/Community Services Manager Jenn Deuell and her Outreach and Engagement Team discussing what an Outreach book mobile library would look like and what we can do right now in terms of things that can be done in mobile outreach without a book mobile.</p> <p>Ms. Zwirner went over the handout article Congressional earmark requests for libraries: Fiscal Year 2025. She tried to pull the 2024 guidelines, but they have already been pulled from the website.</p>
<p><b>Governance Chair</b></p> <p><u>Emily Altman</u></p>	<p>No formal report.</p> <p>Ms. Altman opened with a discussion on recruiting new Board Members.</p> <p>The LBOT discussed several criteria to include, but not limited to:</p> <ul style="list-style-type: none"> <li>• Geographic/District Representation of the City</li> <li>• Librarians</li> <li>• Skill Sets (Financial, Facility, Construction, Educational, etc.)</li> <li>• Pursue Councilmembers not running for Council</li> <li>• Inside City Personnel</li> </ul> <p>Leadership and Committee roles will be voted on at the June 26 LBOT Meeting. Chair Yates suggested to members to take time and think about if they would like to change to a different committee, lead a committee, and/or serve in a leadership role of Chair or Vice Chair positions. Ms. Altman asked members to let her know a head of time of their interest and/or if they are planning to leave the Board early.</p> <p>Ms. Altman is waiting on clarification from the Boards and Commissions City Clerk on the application deadline for those who are eligible to apply for reappointment. Ms. Burton is the only Board Member that will complete her 2nd final term and is not eligible for reappointment.</p>

**UNFINISHED BUSINESS**

Chair Yates opened Unfinished Business to discuss the draft motion presented to members to move forward with pursuing grant funding opportunities for a bookmobile with Member Gail Zwirner taking the lead. He shared the draft motion expressed the LBOT’s full support of the bookmobile concept while leaving lots of flexibility for exactly how that bookmobile would be used and funded. There is a demand from the community.

After reading the draft motion aloud, Chair Yates opened the discussion for any comments, suggestions, and/or edits. None were noted. Chair Yates read the motion for a vote.

To expand access and lifelong learning opportunities, the Library Board of Trustees move to authorize the exploration of expanding mobile library services through a bookmobile; and direct Board Member Gail Zwirner to investigate and pursue potential grant funding opportunities, including Federal Community Project Funds, for the purchase of a bookmobile.

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

***AYES: 9 NOES: 0 ABSTAIN: 0 Approved Unanimously.***

**UNFINISHED BUSINESS (CONTINUED)**

Ms. Carter-Gunter inquired if the library had a display board and marketing materials when staff would go out to events. Her major concern is getting library cards out into the community. Ms. Montgomery shared that everything Ms. Carter-Gunter was speaking about was already being done and there is a display board provided by the Outreach and Engagement Team fixed up with marketing information to take to events. Also, at those events there is opportunity for staff to offer and sign-up people to get a new library card at the event. All nine branches participate in invitational events and/or the Outreach staff will inquire how to participate at events as they come up.

Also, the Broad Rock Branch Library has an annual community event Ms. Montgomery does on site that is focused on children. There the library is well represented and opportunity to sign up for library cards.

Mr. Firestine mentioned he can pull the number of card holders from the previous Bibliostat Reports. He will report on how many library card holders we have and then compare that number to the population at the next meeting on March 27.

**Library App:** Ms. Woody inquired about the Library App. Mr. Firestine mentioned the App is coming back in a week or two. It will be announced once it is back online.

**NEW BUSINESS**

No New Business was discussed.

There being no further business, the meeting was adjourned at 12:49p by unanimous consent from the members that were present.

The next meeting of the LBOT will be held on Wednesday, March 27, 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 March 2024

### Director Activities:

Mar 4	Town Hall on Critical Role of Libraries with Christine Peterson – Virtual at Main Library
Mar 6	Foundation Board Meeting – Belmont Branch Library
Mar 6	Friends of the Library Board Meeting – Main Library
Mar 7	Urban Libraries Call to Discuss Cyber Security – Virtual
Mar 8	Holiday – National Women's Day – Libraries Closed
Mar 11	Informal and Council Meetings – City Hall/Virtual
Mar 13	FOIA Training – City Hall Council Chambers
Mar 19	Richmond Opioid Task Force Meeting – Virtual
Mar 25	Informal and Council Meetings – City Hall/Virtual
Mar 29	Holiday – Spring Break – Libraries Closed
Mar 31	Easter Sunday – Libraries Closed on Sunday

### Hiring:

- **March 2024 Hiring Update:**
  - 0017 PTE Library Technician – Ginter Park – Candidate Selection Phase
  - 0181 PTE Library Technician – Ginter Park – Candidate Selection Phase
  - 0006 FTE Library Technician – Westover Hills – Interview Phase
  - 0151 PTE Library Associate/Law – Main Library – Interview Phase
  - 0401 FTE Librarian Youth Services – Westover Hills – Interview Phase
- **New Hires/Locations:**
  - Danielle Tarullo – 0112 FTE Library/Community Services Manager – Westover Hills Branch Library
  - Genevieve Gray – 0102 FTE Librarian, Senior (Young Adults) – Main Library
  - Kathleen Heslop – 0140 FTE Librarian, Senior (Childhood and Early Literacy) – Main Library
  - Raven Wilkes – 0011 PTE Library Technician – West End Branch Library
- **Departures:**
  - Ashley Edmiston – 0401 FTE Librarian Youth Services – Westover Hills – March 7
  - Casey Clauberg – 0151 PTE Library Associate/Law, Business – Main Library – March 22

**Outreach and Engagement Team Update:** In February, the Outreach and Engagement Team as well as staff across the system participated in several events throughout the city. Library/Community Services Manager Jenn Deuell hosted library card sign-up/informational tables at both the Cabell Library and the Health and Sciences Library at VCU, continuing the goal of registering new college-age students.

Youth Services staff from the East End Branch attended the 2024 Teen Summit RVA at the Richmond Convention Center. This is a new initiative designed to present leadership opportunities to area teens.

In the Broad Rock Branch area, staff held a table at Cardinal Elementary's Literacy Night as well as presented at Sacred Heart Center's Abriendo Puertas program and signed attendees up for library cards.

The West End Branch Youth Services staff attended Another Literacy Night held at the Mary Mumford Elementary Literacy Night.

## Director's Report (Continued)

March 2024

**Youth Services Update:** Our Youth Services Team is almost at full capacity. We have hired several new positions to help us to fully be able to meet the needs of the community through outreach and programs. We now have Library/Community Services Manager for Youth Services Beth Morris, Senior Librarian-Early Literacy Coordinator Katie Heslop, Senior Librarian-Young Adult Coordinator Genevieve Gray, three Part-time Library Associates-Early Literacy Outreach, and all Branches have a Children's Librarian.

- **2024 Summer Reading Update:** The Youth Services Team is currently planning Summer Reading 2024 with many programs that will go to all nine branches. The programs are Teeny Tiny Farm, Mad Science Workshops, Virginia State Park Rangers, and Teen Art. Rob Wescott Magic Show will take place at the Main Library for everyone.

In addition to these programs, there will be story times each week at each branch, STEAM programs in branches that will focus on elementary and Young Adult hands on programs and much, much more. Our finale will take place at SOAR 365 Park. It is a wonderful park that is highlighted as an accessible park for everyone. Its playground has equipment for all needs (i.e., swings for wheelchairs). We will have ice cream, crafts, and games as well.

Our other big program for summer is RIPPLECON. RIPPLECON is a mini comic con at the Main Library. This will be the 2nd year. It was such a success last year that it was decided to make RIPPLECON an annual event. It is full of vendors, panelists, workshops, crafts, photo ops, special guests, and a CosPlay contest.

- **Early Literacy Outreach:** Now that we have a full team, we can get out into the public more. The city identified all the daycares in the city that are licensed. We broke them up by area. All our Part-time Library Associates and Children's Librarians are going out to reach the 0-5 age range that cannot get to the library. We have reached out to them to start story times at their locations. We are currently at 61% of the daycares on the list. Most of the others that are listed are no longer in service or working on trying to get a time set up for visits.
- **Young Adult Programs:** Now that we have a new Senior Librarian-Young Adult Coordinator and partnering with Youth Outreach organizations, our goal is to work on increasing the number of young adult programs. We will also do outreach with local groups that have the teens like Boys and Girls Club, SMV Maker Space Program, and others in the City of Richmond.

**National Library Week Update:** National Library Week is celebrated each year to recognize and highlight the importance of libraries in communities across the United States. April 7-13, 2024, are the dates for this year's event and the theme is "Ready, Set, Library!"

Richmond Public Library will honor the week with a variety of activities inviting our communities to visit the library and explore the many resources available to them. We will take the opportunity to display our new logo with giveaways for patrons and staff and new expanded library hours will be highlighted. Bookbags will be distributed at each branch while supplies last. Coloring pages, word searches, a Dewey Decimal quiz, and a reading challenge card will be available at all locations to encourage participation.

Ripple will visit each library location during the week for special story times. On April 8 (7P-9P) we will also host a Trivia Night for the public at Starr Hill Beer Hall & Rooftop (3406 West Leigh St. Richmond, VA 23230) in Scott's Addition with a special library focus.

National Library Week is a time to recognize the many contributions of our library staff. April 9 is Library Workers Day. Each staff member will receive a new lanyard that includes a "thumb drive" with our new library logo. Staff will also be treated to lunch from local restaurants.



## Director's Report (Continued) March 2024

### National Library Week Update (Continued):

On April 10 (10A-4P) Richmond Public Library staff will host a "pop-up" library at City Hall to provide outreach to City workers and the public. Online resources will be highlighted, and information will be shared promoting the many programs happening in our libraries all around RVA.

**Things to Celebrate:** Stories from our locations of things to celebrate that happened during the month.

- **Ginter Park Branch Library:** One of our branch regulars, upon picking up a book he had placed on hold, said, "It's wonderful that you can read a review for a book and be able to have that book on hold just two hours later. It's an amazing thing."
- **Main Library:** A patron wanted to prove that her home in Forest Hill was older than it is listed as in property records. Our city directories did indeed show that it was constructed 10 years earlier than what she was told. She was very pleased and grateful we have this resource here.

Virginia Poverty Law Center (VPLC) tested their Eviction Help Tool at the library, offering volunteers a small gift certificate for trying it out. They are seeking feedback to make it more usable and effective. It will be a self-guided online tool for people seeking to challenge an eviction, making accessible a legal avenue.

- **North Avenue Branch Library:** VCU's daycare is requesting more story time hours from the Youth Services Librarian.
- **West End Branch Library:** Saturday mornings have become a family gather and play time at the West End Branch. As soon as the door opens at 9am, we have groups of families with toddlers and preschool age children coming into the library, gathering around the LEGO table, spending an hour or two enjoying the space, and grandparents are often in the mix. The study room is starting to get early bookings as well.

<b>CIRCULATION FY24</b>														
<b>LOCATION</b>	<b>FY</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>
<b>Belmont</b>	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	8,312	8,167	9,161	8,345	8,716	9,056	101,631
	FY24	9,417	9,967	9,066	9,340	8,224	7,515	9,085	8,454					71,068
<b>Broad Rock</b>	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	1,758	1,807	2,330	2,290	2,080	1,884	23,783
	FY24	1,897	1,953	1,950	2,106	1,836	1,828	2,008	2,135					15,713
<b>East End</b>	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	2,671	2,600	2,487	2,526	2,519	2,451	31,489
	FY24	2,952	3,044	2,307	2,215	2,041	1,988	2,534	2,742					19,823
<b>Ginter Park</b>	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	4,283	3,728	4,660	4,232	3,889	4,525	50,585
	FY24	4,819	4,795	4,104	3,878	3,733	3,391	4,214	3,947					32,881
<b>Hull Street</b>	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	2,069	2,073	2,049	2,272	2,233	1,930	25,366
	FY24	2,386	2,461	2,030	2,359	2,470	2,137	2,281	2,059					18,183
<b>Main</b>	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	8,304	8,189	9,523	8,891	9,053	8,341	100,886
	FY24	9,347	9,863	9,016	9,344	7,839	7,022	7,933	8,265					68,629

<b>CIRCULATION FY24 (CONTINUED)</b>														
<b>LOCATION</b>	<b>FY</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>
<b>North Avenue</b>	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	949	77	0	0	226	1,005	15,087
	FY24	1,638	2,294	2,259	2,390	1,998	1,943	2,392	2,108					17,022
<b>West End</b>	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	10,395	9,966	10,771	10,338	10,968	11,745	131,440
	FY24	12,573	12,176	10,311	10,507	9,828	8,881	10,400	10,328					85,004
<b>Westover Hills</b>	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	8,155	8,407	7,765	6,496	7,540	7,706	8,344	7,423	7,463	8,703	95,038
	FY24	10,057	9,438	8,550	8,313	7,733	7,198	7,721	8,131					67,141
<b>E-Content</b>	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	16,079	16,510	14,806	14,910	15,126	16,515	19,182	17,810	23,496	24,317	24,593	24,071	227,415
	FY24	25,640	27,387	26,401	27,051	26,710	27,809	34,405	35,378					230,781
<b>Totals</b>	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	67,502	72,293	65,225	66,010	59,642	55,556	65,463	62,123	72,821	70,634	71,740	73,711	802,720
	FY24	80,726	83,378	75,994	77,503	72,412	69,712	82,973	83,547					626,245

PROGRAMS FY2024	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	TOTAL FY24	TOTAL FY23
<b>Belmont</b>														
Adult Programs	9	9	8	12	10	9	8	11					76	90
Adult Attend	20	29	29	44	31	10	13	6					182	507
Young Adult Programs	0	1	1	1	0	1	1	1					6	5
Young Adult Attend	0	0	0	1	0	2	0	0					3	2
Juvenile Programs	13	17	12	16	14	15	14	17					118	156
Juvenile Attend	226	315	168	316	240	192	235	340					2,032	1,680
<b>Total Attend</b>	<b>246</b>	<b>344</b>	<b>197</b>	<b>361</b>	<b>271</b>	<b>204</b>	<b>248</b>	<b>346</b>					<b>2,217</b>	2,189
<b>Total Programs</b>	<b>22</b>	<b>27</b>	<b>21</b>	<b>29</b>	<b>24</b>	<b>25</b>	<b>23</b>	<b>29</b>					<b>200</b>	251
<b>Broad Rock</b>														
Adult Programs	8	15	5	6	4	7	9	4					58	65
Adult Attend	48	284	42	39	52	22	34	62					583	193
Young Adult Programs	1	1	2	2	1	1	1	1					10	75
Young Adult Attend	37	16	12	2	0	0	6	2					75	115
Juvenile Programs	23	21	31	26	24	19	27	25					196	219
Juvenile Attend	135	230	240	247	107	99	88	83					1,229	928
<b>Total Attend</b>	<b>220</b>	<b>530</b>	<b>294</b>	<b>288</b>	<b>159</b>	<b>121</b>	<b>128</b>	<b>147</b>					<b>1,887</b>	1,236
<b>Total Programs</b>	<b>32</b>	<b>37</b>	<b>38</b>	<b>34</b>	<b>29</b>	<b>27</b>	<b>37</b>	<b>30</b>					<b>264</b>	359
<b>East End</b>														
Adult Programs	8	8	3	3	5	8	8	4					47	88
Adult Attend	14	33	16	16	31	45	90	31					276	718
Young Adult Programs	14	9	5	8	4	8	8	8					64	65
Young Adult Attend	96	51	32	55	30	46	74	74					458	412
Juvenile Programs	11	8	5	1	0	1	10	12					48	93
Juvenile Attend	371	181	280	20	0	22	103	84					1,061	2,189
<b>Total Attend</b>	<b>481</b>	<b>265</b>	<b>328</b>	<b>91</b>	<b>61</b>	<b>113</b>	<b>267</b>	<b>189</b>					<b>1,795</b>	3,319
<b>Total Programs</b>	<b>33</b>	<b>25</b>	<b>13</b>	<b>12</b>	<b>9</b>	<b>17</b>	<b>26</b>	<b>24</b>					<b>159</b>	246

<b>PROGRAMS FY2024 (CONTINUED)</b>	<b>Jul-23</b>	<b>Aug-23</b>	<b>Sep-23</b>	<b>Oct-23</b>	<b>Nov-23</b>	<b>Dec-23</b>	<b>Jan-24</b>	<b>Feb-24</b>	<b>Mar-24</b>	<b>Apr-24</b>	<b>May-24</b>	<b>Jun-24</b>	<b>TOTAL FY24</b>	<b>TOTAL FY23</b>
<b>Ginter Park</b>														
Adult Programs	13	10	9	9	11	6	3	6					67	61
Adult Attend	71	77	49	52	52	26	15	26					368	302
Young Adult Programs	0	0	1	0	0	1	0	0					2	7
Young Adult Attend	0	0	0	0	0	4	0	0					4	0
Juvenile Programs	16	14	15	14	10	11	13	15					108	123
Juvenile Attend	203	138	158	163	114	80	109	107					1,072	895
<b>Total Attend</b>	<b>274</b>	<b>215</b>	<b>207</b>	<b>215</b>	<b>166</b>	<b>110</b>	<b>124</b>	<b>133</b>					<b>1,444</b>	1,197
<b>Total Programs</b>	<b>29</b>	<b>24</b>	<b>25</b>	<b>23</b>	<b>21</b>	<b>18</b>	<b>16</b>	<b>21</b>					<b>177</b>	191
<b>Hull Street</b>														
Adult Programs	6	1	7	1	1	2	5	18					41	26
Adult Attend	30	4	48	6	3	2	56	69					218	245
Young Adult Programs	5	0	0	0	0	0	1	3					9	13
Young Adult Attend	19	0	0	0	0	0	3	25					47	81
Juvenile Programs	14	2	4	5	3	2	4	3					37	62
Juvenile Attend	340	47	15	39	53	31	38	23					586	979
<b>Total Attend</b>	<b>389</b>	<b>51</b>	<b>63</b>	<b>45</b>	<b>56</b>	<b>33</b>	<b>97</b>	<b>117</b>					<b>851</b>	1,305
<b>Total Programs</b>	<b>25</b>	<b>3</b>	<b>11</b>	<b>6</b>	<b>4</b>	<b>4</b>	<b>10</b>	<b>24</b>					<b>87</b>	101
<b>Main</b>														
Adult Programs	13	14	19	2	10	1	8	22					89	137
Adult Attend	207	232	409	27	281	15	262	358					1,791	2,714
Young Adult Programs	0	0	0	0	0	1	1	1					3	3
Young Adult Attend	0	0	0	0	0	10	10	10					30	28
Juvenile Programs	18	19	17	19	16	16	20	20					145	196
Juvenile Attend	479	412	279	315	234	255	365	351					2,690	3,360
<b>Total Attend</b>	<b>686</b>	<b>644</b>	<b>688</b>	<b>342</b>	<b>515</b>	<b>280</b>	<b>637</b>	<b>719</b>					<b>4,511</b>	6,102
<b>Total Programs</b>	<b>31</b>	<b>33</b>	<b>36</b>	<b>21</b>	<b>26</b>	<b>18</b>	<b>29</b>	<b>43</b>					<b>237</b>	336

<b>PROGRAMS FY2024 (CONTINUED)</b>	<b>Jul-23</b>	<b>Aug-23</b>	<b>Sep-23</b>	<b>Oct-23</b>	<b>Nov-23</b>	<b>Dec-23</b>	<b>Jan-24</b>	<b>Feb-24</b>	<b>Mar-24</b>	<b>Apr-24</b>	<b>May-24</b>	<b>Jun-24</b>	<b>TOTAL FY24</b>	<b>TOTAL FY23</b>
<b>North Avenue</b>														
Adult Programs	9	3	6	4	5	4	3	7					41	34
Adult Attend	61	12	206	18	30	20	40	41					428	364
Young Adult Programs	0	5	0	0	0	0	0	0					5	3
Young Adult Attend	0	132	0	0	0	0	0	0					132	8
Juvenile Programs	2	1	1	0	0	8	9	13					34	29
Juvenile Attend	15	6	10	0	0	45	96	182					354	455
<b>Total Attend</b>	<b>76</b>	<b>150</b>	<b>216</b>	<b>18</b>	<b>30</b>	<b>65</b>	<b>136</b>	<b>223</b>					<b>914</b>	827
<b>Total Programs</b>	<b>11</b>	<b>9</b>	<b>7</b>	<b>4</b>	<b>5</b>	<b>12</b>	<b>12</b>	<b>20</b>					<b>80</b>	66
<b>West End</b>														
Adult Programs	5	6	6	5	6	5	8	6					47	68
Adult Attend	63	65	52	48	35	27	66	52					408	629
Young Adult Programs	3	1	3	2	3	4	3	2					21	12
Young Adult Attend	6	0	2	1	2	6	3	1					21	117
Juvenile Programs	15	17	12	16	12	8	14	11					105	145
Juvenile Attend	356	299	212	334	205	218	308	258					2,190	2,534
<b>Total Attend</b>	<b>425</b>	<b>364</b>	<b>266</b>	<b>383</b>	<b>242</b>	<b>251</b>	<b>377</b>	<b>311</b>					<b>2,619</b>	3,280
<b>Total Programs</b>	<b>23</b>	<b>24</b>	<b>21</b>	<b>23</b>	<b>21</b>	<b>17</b>	<b>25</b>	<b>19</b>					<b>173</b>	225
<b>Westover Hills</b>														
Adult Programs	3	1	2	4	0	1	1	1					13	13
Adult Attend	28	2	20	91	0	26	0	1					168	62
Young Adult Programs	1	1	1	2	1	0	1	1					8	12
Young Adult Attend	3	5	0	8	5	0	0	6					27	129
Juvenile Programs	4	4	5	6	10	12	14	15					70	76
Juvenile Attend	244	247	188	286	216	243	353	332					2,109	3,546
<b>Total Attend</b>	<b>275</b>	<b>254</b>	<b>208</b>	<b>385</b>	<b>221</b>	<b>269</b>	<b>353</b>	<b>339</b>					<b>2,304</b>	3,737
<b>Total Programs</b>	<b>8</b>	<b>6</b>	<b>8</b>	<b>12</b>	<b>11</b>	<b>13</b>	<b>16</b>	<b>17</b>					<b>91</b>	101
<b>Grand Total Attend</b>	<b>3,072</b>	<b>2,817</b>	<b>2,467</b>	<b>2,128</b>	<b>1,721</b>	<b>1,446</b>	<b>2,367</b>	<b>2,524</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>18,542</b>	23,192
<b>Grand Total Programs</b>	<b>214</b>	<b>188</b>	<b>180</b>	<b>164</b>	<b>150</b>	<b>151</b>	<b>194</b>	<b>227</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,468</b>	1,876

DOOR COUNT FY2024	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	TOTAL
Belmont	4,560	4,883	4,629	5,201	4,156	4,362	5,690	4,942					38,423
Broad Rock	4,400	4,799	4,422	4,913	3,475	3,194	4,006	4,384					33,593
East End	4,216	4,853	4,128	4,198	3,729	4,191	4,916	4,925					35,156
Ginter Park	4,782	6,962	4,480	3,450	2,802	2,883	3,428	3,644					32,431
Hull Street	1,794	3,920	2,893	2,789	1,031	1,258	1,205	2,059					16,949
Main	7,875	7,661	0	13,757	9,142	8,311	10,846	13,912					71,504
North Avenue	2,751	4,257	3,664	3,015	1,065	4,084	3,369	3,049					25,254
West End	3,669	3,911	3,257	3,126	2,846	3,007	4,063	4,954					28,833
Westover Hills	5,335	5,723	5,167	5,347	4,570	4,584	5,099	5,213					41,038
<b>TOTALS FY24:</b>	<b>39,382</b>	<b>46,969</b>	<b>32,640</b>	<b>45,796</b>	<b>32,816</b>	<b>35,874</b>	<b>42,622</b>	<b>47,082</b>	-	-	-	-	<b>323,181</b>
TOTALS FY23:	44,405	45,027	38,340	37,779	31,237	29,286	29,662	29,786	30,609	32,727	26,813	34,076	409,747
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

**09/2023: Main Library: Door Counter broken. Will be replaced for October.**

NEW PATRON CARDS													
FY2024	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Total
Belmont	156	173	139	115	86	107	196	120					<b>1,092</b>
Broad Rock	93	54	63	63	41	48	67	83					<b>512</b>
East End	53	68	59	63	40	31	59	48					<b>421</b>
Ginter Park	39	67	64	57	36	32	69	62					<b>426</b>
Hull Street	97	91	55	55	48	49	60	60					<b>515</b>
Main	253	273	358	618	634	219	313	273					<b>2,941</b>
North Avenue	22	55	40	44	32	41	47	37					<b>318</b>
West End	70	87	76	76	56	58	75	87					<b>585</b>
Westover Hills	117	129	92	83	53	43	76	88					<b>681</b>
Online Reg E-Card	626	692	546	594	642	572	962	723					<b>5,357</b>
<b>Total FY24:</b>	<b>1,526</b>	<b>1,689</b>	<b>1,492</b>	<b>1,768</b>	<b>1,668</b>	<b>1,200</b>	<b>1,924</b>	<b>1,581</b>	-	-	-	-	<b>12,848</b>
Total FY23:	1,334	1,498	1,366	1,217	1,035	917	1,343	1,270	1,167	1,171	1,301	1,330	14,949
Total FY22:	1,055	1,218	1,064	1,467	1,072	879	1,209	984	979	957	1,017	1,170	<b>13,071</b>

<b>COMPUTER USE FY2024</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	619	658	640	702	551	584	709	679					<b>5,142</b>
WIFI	650	642	676	717	510	562	674	628					<b>5,059</b>
Broad Rock Workstation	797	732	632	735	548	537	661	638					<b>5,280</b>
WIFI	1,034	1,115	1,134	1,271	963	773	950	1,005					<b>8,245</b>
East End Workstation	664	729	646	636	506	470	690	668					<b>5,009</b>
WIFI	1,248	1,543	1,191	1,582	1,344	1,166	1,261	1,392					<b>10,727</b>
Ginter Park Workstation	580	713	561	615	484	450	568	564					<b>4,535</b>
WIFI	627	801	620	665	568	572	580	622					<b>5,055</b>
Hull Street Workstation	589	646	485	479	369	411	512	519					<b>4,010</b>
WIFI	1,003	1,073	939	851	671	799	875	829					<b>7,040</b>
Main Workstation	1,673	2,123	1,996	1,862	1,358	1,654	1,725	1,820					<b>14,211</b>
WIFI	3,505	4,089	4,388	4,861	3,443	3,626	4,057	4,662					<b>32,631</b>
North Avenue Workstation	381	533	398	436	314	355	393	487					<b>3,297</b>
WIFI	436	518	407	481	317	450	512	520					<b>3,641</b>
West End Workstation	294	363	267	305	240	314	330	366					<b>2,479</b>
WIFI	731	730	755	777	623	668	751	811					<b>5,846</b>
Westover Hills Workstation	630	643	544	623	438	429	504	516					<b>4,327</b>
WIFI	730	851	897	965	488	435	544	541					<b>5,451</b>
<b>TOTALS FY24:</b>	<b>16,191</b>	<b>18,502</b>	<b>17,176</b>	<b>18,563</b>	<b>13,735</b>	<b>14,255</b>	<b>16,296</b>	<b>17,267</b>					<b>131,985</b>
TOTALS FY23:	13,430	14,930	14,136	14,657	11,832	11,834	13,204	13,045	13,988	13,375	15,025	15,034	164,490
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



<b>TECHNICAL SERVICES - FLOATING ITEMS ADDED / DISCARDED</b>				
<b>FY2024</b>	<b>Printed Materials Added (All Branches)</b>	<b>Overdrive Added</b>	<b>Monthly Total Added</b>	<b>Monthly Total Discarded</b>
Jul-23	304	210	514	827
Aug-23	879	384	1,263	764
Sep-23	2,213	282	2,495	846
Oct-23	613	253	866	1,532
Nov-23	1,279	226	1,505	2,587
Dec-23	1,096	93	1,189	1,388
Jan-24	2,437	483	2,920	2,440
Feb-24	3,641	594	4,235	1,187
Mar-24				
Apr-24				
May-24				
Jun-24				
<b>FY24 Totals:</b>	<b>12,462</b>	<b>2,525</b>	<b>14,987</b>	<b>11,571</b>
FY23 Totals:	29,114	10,656	39,773	5,565
FY22 Totals:	17,756	5,387	23,143	2,117

Richmond Public Library  
 FY24 Operating Budget  
 as of February 29, 2024

ACCOUNT	DESCRIPTION	Budget	Actual and Encumbered 29-Feb-24	% Spent	Balance Available 29-Feb-24
60000	SALARIES - FULL TIME	\$ 4,413,494	\$ 2,456,872	55.7%	\$ 1,956,622
60001	OVERTIME PERMAN	\$ 19,176	\$ 3,937	20.5%	\$ 15,239
61000	SALARIES - PART TIME	\$ 369,366	\$ 163,705	44.3%	\$ 205,661
62000	SALARIES - TEMPORARY	\$ 10,000	\$ 33,127	0.0%	\$ (23,127)
63000	FICA	\$ 250,302	\$ 158,684	63.4%	\$ 91,618
63001	RET CON RSRS	\$ 649,740	\$ 455,857	70.2%	\$ 193,882
63002	MEDCARE FICA	\$ 58,539	\$ 37,158	63.5%	\$ 21,381
63003	GROUP LIFE	\$ 23,459	\$ 14,741	62.8%	\$ 8,718
63004	CONSTITUTIONAL	\$ -	\$ 5,773	0.0%	\$ (5,773)
63006	H/C ACT TEMP	\$ 600,930	\$ 463,858	77.2%	\$ 137,072
63008	STATE UNEMPLOYMENT	\$ -	\$ -	0.0%	\$ -
63011	HEALTH SAVINGS	\$ -	\$ 10,729	0.0%	\$ (10,729)
63100	VRS HYBRID DB	\$ -	\$ 14,845	0.0%	\$ (14,845)
63105	VRS HYBRID DC	\$ -	\$ 3,355	0.0%	\$ (3,355)
63110	VRS HYBRID VLDP	\$ -	\$ 3,224	0.0%	\$ (3,224)
64103	Educnctv #81	\$ -	\$ 3,250	0.0%	\$ (3,250)
	<b>Personnel Expenses</b>	<b>\$ 6,395,006</b>	<b>\$ 3,829,116</b>	<b>59.9%</b>	<b>\$ 2,565,890</b>
71141	BOOKS	\$ 952,359	\$ 382,264	40.1%	\$ 570,096
71141	DATABASES	\$ -	\$ -	0.0%	\$ -
71142	MULTIMEDIA PRODUCTS	\$ 2,456	\$ 33,175	1350.8%	\$ (30,719)
72122	MAGS & NEWSPAPER	\$ 29,277	\$ 18,098	61.8%	\$ 11,179
	<b>Collection Development</b>	<b>\$ 984,092</b>	<b>\$ 433,536</b>	<b>44.1%</b>	<b>\$ 550,556</b>
70131	ADVERTISING	\$ 2,297	\$ 489	21.3%	\$ 1,808
70161	PLANNING MGMT SERVICES	\$ 483,050	\$ 277,597	57.5%	\$ 205,453
70215	EQUIPMENT REPAIR	\$ 81,200	\$ 13,291	0.0%	\$ 67,909
70218	VEHICLE REPAIR	\$ 2,902	\$ 4,492	154.8%	\$ (1,590)
70412	TRANSPORTATION	\$ -	\$ -	0.0%	\$ -
70416	EMPLOYEE PARKING	\$ 21,600	\$ 13,291	0.0%	\$ 8,309
70311	PRINTED SUPPLIES	\$ 3,000	\$ 137	4.6%	\$ 2,863
70413	MILEAGE ALLOWANCE	\$ 2,263	\$ 27	1.2%	\$ 2,236
70551	SECURITY	\$ 294,543	\$ 275,755	93.6%	\$ 18,788
70552	CONTRACT AND TEMP PERSONNEL	\$ 22,000	\$ 101,287	460.4%	\$ (79,287)
71012	OFFICE STATIONARY SUPPLIES	\$ 3,047	\$ 7,908	259.5%	\$ (4,861)
71016	ADVERTISING	\$ -	\$ -	0.0%	\$ -
71143	LIBRARY OPERATING SUPPLIES	\$ 19,220	\$ 15,742	81.9%	\$ 3,478
72113	POSTAGE	\$ 4,456	\$ -	0.0%	\$ 4,456
72121	CONFERENCES & CON	\$ 1,904	\$ 844	0.0%	\$ 1,060
72123	MEMBERSHIP DUES	\$ 677	\$ 2,471	365.0%	\$ (1,794)
72124	TRAINING	\$ 1,055	\$ 1,240	117.6%	\$ (185)
72131	COMPUTER SUPPLIES	\$ 25,662	\$ (9,601)	-37.4%	\$ 35,263
72153	EQUIPMENT	\$ 12,200	\$ 2,764	0.0%	\$ 9,436
73104	BANK FEES	\$ -	\$ 8,961	0.0%	\$ (8,961)
76119	PAGERS	\$ -	\$ -	0.0%	\$ -
76652	PAPER PRODUCTS	\$ -	\$ -	0.0%	\$ -
77103	FUEL-D/O VEHICLE	\$ 2,298	\$ 1,286	56.0%	\$ 1,012
77104	VEHICLE MONTHLY STANDING	\$ 493	\$ 329	66.7%	\$ 164
77201	INTERNAL PRINTING	\$ -	\$ -	0.0%	\$ -
77501	DIT CHARGES	\$ -	\$ 5,505	0.0%	\$ (5,505)
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>\$ 991,027</b>	<b>\$ 723,815</b>	<b>73.0%</b>	<b>\$ 267,212</b>
	<b>TOTAL GENERAL FUND</b>	<b>\$ 8,370,125</b>	<b>\$ 4,986,468</b>	<b>59.6%</b>	<b>\$ 3,383,658</b>



Richmond Public Library  
 Foundation, Friends, Groups and Individual Donations  
 FY 2024

Consent Agenda: Deposited Gifts Over \$100 Shown  
 as of March 27, 2024

Date of Check	Donor Name	Current Month Amount	Purpose/Location	YTD Account Balance		
				Gift	Foundation	Friends
	<i>No Donations</i>					
	<b>Monthly Total</b>	\$ -				
	<b>YTD Total</b>	\$ 11,650.00	<b>Year To Date Total</b>	\$ 650.00	\$ -	\$ 11,000.00

## Richmond libraries join the fight against the city's silent killer

Almost half of American adults suffer from high blood pressure, which can increase your risk of heart disease and stroke — two leading causes of death in Richmond.

By: [Bree Sison](#)

Posted at 11:40 AM, Mar 06, 2024 and last updated 11:40 AM, Mar 06, 2024

Website: <https://www.wtvr.com/news/local-news/richmond-libraries-hypertension-march-6-2024>

RICHMOND, Va. -- The Richmond Public Library and the American Heart Association are now offering blood pressure monitors at seven Richmond libraries to raise awareness about hypertension. Almost half of American adults suffer from high blood pressure, which can increase risks of heart disease and stroke — two leading causes of death in Richmond.

"Hypertension can lead to these other problems as you age," Dr. Emily Robbins, a volunteer with the American Heart Association, said. "Our medical system is not set up to provide people that information anymore in a standard doctor's appointment."

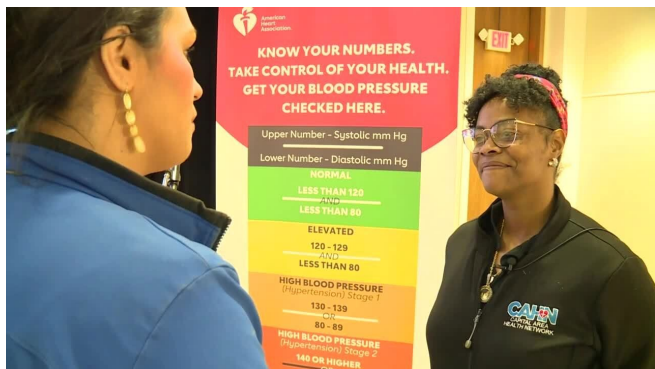


*WTVR-Dr. Emily Robbins, a volunteer with the American Heart Association*

Jackie Harris, with Capitol Area Health Network, called hypertension a silent killer.

She said checking your health stats at the library station is an easy process.

"It doesn't hurt at all to get your blood pressure checked," she said, "It's very minimal."



*WTVR-Jackie Harris with Capitol Area Health Network*

In addition to the stations, this week the partnership has offered 35 blood pressure kits for people to check out and take home.

"It's in part about checking the numbers and taking it to the doctor and the doctor providing medication and all of that," Robbins said. "But it's also about the person just understanding their body because I think sometimes people don't feel like they have a lot of control."

∞ END ∞