



## RICHMOND PUBLIC LIBRARY

### LIBRARY BOARD OF TRUSTEES REGULAR MEETING

January 28, 2026

Main Library  
101 E. Franklin Street  
Richmond, Virginia 23219  
Phone: 804.646.2547

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 28, 2026

11:45 a.m.

### A G E N D A

**Call to order:** 11:45 a.m. Ms. Peterson

**Agenda** Ms. Peterson

**Consent Agenda:** Ms. Peterson

- Approval of Minutes-December 3, 2025, Regular Meeting
- Approval of Statistical Reports
- Approval of Pending Deposited Gifts Report

### **Public Comment Period:**

#### **Reports:**

• Library Friends	Ms. DeBoer/Mr. Dishon
• Library Foundation	Ms. Revere/Mr. Firestine
• Library Administration	Mr. Firestine
○ Main Library Update by LCSM	Mr. Ben Himmelfarb
○ Art and Music	Ms. Hannah Kilgore
• Advocacy Taskforce	Ms. Peterson
• Policy Taskforce	Ms. Carter-Gunter
	Ms. Altman

#### **Board Committee Reports:**

• Chair Report	Ms. Peterson
• Finance Committee	Mr. Yates/Mr. Firestine
• Facilities Committee	Ms. Woody/Mr. Firestine
• Governance Committee	Mr. Sawyer

### **Unfinished Business**

Ms. Peterson

### **New Business**

Ms. Peterson

### **Adjourn**

Ms. Peterson

### **Next Meeting:**

Date: February 25, 2026

Time: 11:45 a.m.

Location: Broad Rock Branch Library  
4820 Old Warwick Road  
Richmond, Virginia 23224  
Phone: 804-646-8488

**Library Board Meeting Minutes - DRAFT**  
**December 3, 2025**

**PRESENT:** Chair Christine Peterson, Vice Chair Sheron Carter-Gunter, Emily Altman, Brent Graves, Cynthia Hinds, Janet Woody,

**ABSENT:** Garrett Sawyer, William Yates, Friends of the Library Chair Ruth DeBoer

**STAFF:** Scott Firestine, Clay Dishon, Attorney Shannan Fitzgerald, Gianna Pack, Cheryl Clarke, Susan Revere, Hayley DeRoche, Danielle Tarullo, Phil Shephard, Heather Montgomery

The Richmond Public Library (RPL) Library Board of Trustees (LBOT) meeting was called to order by Chair Christine Peterson at 11:46 a.m. at the Westover Hills Branch Library located at 1408 Westover Hills Boulevard, Richmond, Virginia 23223. 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.

Chair Peterson welcomed new Board Member Antoine Green.

<b>Agenda</b>	Approve the December 3, 2025, Agenda as submitted.  <i>Motion: <u>Emily Altman</u>, Second by <u>Sheron Carter-Gunter</u></i>  <i>AYES: <u>6</u>    NOES: <u>0</u>    ABSTAIN: <u>0</u>    Approved Unanimously.</i> <i>Mr. Brent Graves was not present for the vote.</i>
<b>Consent Agenda</b>	Approve the October 22, 2025, Meeting Minutes, the Current Financial Reports, Statistical Reports, and Donations Report as Submitted:  <i>Motion: <u>Cynthia Hinds</u>, Second by <u>Emily Altman</u></i>  <i>AYES: <u>6</u>    NOES: <u>0</u>    ABSTAIN: <u>0</u>    Approved Unanimously.</i> <i>Mr. Brent Graves was not present for the vote.</i>
<b>Public Comment Period</b>	None present.
<b>Reports</b>	
<b>Friends of the Library (FOL)</b>  <u>Ruth DeBoer</u> <u>Clay Dishon</u>	Mr. Dishon provided an update on the Friends of the Library's activities in the absence of Chair Ruth DeBoer: <ul style="list-style-type: none"><li>• <b>Annual Meeting (October 23):</b> Well attended; featured local author Tony Gentry presenting <i>The Night Doctor of Richmond</i>. Mr. Gentry joined as a Friend of the RPL after the meeting.</li><li>• <b>Fall Book Sale:</b> Strong turnout with many new attendees; unofficial revenue approximately <b>\$18,000</b>—the best sale since before COVID. Official accounting expected this week.</li><li>• <b>Board Membership:</b> One potential new Board member currently being interviewed. Sixteen of eighteen positions are filled, but additional members are still needed to fill vacancies and prepare for upcoming retirements.</li><li>• <b>Executive Board Meeting (December 3):</b> Planned meeting replaced by attendance at the RPL Foundation gathering; informal board business will be handled via email.</li></ul>

## Reports (Continued)

<b>Library Foundation</b> <u>Susan Revere</u> <u>Scott Firestine</u>	<p>Ms. Revere provided an update on the Foundation's recent activities and developments:</p> <p><b>Foundation Update:</b></p> <ul style="list-style-type: none"> <li>• The Impact Report has been released, and early feedback has been very positive.</li> <li>• The Annual Appeal is scheduled for release early December.</li> </ul> <p><b>Grant Updates:</b></p> <ul style="list-style-type: none"> <li>• The Jack R. Anderson grant check for \$20,000 has been received. Funds will support upgrades to the Children's Area. Project rollout is expected after January 1, 2026.</li> <li>• The REB Foundation has awarded \$5,000 to support the Read with Ripple program.</li> <li>• Susan Revere will partner with Heather Montgomery in January 2026 to prepare a grant application for El día de los niños, scheduled for April 25, 2026, at the Broad Rock Branch Library.</li> </ul> <p><b>Upcoming Event:</b></p> <ul style="list-style-type: none"> <li>• The Foundation's Year-End Open House will be held on December 3, 2025, from 5:00-6:00 PM at the West End Branch Library. Ms. Revere extended an in-person invitation to attend.</li> </ul>
<b>Administration</b> <u>Scott Firestine</u>	<p>Director's Report: In addition to the items submitted in this month's written report, Mr. Firestine provided the following updates:</p> <ul style="list-style-type: none"> <li>• Highlighted circulation being up overall 5%.</li> <li>• Another successful Read Up Event with about 100 attendees.</li> <li>• GRTC had a request to add a bus stop enhancement to the east side of the Broad Rock Branch Library. Currently it is just a post. GRTC would like to put a concrete pad down with a bench seating and a little shelter to cover it. GRTC does not have enough room in the city's right-of-way to do that on their own, so they need permission from the LBOT to proceed to installation and the design work. <ul style="list-style-type: none"> <li>○ Chair Peterson moved the item to New Business for voting.</li> </ul> </li> </ul>
<b>Belmont Branch Library Update</b> <u>Hayley DeRoche</u>	<p>Library/Community Services Manager Hayley DeRoche gave an overview of the Belmont Branch Library Mural Project, which was completed by local artist Zara Stasi, with funding from a Museum District Association grant awarded to Ms. Stasi. The mural is an aesthetic addition to the library and has updated the overall feel of the Belmont children's department.</p>
<b>Advocacy Task Force</b> <u>Christine Peterson</u> <u>Sheron Carter-Gunter</u>	<p>Chair Peterson shared advocacy-related items for the Board's awareness:</p> <ul style="list-style-type: none"> <li>• A holiday greeting card is available in both digital and hard-copy formats.</li> <li>• The Advocacy Taskforce developed a budget-focused advocacy plan.</li> <li>• A visual map highlighting all library locations as well as lack of library locations, has been created as an advocacy resource.</li> <li>• A "By the Numbers" infographic has been developed to support advocacy efforts.</li> </ul>
<b>Policy Taskforce</b> <u>Emily Altman</u>	<p>No Formal Report.</p>

<b>Reports (Continued)</b>	
<b>Chair Report</b> <u>Christine Peterson, Chair</u>	Chair Peterson introduced Mr. Green to the LBOT. Mr. Green shared his background and love of Richmond as a resident and user of the Richmond Public Libraries.
<b>Finance</b> <u>Bill Yates, Chair</u> <u>Scott Firestine</u>	<p>Mr. Firestine reported the following:</p> <ul style="list-style-type: none"> <li>• Financial performance is tracking as expected.</li> <li>• Twenty-six percent of the budget has been expended in the first five months of the year, which is consistent with projections and indicates the City remains on track to meet its targets.</li> <li>• Budget requests have been submitted and are currently under review by the Administration.</li> <li>• The Mayor is preparing the proposed budget, which will be presented to the City on March 6, 2026.</li> <li>• The Administration is reviewing year-end revenues and expenditures.</li> <li>• City departments are presenting their budget needs and long-term priorities to the CEO.</li> </ul>
<b>Facilities</b> <u>Janet Woody, Chair</u> <u>Scott Firestine</u>	No Formal Report.
<b>Governance</b> <u>Garrett Sawyer, Chair</u>	No Formal Report.
<b>UNFINISHED BUSINESS</b>	
No Unfinished Business was discussed.	
<b>NEW BUSINESS</b>	
<p><b><u>Holiday Schedule:</u></b> Approve the Richmond Public Library Holiday Schedule as submitted noting the libraries will follow the City of Richmond's approved dates for closure and is subject to change when needed.</p> <p><b><u>Motion:</u></b> <i><u>Janet Woody, Second by Cynthia Hinds</u></i></p> <p><b><u>AYES:</u></b> <u>7</u>    <b><u>NOES:</u></b> <u>0</u>    <b><u>ABSTAIN:</u></b> <u>0</u>    <i>Approved Unanimously.</i></p>	
<p><b><u>Meeting Schedule:</u></b> Approve the Library Board of Trustees Meeting Schedule for Calendar Year 2026, as submitted.</p> <p><b><u>Motion:</u></b> <i><u>Antione Green, Second by Sheron Carter-Gunter</u></i></p> <p><b><u>AYES:</u></b> <u>7</u>    <b><u>NOES:</u></b> <u>0</u>    <b><u>ABSTAIN:</u></b> <u>0</u>    <i>Approved Unanimously.</i></p>	
<p><b><u>GRTC Request:</u></b> Library Board of Trustees authorizes GRTC to proceed with installation of a bus stop that includes a shelter and seating and a trash can and is ADA compatible.</p> <p><b><u>Motion:</u></b> <i><u>Sheron Carter-Gunter, Second by Cynthia Hinds</u></i></p> <p><b><u>AYES:</u></b> <u>7</u>    <b><u>NOES:</u></b> <u>0</u>    <b><u>ABSTAIN:</u></b> <u>0</u>    <i>Approved Unanimously.</i></p>	

## COMMENTS

Before adjourning the meeting, Chair Peterson, on behalf of the members of the LBOT, congratulated the Library/Community Services Managers and their staff on a successful year and extended warm wishes for a happy holiday season.

Ms. Carter-Gunter expressed her appreciation, on behalf of the LBOT, to the Outreach and Engagement Team and staff for their dedication and hard work throughout the year.

Ms. Hinds shared the following remarks: "Working with this Board over the past year has been a valuable and enriching experience that has deepened my understanding of our work. I look forward to continuing to expand my knowledge to ensure our libraries remain efficient, customer-focused, and a vital resource for all. Thank you."

There being no further business, the meeting was adjourned at 12:33 p.m. by unanimous consent from the members who were present.

The LBOT's next meeting will be held on Wednesday, January 28, 2026, at the Main Library located at 101 E. Franklin Street, Richmond, Virginia, 23219, starting at 11:45 a.m.

Approved: \_\_\_\_\_  
Christine Peterson, Chair

*Recorder: Gianna Pack, CAP  
Senior Executive Assistant*

## Director's Report

### December 2025/January 2026

#### Director Activities:

Dec 2, 2025 Meeting with Katherine Long (GRTC) and Heather Montgomery – Broad Rock Branch Library  
Dec 2 Meeting with DCAO Amy Popovich, Chair Christine Peterson, and Foundation Susan Revere to discuss RPL Budget and Facilities – Main Library  
Dec 3 Foundation Board Meeting and Open House – West End Branch Library  
Dec 5 Inclement Weather – Libraries Closed  
Dec 8 Inclement Weather – Libraries Closed  
Dec 11 Urban Libraries Council Meeting – Conference Call  
Dec 15 City Council Work Session and Regular Meeting – City Hall/Virtual  
Dec 16 Mayor/CAO Meeting – Main Street Station  
Dec 17 RPL Strategy Planning/6 Months with Chair Peterson – Virtual  
Dec 22 Location Upgrade Discussion with Chair Peterson and Christopher Nizamis – Main Library  
Dec 24-26 Winter Holiday Break – Libraries Closed  
Dec 30 RPL/Commerce Street Meeting with Chair Peterson, Michelle Peters, and Merrick Malone – Virtual  
Jan 1, 2026 New Year's Day Holiday – Libraries Closed  
Jan 5 LBOT Facilities Working Session – Main Library  
Jan 7 LBOT Orientation with Antione Green and Chair Peterson – Main Library  
Jan 7 RPL Friends of the Library Board Meeting – Main Library  
Jan 12 Informal and Formal City Council Meeting – City Hall/Virtual  
Jan 19 Martin Luther King, Jr. Day Holiday – All Libraries Closed  
Jan 26 Informal and Formal City Council Meeting – City Hall/Virtual  
Jan 28 LBOT Facilities Committee Meeting – Main Library

#### Hiring:

- **December 2025/January 2026 Hiring Update:**
  - 0185 – PT YS/Library Associate, Main Library – Requisition Phase/Pending Approval
  - 0036 – FT Library Technician, Broad Rock Branch Library – Posting Phase
  - 0034 – FT Library Technician, Main Library – Candidate Selection Phase
  - 0059 – FT Library Technician, Senior, Hull Street Branch Library – Interviewing Phase
- **New Hires/Locations:**
  - 0026 – Kianarose Irving – FT Library Technician – East End Branch Library on December 29, 2025
- **Departing:**
  - 0036 – Laura Price – FT Library Technician – Broad Rock Branch Library – Retired on January 2, 2026
  - 0185 – Sarah Fenninger – PT YS/Library Associate – Main Library – Resigned on January 30, 2026

**Ginter Park Updated Hours:** Beginning Monday, January 5, 2026, Ginter Park Library will expand its hours of operation by 10 hours per week. As members may recall, staffing levels were increased several years ago, which allowed for the addition of Sunday hours at the location. However, the implementation of an earlier daily opening time and additional evening hours had been deferred until this time.

Ginter Park's new hours will be as follows:

- Sunday 1–5 p.m.
- Monday- Thursday 9 a.m. – 8 p.m.
- Friday 9 a.m. – 6 p.m.
- Saturday 9 a.m. – 5 p.m.

## **Director's Report Continued**

### **December 2025/January 2026**

**Outreach and Engagement Update:** The winter months tend to be slower for outreach opportunities due to the holidays and school closings; however, the Team had one new outreach event during November. Staff attended an AARP meeting at Ebenezer Baptist Church and were able to share information about resources and services with some of Richmond's senior community.

Other recurring visits during November and December included the Health Sciences Library at VCU, Birdhouse Farmer's Market, Westover Hills Neighborhood Association, Forest Hill Neighborhood Association, and Westminster Canterbury. Youth Services staff also attended events at Open High, Henry L. Marsh Elementary, Richmond High School for the Arts, John Marshall High, and Westover Hills Elementary.

### **Something Amazing Happened at the Library!**

- **East End Branch Library:** Our summer teen volunteer, Waverly Smith, was accepted for the Maggie Walker Governor's School. She has been part of the library for years, and her mom said that her love of reading and her volunteer service here helped make her stand out.

A couple that has been coming into the Branch for the past two years, were finally able to get connected with a social worker through the partnerships that we have and find stable, steady, affordable housing. They had been chronically underhoused, at times living in a car, on the streets, or motels, so we are incredibly happy that they have found a permanent place.

- **Ginter Park Branch Library:** Kirana Stover, the daughter of Virginia Carpenter, who was a longtime patron of the Ginter Park Library and one time head of the Advisory Board, wrote a book about her mother and her experiences growing up in Richmond, *Mom's in There*. Since the Ginter Park Library was such an important part of Ms. Stover's childhood, and her mother's life in general, we were able to host a special author event and book signing at the Ginter Park Library that was very well attended.

We had two parents come in with their baby who were interested in getting new library cards after moving to Richmond. When we told them they could get a Youth Library Card for their baby, they were super excited and proudly registered him for his own card at only a few months old.

- **Hull Street Branch Library:** The Branch's first author talk by a Muslim writer, Monyel Abu Hudhayfah Edwards took place on December 6. The author donated two more of his books to RPL.
- **Westover Hills Branch Library:** A new patron visited the library after moving to the area and signed up for a card. Over the next three days, he spent time here working on résumés and job applications. By the end of the third day, he happily shared that he had received a job offer as a truck driver, thanks to his CDL.

Another patron, also new to our library, was able to set up utilities for his new home using our computers. With that billing information, he obtained proof of residence and upgraded to a full-privileges library card. Since then, he has become a regular visitor, returning often to use our computers and enjoy the space.

CIRCULATION FY2026															
LOCATION	FY	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Total	
Belmont	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	8,780	9,182	9,140	9,329	107,499	
	FY25	9,655	8,891	9,159	9,439	8,600	9,685	9,164	9,328	9,468	9,614	9,043	9,811	111,857	
	FY26	10,213	9,752	11,015	10,166	9,544	9,351							60,041	
Broad Rock	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	2,556	2,417	2,229	2,415	25,330	
	FY25	2,543	2,564	2,515	2,701	2,433	2,490	2,515	2,241	2,307	2,148	2,138	2,589	29,184	
	FY26	2,507	2,094	2,325	2,122	1,921	1,545							12,514	
East End	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	2,961	2,967	3,003	3,038	31,792	
	FY25	3,418	2,890	2,989	3,180	2,661	2,606	2,709	2,690	2,782	2,556	2,571	3,160	34,212	
	FY26	3,166	2,922	3,254	3,298	3,043	2,831							18,514	
Ginter Park	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	4,242	3,943	4,241	4,733	50,040	
	FY25	5,575	5,005	4,430	4,460	4,045	4,169	4,550	4,683	5,323	5,033	5,169	5,806	58,248	
	FY26	6,204	5,920	5,939	5,723	5,385	4,928							34,099	
Hull Street	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	1,870	1,849	1,777	2,036	25,715	
	FY25	2,123	2,120	2,146	2,295	1,785	1,847	1,500	1,517	1,709	1,516	1,445	1,503	21,506	
	FY26	1,706	1,778	1,827	1,928	1,522	1,540							10,301	
Main	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	9,416	9,041	8,665	8,386	104,137	
	FY25	8,724	9,236	8,857	8,888	7,880	7,467	8,022	8,039	9,212	8,823	8,639	9,568	103,355	
	FY26	10,102	9,751	10,612	9,629	8,928	8,682							57,704	

CIRCULATION FY2026 (CONTINUED)															
LOCATION	FY	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Total	
North Avenue	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	2,011	2,119	2,358	2,748	26,258	
	FY25	2,943	2,899	2,907	2,965	2,321	2,375	2,468	2,478	2,843	2,441	2,702	3,318	32,660	
	FY26	3,217	3,201	3,530	3,389	3,107	3,326							19,770	
West End	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	10,789	11,027	11,457	12,216	130,493	
	FY25	13,977	12,956	11,756	11,346	9,624	9,890	11,234	10,498	10,948	10,547	10,591	12,538	135,905	
	FY26	13,404	12,202	12,155	11,749	10,858	10,000							70,368	
Westover Hills	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	8,432	8,196	8,131	9,168	101,068	
	FY25	10,085	9,495	8,938	8,821	7,746	7,906	8,363	8,067	8,351	8,209	8,659	9,636	104,276	
	FY26	10,556	9,937	9,759	9,611	8,136	8,663							56,662	
E-Content	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	37,274	36,890	37,078	39,698	381,721	
	FY25	41,178	40,652	40,124	39,955	42,109	44,466	50,662	46,551	51,789	50,778	52,187	46,592	547,043	
	FY26	54,175	54,617	52,066	52,375	50,586	53,204							317,023	
Totals	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	80,964	82,302	76,087	77,602	72,788	71,882	83,052	84,421	89,019	88,063	87,982	94,249	988,411	
	FY25	100,221	96,708	93,821	94,050	89,204	92,901	101,187	96,092	104,732	101,665	103,144	104,521	1,178,246	
	FY26	<b>115,250</b>	<b>112,174</b>	<b>112,482</b>	<b>109,990</b>	<b>103,030</b>	<b>104,070</b>							<b>656,996</b>	

PROGRAMS FY2026	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	TOTAL FY26	TOTAL FY25
<b>Belmont</b>														
Adult Programs	9	11	9	10	5	11								96
Adult Attend	57	60	75	73	32	51								837
Young Adult Programs	3	0	2	2	2	2								21
Young Adult Attend	3	0	2	4	4	4								35
Juvenile Programs	20	6	17	17	11	11								184
Juvenile Attend	460	132	323	323	208	220								3,710
<b>Total Attend</b>	<b>520</b>	<b>192</b>	<b>400</b>	<b>400</b>	<b>244</b>	<b>275</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,031</b>	<b>4,582</b>
<b>Total Programs</b>	<b>32</b>	<b>17</b>	<b>28</b>	<b>29</b>	<b>18</b>	<b>24</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>148</b>	<b>301</b>
<b>Broad Rock</b>														
Adult Programs	3	0	6	8	5	4								104
Adult Attend	6	0	18	43	60	17								1,698
Young Adult Programs	3	3	3	3	2	3								36
Young Adult Attend	16	9	11	22	1	4								236
Juvenile Programs	44	24	33	35	24	30								318
Juvenile Attend	242	77	98	131	37	27								2,153
<b>Total Attend</b>	<b>264</b>	<b>86</b>	<b>127</b>	<b>196</b>	<b>98</b>	<b>48</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>819</b>	<b>4,087</b>
<b>Total Programs</b>	<b>50</b>	<b>27</b>	<b>42</b>	<b>46</b>	<b>31</b>	<b>37</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>233</b>	<b>458</b>
<b>East End</b>														
Adult Programs	24	17	14	5	3	3								66
Adult Attend	136	198	159	28	22	22								565
Young Adult Programs	12	7	9	9	6	8								51
Young Adult Attend	54	30	35	32	11	7								169
Juvenile Programs	22	7	17	19	11	16								92
Juvenile Attend	191	79	118	143	69	141								741
<b>Total Attend</b>	<b>381</b>	<b>307</b>	<b>312</b>	<b>203</b>	<b>102</b>	<b>170</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,475</b>	<b>3,961</b>
<b>Total Programs</b>	<b>58</b>	<b>31</b>	<b>40</b>	<b>33</b>	<b>20</b>	<b>27</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>209</b>	<b>427</b>

PROGRAMS FY2026 (CONTINUED)	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	<b>TOTAL FY26</b>	<b>TOTAL FY25</b>
<b>Ginter Park</b>														
Adult Programs	12	10	13	9	11	11							66	118
Adult Attend	51	40	43	28	27	38							227	433
Young Adult Programs	10	6	3	5	4	2							30	93
Young Adult Attend	44	10	5	0	2	1							62	234
Juvenile Programs	29	18	28	31	23	28							157	275
Juvenile Attend	351	132	195	150	159	148							1,135	1,798
<b>Total Attend</b>	<b>446</b>	<b>182</b>	<b>243</b>	<b>178</b>	<b>188</b>	<b>187</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,424</b>	<b>2,465</b>
<b>Total Programs</b>	<b>51</b>	<b>34</b>	<b>44</b>	<b>45</b>	<b>38</b>	<b>41</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>253</b>	<b>486</b>
<b>Hull Street</b>														
Adult Programs	7	7	15	14	6	9							58	65
Adult Attend	26	34	71	53	23	74							281	362
Young Adult Programs	4	1	3	1	5	1							15	28
Young Adult Attend	25	2	0	1	25	0							53	83
Juvenile Programs	12	10	19	7	5	9							62	80
Juvenile Attend	174	96	162	48	60	15							555	1,352
<b>Total Attend</b>	<b>225</b>	<b>132</b>	<b>233</b>	<b>102</b>	<b>108</b>	<b>89</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>889</b>	<b>1,797</b>
<b>Total Programs</b>	<b>23</b>	<b>18</b>	<b>37</b>	<b>22</b>	<b>16</b>	<b>19</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>135</b>	<b>173</b>
<b>Main</b>														
Adult Programs	16	14	25	32	23	14							124	279
Adult Attend	188	278	423	374	332	209							1,804	7,116
Young Adult Programs	20	17	15	15	12	18							97	171
Young Adult Attend	211	115	90	105	91	91							703	1,052
Juvenile Programs	27	19	44	39	32	25							186	344
Juvenile Attend	863	394	389	422	486	285							2,839	6,886
<b>Total Attend</b>	<b>1,262</b>	<b>787</b>	<b>902</b>	<b>901</b>	<b>909</b>	<b>585</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,346</b>	<b>6,102</b>
<b>Total Programs</b>	<b>63</b>	<b>50</b>	<b>84</b>	<b>86</b>	<b>67</b>	<b>57</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>407</b>	<b>336</b>

PROGRAMS FY2026 (CONTINUED)	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	<b>TOTAL FY26</b>	<b>TOTAL FY25</b>
<b>North Avenue</b>														
Adult Programs	9	7	11	10	9	3							49	74
Adult Attend	45	36	84	140	70	58							433	594
Young Adult Programs	2	2	5	5	5	18							37	20
Young Adult Attend	59	40	19	34	15	167							334	208
Juvenile Programs	25	17	22	26	11	2							103	240
Juvenile Attend	342	312	378	402	197	12							1,643	3,396
<b>Total Attend</b>	<b>446</b>	<b>388</b>	<b>481</b>	<b>576</b>	<b>282</b>	<b>237</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,410</b>	<b>4,198</b>
<b>Total Programs</b>	<b>36</b>	<b>26</b>	<b>38</b>	<b>41</b>	<b>25</b>	<b>23</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>189</b>	<b>334</b>
<b>West End</b>														
Adult Programs	12	10	17	19	18	18							94	154
Adult Attend	48	53	106	142	146	68							563	736
Young Adult Programs	4	2	2	2	2	1							13	18
Young Adult Attend	25	17	5	7	6	1							61	40
Juvenile Programs	29	16	21	27	12	19							124	235
Juvenile Attend	504	194	231	349	140	203							1,621	3,337
<b>Total Attend</b>	<b>577</b>	<b>264</b>	<b>342</b>	<b>498</b>	<b>292</b>	<b>272</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,245</b>	<b>4,113</b>
<b>Total Programs</b>	<b>45</b>	<b>28</b>	<b>40</b>	<b>48</b>	<b>32</b>	<b>38</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>231</b>	<b>407</b>
<b>Westover Hills</b>														
Adult Programs	6	6	10	7	7	6							42	128
Adult Attend	35	27	35	37	43	48							225	971
Young Adult Programs	3	4	2	2	2	3							16	32
Young Adult Attend	21	38	0	6	0	1							66	98
Juvenile Programs	33	17	30	34	20	23							157	286
Juvenile Attend	739	550	1,591	716	379	605							4,580	5,468
<b>Total Attend</b>	<b>795</b>	<b>615</b>	<b>1,626</b>	<b>759</b>	<b>422</b>	<b>654</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,871</b>	<b>6,537</b>
<b>Total Programs</b>	<b>42</b>	<b>27</b>	<b>42</b>	<b>43</b>	<b>29</b>	<b>32</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>215</b>	<b>446</b>
<b>Grand Total Attend</b>	<b>4,916</b>	<b>2,953</b>	<b>4,666</b>	<b>3,813</b>	<b>2,645</b>	<b>2,517</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>21,510</b>	<b>46,794</b>
<b>Grand Total Programs</b>	<b>400</b>	<b>258</b>	<b>395</b>	<b>393</b>	<b>276</b>	<b>298</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,020</b>	<b>3,826</b>

DOOR COUNT FY2026	Jul-25	Aug- 25	Sep- 25	Oct-25	Nov- 25	Dec- 25	Jan-26	Feb- 26	Mar- 26	Apr-26	May- 26	Jun- 26	TOTAL
Belmont	5,000	5,000	5,587	6,420	4,894	4,789							31,690
Broad Rock	5,285	5,381	4,888	5,002	3,569	3,271							27,396
East End	5,175	5,658	5,538	5,783	3,889	3,846							29,889
Ginter Park	4,921	4,820	4,234	4,283	3,563	3,225							25,046
Hull Street	2,646	2,654	3,358	3,759	2,314	2,684							17,415
Main	16,091	18,303	15,550	17,242	13,809	11,051							92,046
North Avenue	3,256	3,380	3,256	3,645	3,141	3,154							19,832
West End	4,638	4,358	4,280	3,720	3,588	2,986							23,570
Westover Hills	6,673	5,865	7,133	6,029	4,628	4,913							35,241
<b>TOTALS FY26:</b>	<b>53,685</b>	<b>55,419</b>	<b>53,824</b>	<b>55,883</b>	<b>43,395</b>	<b>39,919</b>							<b>302,125</b>
TOTALS FY25:	51,117	54,769	46,019	50,443	37,015	41,276	43,168	39,985	48,783	45,396	46,593	51,924	556,488
TOTALS FY24:	39,382	46,969	32,640	45,796	32,816	35,874	42,622	46,082	46,907	56,662	54,040	52,146	531,936

NOTE: July-August 2025: The Belmont door counter was currently out of service and scheduled for replacement.

NEW PATRON CARDS													
FY2026	Jul- 25	Aug- 25	Sep- 25	Oct- 25	Nov- 25	Dec- 25	Jan- 26	Feb- 26	Mar- 26	Apr- 26	May- 26	Jun- 26	Total
Belmont	163	147	145	131	91	101							778
Broad Rock	84	101	86	82	35	36							424
East End	60	75	60	57	44	29							325
Ginter Park	83	79	53	49	111	50							425
Hull Street	64	51	49	38	28	23							253
Main	284	392	448	584	425	443							2,576
North Avenue	42	47	55	58	27	32							261
West End	105	87	82	72	56	60							462
Westover Hills	125	79	110	97	47	46							504
Online Reg E-Card	1,061	1,068	1,116	835	813	837							5,730
<b>Total FY26:</b>	<b>2,071</b>	<b>2,126</b>	<b>2,204</b>	<b>2,003</b>	<b>1,677</b>	<b>1,657</b>							<b>11,738</b>
Total FY25:	1,545	1,715	2,165	1,743	1,598	1,375	2,020	1,844	1,868	1,745	1,745	1,978	21,341
Total FY24:	1,526	1,689	1,492	1,768	1,668	1,200	1,924	1,581	1,655	1,595	1,510	1,534	19,142

COMPUTER USE FY2025	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	TOTAL
Belmont Workstation	611	575	468	619	479	513							<b>3,265</b>
WIFI	763	885	901	893	718	490							<b>4,650</b>
Broad Rock Workstation	695	675	734	732	502	514							<b>3,852</b>
WIFI	1,662	1,167	1,107	1,156	511	532							<b>6,135</b>
East End Workstation	210	547	530	429	234	0*							<b>1,950</b>
WIFI	1,375	1,586	1,319	1,254	664	657							<b>6,855</b>
Ginter Park Workstation	719	700	577	571	492	526							<b>3,585</b>
WIFI	895	1,506	1,532	1,087	647	516							<b>6,183</b>
Hull Street Workstation	457	599	662	700	479	511							<b>3,408</b>
WIFI	1,295	1,379	995	911	494	409							<b>5,483</b>
Main Workstation	2,175	2,241	2,244	2,040	1,736	1,745							<b>12,181</b>
WIFI	7,388	8,683	6,996	7,205	4,440	3,285							<b>37,997</b>
North Avenue Workstation	588	617	493	522	322	338							<b>2,880</b>
WIFI	1,411	959	766	621	386	373							<b>4,516</b>
West End Workstation	357	372	331	323	246	267							<b>1,896</b>
WIFI	1,874	1,367	1,681	1,228	849	983							<b>7,982</b>
Westover Hills Workstation	587	531	528	510	400	348							<b>2,904</b>
WIFI	744	726	745	671	308	229							<b>3,423</b>
<b>TOTALS FY26:</b>	<b>23,806</b>	<b>25,115</b>	<b>22,609</b>	<b>21,472</b>	<b>13,907</b>	<b>12,236</b>							<b>119,145</b>
TOTALS FY25:	21,187	21,829	20,636	23,149	17,841	19,621	17,496	18,232	21,343	21,448	21,953	23,306	248,041
TOTALS FY24:	16,191	18,566	17,176	18,563	13,735	14,255	16,296	17,267	17,903	18,723	19,691	19,587	207,953
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

Note: Effective December 2025, East End Branch Library's Computer Tracking Workstation was out of service and is scheduled for replacement.

TECHNICAL SERVICES - FLOATING ITEMS ADDED / DISCARDED				
FY2026	Printed Materials Added (All Branches)	Overdrive Added	Monthly Total Added	Monthly Total Discarded
Jul-25	2,424	787	3,211	785
Aug-25	1,806	335	2,141	420
Sep-25	1,602	427	2,029	709
Oct-25	1,109	339	1,448	635
Nov-25	735	329	1,064	1,223
Dec-25	1,266	373	1,639	7,469
Jan-26				
Feb-26				
Mar-26				
Apr-26				
May-26				
Jun-26				
<b>FY26 Totals:</b>	<b>8,942</b>	<b>2,590</b>	<b>11,532</b>	<b>11,241</b>
FY25 Totals:	16,705	4,573	21,278	23,358
FY24 Totals:	14,096	5,041	19,137	43,251

LAPTOP CHECKOUTS FY2026	Jul- 25	Aug- 25	Sep- 25	Oct- 25	Nov- 25	Dec- 25	Jan- 26	Feb- 26	Mar- 26	Apr- 26	May- 26	Jun- 26	TOTAL
Belmont	2	3	1	1	2	0							9
Broad Rock	0	1	0	0	0	0							1
East End	0	0	0	2	0	1							3
Ginter Park	1	4	1	3	2	0							11
Hull Street	1	2	0	0	1	0							4
Main Library	1	1	0	0	1	0							3
North Avenue	1	0	0	0	0	0							1
West End	2	8	5	2	7	8							32
Westover Hills	4	6	4	6	7	2							29
<b>TOTALS FY26:</b>	<b>12</b>	<b>25</b>	<b>11</b>	<b>14</b>	<b>20</b>	<b>11</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>93</b>
TOTALS FY25:	35	20	26	26	22	23	15	14	30	18	13	21	263

External Room Requests FY2026	Jul-25	Aug-25		Sep-25		Oct-25		Nov-25		Dec-25		Jan-26		Feb-26		Mar-26		Apr-26		May-26		Jun-26		Total Requests	Total Attended	
	Requests	Attended	Requests	Attended	Requests	Attended	Requests	Attended	Requests	Attended	Requests	Attended	Requests	Attended	Requests	Attended	Requests	Attended	Requests	Attended	Requests	Attended	Requests	Attended		
Belmont																										
Meeting Room (Capacity 15)	13	71	17	80	16	41	26	63	15	71	5	34													92	360
Broad Rock																										
Meeting Room (Capacity 35)	20	79	3	137	21	283	32	176	23	282	27	498													126	1,455
East End																										
Meeting Room (Capacity 35)	27	98	42	184	34	137	40	129	28	105	28	62													199	715
Ginter Park																										
Meeting Room (Capacity 40)	23	116	15	55	16	114	11	77	14	111	8	53													87	526
Hull Street																										
Meeting Room (Capacity 47)	9	107	13	309	13	254	21	363	16	306	10	155													82	1,494
Main																										
Auditorium (Capacity 250)	27	1,776	26	1,637	25	1,406	32	2,807	26	790	19	889													155	9,305
Annex (Capacity 45)	21	467	14	713	18	452	20	635	16	225	14	207													103	2,699
Activity Room (Capacity 48)	11	364	15	853	17	668	16	744	24	790	10	330													93	3,749
Gellman Room (Capacity 80)	19	843	22	1,145	28	763	29	1,150	19	526	20	435													137	4,862
Memory Lab (Capacity 4)	76	76	62	62	83	83	78	78	52	52	84	84													435	435
Innovation Lab (Capacity 12)	12	12	18	18	10	10	5	5	3	3	14	14													62	62
Study Room B (Capacity 6)	109	219	90	222	97	205	99	202	72	147	74	153													541	1,148
Study Room C (Capacity 12)	100	354	81	343	84	321	87	341	66	286	71	254													489	1,899
Study Room D (Capacity 12)	86	326	79	387	78	302	89	359	65	293	66	305													463	1,972
Study Room E (Capacity 6)	Meeting Room Not in Use																									
North Avenue																										
Meeting Room (Capacity 47)	15	121	17	85	13	72	11	59	15	45	12	30													83	412
West End																										
Meeting Room (Capacity 44)	7	73	13	146	14	170	8	96	12	211	6	72													60	768
Study Room (Capacity 8)	79	145	81	174	75	117	71	129	53	90	47	86													406	741
Westover Hills																										
Meeting Room (Capacity 35)	5	15	3	24	10	48	14	120	10	126	6	42													48	375
<b>Total: FY26:</b>	<b>659</b>	<b>5,262</b>	<b>611</b>	<b>6,574</b>	<b>652</b>	<b>5,446</b>	<b>689</b>	<b>7,533</b>	<b>529</b>	<b>4,459</b>	<b>521</b>	<b>3,703</b>	<b>-</b>	<b>3,661</b>	<b>32,977</b>											
Total: FY25:	550	3,309	523	4,111	562	4,327	635	5,412	537	3,673	521	4,189	447	4,117	578	5,930	634	6,401	680	6,647	653	6,034	647	6,707	6,967	60,857

Richmond Public Library  
FY26 Operating Budget  
December 31, 2025

ACCOUNT	DESCRIPTION	Budget	Actual and Encumbered		Balance Available
			31-Dec-25	% Spent	
60000	SALARIES - FULL TIME	\$ 4,733,156	\$ 2,349,711	49.6%	\$ 2,383,445
60001	OVERTIME PERMAN	\$ 19,176	\$ 983	5.1%	\$ 18,193
61000	SALARIES - PART TIME	\$ 426,914	\$ 320,359	75.0%	\$ 106,555
62000	SALARIES - TEMPORARY	\$ 10,000	\$ 30,885	308.8%	\$ (20,885)
63000	FICA	\$ 314,974	\$ 161,366	51.2%	\$ 153,608
63001	RET CON RSRS	\$ 291,626	\$ 151,509	52.0%	\$ 140,117
63002	MEDCARE FICA	\$ 73,674	\$ 37,920	51.5%	\$ 35,754
63003	GROUP LIFE	\$ 28,766	\$ 12,285	42.7%	\$ 16,481
63004	CONSTITUTIONAL	\$ 69,193	\$ 34,587	0.0%	\$ 34,606
63006	H/C ACT TEMP	\$ 958,691	\$ 495,894	51.7%	\$ 462,797
63008	STATE UNEMPLOYMENT	\$ -	\$ -	0.0%	\$ -
63011	HEALTH SAVINGS	\$ -	\$ 13,250	0.0%	\$ (13,250)
63100	VRS HYBRID DB	\$ 439,381	\$ 185,134	42.1%	\$ 254,247
63105	VRS HYBRID DC	\$ -	\$ 12,759	0.0%	\$ (12,759)
63110	VRS HYBRID VLDP	\$ -	\$ 9,442	0.0%	\$ (9,442)
63115	VRS Hybrid 401a	\$ -	\$ 11,458	0.0%	\$ (11,458)
64103	Educnctv #81	\$ -	\$ 9,481	0.0%	\$ (9,481)
	<b>Personnel Expenses</b>	<b>\$ 7,365,551</b>	<b>\$ 3,837,024</b>	<b>52.1%</b>	<b>\$ 3,528,527</b>
71141	BOOKS	\$ 952,359	\$ 405,764	42.6%	\$ 546,595
71141	DATABASES	\$ -	\$ -	0.0%	\$ -
71142	MULTIMEDIA PRODUCTS	\$ 2,456	\$ -	0.0%	\$ 2,456
72122	MAGS & NEWSPAPER	\$ 29,277	\$ (17,650)	-60.3%	\$ 46,927
	<b>Collection Development</b>	<b>\$ 984,092</b>	<b>\$ 388,114</b>	<b>39.4%</b>	<b>\$ 595,978</b>
70131	ADVERTISING	\$ 2,297	\$ 16,000	696.6%	\$ (13,703)
70161	PLANNING MGMT SERVICES	\$ 483,050	\$ 227,799	47.2%	\$ 255,251
70215	EQUIPMENT REPAIR	\$ 81,200	\$ 32,363	39.9%	\$ 48,837
70218	VEHICLE REPAIR	\$ 2,402	\$ 2,028	84.4%	\$ 374
70412	TRANSPORTATION	\$ -	\$ -	0.0%	\$ -
70416	EMPLOYEE PARKING	\$ 21,600	\$ 23,360	108.1%	\$ (1,760)
70311	PRINTED SUPPLIES	\$ 3,000	\$ -	0.0%	\$ 3,000
70413	MILEAGE ALLOWANCE	\$ 2,263	\$ 515	22.8%	\$ 1,748
70551	SECURITY	\$ 294,543	\$ (14,954)	-5.1%	\$ 309,497
70552	CONTRACT AND TEMP PERSONNEL	\$ 22,000	\$ 42,350	192.5%	\$ (20,350)
71012	OFFICE STATIONARY SUPPLIES	\$ 3,047	\$ (715)	-23.5%	\$ 3,762
71016	ADVERTISING	\$ -	\$ 10,000	0.0%	\$ (10,000)
71143	LIBRARY OPERATING SUPPLIES	\$ 19,220	\$ (6,229)	-32.4%	\$ 25,449
72113	POSTAGE	\$ 4,456	\$ 347	7.8%	\$ 4,109
72121	CONFERENCES & CON	\$ 1,904	\$ 580	30.5%	\$ 1,324
72123	MEMBERSHIP DUES	\$ 677	\$ 2,195	324.2%	\$ (1,518)
72124	TRAINING	\$ 1,055	\$ -	0.0%	\$ 1,055
72131	COMPUTER SUPPLIES	\$ 25,662	\$ (15,436)	-60.2%	\$ 41,098
72153	EQUIPMENT	\$ 138,341	\$ 70,176	50.7%	\$ 68,165
73104	BANK FEES	\$ -	\$ 5,298	0.0%	\$ (5,298)
76119	PAGERS	\$ -	\$ -	0.0%	\$ -
76652	PAPER PRODUCTS	\$ -	\$ -	0.0%	\$ -
77103	FUEL-D/O VEHICLE	\$ 1,686	\$ 1,059	62.8%	\$ 627
77104	VEHICLE MONTHLY STANDING	\$ 493	\$ 247	50.0%	\$ 246
77107	AUTO EXPENSES C	\$ -	\$ 4,922	0.0%	\$ (4,922)
77201	INTERNAL PRINTING	\$ -	\$ -	0.0%	\$ -
77501	DIT CHARGES	\$ -	\$ 4,162	0.0%	\$ (4,162)
80001	DEPRECIATION	\$ -	\$ -	0.0%	\$ -
80004	BUILDINGS & STR	\$ -	\$ -	0.0%	\$ -
80006	EQUIPMENT & OFFICE MAINTENANCE	\$ 31,160	\$ 11,586	37.2%	\$ 19,574
80007	VEHICLE EXPENSES	\$ -	\$ -	0.0%	\$ -
95002	OPERATING TRANS	\$ -	\$ -	0.0%	\$ -
	<b>Other Expenses</b>	<b>\$ 1,140,056</b>	<b>\$ 417,655</b>	<b>36.6%</b>	<b>\$ 722,401</b>
	<b>TOTAL GENERAL FUND</b>	<b>\$ 9,489,699</b>	<b>\$ 4,642,793</b>	<b>48.9%</b>	<b>\$ 4,846,906</b>

## RICHMOND PUBLIC LIBRARIES - General Fund Budget

## Monthly Budget Report

December 31, 2025

<u>General Fund Revenue</u>	<u>FY2025-26</u>	<u>FY2025-26</u>	<u>%</u>	
	<u>Budget</u>	<u>Actual YTD</u>	<u>Recognized</u>	<u>Unrecognized</u>
Lost and Damage Books	\$ 21,782	\$ 17,136	79%	\$ 4,646
Reservation - Book Records	\$ 500	\$ 720	144%	\$ (220)
Room Rental Fees	\$ 300	\$ -	0%	\$ 300
Sales Copy Centers	\$ 17,476	\$ 4,667	27%	\$ 12,809
State Library Aide	\$ 293,494	\$ -	0%	\$ 293,494
	\$ 333,552	\$ 22,523	7%	\$ 311,029

### **General Fund Operating**

	<u><b>FY2025-26</b></u>	<u><b>FY2025-26</b></u>		
	<u><b>Budget</b></u>	<u><b>Actual YTD</b></u>	<u><b>% Expended</b></u>	<u><b>Unobligated</b></u>
Personnel	\$ 5,189,236	\$ 2,701,938	52%	\$ 2,487,298
Fringes	\$ 2,176,305	\$ 1,135,086	52%	\$ 1,041,219
Books/Materials	\$ 984,092	\$ 388,114	39%	\$ 595,978
Operating Expenses	\$ 1,140,056	\$ 417,657	37%	\$ 722,399
<b>Total</b>	<b>\$ 9,489,689</b>	<b>\$ 4,642,796</b>	<b>49%</b>	<b>\$ 4,846,893</b>

Encumbrances YTD \$ (68,771)

## RICHMOND PUBLIC LIBRARIES - Special Fund Budget

<u>Special Fund Revenue</u>	<u>FY2025-26</u>	<u>FY2025-26</u>	<u>%</u>	
	<u>Anticipated</u>	<u>Actual YTD</u>	<u>Recognized</u>	<u>Unrecognized</u>
00314 - Gift to the Library	\$ -	\$ 107,326	0%	\$ (107,326)
00308 - Verizon E-Rate Grant	\$ 69,255	\$ -	0%	\$ 69,255
00309 - Public Law Library	\$ 168,152	\$ 90,372.00	54%	\$ 77,780
00311 - Gates Foundation	\$ 201,000	\$ 126,366	0%	\$ 74,634
00312 - RPL Foundation	\$ 23,500	\$ 10,865	0%	\$ 12,635
00313 - Friends of the RPL	\$ 21,500	\$ 31,894	148%	\$ (10,394)
00000 - FNDN Restricted Grant	\$ -	\$ -	0%	\$ -
	\$ 483,407	\$ 366,823	76%	\$ 116,584

Richmond Public Library  
 Foundation, Friends, Groups and Individuals  
 FY2026

Consent Agenda: Deposited Gifts over \$100 Shown as of January 28, 2026

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

