



RICHMOND PUBLIC LIBRARY

LIBRARY BOARD OF TRUSTEES REGULAR MEETING

March 25, 2026

East End Branch Library
1200 N 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 25, 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-February 25, 2026, 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
 - East End Branch Library Update by LCSM Mr. Adam Zimmerli
- Advocacy Taskforce Ms. Carter-Gunter/Mr. Green
- Policy Taskforce 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: April 22, 2026
 Time: 11:45 a.m.
 Location: North Avenue Branch Library
 2901 North Avenue
 Richmond, Virginia 23222
 Phone: 804-646-6675

Library Board Meeting Minutes - DRAFT
February 25, 2026

PRESENT: Chair Christine Peterson, Vice Chair Sheron Carter-Gunter, Emily Altman, Brent Graves, Antione Green, 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, Phil Shephard, Heather Montgomery

The Richmond Public Library (RPL) Library Board of Trustees (LBOT) meeting was called to order by Chair Christine Peterson at 11:51 a.m. 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.

Agenda	<p>Approve the February 25, 2026, Agenda as submitted.</p> <p><i>Motion: <u>Sheron Carter-Gunter</u> , Second by <u>Cynthia Hinds</u></i></p> <p><i>AYES: <u>7</u> NOES: <u>0</u> ABSTAIN: <u>0</u> Approved Unanimously.</i> <i>Mr. Brent Graves was not present for the vote.</i></p>
Consent Agenda	<p>Approve the December 3, 2025, Meeting Minutes, the Current Financial Reports, Statistical Reports, and Donations Report as Submitted:</p> <p><i>Motion: <u>Emily Altman</u> , Second by <u>Janet Woody</u></i></p> <p><i>AYES: <u>7</u> NOES: <u>0</u> ABSTAIN: <u>0</u> Approved Unanimously.</i> <i>Mr. Brent Graves was not present for the vote.</i></p>
Public Comment Period	None present.
Reports	
<p>Friends of the Library (FOL)</p> <p><u>Ruth DeBoer</u> <u>Clay Dishon</u></p>	<p>Mr. Dishon provided an update on the Friends of the Library’s activities in the absence of Chair Ruth DeBoer:</p> <ul style="list-style-type: none"> • Ruth will be out of town on Saturday, February 28. She is asking for members of the Friends Board to attend one or both of the City budget process meetings on that day if possible. • The next Board Meeting is on Wednesday, March 4 at 5:30 pm at the Main Library. • The Spring Book Drive is Saturday, March 21 from 9am - 2pm at the Main Library. • The Spring Book Sale is May 1, 2 and 3.

Reports (Continued)	
<p>Library Foundation</p> <p><u>Susan Revere</u></p>	<p>Ms. Revere provided an update on the Foundation’s recent activities and developments:</p> <p><u>Foundation Updates</u></p> <p><u>Children’s Area Enhancements and Open Houses</u></p> <p>The Foundation is partnering with branch staff to introduce new resources in the Children’s areas across the library system. To celebrate these additions and engage new families, each branch will host an Open House once installations are complete. Dates will be shared as soon as they are confirmed.</p> <p><u>Early Learning Internships</u></p> <p>The Foundation secured a new donor for the Early Learning Internship Program. The Universal Leaf Foundation awarded a \$5,000 grant to the program.</p> <p>Job postings for the internships will be shared once available. Assistance in promoting these opportunities to college students interested in child education, literacy, child development, or teaching careers is appreciated.</p>
<p>Administration</p> <p><u>Scott Firestine</u></p>	<p>Mr. Firestine reported that there were no additional updates beyond what was included in his Director’s Report. He then expressed his sincere gratitude to the members for their thoughts, prayers, and kindness during his family’s recent tragic loss. He shared that the outpouring of support had meant more than he could truly express and that he would not have made it through this difficult time without it.</p>
<p>Broad Rock Branch Library Update</p> <p><u>Heather Montgomery</u></p>	<p>Library/Community Services Manager Heather Montgomery shared information regarding two major events hosted at the Broad Rock Branch:</p> <ol style="list-style-type: none"> 1. 9th Annual Black History Month Program – The Broad Rock Branch Advisory Board presented another successful event, with approximately 129 attendees. The program featured eight speakers and an accompanying art display. 2. Día de los Niños Celebration – The annual celebration will be held in April. Broad Rock received an anonymous \$7,000 donation to support this year’s event. The celebration will include community resource tables, story times, and performances throughout the afternoon, highlighting literacy and early childhood learning. <p>Ms. Montgomery noted the program’s significant growth, from approximately 20 attendees in its first year to 450 attendees last year. She encouraged Board members to attend this year’s celebration on April 25 from 12:00 p.m. to 3:00 p.m.</p>
<p>Advocacy Task Force</p> <p><u>Christine Peterson</u> <u>Sheron Carter-Gunter</u></p>	<p>Chair Peterson shared advocacy-related announcements:</p> <p><u>Advocacy Task Force Administrative Changes:</u></p> <ol style="list-style-type: none"> 1. Mr. Green will replace Mr. Yates as the point person for the 5th District since he lives in that district. 2. Ms. Carter-Gunter will be Chair of the Advocacy Task Force working with Mr. Green. 3. Chair Peterson will support by leading in the 3-Board work and while in the chair capacity, be the point of contact for the Facilities Improvement and Expansion Initiative.

Reports (Continued)	
<p>Advocacy Task Force (Continued)</p> <p><u>Christine Peterson</u> <u>Sheron Carter-Gunter</u></p>	<p><u>City Administration:</u> The 3-Boards worked together quickly in response to the new budget approach, which included gathering community input through the first-ever Budget Town Hall meeting.</p> <p>On January 20 (with 4 days’ notice), Friends Chair Ruth DeBoer, Foundation member Rich Peterson, LBOT Chair Peterson and Ms. Carter-Gunter, and RPL Director Mr. Firestine and Ms. Revere attended the first meeting. They had visuals of the word “library” more times than it has ever been raised by the city in budget negotiations before.</p> <p>Chair Peterson encouraged members to attend one of the two remaining Budget Town Halls:</p> <ul style="list-style-type: none"> • February 28, 10:30 am–12:30 pm at Annie Giles Resource Center • February 28, 2–4 pm at Hickory Hill Community Center <ul style="list-style-type: none"> ○ Registration is required — details and links are available at: https://rva.gov/budget-and-strategic-planning/fy27-budget-season <p>Mr. Firestine expressed his gratitude to the members for attending the Town Hall meetings. The Town Halls Budget Meetings are opportunities to have the library stand out where the city sees us, hears us, and how important we are to the community.</p>
<p>Policy Taskforce</p> <p><u>Emily Altman</u></p>	<p>No Formal Report.</p>
<p>Chair Report</p> <p><u>Christine Peterson, Chair</u></p>	<p>Chair Peterson reported last year was very productive and she was very proud of what the board accomplished:</p> <ol style="list-style-type: none"> 1. 1st Trustee-led 3-Board Retreat in years. 2. Completed a comprehensive review of all RPL Policies to date. 3. Received \$1M in CIP funds to purchase a bookmobile and help branches now and, in the future with renovations and growth. 4. Unanimously developed and approved a Facilities Expansion and Improvement strategy. 5. Attended Councilmember Town Hall to talk about Summer Reading with LBOTs, Library/Community Services Managers of the Branches, Youth Services Librarians, and RPL Administration.
<p>Finance</p> <p><u>Bill Yates, Chair</u> <u>Scott Firestine</u></p>	<p>Mr. Firestine reported the following:</p> <ul style="list-style-type: none"> • A list of Council Budget Meetings was distributed to Board members. • The Mayor will introduce his budget on March 11. • On January 2, the Report of RPL’s proposed budget request was submitted for support and funding. • In early February, City Administration asked all departments to recommend what a 2% reduction to the FY26 Budget would look like if it were FY27. Mr. Firestine prepared a projection outlining a tentative proposal for a 2% cut, which includes: <ol style="list-style-type: none"> 1. Delaying the installation of security cameras at branch locations 2. Holding vacant the Senior Librarian position for the Law Library 3. Postponing other infrastructure projects <p>Mr. Firestine explained that the goal is to identify reductions that would cause the least amount of harm to library services. Service hours, resources, and materials remain the highest priorities. RPL Administration does not want to eliminate any frontline staff positions or reduce service hours. The intent is to demonstrate continued forward progress while making a responsible case for sustained funding support.</p>

Reports (Continued)	
<p>Facilities</p> <p><u>Janet Woody, Chair</u> <u>Scott Firestine</u></p>	<p>Mr. Firestine reported on two key topics:</p> <p><u>Expansion/Renovation of Library Sites:</u></p> <p>Mr. Firestine reported on the ongoing assessment of priority library locations for potential renovation and/or replacement. Dewberry Architects has been hired to conduct an evaluation of the three primary sites identified as the oldest and most critical facilities: Belmont Branch Library, Westover Hills Branch Library, and East End Branch Library.</p> <p>Mr. Firestine stated that the project team met with a group of architects and engineers who have already completed site visits. During these visits, the team photographed the facilities and evaluated site conditions. Once architectural drawings and site plans are provided, Dewberry will assess whether it is feasible to construct larger library facilities at the existing locations.</p> <p>The final assessment report is expected to be completed by April and will be presented to the LBOT shortly thereafter.</p> <p><u>Bookmobile:</u></p> <p>Mr. Firestine reported that he and Ms. Clarke are working with City of Richmond Fleet Department to procure a new bookmobile. Fleet Services has been evaluating an approximately 26-foot electric freightliner box truck for this purpose.</p> <p>The estimated delivery timeframe is between 350 and 400 days after purchase. An additional meeting is being scheduled to review specifications and finalize vendor selection.</p>
<p>Governance</p> <p><u>Scott Firestine</u> <u>Garrett Sawyer, Chair</u></p>	<p>Mr. Graves turned in his reappointment paperwork for consideration to be appointed to the LBOT when his term is up in June.</p>
UNFINISHED BUSINESS	
<p>Chair Peterson brought forth the topic of the next 3-Board Retreat to be considered to happen around the April/May evening timeframe. The focus of the theme could be on messages, goals, or other. Chair Peterson will email the Trustees, Friends, and Foundation members in the middle of March with a status. She also asked members to think about other themes and provide input as well.</p>	
NEW BUSINESS	
<p>No New Business was discussed.</p>	

There being no further business, the meeting was adjourned at 12:24 p.m. by unanimous consent from the members who were present.

The LBOT's next meeting will be held on Wednesday, March 25, 2026, at the East End Branch Library located at 1200 N 25th Street, Richmond, Virginia, 23223, starting at 11:45 a.m.

Approved: _____
Christine Peterson, Chair

Recorder: *Gianna Pack, CAP*
Senior Executive Assistant

Director's Report March 2026

Director Activities:

- Mar 3 Foundation Full Board Meeting – Main Library
- Mar 3 Friends of the Library Board Meeting – Main Library and Virtual
- Mar 5 Design Development and Renovation Meeting with Chair Peterson, LCSMs Hayley DeRoche, Danielle Tarullo, Adam Zimmerli – Main Library
- Mar 9 Holiday-International Women's Day (Observed) – Libraries Closed
- Mar 10 Informal and City Council Meeting – Virtual and City Hall
- Mar 11 Special Council Meeting – Mayor's FY2027 Budget Submission to Council – City Hall
- Mar 18 Council Budget Work Session – City Hall
- Mar 20 Follow-up Meeting and Tour with Antione Green – Main Library
- Mar 23 Council Work Session – City Hall
- Mar 23 Inform and City Council Meetings – City Hall and Virtual
- Mar 25 Council Budget Work Session – City Hall

Hiring:

- **March 2026 Hiring Update:**
 - 0059 – FT Library Technician, Hull Street Branch Library – Requisition Phase
 - 0185 – PT YS/Library Associate, Main Library – Requisition Phase/Pending Final Approval
 - 0032 – FT YS Librarian, Hull Street – Posting Phase
 - 03INTERN003-012 PT Early Learning Interns for SRP – Posting Phase
 - 0036 – FT Library Technician, Broad Rock Branch Library – Interviewing Phase

Outreach and Engagement Update: In February the Team connected with approximately 350 people via outreach events. New outreach locations included the Virginia Human Rights Commission Partnership Mixer and a Virginia Union University Community Resource Event. The Team visited several Richmond Public Schools including Open High School, River City Middle School, and Henry L. Marsh Elementary School. In addition, the regular book club at Westminster Canterbury, storytime at Lewis Ginter Botanical Gardens, teen/YA programming at Urban Baby Beginnings, and tabling at the Westover Hills Neighborhood Association and Cabell Library continued. One unique outreach from this past month took place at Gramophone. Library/Community Services Manager Danielle Tarullo of the Westover Hills Branch Library judged a Power Point party with 4th District Liaison Timmy, including a Library info Power Point!

Director's Report (Continued)
March 2026

Something Amazing Happened at the Library!

- **Ginter Park Branch Library:** On February 3, the monks who took part in the Walk for Peace that passed through Richmond stopped by the Ginter Park Library for a brief rest before leaving the city.
- **Main Library:** A patron who visited RPL for the first time for some local history research: "I've gotten the word from a number of sources that RPL is the place to delve into Richmond history with a super helpful staff".
- **North Avenue Branch Library:** During February, a family came to the branch doing research for a historical figure that we had very little resources on. Thanks to staff using the online resource JSTOR (short for Journal Storage) they were able to provide the family with articles that they could use at home. Not shortly after this event, the parent came back and informed staff that the student who used the JSTOR materials had received an "A" on their assignment. The student helped spread the word to the teachers that JSTOR was free to use in the libraries.
- **Westover Hills Branch Library:** A library patron let us know that she received a job with RPS that she had applied to online at the branch. She came back needing some navigation assistance finalizing her employment orientation checklist online. We were able to explain and walk her through the steps so she could get all her documentation together and start the job!

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	9,291	8,605					77,937
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	1,630	1,577					15,721
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	2,591	2,868					23,973
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	5,641	5,616					45,356
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	1,545	1,512					13,358
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	9,108	9,186					75,998

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	-	-	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	3,441	3,455					26,666
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	11,533	11,785					93,686
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	9,191	9,210					75,063
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	59,296	52,363					428,682
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	115,250	112,174	112,482	109,990	103,030	104,070	113,267	106,177					876,440

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
Belmont														
Adult Programs	9	11	9	10	5	11	10	8						96
Adult Attend	57	60	75	73	32	51	43	35						837
Young Adult Programs	3	0	2	2	2	2	0	3						21
Young Adult Attend	3	0	2	4	4	4	0	9						35
Juvenile Programs	20	6	17	17	11	11	13	14						184
Juvenile Attend	460	132	323	323	208	220	220	222						3,710
Total Attend	520	192	400	400	244	275	263	266	0	0	0	0	2,560	4,582
Total Programs	32	17	28	29	18	24	23	25	0	0	0	0	196	301
Broad Rock														
Adult Programs	3	0	6	8	5	4	5	10						104
Adult Attend	6	0	18	43	60	17	46	193						1,698
Young Adult Programs	3	3	3	3	2	3	3	3						36
Young Adult Attend	16	9	11	22	1	4	5	7						236
Juvenile Programs	44	24	33	35	24	30	23	28						318
Juvenile Attend	242	77	98	131	37	27	36	66						2,153
Total Attend	264	86	127	196	98	48	87	266	0	0	0	0	1,172	4,087
Total Programs	50	27	42	46	31	37	31	41	0	0	0	0	305	458
East End														
Adult Programs	24	17	14	5	3	3	3	3					72	75
Adult Attend	136	198	159	28	22	22	18	18					601	712
Young Adult Programs	12	7	9	9	6	8	6	8					65	110
Young Adult Attend	54	30	35	32	11	7	12	21					202	456
Juvenile Programs	22	7	17	19	11	16	12	20					124	242
Juvenile Attend	191	79	118	143	69	141	46	165					952	2,793
Total Attend	381	307	312	203	102	170	76	204	0	0	0	0	1,755	3,961
Total Programs	58	31	40	33	20	27	21	31	0	0	0	0	261	427

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	TOTAL FY26	TOTAL FY25
Ginter Park														
Adult Programs	12	10	13	9	11	11	11	12					89	118
Adult Attend	51	40	43	28	27	38	36	38					301	433
Young Adult Programs	10	6	3	5	4	2	3	5					38	93
Young Adult Attend	44	10	5	0	2	1	1	17					80	234
Juvenile Programs	29	18	28	31	23	28	23	28					208	275
Juvenile Attend	351	132	195	150	159	148	129	212					1,476	1,798
Total Attend	446	182	243	178	188	187	166	267	0	0	0	0	1,857	2,465
Total Programs	51	34	44	45	38	41	37	45	0	0	0	0	335	486
Hull Street														
Adult Programs	7	7	15	14	6	9	10	13					81	65
Adult Attend	26	34	71	53	23	74	45	65					391	362
Young Adult Programs	4	1	3	1	5	1	3	2					20	28
Young Adult Attend	25	2	0	1	25	0	0	0					53	83
Juvenile Programs	12	10	19	7	5	9	9	10					81	80
Juvenile Attend	174	96	162	48	60	15	36	15					606	1,352
Total Attend	225	132	233	102	108	89	81	80	0	0	0	0	1,050	1,797
Total Programs	23	18	37	22	16	19	22	25	0	0	0	0	182	173
Main														
Adult Programs	16	14	25	32	23	14	20	24					168	279
Adult Attend	188	278	423	374	332	209	224	525					2,553	7,116
Young Adult Programs	20	17	15	15	12	18	14	17					128	171
Young Adult Attend	211	115	90	105	91	91	68	100					871	1,052
Juvenile Programs	27	19	44	39	32	25	21	49					256	344
Juvenile Attend	863	394	389	422	486	285	404	796					4,039	6,886
Total Attend	1,262	787	902	901	909	585	696	1,421	0	0	0	0	7,463	6,102
Total Programs	63	50	84	86	67	57	55	90	0	0	0	0	552	336

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	TOTAL FY26	TOTAL FY25
North Avenue														
Adult Programs	9	7	11	10	9	3	6	8					63	74
Adult Attend	45	36	84	140	70	58	28	38					499	594
Young Adult Programs	2	2	5	5	5	18	5	5					47	20
Young Adult Attend	59	40	19	34	15	167	17	19					370	208
Juvenile Programs	25	17	22	26	11	2	14	22					139	240
Juvenile Attend	342	312	378	402	197	12	180	296					2,119	3,396
Total Attend	446	388	481	576	282	237	225	353	0	0	0	0	2,988	4,198
Total Programs	36	26	38	41	25	23	25	35	0	0	0	0	249	334
West End														
Adult Programs	12	10	17	19	18	18	10	15					119	154
Adult Attend	48	53	106	142	146	68	55	62					680	736
Young Adult Programs	4	2	2	2	2	1	2	2					17	18
Young Adult Attend	25	17	5	7	6	1	4	2					67	40
Juvenile Programs	29	16	21	27	12	19	14	18					156	235
Juvenile Attend	504	194	231	349	140	203	142	233					1,996	3,337
Total Attend	577	264	342	498	292	272	201	297	0	0	0	0	2,743	4,113
Total Programs	45	28	40	48	32	38	26	35	0	0	0	0	292	407
Westover Hills														
Adult Programs	6	6	10	7	7	6	8	7					57	128
Adult Attend	35	27	35	37	43	48	50	69					344	971
Young Adult Programs	3	4	2	2	2	3	2	3					21	32
Young Adult Attend	21	38	0	6	0	1	8	6					80	98
Juvenile Programs	33	17	32	34	20	23	26	25					210	286
Juvenile Attend	739	550	1,618	716	379	605	429	488					5,524	5,468
Total Attend	795	615	1,653	759	422	654	487	563	0	0	0	0	5,948	6,537
Total Programs	42	27	44	43	29	32	36	35	0	0	0	0	288	446
Grand Total Attend	4,916	2,953	4,693	3,813	2,645	2,517	2,282	3,717	0	0	0	0	27,536	46,794
Grand Total Programs	400	258	397	393	276	298	276	362	0	0	0	0	2,660	3,826

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	5,281	4,437					41,408
Broad Rock	5,285	5,381	4,888	5,002	3,569	3,271	3,673	4,189					35,258
East End	5,175	5,658	5,538	5,783	3,889	3,846	4,096	4,680					38,665
Ginter Park	4,921	4,820	4,234	4,283	3,563	3,225	3,330	4,734					33,110
Hull Street	2,646	2,654	3,358	3,759	2,314	2,684	2,658	3,246					23,319
Main	16,091	18,303	15,550	17,242	13,809	11,051	12,109	15,244					119,399
North Avenue	3,256	3,380	3,256	3,645	3,141	3,154	3,126	3,543					26,501
West End	4,638	4,358	4,280	3,720	3,588	2,986	3,504	3,512					30,586
Westover Hills	6,673	5,865	7,133	6,029	4,628	4,913	5,090	5,059					45,390
TOTALS FY26:	53,685	55,419	53,824	55,883	43,395	39,919	42,867	48,644					393,636
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	112	90					980
Broad Rock	84	101	86	82	35	36	69	59					552
East End	60	75	60	57	44	29	56	64					445
Ginter Park	83	79	53	49	111	50	59	50					534
Hull Street	64	51	49	38	28	23	47	33					333
Main	284	392	448	584	425	443	431	329					3,336
North Avenue	42	47	55	58	27	32	40	33					334
West End	105	87	82	72	56	60	75	62					599
Westover Hills	125	79	110	97	47	46	68	62					634
Online Reg E-Card	1,061	1,068	1,116	835	813	837	1,275	678					7,683
Total FY26:	2,071	2,126	2,204	2,003	1,677	1,657	2,232	1,460					15,430
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 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 Workstation	611	575	468	619	479	513	515	396					4,176
WIFI	763	885	901	893	718	490	263	598					5,511
Broad Rock Workstation	695	675	734	732	502	514	560	725					5,137
WIFI	1,662	1,167	1,107	1,156	511	532	298	1,371					7,804
East End Workstation	210	547	530	429	234	-	-	582					2,532
WIFI	1,375	1,586	1,319	1,254	664	657	268	1,286					8,409
Ginter Park Workstation	719	700	577	571	492	526	549	611					4,745
WIFI	895	1,506	1,532	1,087	647	516	260	666					7,109
Hull Street Workstation	457	599	662	700	479	511	499	632					4,539
WIFI	1,295	1,379	995	911	494	409	270	790					6,543
Main Workstation	2,175	2,241	2,244	2,040	1,736	1,745	1,885	1,920					15,986
WIFI	7,388	8,683	6,996	7,205	4,440	3,285	2,229	5,202					45,428
North Avenue Workstation	588	617	493	522	322	338	381	413					3,674
WIFI	1,411	959	766	621	386	373	173	583					5,272
West End Workstation	357	372	331	323	246	267	309	323					2,528
WIFI	1,874	1,367	1,681	1,228	849	983	454	1,029					9,465
Westover Hills Workstation	587	531	528	510	400	348	452	450					3,806
WIFI	744	726	745	671	308	229	155	523					4,101
TOTALS FY26:	23,806	25,115	22,609	21,472	13,907	12,236	9,520	18,100					146,765
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. January and February 2026 – Server Issues. Missing data.

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	1,086	500	1,586	5,932
Feb-26	1,261	385	1,646	516
Mar-26				
Apr-26				
May-26				
Jun-26				
FY26 Totals:	11,289	3,475	14,764	17,689
FY25 Totals:	16,705	4,573	21,278	23,358
FY24 Totals:	14,096	5,041	19,137	43,251

LAPTOP CHECKOUTSFY 2026	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	2	1					12
Broad Rock	0	1	0	0	0	0	0	1					2
East End	0	0	0	2	0	1	1	0					4
Ginter Park	1	4	1	3	2	0	1	1					12
Hull Street	1	2	0	0	1	0	0	0					3
Main Library	1	1	0	0	1	0	0	0					3
North Avenue	1	0	0	0	0	0	0	0					0
West End	2	8	5	2	7	8	2	6					38
Westover Hills	4	6	4	6	7	2	2	2					29
TOTALS FY26:	12	25	11	14	20	11	8	11	0	0	0	0	103
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																		
Belmont																												
Meeting Room (Capacity 15)	13	71	17	80	16	41	26	63	15	71	5	34	11	54	18	110										121	524	
Broad Rock																												
Meeting Room (Capacity 35)	20	79	3	137	21	283	32	176	23	282	27	498	19	128	28	410										173	1,993	
East End																												
Meeting Room (Capacity 35)	27	98	42	184	34	137	40	129	28	105	28	62	33	76	18	158										250	949	
Ginter Park																												
Meeting Room (Capacity 40)	23	116	15	55	16	114	11	77	14	111	8	53	15	38	11	164										113	728	
Hull Street																												
Meeting Room (Capacity 47)	9	107	13	309	13	254	21	363	16	306	10	155	10	160	7	132										99	1,786	
Main																												
Auditorium (Capacity 250)	27	1,776	26	1,637	25	1,406	32	2,807	26	790	19	889	27	1,995	33	770										215	12,070	
Annex (Capacity 45)	21	467	14	713	18	452	20	635	16	225	14	207	19	170	26	905										148	3,774	
Activity Room (Capacity 48)	11	364	15	853	17	668	16	744	24	790	10	330	17	430	21	390										131	4,569	
Gellman Room (Capacity 80)	19	843	22	1,145	28	763	29	1,150	19	526	20	435	34	995	29	345										200	6,202	
Memory Lab (Capacity 4)	76	76	62	62	83	83	78	78	52	52	84	84	69	69	54	54										558	558	
Innovation Lab (Capacity 12)	12	12	18	18	10	10	5	5	3	3	14	14	9	9	15	15										86	86	
Study Room B (Capacity 6)	109	219	90	222	97	205	99	202	72	147	74	153	96	224	96	172										733	1,544	
Study Room C (Capacity 12)	100	354	81	343	84	321	87	341	66	286	71	254	82	323	101	321										672	2,543	
Study Room D (Capacity 12)	86	326	79	387	78	302	89	359	65	293	66	305	85	370	91	411										639	2,753	
North Avenue																												
Meeting Room (Capacity 47)	15	121	17	85	13	72	11	59	15	45	12	30	8	22	10	31										101	465	
West End																												
Meeting Room (Capacity 44)	7	73	13	146	14	170	8	96	12	211	6	72	6	98	12	140										78	1,006	
Study Room (Capacity 8)	79	145	81	174	75	117	71	129	53	90	47	86	44	107	60	119										510	967	
Westover Hills																												
Meeting Room (Capacity 35)	5	15	3	24	10	48	14	120	10	126	6	42	10	215	11	68										69	658	
Total: FY26:	659	5,262	611	6,574	652	5,446	689	7,533	529	4,459	521	3,703	594	5,483	641	4,715	-	-	-	-	-	-	-	-	-	-	4,896	43,175
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
 February 28, 2026

ACCOUNT	DESCRIPTION	Actual and			Balance Available
		Budget	Encumbered 28-Feb-26	% Spent	
60000	SALARIES - FULL TIME	\$ 4,733,156	\$ 2,877,278	60.8%	\$ 1,855,878
60001	OVERTIME PERMAN	\$ 19,176	\$ 2,630	13.7%	\$ 16,546
61000	SALARIES - PART TIME	\$ 426,914	\$ 399,605	93.6%	\$ 27,309
62000	SALARIES - TEMPORARY	\$ 10,000	\$ 37,226	372.3%	\$ (27,226)
63000	FICA	\$ 314,974	\$ 198,573	63.0%	\$ 116,401
63001	RET CON RSRs	\$ 291,626	\$ 185,720	63.7%	\$ 105,906
63002	MEDCARE FICA	\$ 73,674	\$ 46,621	63.3%	\$ 27,053
63003	GROUP LIFE	\$ 28,766	\$ 14,329	49.8%	\$ 14,437
63004	CONSTITUTIONAL	\$ 69,193	\$ 42,631	0.0%	\$ 26,562
63006	H/C ACT TEMP	\$ 958,691	\$ 585,213	61.0%	\$ 373,478
63008	STATE UNEMPLOYMENT	\$ -	\$ 1,512	0.0%	\$ (1,512)
63011	HEALTH SAVINGS	\$ -	\$ 14,000	0.0%	\$ (14,000)
63100	VRS HYBRID DB	\$ 439,381	\$ 227,686	51.8%	\$ 211,695
63105	VRS HYBRID DC	\$ -	\$ 15,692	0.0%	\$ (15,692)
63110	VRS HYBRID VLDP	\$ -	\$ 11,612	0.0%	\$ (11,612)
63115	VRS Hybrid 401a	\$ -	\$ 15,472	0.0%	\$ (15,472)
64103	Educnctv #81	\$ -	\$ 13,151	0.0%	\$ (13,151)
	Personnel Expenses	\$ 7,365,551	\$ 4,688,951	63.7%	\$ 2,676,600
71141	BOOKS	\$ 952,359	\$ 567,250	59.6%	\$ 385,109
71141	DATABASES	\$ -	\$ -	0.0%	\$ -
71142	MULTIMEDIA PRODUCTS	\$ 2,456	\$ -	0.0%	\$ 2,456
72122	MAGS & NEWSPAPER	\$ 29,277	\$ (17,650)	-60.3%	\$ 46,927
	Collection Development	\$ 984,092	\$ 549,600	55.8%	\$ 434,492
70131	ADVERTISING	\$ 2,297	\$ 16,000	696.6%	\$ (13,703)
70161	PLANNING MGMT SERVICES	\$ 483,050	\$ 330,187	68.4%	\$ 152,863
70215	EQUIPMENT REPAIR	\$ 81,200	\$ 32,363	39.9%	\$ 48,837
70218	VEHICLE REPAIR	\$ 2,402	\$ 2,351	97.9%	\$ 51
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	\$ 532	23.5%	\$ 1,731
70551	SECURITY	\$ 294,543	\$ 53,642	18.2%	\$ 240,901
70552	CONTRACT AND TEMP PERSONNEL	\$ 22,000	\$ 42,350	192.5%	\$ (20,350)
71012	OFFICE STATIONARY SUPPLIES	\$ 3,047	\$ (262)	-8.6%	\$ 3,309
71016	ADVERTISING	\$ -	\$ 10,000	0.0%	\$ (10,000)
71143	LIBRARY OPERATING SUPPLIES	\$ 19,220	\$ (6,229)	-32.4%	\$ 25,449
72113	POSTAGE	\$ 4,456	\$ 356	8.0%	\$ 4,100
72121	CONFERENCES & CON	\$ 1,904	\$ 580	30.5%	\$ 1,324
72123	MEMBERSHIP DUES	\$ 677	\$ 2,745	405.5%	\$ (2,068)
72124	TRAINING	\$ 1,055	\$ -	0.0%	\$ 1,055
72131	COMPUTER SUPPLIES	\$ 25,662	\$ (15,436)	-60.2%	\$ 41,098
72153	EQUIPMENT	\$ 138,341	\$ 74,332	53.7%	\$ 64,009
73104	BANK FEES	\$ -	\$ 7,121	0.0%	\$ (7,121)
76119	PAGERS	\$ -	\$ -	0.0%	\$ -
76652	PAPER PRODUCTS	\$ -	\$ -	0.0%	\$ -
77103	FUEL-D/O VEHICLE	\$ 1,686	\$ 1,356	80.5%	\$ 330
77104	VEHICLE MONTHLY STANDING	\$ 493	\$ 329	66.7%	\$ 164
77107	AUTO EXPENSES C	\$ -	\$ 6,562	0.0%	\$ (6,562)
77201	INTERNAL PRINTING	\$ -	\$ -	0.0%	\$ -
77501	DIT CHARGES	\$ -	\$ 5,686	0.0%	\$ (5,686)
80001	DEPRECIATION	\$ -	\$ -	0.0%	\$ -
80004	BUILDINGS & STR	\$ -	\$ -	0.0%	\$ -
80006	EQUIPMENT & OFFICE MAINTENANCE	\$ 31,160	\$ 19,345	62.1%	\$ 11,815
80007	VEHICLE EXPENSES	\$ -	\$ -	0.0%	\$ -
95002	OPERATING TRANS	\$ -	\$ -	0.0%	\$ -
	Other Expenses	\$ 1,140,056	\$ 607,270	53.3%	\$ 532,786
	TOTAL GENERAL FUND	\$ 9,489,699	\$ 5,845,820	61.6%	\$ 3,643,879

Richmond Public Library
 Foundation, Friends, Groups and Individuals
 FY2026

Consent Agenda: Deposited Gifts over \$100 Shown as of
 March 25, 2026

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