

# **RICHMOND PUBLIC LIBRARY**

## **BOARD OF TRUSTEES**

June 28, 2017

Ginter Park

1200 Westbrook Ave  
Richmond, VA 23227  
804-646-4256

11:45 p.m.



## Richmond Public Library Board

101 E. Franklin  
Richmond, VA 23224  
(804) 646-4256 / fax: (804) 646-7685



### Library Board Trustee Meeting

Wednesday, June 24, 2017  
11:45 a.m.

### LIBRARY

### A G E N D A

<b>Call to order:</b>	11:45	Ms. Zwirner
<b>Consent Agenda:</b>		Ms. Zwirner
• Approval of Agenda		
• Approval of Minutes		
• Approval of Pending gifts		
• Approval of Statistical Report		
<b>Public Comment Period:</b>		
<b>Reports:</b>	12:00	
• Library Friends		Mr. Dishon
• Library Foundation		Ms. Hansen
<b>Administration Reports:</b>		Mr. Firestine
<b>Board Committee Reports:</b>	12:10	
• Chairman		Ms. Zwirner
• Finance Committee		Mr. Olanrewaju
• Facilities Committee		Ms. Butterfield
• Governance Committee		Mr. Lydiard
<b>Unfinished Business:</b>	12:30	
<b>New Business</b>	12:40	
<b>Adjourn</b>	1:00	Ms. Zwirner
<b>Next Meeting:</b>		
July 26, 2017		
Main Library, 11:45		



# Richmond Public Library Board

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



## Library Board Meeting Minutes May 24, 2017

- PRESENT:** Gail Zwirner (via telephone), Tanya Francis, Barbara Burton, Kevin Butterfield, Daisy Weaver, David Lydiard, Larry Olanrewaju, Danita Green, Laura Drewry; City Attorney
- LIBRARY STAFF:** Scott Firestine, Clay Dishon, Cheryl Clarke, Karin Hansen, Tara Franzetti,
- ABSENT:** Charlie Schmidt; Friends of RPL President
- GUESTS:** Debbie Jackson; Interim DCAO, City of Richmond Human Services

Called to order by Gail Zwirner, Chairperson, at 11:50 a.m. at the Main Library. A motion to approve the minutes from the April 26, 2017 meeting along with the current agenda and pending donation list was duly made by David Lydiard, seconded by Barbara Burton and unanimously approved.

<b>Public Comment Period</b>	None were present
<b>REPORTS</b>	
<b>Friends of the Library</b>	<b>Mr. Firestine:</b> reported that Kim Armentrout, Public Library Consultant, Library of Virginia, gave a presentation to the Friends Board upon recruitment and organization of Friends groups. It was also reported that the Spring Book Sale raised approximately \$12,000.
<b>Library Foundation</b>	<b>Ms. Hansen:</b> reported that nominations have been received for the vacancies on the Foundation Board and will be considered at the June 14, 2017 meeting.
<b>Administration</b>	<b>Mr. Firestine:</b> reported that he along with Ms. Natalie Draper, Hull Street Library/Community Services Manager, participated with the mayor on Bike to Work day. Mr. Firestine rode the Library bike and distributed books and promotional materials. He mentioned the possibility of taking VR equipment out for demonstrations with the library bike. With the otter chosen in the recent mascot election, a naming contest will occur with voting open between June 17 <sup>th</sup> to July 15 <sup>th</sup> . It was reported that RPL was now using the Library Aware product to assist with the marketing of library collections. In response, to Ms. Zwirner's question about the ILS (Integrated Library System), Mr. Firestine reported that the RFP would be issued sometime after the beginning of FY18.
<b>BOARD COMMITTEE REPORTS</b>	
<b>Chairman</b>	<b>Ms. Zwirner:</b> recognized Mr. Firestine's persistence and dedication during the recent budget work sessions and thanked him for his hard work. It was reported that Ms. Burton attended and spoke at the 8 <sup>th</sup> District Council meeting, as did Ms. Francis at the 6 <sup>th</sup> District meeting. Scheduled to attend future meetings are Ms. Weaver in the 2 <sup>nd</sup> and Mr. Olanrewaju in the 4 <sup>th</sup> District.
<b>Finance</b>	<b>Mr. Olanrewaju:</b> reported that the committee met prior to the current meeting and that expenditures are currently on track with the end of the fiscal year quickly approaching. The \$250,000 budget amendment will go into the personnel budget. Mr. Olanrewaju inquired about the status of the Mary Morton Parsons Grant and Ms. Hansen reported that the match had been made and funds received.

<b>Facilities</b>	<b>Mr. Butterfield:</b> reported that he would be chairing the committee with the resignation of Mr. Ballard. He asked Mr. Firestine to give an update on facilities projects. It was reported that the contractor was roughly thirty days behind, but work was progressing quickly at this point. The first week of July should see furniture and fixtures arriving for installation. Flooring outside of Special Collections that had been water damaged has all been repaired and replaced completing that project. Westover Hills Library will be able to continue work on the rain garden with the receipt of a \$10,000 grant from Dominion. Mr. Firestine is working with Mr. Don Summers, Capital Projects Director, on next steps with regards to the funding raised through Mary Morton Parsons and the subsequent matching funds targeted for Main Library improvements.
<b>Governance</b>	<b>Mr. Lydiard:</b> reported that all board vacancies are now filled.
<b>UNFINISHED BUSINESS</b>	
<b>Miscellaneous comments, questions</b>	Ms. Francis meting the Brookland Park Festival on July 22, 2017, and that she felt the library should have a presence at the event. Also, mentioned was streamlining the communication process with RPS with respect to partnerships and the promotion of events that would benefit students, etc. Ms. Jackson, Interim DCAO Human Services, mentioned the reach of the library and the Mayor's vision of One Richmond.

*There being no further business, a motion to adjourn was duly made by Mr. Lydiard, seconded by Daisy Weaver, unanimously approved and the meeting was adjourned at 12:35 p.m.*

*The next meeting will be held on Wednesday, July 26, 2017 at 11:45 a.m. at the Main Library.*

Recorder: Clay Dishon

Approved: \_\_\_\_\_  
Ms. Gail Zwirner, Chair

## Director's Report

June 2017

### Director Activities May 20 – June 22, 2017:

May 25	DCAO and Parks & Recreation collaboration meeting
May 25	Presentation to City Council Government Operations Committee
May 30	Early Childhood Cabinet meeting City of Richmond, Richmond Public Schools, other community partners in early literacy
June 6	Spring RISE Awards City of Richmond
June 9	CAO Council meeting update, CALD meeting Henrico
June 10	Grade Level Reading Symposium Pathways and Connection at VCU
June 14	RPL Foundation meeting, DCAO of Human Services meeting
June 18	Best Practices to Prevent and End Homelessness by Homeward, Richmond Federal Reserve– served on panel
June 21	Girls of Summer Program Newberry Honor Winner, Rita Williams-Garcia, keynote speaker
June 22	BMER breakfast event Main Library
June 23	CAO retreat Dominion Arts Center

**West End Library Renovations:** Haley Construction will be complete with construction on June 28. From July 3 – 14 Haley Construction will be completing the “punch” list and outfitting. Furniture, shelving, and books will be placed in the library from July 15 – August 11. Our goal is to open by mid August.

**Summer Reading Program, Reading Adventures:** Our summer reading program runs June 17 – August 12. Throughout the summer RPL will reward reading for the whole family, children, young adults and adults with incentives and programs for all ages.

**July 3<sup>rd</sup> and 4<sup>th</sup> Holiday:** Mayor Stoney on June 21<sup>st</sup> declared that the City would observe Monday July 3<sup>rd</sup> in addition to Independence day, Tuesday July 4<sup>th</sup>. We will also close our Broad Rock location on Sunday July 2<sup>nd</sup> in observation of the national holiday.

**Best Practices to Prevent and End Homelessness conference:** On June 18, the Director served on panel with the Director of Dallas Public Library, Jo Giudice and Brian Davis of RVA Capital Workforce Partnership. The panel described innovative ways libraries are serving and engaging homeless customers, community partners and all patrons.

**International Dublin Award:** The 2017 Winner of the International Dublin Literary Award was announced June 21<sup>st</sup>. José Eduardo Agualusa won for *A General Theory of Oblivion*. The €100,000 is the largest prize given to a novel published in English. As a nominating library, RPL nominated three novels for the prize this year. The three RPL nominations for the 2017 Award were, *A Little Life* by Hanya Yanagihara; *The Sympathizer* by Viet Thanh Nguyen; and *The Fisherman* by Chigozie Obioma, only the latter debut novel by Obioma, did not make the shortlist of 10 final titles for consideration. Ms. Natalie Draper, Hull Street Library/Community Services Manager chaired RPL's selection committee and prepared the nominations

**Staff Update:** Librarian Amy O'Connor joined Main Library Information Services June 12. Tara Franzetti will move from the East End Branch Library to be the Westover Hills Branch Manager July 5. Adam Zimmerli, Digital Literacy Librarian, at the Main Library will serve as the Interim Branch Manager at East End until a hiring process may be completed.

Richmond Public Library  
 FY17 Operating Budget  
 as of  
 May 31, 2017

ACCOUNT	DESCRIPTION	Budget	Actual	%	Balance
			Expended 31-May-17		Spent
60000	SALARIES - FULL TIME	\$ 2,746,169	\$ 2,417,325	88.0%	\$ 328,844
61000	SALARIES - PART TIME	\$ 215,488	\$ 188,603	87.5%	\$ 26,885
62000	SALARIES - TEMPORARY	\$ -	\$ -	0.0%	\$ -
63000	FICA	\$ 188,381	\$ 156,864	83.3%	\$ 31,517
63001	RET CON RSRs	\$ 524,692	\$ 510,128	97.2%	\$ 14,564
63002	MEDCARE FICA	\$ 44,058	\$ 36,686	83.3%	\$ 7,372
63003	GROUP LIFE	\$ 16,029	\$ 13,829	86.3%	\$ 2,200
63006	H/C ACT TEMP	\$ 489,903	\$ 402,019	82.1%	\$ 87,884
63008	STATE UNEMPLOYMENT	\$ -	\$ -	0.0%	\$ -
63011	HEALTH SAVINGS	\$ -	\$ 4,500	0.0%	\$ (4,500)
64104	EDUCATION PAY	\$ -	\$ 291	0.0%	\$ (291)
64105	BONUS PAY	\$ -	\$ 32,250	0.0%	\$ (32,250)
	<b>Personnel Expenses</b>	<b>\$ 4,224,720</b>	<b>\$ 3,762,495</b>	<b>89.1%</b>	<b>\$ 462,225</b>
71141	BOOKS	\$ 396,588	\$ 413,174	104.2%	\$ (16,586)
71141	DATABASES	\$ -	\$ -	0.0%	\$ -
71142	MULTIMEDIA PRODUCTS	\$ 5,559	\$ 944	17.0%	\$ 4,615
72122	MAGS & NEWSPAPER	\$ 34,536	\$ 31,898	92.4%	\$ 2,638
	<b>Collection Development</b>	<b>\$ 436,683</b>	<b>\$ 446,016</b>	<b>102.1%</b>	<b>\$ (9,333)</b>
70131	ADVERTISING	\$ 1,995	\$ -	0.0%	\$ 1,995
70161	DATA PROCESSING - OCLC	\$ 18,933	\$ 20,362	107.5%	\$ (1,429)
70161	PLANNING MGMT SERVICES	\$ 428,106	\$ 181,406	42.4%	\$ 246,700
70218	VEHICLE REPAIR	\$ 1,458	\$ 2,282	156.5%	\$ (824)
70311	PRINTED SUPPLIES	\$ 1,221	\$ 828	67.8%	\$ 393
70412	TRANSPORTATION	\$ -	\$ 151	0.0%	\$ (151)
70413	MILEAGE ALLOWANCE	\$ 926	\$ 967	104.4%	\$ (41)
70551	SECURITY	\$ 279,660	\$ 281,866	100.8%	\$ (2,206)
70552	CONTRACT AND TEMP PERSONNEL	\$ 4,212	\$ 21,788	517.3%	\$ (17,576)
71012	OFFICE STATIONARY SUPPLIES	\$ 6,417	\$ 6,421	100.1%	\$ (4)
71016	ADVERTISING	\$ -	\$ 200	0.0%	\$ (200)
71143	LIBRARY OPERATING SUPPLIES	\$ 18,733	\$ 20,177	107.7%	\$ (1,444)
72113	POSTAGE	\$ 4,473	\$ 6,389	142.8%	\$ (1,916)
72121	CONFERENCES & CON	\$ 1,553	\$ 935	60.2%	\$ 618
72123	MEMBERSHIP DUES	\$ 1,401	\$ 520	37.1%	\$ 881
72124	TRAINING	\$ 2,438	\$ 354	14.5%	\$ 2,084
72131	COMPUTER SUPPLIES	\$ 25,109	\$ 25,147	100.2%	\$ (38)
72153	EQUIPMENT	\$ 24,245	\$ 1,340	0.0%	\$ 22,905
73104	BANK FEES	\$ -	\$ -	0.0%	\$ -
76119	PAGERS	\$ -	\$ 65	0.0%	\$ (65)
77103	FUEL-D/O VEHICLE	\$ 1,840	\$ 1,116	60.7%	\$ 724
77104	VEHICLE MONTHLY STANDING	\$ 493	\$ 452	91.7%	\$ 41
77201	INTERNAL PRINTING	\$ -	\$ -	0.0%	\$ -
80001	DEPRECIATION	\$ -	\$ -	0.0%	\$ -
80004	BUILDINGS & STR	\$ -	\$ -	0.0%	\$ -
80006	EQUIPMENT & OFFICE MAINTENANCE	\$ 6,334	\$ 8,182	129.2%	\$ (1,848)
80007	VEHICLE EXPENSES	\$ 6,485	\$ -	0.0%	\$ 6,485
	<b>Other Expenses</b>	<b>\$ 836,032</b>	<b>\$ 580,948</b>	<b>69.5%</b>	<b>\$ 255,084</b>
	<b>TOTAL GENERAL FUND</b>	<b>\$ 5,497,435</b>	<b>\$ 4,789,458</b>	<b>87.1%</b>	<b>\$ 707,977</b>

# RICHMOND PUBLIC LIBRARIES - General Fund Budget

## Monthly Budget Report

May 31, 2017

<u>General Fund Revenue</u>	<u>FY2016-17 Budget</u>	<u>FY2016-17 Actual YTD</u>	<u>% Recognized</u>	<u>Unrecognized</u>
Lost and Damage Books	\$ 21,782	\$ 10,702	49%	\$ 11,080
Overdue Book Fines	\$ 66,121	\$ 46,208	70%	\$ 19,913
Reservation - Book Records	\$ 500	\$ 475	95%	\$ 25
Room Rental Fees	\$ 300	\$ -	0%	\$ 300
Sales Copy Centers	\$ 17,476	\$ 14,025	80%	\$ 3,451
State Library Aide	\$ 170,000	\$ -	0%	\$ 170,000
	<u>\$ 276,179</u>	<u>\$ 71,410</u>	26%	<u>\$ 204,769</u>

### General Fund Operating

	<u>FY2016-17 Budget</u>	<u>FY2016-17 Actual YTD</u>	<u>% Expended</u>	<u>Unobligated</u>
Personnel	\$ 2,961,657	\$ 2,638,468	89%	\$ 323,189
Fringes	\$ 1,263,063	\$ 1,124,026	89%	\$ 139,037
Books/Materials	\$ 436,683	\$ 446,016	102%	\$ (9,333)
Operating Expenses	\$ 836,032	\$ 580,948	69%	\$ 255,084
<b>Total</b>	<b>\$ 5,497,435</b>	<b>\$ 4,789,458</b>	<b>87%</b>	<b>\$ 707,977</b>

**Encumbrances YTD**

**\$ 210,138**

### RICHMOND PUBLIC LIBRARIES - Special Fund Budget

<u>Special Fund Revenue</u>	<u>FY2016-17 Anticipated</u>	<u>FY2016-17 Actual YTD</u>	<u>% Recognized</u>	<u>Unrecognized</u>
00314 - Gift to the Library	\$ 110,000	\$ 105,094	96%	\$ 4,906
00308 - Verizon E-Rate Grant	\$ 137,520	\$ 107,695	78%	\$ 29,825
00309 - Public Law Library	\$ 400,000	\$ -	0%	\$ 400,000
00311 - Gates Foundation	\$ -	\$ -	0%	\$ -
00312 - RPL Foundation	\$ 150,000	\$ -	0%	\$ 150,000
00313 - Friends of the RPL	\$ 30,000	\$ 5,000	17%	\$ 25,000
00000 - Grade Level Reading	\$ 50,000	\$ -	10%	\$ 45,000
	<u>\$ 877,520</u>	<u>\$ 217,789</u>	25%	<u>\$ 654,731</u>

<u>Special Fund Expenditures</u>	<u>FY16 Rollover &amp; FY17 Receipts</u>	<u>FY2016-17 Actual YTD</u>	<u>% Expended</u>	<u>Unobligated</u>
00314 - Gift to the Library	\$ 294,443	\$ 161,914	55%	\$ 132,529
00308 - Verizon E-Rate Grant	\$ 75,974	\$ 26,438	35%	\$ 49,536
00309 - Public Law Library	\$ (551,264)	\$ 287,302	-52%	\$ (838,566)
Personnel		\$ 46,739		
Fringes		\$ 12,639		
Books/Materials		\$ 227,193		
Operating Expenses		\$ 731		
00311 - Gates Foundation	\$ 12,576	\$ -	0%	\$ 12,576
00312 - RPL Foundation	\$ 38,250	\$ 33,702	88%	\$ 4,548
00313 - Friends of the RPL	\$ 39,523	\$ 16,206	41%	\$ 23,317
	<u>\$ (90,498)</u>	<u>\$ 525,562</u>	-581%	<u>\$ (616,060)</u>

**Encumbrances YTD**

**\$ 39,926**

**CIRCULATION**

Location	FY	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Total	YTD % chnge
Belmont	FY15	10161	9739	9149	9389	8388	8333	8509	7816	9419	7818	8900	9568	107189	
	FY16	10263	10897	9891	9684	8546	8203	7784	8963	8980	8301	8208	10590	110310	
	FY17	12068	12314	9973	9766	9727	9071	9709	9715	10114	9238	10114	0	111809	19%
Broad Rock	FY15	6537	5899	5316	5882	5122	5249	5389	4656	5035	4988	5164	5462	64699	
	FY16	5958	5859	5765	5288	4905	4931	4223	4448	4834	4282	3336	4401	58230	
	FY17	4883	4773	4248	4706	3966	3454	3729	3192	3595	3377	3595	0	43518	7%
East End	FY15	4620	4244	4159	4162	3846	3868	4090	3067	3501	3518	3511	3902	46488	
	FY16	4119	4565	4313	3747	3411	3375	3653	3286	3303	3206	3822	4629	45429	
	FY17	4572	4371	3581	3420	2945	3029	3463	2981	3529	4977	3529	0	40397	-8%
Ginter Park	FY15	6393	6504	5051	4901	4980	4828	4991	4735	5197	4506	4865	5188	62139	
	FY16	2942	402	469	481	144	440	405	354	512	586	292	1238	8265	
	FY17	6247	5924	5374	5770	5031	4517	4812	4582	5401	4641	5401	0	57700	95%
Hull Street	FY15	3901	3776	3819	4057	3550	3639	3828	2815	3198	3373	3663	4020	43639	
	FY16	4172	3508	3727	4159	3901	3776	3252	3318	3280	2845	3158	3459	42555	
	FY17	3174	3245	3088	3131	3400	2477	2816	2962	2989	2348	2989	0	32619	-6%
Main	FY15	13637	12520	11934	11332	10221	10867	11260	10261	11423	10243	10416	10920	135034	
	FY16	12022	11975	8749	11056	10376	10221	10620	11464	11338	11585	11658	12075	133139	
	FY17	12103	12264	10330	10655	9611	9049	9629	9600	10821	8969	10821	0	113852	-8%
North Ave	FY15	4808	4760	4679	5068	4317	4778	4794	3893	4138	4227	3533	4100	53095	
	FY16	5048	4863	4990	5133	4410	4830	4300	4239	4267	3927	3708	4024	53739	
	FY17	4235	4448	3768	3564	3308	3260	2972	2943	3186	2714	3186	0	37584	-16%
West End	FY15	12983	12021	10787	10722	9738	10136	10609	9832	10771	9628	10213	12557	129997	
	FY16	13330	12920	11542	11076	9860	9475	9940	10262	10600	10194	10044	6429	125672	
	FY17	983	1070	785	752	628	604	647	568	745	502	745	0	8029	
Westover Hills	FY15	10947	10036	9510	9847	8448	7940	8459	7676	8447	7889	7273	8758	105230	
	FY16	9531	9735	11638	8747	7425	4424	7991	7874	9497	8201	8610	9047	102720	
	FY17	9530	9400	8231	8065	7407	7223	7564	7848	8405	6798	8405	0	88876	-2%
Econtent	FY15	3187	3264	2977	2917	2832	3042	3263	2972	3342	3106	3615	3805	38322	
	FY16	3902	4065	3902	3767	3840	3701	4311	3969	3916	3735	3978	3787	46873	
	FY17	4107	3770	3470	3611	3568	3899	3962	3701	4370	4102	4370	0	42930	9%
RPL Total	FY15	77174	72763	67381	68277	61442	62680	65192	57723	64471	59296	61153	68280	785832	
	FY16	71287	68789	64986	63138	56818	53376	56479	58177	60527	56862	56814	59679	726932	
	FY17	61902	61579	52848	53440	49591	46583	49303	48092	53155	47666	53155	0	577314	-7%



Richmond Public Library																					
Children's Services: Programs and Outreach																					
Month/Year		May-17																			
		BE		BR		EE		GP		HS		Main		NA		WE		WH		RPL Total	
IN-LIBRARY PROGRAMS		Adult	Child	Adult	Child	Adult	Child	Adult	Child	Adult	Child	Adult	Child	Adult	Child	Adult	Child	Adult	Child	Adult	Child
Storytimes	Book Babies	62	62	0	0	4	6	0	0									26	23	92	91
	Toddler	52	61	0	0	13	24	69	78					12	36			44	39	190	238
	Preschool	24	37	0	0	10	20	135	203	2	5							45	55	216	320
Other children's programs: crafts, storytellers, STEM, etc.		15	16	4	13	4	14	137	141	1	10									161	194
Family/all ages programs		15	17	0	0	10	28	18	20	5	10			36	86					84	161
Parenting/caregiver program or training		0	0	0	0			8	9											8	9
OUTREACH				Adult	Child	Adult	Child	Adult	Child	Adult	Child	Adult	Child	Adult	Child	Adult	Child	Adult	Child	Adult	Child
Storytimes	Toddler	20	28	0	0	28	156	0	0											48	184
	Preschool	9	58	51	491	32	232	0	0											92	781
	Head Start	0	0	28	460	8	80	0	0	14	85									50	625
	VPI	9	50	0	0			0	0											9	50
	School-age (Elem)	20	20	0	0	3	23	23	104											46	147
	Private	0	0	0	0			3	25											3	25
Family programs (all ages)		0	0	0	0															0	0
Parenting/Caregiver workshops		0	0	0	0			0	0											0	0
SUMMER READING				Adult	Child	Adult	Child	Adult	Child	Adult	Child	Adult	Child	Adult	Child	Adult	Child	Adult	Child	Adult	Child
Other children's programs: crafts, storytellers, STEM, etc.		0	0	0	0															0	0
Family/all ages programs		0	0	0	0															0	0
Branch Totals		226	349	83	964	112	583	393	580	22	110	0	0	48	122	0	0	115	117	999	2825

New Patron Cards													
FY2017	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Total
Belmont	188	171	140	118	131	102	135	132	107	117	132	0	1473
Broad Rock	195	222	218	206	177	113	191	159	170	131	159	0	1941
East End	141	131	114	127	115	87	123	104	129	99	104	0	1274
Ginter Pk	179	150	127	116	101	90	85	87	103	100	87	0	1225
Hull St	138	142	124	86	90	104	113	104	120	67	104	0	1192
Main	319	339	345	301	351	271	307	256	420	257	256	0	3422
North Ave	134	154	147	107	106	72	107	98	103	113	98	0	1239
West End	3	0	0	0	0	0	1	0	0	0	0	0	4
Westo Hills	185	198	156	158	99	96	127	123	147	129	123	0	1541
<b>Total</b>	<b>1482</b>	<b>1507</b>	<b>1371</b>	<b>1219</b>	<b>1170</b>	<b>935</b>	<b>1189</b>	<b>1063</b>	<b>1299</b>	<b>1013</b>	<b>1063</b>	<b>0</b>	<b>13311</b>

DOOR COUNT	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	TOTAL
<b>FY2017</b>													
Belmont	10801	11398	9377	9654	8537	8328	9012	9078	10130	8736	1566	0	96617
Broad Rock	9636	9772	9237	9037	7216	6463	0	7641	8823	7590	2299	0	77714
East End	7688	8272	7004	7228	5787	6289	6736	7214	7725	6865	1950	0	72758
Ginter Park	5230	5892	5202	5715	4566	4736	5064	5361	5735	5338	5934	0	58773
Hull Street	6223	7267	6465	6417	5966	0	0	6642	6983	6260	6100	0	58323
Main	16049	18086	16251	15959	16469	13947	15539	15714	17892	16158	17221	0	179285
North Ave	7968	9023	7362	7698	6538	6451	6761	7019	7575	6846	7063	0	80304
West End	0	0	0	0	0	0	0	0	0	0	0	0	0
Westover Hills	8803	8656	7983	7686	6468	6303	6794	6242	6300	6984	7859	0	80078
<b>TOTALS</b>	<b>72398</b>	<b>78366</b>	<b>68881</b>	<b>69394</b>	<b>61547</b>	<b>52517</b>	<b>49906</b>	<b>64911</b>	<b>71163</b>	<b>64777</b>	<b>49992</b>	<b>0</b>	<b>703852</b>
Computer Use	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	TOTAL
Belmont Workst	1956	2038	1768	1823	1688	1553	1778	1678	1782	1537	1566	0	19,167
WIFI	0	0	0	0	0	0	0	0	0	0	697	0	697
Broad Rock Workst	2517	2848	2616	2668	2258	0	0	1970	2822	2235	2299	0	22,233
WIFI	0	0	0	0	0	0	0	0	0	0	579	0	579
East End Workst	2182	2297	1925	2156	1710	1734	0	2047	2097	1940	1950	0	20,038
WIFI	0	0	0	0	0	0	0	0	0	0	512	0	512
Ginter Park Workst	1314	1628	1586	1634	1382	1316	1487	1567	1667	1433	1483	0	16,497
WIFI	0	0	0	0	0	0	0	0	0	0	699	0	699
Hull Street Workst	2134	2493	2314	2030	1936	1876	2043	2090	2439	1928	2150	0	23,433
WIFI	0	0	0	0	0	0	0	0	0	0	893	0	893
Main Workst	4021	4437	3953	3681	3353	3250	0	3360	3785	3471	3719	0	37,030
Childrens	271	331	254	244	244			187		200	2917		
WIFI	0	0	0	0	0	0	0	0	0	0	0	0	0
North Ave Workst	1860	2152	1888	1535	1573	1605	0	1567	1725	1341	1400	0	16,646
WIFI	0	0	0	0	0	0	0	0	0	0	480	0	480
West End Workst	0	0	0	0	0	0	0	0	0	0	0	0	0
WIFI	0	0	0	0	0	0	0	0	0	0	0	0	0
Westover Hills Workstation	1798	2105	1900	1725	1381	1355	1394	1528	1401	1569	1783	0	17,939
WIFI	0	0	0	0	0	0	0	0	0	0	705	0	705
<b>TOTALS</b>	<b>18053</b>	<b>20329</b>	<b>18204</b>	<b>17496</b>	<b>15525</b>	<b>12689</b>	<b>6,702</b>	<b>15994</b>	<b>17718</b>	<b>15654</b>	<b>23832</b>	<b>0</b>	<b>177548</b>

**TECHNICAL SERVICES - ITEMS BY LOCATION**

	Belmont	B. Rock	East End	G. Park	Hull St.	MAIN	North Ave	West End	W. Hills	Monthly Total
<b>Jul-16</b>	172	116	117	140	95	321	95	128	193	<b>1377</b>
<b>Aug-16</b>	127	79	75	91	66	228	80	87	123	<b>956</b>
<b>Sep-16</b>	131	73	64	93	75	199	68	96	137	<b>936</b>
<b>Oct-16</b>	388	276	259	331	281	569	231	243	381	<b>2959</b>
<b>Nov-16</b>	152	125	96	111	102	246	122	101	140	<b>1195</b>
<b>Dec-16</b>	276	242	205	201	196	423	193	184	231	<b>2151</b>
<b>Jan-17</b>	393	315	335	351	339	533	293	266	358	<b>3183</b>
<b>Feb-17</b>	275	226	222	246	256	409	241	193	248	<b>2316</b>
<b>Mar-17</b>	270	315	181	214	202	469	183	177	214	<b>2225</b>
<b>Apr-17</b>	284	190	165	246	187	382	168	190	213	<b>2025</b>
<b>May-17</b>	353	240	217	269	213	487	236	234	310	<b>2559</b>
<b>Jun-17</b>										<b>0</b>
<b>Branch Total</b>	<b>2821</b>	<b>2197</b>	<b>1936</b>	<b>2293</b>	<b>2012</b>	<b>4266</b>	<b>1910</b>	<b>1899</b>	<b>2548</b>	<b>21882</b>
<b>Average</b>	<b>256</b>	<b>200</b>	<b>176</b>	<b>208</b>	<b>183</b>	<b>388</b>	<b>174</b>	<b>173</b>	<b>232</b>	<b>1824</b>

**From:** Office of the Press Secretary  
**Sent:** Monday, June 19, 2017 10:11 AM  
**To:** Office of the Press Secretary  
**Subject:** Richmond Public Libraries Connects with Digital Media Service Hoopla  
**Attachments:** NewCityHeader.png



**Richmondgov.com**  
**CITY OF RICHMOND**

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For Immediate Release  
Monday, June 19, 2017  
Contact: Tyler Hill  
Office: (804) 646-4642  
[Tyler.Hill@Richmondgov.com](mailto:Tyler.Hill@Richmondgov.com)

## **Richmond Public Libraries Connects with Digital Media Service Hoopla**

Richmond, VA - Earlier this month, Richmond Public Libraries (RPL) connected with digital media service provider Hoopla in order to make more content available to city residents. Hoopla currently offers about 600,000 items on its website, allowing visitors to instantly borrow digital movies, TV shows, music, audiobooks, eBooks and more 24/7 using their library card. With new content being added daily, and no waiting, titles can be streamed immediately or downloaded.

"Today's technology driven culture expects instant access to their favorite artists, shows and movies," said Mayor Levar M. Stoney. "It is great to see Richmond Public Libraries implementing new services to provide more options for our residents to stay connected."

Library card holders will be able to borrow up to four times a month from Hoopla without charge.

"Richmond Public Libraries is proud to offer content beyond the walls of the library and make your library card even more powerful," said RPL Director Scott Firestine. "This will be invaluable to families as they are now able to instantly stream iconic TV shows like Sesame Street to smartphones, tablets and computers through Hoopla's multi-format experience."

For more information on services offered by Richmond Public Libraries, visit [RVALibrary.org](http://RVALibrary.org)

## Richmond Free Press 6/1/2017 What's all the Hoopla?

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### Richmond Public Library doubles its digital offerings

Jeremy Lazarus | 6/2/2017, 10:41 p.m.



Scott Firestine, director of the Richmond Public Library, sits in one of the smaller computer labs available to the public in the library's Main Branch at 101 E. Franklin St. in Downtown. Patrons can use the computer lab to access the library's expanded array of digital materials. Sandra Sellars/Richmond Free Press

By Jeremy M. Lazarus

The Richmond Public Library just doubled its offerings of books, music, movies, TV shows, video games and other items, and it didn't have to buy anything.

According to Library Director Scott Firestine, the library did it by hooking up with an online website called Hoopla and making the items available to patrons through its online library that is open 24 hours a day, seven days a week.

He said Hoopla offers about 600,000 items on its website — equal to the total number of physical items available at the Main Library in Downtown and its seven open branches. (The West End Branch on Patterson Avenue, now under renovation, is expected to reopen by September.)

Library patrons will be able to borrow up to four items a month from Hoopla without charge, Mr. Firestine said, simply by using their increasingly powerful library card numbers.

The new connection to Hoopla, which is to go live on Thursday, June 1, is one way that the resource-short library is using online services in carrying out its mission: "To inform, enrich, empower."

Amid struggles to staff library branches and maintain adequate hours, Richmond is re-inventing itself using the library card as a key to expand access to information and other resources — from continuing education courses and legal forms to newspapers and magazines.

The library also offers links to TumbleBook Library's resources and books for children and the TumbleBook Cloud for Teens that offers graphic novels and ebooks for middle and high school students.

And adults can gain access to free legal forms, audiobooks and continuing education courses on everything from cooking and gardening to pet care, art, music and computer technology.

Mr. Firestine said Richmond's library branches offer plenty of services — from computers patrons can use to seek jobs, write emails and do research to preschool reading programs.

City library patrons also have access to branch libraries in Henrico and Chesterfield through reciprocal agreements.

Through the computer and mobile phone, the library is now seeking to provide easier and free access to newspapers and other resources that are "no longer free."

"We're doing all we can to be the information destination of choice," Mr. Firestine said.

## RISE! ACHIEVEMENT AWARDS PROGRAM

The RISE! Achievement Awards Program is part of the City of Richmond Employee Recognition Program (Administrative Regulation 7.8). The purpose of the RISE! Achievement Awards Program is to conduct a structured and multi-level citywide program that celebrates the most outstanding contributions of City employees in the five (5) award categories:

- Individual Accomplishment
- Exceptional Customer Service
- Outstanding Leadership
- Safety / Heroism
- Process Improvement

The City administration provides recognition of employees' exceptional achievements to show appreciation for the impact that those contributions have on the organization's success. When a City employee goes above and beyond, that employee demonstrates the attitude and determination that will be necessary to "Build One Richmond".

To learn more, please visit the Human Resources Intranet site on StarNet, or pick up a brochure.



(804) 646-5660 • EmployeeRecognition@RichmondGov.com

## RECIPIENTS OF THE 2017 SPRING MAYOR AWARDS

### ☞ Exceptional Customer Service Finalists ☜

- |  |  |
|--|--|
| I. Lakesha Monroe (RPD)                    | IV. Jamie Green, Sheena Hamilton,<br>Shaleash Williams, Cella Payne, |
| II. Yvette Jones (DHS)                     | Cher Lewis-Jackson, Tamoria<br>Corpening, Marcia Winnegan (DSS)      |
| III. Misty Thompson, Robert<br>Moody (DSS) |  |
| IV. Elizabeth Jackson (DPS)                |  |

### ☞ Process Improvement Finalists ☜

- |   |  |
|---|--|
| I. Enrique Longton (RPL)  | IV. Scott Hacker, Kemar Rance,<br>Robert Banning, Joe Loverso, |
| II. Kimberly Clark (RPD)  | Marquis Johnson (DPW), Special<br>Thanks-Haywood Russell       |
| III. Lisa Crisman, Irene Bassett,<br>Mary Anne Wilson, Laura<br>Price, Ian Blow (RPL) | V. Lisa Johnson (DSS)  |

### ☞ Outstanding Leadership Finalists ☜

- |                          |                          |
|--------------------------|--------------------------|
| I. William Wright (DPU)  | IV. William Berkel (DPW) |
| II. Tara Franzetti (RPL) | V. Lisa Smith (DPU)      |
| III. Kip Coughlan (DPR)  |                          |

### ☞ Safety/Heroism Finalists ☜

- |   |  |
|---|--|
| I. Keanna Key (DEC)                               | IV. Marcus McGee, Korey Pettiford,<br>Parker Ramsey (RFES), Special<br>Thanks-Carlos Samuels |
| II. Edward Costley, Christopher<br>Saunders (RPD) | V. George Bembry, Barry Smith,<br>Steve Brooks, Chris Moore (RFES)                           |
| III. David Creasy (RFES)                          |  |

### ☞ Individual Accomplishment Finalists ☜

- |                          |                            |
|--------------------------|----------------------------|
| I. Donald Cook (RPD)     | IV. Paul Hundley (DSS)     |
| II. Marisol Wood (RPD)   | V. Rochelle Williams (DPU) |
| III. Kiara Jordan (DBSP) |                            |



## Firestine, Scott R. - RPL

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**From:** Office of the Press Secretary  
**Sent:** Wednesday, June 21, 2017 4:47 PM  
**To:** Office of the Press Secretary  
**Subject:** City to Participate in National Take Your Dog to Work Day  
**Attachments:** image001.png; image002.png; image003.png



**Richmondgov.com**  
**CITY OF RIC**

For Immediate Release  
Wednesday, June 21, 2017  
Contact: Christie Chipps Peters  
Office: (804) 646-5740  
[Christie.Peters@Richmondgov.com](mailto:Christie.Peters@Richmondgov.com)

### **CITY TO PARTICIPATE IN NATIONAL TAKE YOUR DOG TO WORK DAY JUNE 23**

Richmond, VA – Mayor Stoney, shown here with Richmond Animal Care & Control (RACC) puppy Harry Styles, is supporting National Take Your Dog to Work Day in a big way! City departments will host dogs from RACC in their offices for the afternoon.

"RACC is doing an amazing job with our animal friends! This event will bring more attention to the work they're doing and help more dogs find great homes," said Mayor Stoney. The mayor's office, Richmond Police and Fire Departments, the Departments of Public Utilities, Public Works and Human Resources, along with Risk Management and the Main Library, will all participate in the fun!

The goal is to help spread the word about the wonderful animals in need at our shelter and generate adoptions in the process. RACC is an open admission, city-funded shelter taking in and providing care to more than 3,200 animals a year. Richmond is committed to each life in the city, whether two-legged or four, and is proud to support and encourage citizens to visit the city shelter to adopt a pet. Every dog participating is available for adoption and has been working on their "hand" shake to make a great impression, and possibly, find a forever home.

"We are happy to collaborate with other city departments for this event to showcase RACC and the wonderful animals we serve and save every single day," said Christie Peters.

The following individuals will be hosting dogs this Friday, June 23, from 2 to 4 p.m.:

- Mayor's Office (Jon Baliles, City Hall, 900 E. Broad, 2<sup>nd</sup> Floor)
- Human Resources (Korita Jones, City Hall, 900 E. Broad, 9<sup>th</sup> Floor)
- Public Works (Bobby Vincent, City Hall, 900 E. Broad, 7<sup>th</sup> Floor)
- Public Utilities (Bob Steidel, waste water plant, 1400 Brander St.)
- Richmond Police Department (Steve Drew, 200 W. Grace St.)
- Richmond Fire Department (Bill Lawson, 201 E. Franklin St.)
- Main Library (Scott Firestine, 101 E. Franklin St.)

Taking and sharing photos will be encouraged. For more information, please contact Christie Chipps Peters at [Christie.Peters@richmondgov.com](mailto:Christie.Peters@richmondgov.com) or (804) 646-5740.