



Library System Report

EASTERN SHORE OF VIRGINIA • PUBLIC LIBRARY SYSTEM

Regional Library and Heritage Center • Cape Charles Memorial Library • Chincoteague Island Library • Northampton Free Library

January 2025

Director's Update



Christopher Pote,
System Director

January proved to be a difficult month with several closures and programming cancellations. When we face dangerous conditions, I must consider the safety of staff and patrons as paramount. Therefore, we unfortunately had to close or open late several days in January. Thank you for understanding and bearing with us as we dealt with the weather conditions. And thank you to all of those that help us mitigate the conditions. Just because the buildings are closed, you still have access to all of our digital resources free of charge with your library card: espl.org/read-watch-listen/



Upcoming February Highlights Eastern Shore Public Library System

- **12th: Craft & Story Time w/ Chincoteague Bay Field Station - ESRL**
- **12th: Kids' Game Day - ESRL**
- **13th: Lecture "Not Your Disney Pinocchio" - ESRL**
- **13th: Adult Craft No-sew Heart Pillow - NFL**
- **14th & 15th: Death by Chocolate - CIL**
- **16th: Town Wide Read *Hidden Figures* - CCML**
- **17th: LIBRARIES CLOSED**
- **20th: Grayson Chesser "Eastern Shore Decoys & Their Makers" - ESRL**
- **20th: STEM Night, Snap Circuits - NFL**
- **27th: Teen Creative Writing - ESRL**
- **Tech Help: Every Tuesday - NFL**
- **Teen Gaming Night: Every Tuesday - ESRL**
- **Storytime Anytime: Every Monday & Wednesday - Northampton Free**

For more information: espl.org; (757) 787-3400

CIL = Chincoteague Island Library

CCML = Cape Charles Memorial Library

ESRL = ESVA Regional Library & Heritage Center

NFL = Northampton Free Library



EASTERN SHORE OF VIRGINIA

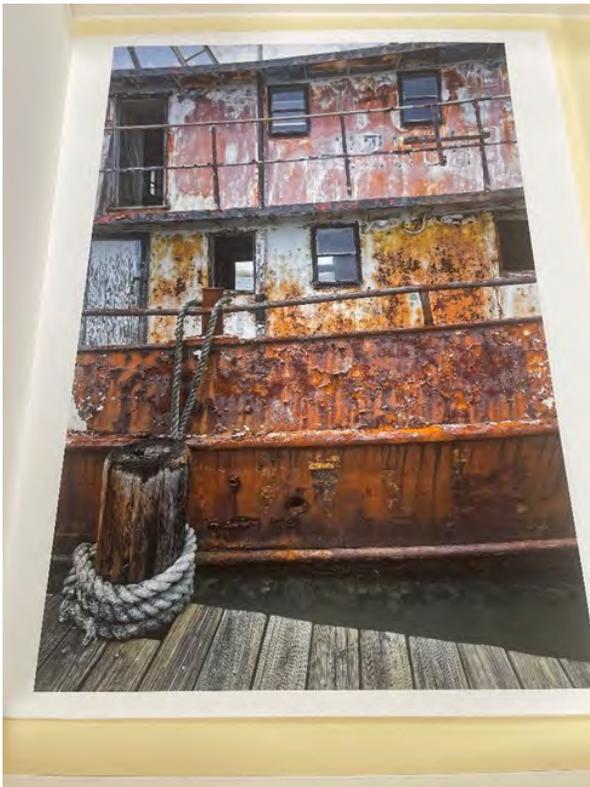
Heritage Center

esplheritage.org

Jazmine Collins, Reference Manager & Local History

It was a busy first month on the job for the Heritage Center's new archivist, Luke Kelly. Seven new donations of various shapes and sizes made their way to the Heritage Center this month starting with over sixty scrapbooks from the Northampton-Accomack Memorial Hospital (now Riverside Shore Memorial) Auxiliary group. The scrapbooks range from the early 2000s to 2020. They cover important times in the history of our community such as the development of the new hospital in Onley and the beginning of the COVID-19 pandemic. Additions were made to the Edmonds' Family Papers, including letters and photographs that belonged to several members of the family. One such member, Katherine H. S. Edmonds, is the namesake of our Eastern Shore Room. Paul Muhly donated his papers regarding the creation of the Eastern Shore Regional Library and Heritage Center's facility in Parksley. Muhly was instrumental in the process of building the new library from selecting its location, reviewing design plans, and serving on the Steering Committee which oversaw final decisions during construction. His papers join a growing series of collections from other members of the community who helped to shape our library.

Lastly, the Heritage Center received the first part of what will be a large photograph and digital image collection. A former resident of the Shore spent years photographing the Shore's landscape, barrier islands, and agricultural and aquacultural lifestyles. The full collection will contain several thousand images, making it one of the most comprehensive photograph collections of the Shore taken in the 21st century. Heritage Center staff are thrilled with the recent donations and the continued support for preserving local history. Luke is hard at work preserving this material and looking into ways that it can best be catalogued and made accessible to the public for future use.



Next month, Master Carver Grayson Chesser will join us for a conversation "Eastern Shore Decoys and their Makers" on February 20th at 6PM. The Heritage Center will also be hosting a Black History Month Trivia Tournament for high and middle school students on February 25th. Trivia questions will be based on the biographies of local African American notable figures as detailed in Frances Bibbins Latimer's book, *Life for Me Ain't Been no Crystal Stair*. Community engagement for this event is promising and the Bibbins Latimer Working Group is actively promoting and soliciting prizes for student participation.



ESPL and SOVALUe – a Successful Partnership

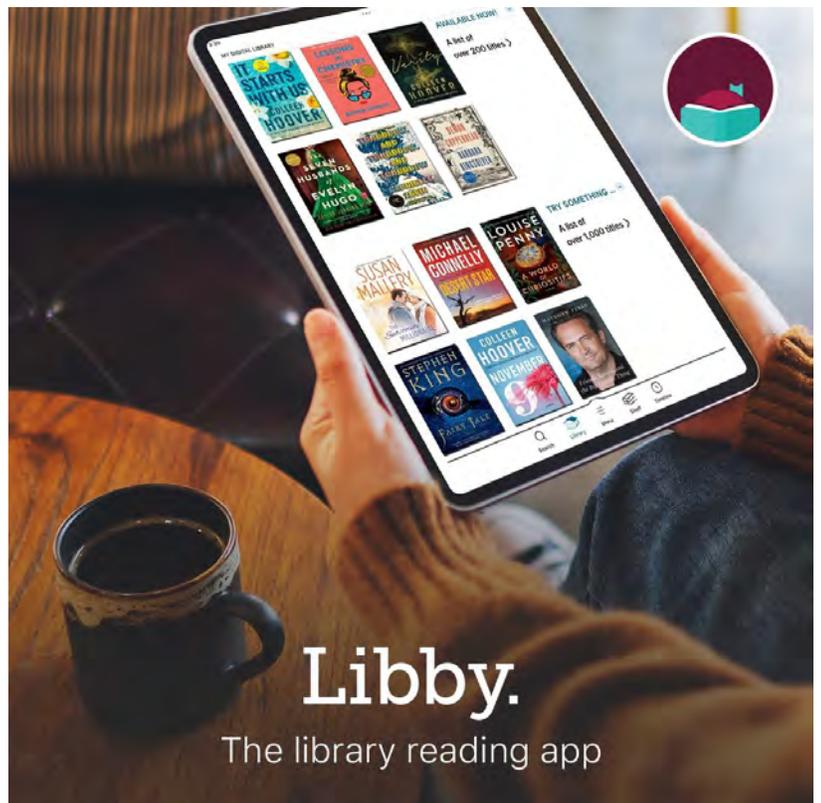
In October 2022, ESPL joined the SOVALUe consortium of 23 Virginia public libraries with the goal of making a larger shared collection of eBooks and eAudiobooks available to our patrons. By pooling resources and sharing content, each SOVALUe member library could offer significantly more titles through the Overdrive app, Libby, than any one library could provide independently through their own purchased Overdrive collections.

ESPL Librarian, Charle Ricci, attended SOVALUe's annual meeting on January 29th, where the consortium's Overdrive representative offered a look back over the past year, as well as a statistical comparison to other library consortia of similar size. The SOVALUe consortium, when measured against similar groups, demonstrated notable growth in both eBook and eAudio collection size, number of unique users, and number of reserves placed by users. In addition, after a collaborative effort among SOVALUe members in early 2024 to share a greater number of member purchased titles with the larger group, a marked decrease in the average wait time for requested items was evident in the data as well.

At the end of the 2024 calendar year, ESPL patrons could access over 25,000 eBooks and almost 7,000 eAudiobooks through SOVALUe and through the library's own purchased content from Overdrive. 2024 saw a 30% increase in eBook circulation and a 46% increase for eAudiobook circulation for the consortium. For both eBooks and eAudiobooks, the top subjects in order by number of checkouts were Romance, Thriller, Suspense, Mystery, Fantasy, and Historical Fiction.

While the significant increases in circulation for the consortium as a whole are impressive, the increase from 2023 to 2024 for ESPL alone are even more remarkable. In 2023, ESPL patrons checked out 6,800 eBooks and eAudio, but in 2024, the number of checkouts more than doubled to 16,734, which is an increase of 146%!!!

With an ever growing selection of eBooks and eAudios in the shared SOVALUe collection, and an increase in the portion of the ESPL materials budget allocated to purchasing digital content for the library, local readers are enjoying a wider selection of reading and listening possibilities and are demonstrating their interest in and appreciation for these content formats through their reserves and checkouts.





Programs & Outreach Report

Tiffany Flores, Programs and Outreach Librarian

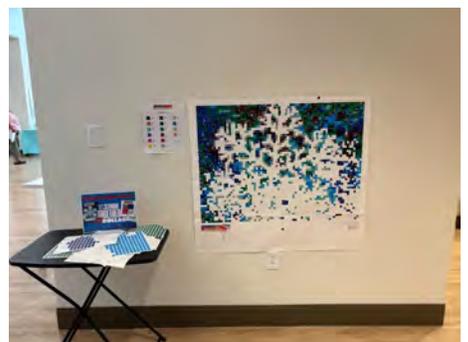
Even in the winter lull, Storytimes continue to grow. This month we had 17 attendees between 2 Storytimes. Additionally, the library teamed up with The Nature Conservancy to bring a family fun 'Nature Day' on Saturday, January 25th. This program was a huge success with 20 attendees who greatly enjoyed the opportunity. Children were able to see some aquatic crabs, shrimp, and oysters and participate in a craft. The library also hosted telescope-themed STEM programming for both adults and kids. In addition to the attendees, there was a lot of interest in patrons who stopped by the circulation desk. The overcast weather greatly impacted attendance, but this sparked an internal conversation about forming an astronomer's club and how the library can better perform these programs.



For adult programming, the Crochet Stitch-a-long had 2 attendees. Both attendees enjoyed discussing crochet and how to get more people to join in. Starting in the spring, The Stich-a-Long will become a Yarn Club where fiber artist can collaborate and share their knowledge. The library also purchased a movie license so we can host movie nights on a regular basis. This month we hosted a family movie night featuring *Inside Out 2!* 20 people attended including multiple families, a birthday girl who chose to come to the library to celebrate, and a group of individuals with intellectual disabilities. This program was so successful attendees expressed interests in monthly movie nights.

Passive programming has been going well during the winter months. The Winter group Sticker Poster had about 10-15 people participate a month. During February, the library put out an origami table for the 'With Love Campaign'. At least 10 people took origami paper instructions to make flowers.

In collaboration with the Community Partners of the Eastern Shore, Eastern Shore Public participated in the Point-in-Time Homeless Count. Each year the library participates as a survey location for individuals experiencing homelessness.



Finally, Summer Reading Program plans have begun! This year's theme is "Color Our World" which is all about bringing joy through artistic expression. Tiffany is very excited about this theme because it allows for a lot of creative expression in the library. The Summer Reading Program will run from June 14th to August 9th. Like last year, The Eastern Shore Community College is providing us access to their space to host our SummerFest Program for SummerFest, our summer kick-off program. Tiffany plans to meet with the college soon to discuss plans and logistics for this event. After last year's success, the library plans to go bigger to encourage youth reading and gain greater participation.



Northampton Free Library

Connor Buyn, Branch Manager



January was a challenging month for Northampton Free Library, with several unplanned closings due to inclement weather. Even so, the library was still able to host a full calendar of public programs. Tech Help was offered on every Tuesday, and January saw the highest monthly attendance for this program since it was first offered in late 2023. The library also hosted a children's after-school story-time on January 9th, an adult snowflake earring craft on January 16th, and a star-gazing children's STEM night on January 23rd. The Friends of Northampton Free Library donated a combination children's reading bench and dinosaur stable that is already being enjoyed by our younger patrons. Necessary repairs were also made to a storm-damaged gate outside the building.



February may be the shortest month of the year, but Northampton Free Library will still be offering a full roster of public programs. Tech Help Tuesdays will continue to be offered all day on every Tuesday. February's evening story-time is scheduled for 4:30 PM on Thursday, February 6th. This program is free as always and no sign up in advance is required. Snacks will be provided. The following week on Thursday, February 13th, the library will host a Valentine's Day themed adult craft night starting at 6:00 PM. Attendees will be able to make and take home their own no-sew heart pillows. This event is free, but spaces are limited and registration in advance is required. Please watch our Facebook page or ask at the front desk for more information. Finally, an electrifying children's STEM night will start at 6:00 PM on Thursday, February 20th. Kids are invited to come on down and learn how to build their own simple circuits. this program is free and is open to kids aged 5 to 11.

Northampton Free Library will be closed on Monday, February 17th in observance of Presidents Day.





Cape Charles Memorial Library

Sharon Silvey, Library Manager



Between the holidays and the winter weather, Cape Charles Memorial Library experienced a quiet start to the New Year. Despite the frigid temperatures, our January programs were decently attended, with 174 participants at nine monthly programs. We are excited that our new Crochet & Knit Club is popular with adult patrons. The club meets at CCML on the first and third Thursday of each month at 11:00 a.m. (and no particular skill set is needed to attend – *all levels welcome!*)



Staff took advantage of less footfall and became engaged in early stages of planning Spring and Summer programs. Spring planning includes taking inventory of remaining seeds in our Seed Cart and ordering additional non-GMO vegetables and native flower seeds. Once the new seeds are delivered in bulk, staff must disperse the seeds into individual packets. We're hoping to have everything ready by early March for spring planting. Another spring event is Earth Day. Each year we use grant funds from the Virginia Department of Environmental Quality for educating the public about the importance of recycling and reusing of daily items. CCML is able to provide wonderful giveaways to encourage all of us to keep our Earth clean and safe.



No, it is *never* too early to begin organizing for Summer Reading Programs! This summer we are again part of the Collaborative Summer Library Program with the 2025 theme, *Color our World*. Staff has started creating a calendar of programs and reaching out to performers and local community partners. Staff are also researching ideas for story times, crafts, and STEM programs. June 18th is our kickoff celebration (more details to come).



Chincoteague Island Library

Linda Ryan, for the Board of Directors



It's been a cold, snowy, January on Chincoteague. As a result, we were closed several days because of the weather and had to cancel some programs. However, when we were open, many patrons and visitors came into the library and the programs we held were well attended.

Tales 4 Tots Storytime: Our first story time of each year is a Pajama Party. Children, parents, and volunteers all come dressed in pajamas, robes, and slippers. The children stretched, sang songs, and listened to volunteer Diane Fisher read Llama, Llama Red Pajamas. Afterwards, they colored a llama puppet and pasted colored paper squares onto a paper bag for his bed.



The following week, on a cold, windy day, members of the U.S. Coast Guard/Chincoteague Station, visited the library. Capt. Chad Ferrell and his crew docked two Coast Guard vessels in the boat slips adjacent to the library. Capt. Ferrell read several Coast Guard stories, showed the children safety equipment, and, with his crew, led the children outside to climb aboard the boats. Next, they came back into the library to paint Coast Guard pictures. A wonderful time was had by all.



Upcoming story times include stories and crafts about penguins, bears/hibernation, Valentine's Day; visits from the Chincoteague Bay Field Station, and a field trip to the Island Creamery.

Continued...



Chincoteague Island Library

Linda Ryan, for the Board of Directors



Adult Programs: "Explore Antarctica @ The Library" originally scheduled for January 23 was rescheduled for February due to the weather. The Tuesday evening book club discussed "Banned Books." The Thursday morning book club discussed "Favorite Books of 2024."

A financial wellness seminar was held on January 16 by financial advisor Derek Fairchild. This free seminar presented strategies for defending from financial risks including down markets and retirement.

The Island Writers' Group which meets twice monthly continues to be well attended.

Displays & Promotions: This month, our displays revolved around Martin Luther King Jr. and the Chinese New Year. We held a "Puzzle Blow-out" to sell our many donated gently used puzzles at a reduced cost. And, sales for our annual fundraiser, an adult raffle basket and a children's raffle basket, will begin on February 14 during the Downtown Merchants' "Death by Chocolate" event.



Birthday Celebration for Harriet Lonergan: On January 2, several library volunteers arranged a surprise 85th birthday party for Harriet Lonergan. Harriet has been with our Chincoteague Island Library since its inception. She has served as our staff librarian, volunteer coordinator, Board Member extraordinaire and has kept our library running efficiently for thirty years. Volunteers and board members were on hand to celebrate this special day with Harriet.



EASTERN SHORE PUBLIC LIBRARY

BOARD OF TRUSTEES

February 11, 2024, 1:00PM

Meeting Location: Eastern Shore of Virginia Regional Library & Heritage Center
24313 Bennett St., Parksley, VA

Agenda

1. Call to Order
2. Public Comments
3. Approval of Minutes of January 14, 2025
4. Trustee Training w/ Library of Virginia
5. Old Business
 - a. CIL Staffing Request (Teague)
6. Financial Report (Pote)
7. Director's Report (Pote)
8. Committee Reports
 - a. Finance Committee (Chesser)
 - b. Personnel Committee (Rose-Jensen)
 - c. Trustee Training Committee (Holland)
 - d. Facilities Committee (Rogers/Holland)
9. Branch and Friends' Reports
 - a. Cape Charles Memorial Library (included in System Report)
 - b. Chincoteague Island Library (included in System Report)
 - c. Northampton Free Library (included in System Report)
 - d. ESPL Friends' Report
10. New Business
11. ESPL Foundation (Custis)
12. Additional Comments
13. Next Meeting: Tuesday, March 11, 2025, at 7:00p.m. at Cape Charles Memorial Library, 201
Mason Ave., Cape Charles, VA 23310
14. Adjournment



MINUTES

BOARD OF TRUSTEES: Eastern Shore of Virginia Public Library System

January 14, 2025 | 1PM | Eastern Shore Regional Library & Heritage Center
Parksley, VA

Meeting called to order by David Poyer, Chair

ATTENDANCE

Present:

Dennis Custis, Joyce Holland, Janet Justis, James Lilliston (*Zoom; non-voting*), M.K. Miles, Christopher Pote (*Non-Voting*), David Poyer (*Chair*), Carl Rose-Jensen, Maureen Teague

Absent:

Grayson Chesser, Frank Russell

In Attendance:

Kate Baird, Tiffany Flores, Kasey Grier, Jamie Johnson, Luke Kelly, Paul Muhly

CALL TO ORDER

The meeting was called to order by David Poyer, Chair at 12:59PM. A quorum was present.

PUBLIC COMMENTS

Kate Baird of the Friends of the Eastern Shore Public Library shared the Friends report update with the Board. Report attached.

APPROVAL OF MINUTES [Dec. 10, 2024]

Dennis Custis moved that the 12.10.24, meeting minutes be approved. Janet Justis seconded. Motion passed unanimously.

OLD BUSINESS

No Old Business.

FINANCIAL REPORT [C. Pote]

Christopher Pote provided a snapshot of the System's finances:

- LGIP – Int = \$284.00; Bal = \$72,640
- FY24 Audit is complete and has been distributed (attached)
- Q3 requests have been submitted; to date we have received Accomack's.
- Budget requests have been submitted to the counties
- Treasurer's Office issue that resulted in non-payments of checks ESPL sent to vendors:

-James Lilliston, Treasurer, explained it was an internal error due to the timing of our fraud management procedures and took full responsibility. Board was satisfied the explanation.

- To follow up on a question M.K. posed at the last meeting, the account codes on the larger level are standardized in accounting. The more specific the accounting, the more unique it is to that organization.
- Pote indicated that the Hancock bequest will be utilized for the following, in no particular order: augment LGIP account; archivist's endowment held by the ESPL Foundation; Northampton Free Library renovation project; programming; Library of Things; operating expenses; and building reserve.

LIBRARY DIRECTOR'S SYSTEM REPORT [C. Pote]

Financial Disclosures

- Accomack County has requested that all trustees who have not yet submitted their financial disclosures do so in a timely manner.

Staffing

- Luke Kelly has been hired as the Archivist for the Heritage Center.
- The goal is to have three, full-time staff members in the Heritage Center.

Building Update

- Mechanical subcontractor (Noland Enterprises) replaced the parts on the Roof Top Units (RTUS's) on December 10 and confirmed that all systems are fully operational. Public Works staff confirmed the completion of the work.
- Noland is scheduling the final testing and balancing by a third party.
- At this point, the bulk of the outstanding issues have been addressed but Public Works staff will continue to monitor temperature and humidity as the outside temperatures rise and fall.

Chincoteague Island Library: Request Letter

- Chincoteague Island Library (CIL) Board submitted a letter to System Director, Christopher Pote, and cc'd each of the Board of Trustee members (see attached)
 - The letter requests that ESPL increase staffing for CIL during open hours
- David Poyer requested that a committee review the requests and needs outlined in the letter from the CIL Board
 - An ad-hoc committee was created to review the requests made in the letter from the Chincoteague Island Library to determine how to move forward
 - Joyce Holland, Janet Justis, Jamie Johnson, Christopher Pote and Maureen Teague agreed to serve on the committee.
 - The committee agreed to meet on 1/30/25 at 11AM

Bibliostat

- Bibliostat is due this week, and all the data collection is being finalized.

COMMITTEE REPORTS

Finance Committee (G. Chesser)

No report given.

Personnel Committee (C. Rose-Jensen)

Carl Rose-Jensen shared the work that the Personnel committee completed at their last meeting:

- Raises and bonuses were discussed, and it was determined that those figures should stay mostly under the purview of the System Director.
- They want to create a staff satisfaction survey
- They also plan to make a staff salary pay schedule to aid in the process of making ESPL staff pay relative to other libraries in the state of VA.

Trustee Training Committee Report (J. Holland)

Joyce Holland reminded the Board that there will be an Advocacy training led by the Library of Virginia for the Board members at the next meeting.

Facilities Committee Report (D. Poyer)

David Poyer reported:

- Septic system: Still zeroing in on exactly how large it must be but have identified where it is and know that it will have to be reoriented.
- Geothermal system: Not yet settled, but it seems like it might not function the best for the NFL plan.
- Solar power might be a good financial decision for the building but needs to be investigated further.
- Considering staff input re: study rooms

BRANCH AND FRIENDS REPORTS

Cape Charles Memorial Library (C.Pote)

Included in the written Library Director's System Report.

Chincoteague Island Library (C.Pote)

Included in the written Library Director's System Report.

Northampton Free Library (C.Pote)

Included in the written Library Director's System Report.

ESPL Friends of the Eastern Shore Public Library (M. Donahue-Lynch)

Given during the Public Comment period. (Report attached).

NEW BUSINESS

No New Business

ESPL FOUNDATION [D. Custis]

Kasey Grier, Foundation President provided updates:

- The Foundation set a goal to raise \$20,000 through the annual campaign, to purchase more comfortable and useful furniture and needed improvements for the library. They are currently \$150 short of reaching their goal. They had a higher-than-average rate of return from their annual appeal letters and received \$25-\$2,500 in donations per donor.
- They are working on cleaning up contact information in their donor databases as there are many duplicates and outdated contacts.

ADDITIONAL COMMENTS

Paul Muhly shared that he accumulated a lot of materials while he was on the steering committee for the Eastern Shore Public Library & Heritage Center construction project, and he is going to be working with Luke Kelly to get important materials added to the Heritage Center Archives.

NEXT MEETING

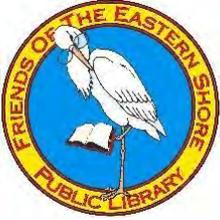
Tuesday, 2.11.25 at 1PM | Facility: Eastern Shore Regional Library & Heritage Center, 24313 Bennet St., Parksley, VA.

ADJOURNMENT

Dennis Custis moved to adjourn the meeting. Carl Rose-Jensen seconded. The motion passed unanimously.

The meeting adjourned at 2:01PM by David Poyer.

DRAFT



Friends of the Eastern Shore Public Library P.O. Box 545 Parksley, Virginia 23421

January 14, 2025– Report to Board of Trustees Submitted by Kate Baird



Friends help out at summerfest

ANOTHER SUCCESSFUL YEAR FOR THE FRIENDS

In the coming months with the success of our last grant proposal the Friends will be looking into other grants and are in the process of investigating a grant from

United for Libraries and Penguin Random House to U.S. Rural and Small Libraries.



Beloved past President Janet Rochester retired

Friends have stepped up to be readers at Saturday morning storytime in addition to all our usual activities supporting the ESPL and staff.



We are planning a new feature for our newsletter, the Bookworm, which will focus on a different staff member each edition.



Patronize our bookshop! We are planning a sweetheart of a sale for Valentine's Day including our new feature, customized Gift Certificates!



Friends of the Eastern Shore Public Library is a 501(c)(3) organization.
PLEASE DONATE <https://www.friendsespl.org>



EASTERN SHORE PUBLIC LIBRARY
(A Component Unit of the County of Accomack, Virginia)
FINANCIAL REPORT
FOR THE YEAR ENDED JUNE 30, 2024

DUNHAM, AUKAMP & RHODES, PLC
Certified Public Accountants
Chantilly, Virginia

EASTERN SHORE PUBLIC LIBRARY

BOARD MEMBERS

2023-2024

Officers

Joyce Holland	Chair
Christopher Pote	Secretary
James Lilliston	Treasurer

Members

Dennis Custis
Grayson Chesser
Jay Davenport
Larry J. Giddens, Sr.
Gary Heintzelman
Michael T. Mason
Captain David Poyer USNR (Ret.)
Carl Rose-Jensen
Frank Russell

EASTERN SHORE PUBLIC LIBRARY

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Dunham, Aukamp & Rhodes, PLC

Certified Public Accountants

4443 Brookfield Corporate Drive, Suite 110
Chantilly, VA 20151

INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees
Eastern Shore Public Library
Accomac, Virginia

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of Eastern Shore Public Library (a component unit of the County of Accomack, Virginia), as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the Eastern Shore Public Library's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of Eastern Shore Public Library as of June 30, 2024, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the *Specifications for Audits of Authorities, Boards, and Commissions*, issued by the Auditor of Public Accounts of the Commonwealth of Virginia. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Eastern Shore Public Library, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Eastern Shore Public Library's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Phone: (703) 631-8940

FAX: (703) 631-8939

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Eastern Shore Public Library's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Eastern Shore Public Library's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the budgetary comparison information and schedule of changes in the Eastern Shore Public Library's net pension liability and related ratios, and the schedule of employer contributions on pages 31 through 34 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

The budgetary comparison information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Management has omitted management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinions on the basic financial statements are not affected by this missing information.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Eastern Shore Public Library's basic financial statements. The combining and individual nonmajor fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements and the schedule of expenditures of federal awards are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required By Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated November 26, 2024, on our consideration of the Eastern Shore Public Library's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Eastern Shore Public Library's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Eastern Shore Public Library's internal control over financial reporting and compliance.



Certified Public Accountants
Chantilly, Virginia

November 26, 2024

**EASTERN SHORE PUBLIC LIBRARY
GOVERNMENTAL FUND BALANCE SHEET/
STATEMENT OF NET POSITION
JUNE 30, 2024**

	<u>Primary Government</u>		<u>Component Unit</u>	
	<u>Governmental Funds</u>	<u>Adjustments</u>	<u>Statement of Net Position</u>	<u>Eastern Shore Public Library Foundation</u>
ASSETS				
Cash and cash equivalents	\$ 323,679	\$ -	\$ 323,679	\$ 155,148
Beneficial interest in agency fund held by third party	-	-	-	712,413
Contributions receivable	-	-	-	27,198
Prepaid expenses	28,317	-	28,317	4,800
Capital assets				
Nondepreciable: Land	-	5,000	5,000	-
Depreciable, net	-	1,029,037	1,029,037	-
Security deposit	1,600	-	1,600	-
Total Assets	<u>353,596</u>	<u>1,034,037</u>	<u>1,387,633</u>	<u>899,559</u>
DEFERRED OUTFLOWS OF RESOURCES				
Items related to pension	-	73,814	73,814	-
Total Deferred Outflows of Resources	<u>-</u>	<u>73,814</u>	<u>73,814</u>	<u>-</u>
LIABILITIES				
Accounts payable	8,989	-	8,989	-
Deferred revenue	-	-	-	9,265
Accrued payroll and related liabilities	1,172	-	1,172	-
Compensated absences	-	26,326	26,326	-
Net pension liability	-	118,709	118,709	-
Total Liabilities	<u>10,161</u>	<u>145,035</u>	<u>155,196</u>	<u>9,265</u>
DEFERRED INFLOWS OF RESOURCES				
Items related to pension	-	21,947	21,947	-
Total Deferred Inflows of Resources	<u>-</u>	<u>21,947</u>	<u>21,947</u>	<u>-</u>
FUND BALANCE/NET POSITION				
Fund balance				
Unassigned	343,435	(343,435)	-	-
Total Fund Balance	<u>\$ 343,435</u>	<u>(343,435)</u>	<u>-</u>	<u>-</u>
Net position				
Investment in capital assets		1,034,037	1,034,037	-
Restricted - nonspendable corpus		-	-	387,731
Restricted - library operations		-	-	74,157
Unrestricted		250,267	250,267	428,406
Total Net Position		<u>\$ 1,284,304</u>	<u>\$ 1,284,304</u>	<u>\$ 890,294</u>

The accompanying notes to financial statements are an integral part of this statement.

EASTERN SHORE PUBLIC LIBRARY
STATEMENT OF GOVERNMENTAL FUND REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES/STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2024

	<u>Primary Government</u>			<u>Component Unit</u>
	<u>Governmental Funds</u>	<u>Adjustments</u>	<u>Statement of Activities</u>	<u>Eastern Shore Public Library Foundation</u>
REVENUES				
Fee revenue				
Fines, fees, and other	\$ 9,862	\$ -	\$ 9,862	\$ -
Local governments				
Accomack County	758,673	-	758,673	-
Northampton County	165,842	-	165,842	-
Grants	229,530	-	229,530	-
Intergovernmental				
Commonwealth of Virginia - state aid	292,257	-	292,257	-
Donations and gifts	51,756	-	51,756	79,989
Special events	-	-	-	47,076
Reimbursements and miscellaneous	25,046	-	25,046	-
Investment gain (loss), net of investment fees	3,303	-	3,303	61,818
Total revenues	<u>1,536,269</u>	<u>-</u>	<u>1,536,269</u>	<u>188,883</u>
EXPENDITURES/EXPENSES				
Cultural library services				
Salaries	652,510	5,813	658,323	-
Books and related materials	136,193	-	136,193	-
Fringe benefits	106,126	22,794	128,920	-
Miscellaneous	101,083	-	101,083	29,700
Depreciation	-	94,823	94,823	-
Professional services	72,549	-	72,549	450
Supplies	77,270	(5,913)	71,357	7,062
Payroll taxes	58,854	-	58,854	-
Computer operations	84,559	(29,262)	55,297	-
Utilities	30,541	-	30,541	-
Building maintenance	25,670	-	25,670	-
Equipment maintenance	209,156	(191,582)	17,574	-
Insurance	15,628	-	15,628	-
Programs	10,310	-	10,310	-
Rent	9,600	-	9,600	-
Travel	7,272	-	7,272	-
Vehicle maintenance	2,100	-	2,100	-
Postage	1,710	-	1,710	-
Grants	-	-	-	295,637
Fundraising events	-	-	-	28,884
Advertising	-	-	-	4,825
Total expenditures/expenses	<u>1,601,131</u>	<u>(103,327)</u>	<u>1,497,804</u>	<u>366,558</u>
Excess (deficiency) of revenues over (under) expenditures/expenses	<u>(64,862)</u>	<u>103,327</u>	<u>38,465</u>	<u>(177,675)</u>
Change in fund balances/net position	(64,862)	103,327	38,465	(177,675)
Fund balances/net position, beginning of year	<u>443,230</u>	<u>802,609</u>	<u>1,245,839</u>	<u>1,067,969</u>
Fund balances/net position, end of year	<u>\$ 378,368</u>	<u>\$ 905,936</u>	<u>\$ 1,284,304</u>	<u>\$ 890,294</u>

The accompanying notes to financial statements are an integral part of this statement.

**EASTERN SHORE PUBLIC LIBRARY
BALANCE SHEET - GOVERNMENTAL FUNDS
JUNE 30, 2024**

	Total Governmental Funds
ASSETS	
Cash and cash equivalents	\$ 323,679
Prepaid expenses	28,317
Security deposit	1,600
Total Assets	\$ 353,596
LIABILITIES	
Accounts payable	\$ 8,989
Accrued payroll and related liabilities	1,172
Total Liabilities	10,161
FUND BALANCE	
Unassigned	343,435
Total fund balance	343,435
Total liabilities and fund balance	\$ 353,596

Reconciliation of fund balances on the balance sheet for governmental funds to net position of governmental activities on the statement of net position:

Fund balance - total governmental funds	\$ 343,435
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Total net position reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds. Those assets

Land	\$ 5,000	
Depreciable capital assets, net of accumulated depreciation	1,029,037	
Total capital assets		1,034,037

Items related to the pension plan, such as contributions made subsequent to the measurement date or the difference between projected and actual earnings on plan investments, are reported as deferred inflows or deferred outflows of resources on the statement of net position

Deferred outflows of resources	73,814
Deferred inflows of resources	(21,947)

Long-term liabilities applicable to the Library's governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. Balances of long-term liabilities affecting net position are as follows:

Compensated absences	\$ (26,326)	
Net pension liability	(118,709)	
Total long-term liabilities		(145,035)

Total net position of governmental activities	\$ 1,284,304
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**EASTERN SHORE PUBLIC LIBRARY
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30 2024**

	<u>Total Government Funds</u>
REVENUES	
Fee revenue: Fines, fees, and other	\$ 9,862
Participating localities	
Accomack County	758,673
Northampton County	165,842
Grants	229,530
Intergovernmental	
Commonwealth of Virginia - state aid	292,257
Donations and gifts	51,756
Reimbursements and miscellaneous	25,046
Revenue from use of money and property	3,303
Total Revenues	<u>1,536,269</u>
EXPENDITURES	
Current	
Cultural - library services	1,339,441
Capital Outlay	261,690
Total Expenditures	<u>1,601,131</u>
Excess of revenues over expenditures	(64,862)
Fund balance at beginning of year	443,230
Fund balance at end of year	<u>\$ 378,368</u>
Reconciliation between the Change in Net Position and the Change in Fund Balance	
Net change in fund balance	\$ (64,862)
Amounts reported for governmental activities are different because:	
Governmental funds report capital outlays as expenditures while governmental activities report depreciation expense to allocate those expenditures over the life of the assets. This is the amount by which new capital assets exceeded depreciation in the current period	166,867
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.	
Change in deferred outflows related to the pension plan	10,556
Change in deferred inflows related to the pension plan	18,050
Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds.	
Change in compensated absences	(5,813)
Change in net pension liability	(54,100)
Change in net position	<u>\$ 70,698</u>

EASTERN SHORE PUBLIC LIBRARY

NOTES TO FINANCIAL STATEMENTS

NOTE 1 - Summary of Significant Accounting Policies

A. Organization and Purpose

The Eastern Shore Public Library (the "Library") is a regional library system which enhances the quality of community life and serves the citizens and visitors of Accomack and Northampton Counties by providing access to information to meet their educational, personal, and professional, and recreational needs. Its headquarters and main library are in Parksley, Virginia. The Library is fiscally dependent upon the County of Accomack for its annual contribution. These factors warrant its inclusion in the County of Accomack's reporting entity as a discretely presented component unit. The Library follows both counties' fiscal year: July 1 to June 30.

Formed in 1958 with a Regional Agreement, the appointed Library Board draws its corporate powers from Code section 42.1-37 of the Code of Virginia. The Library's Board consists of nine members, of which six are appointed by and serve at the pleasure of the County of Accomack Board of Supervisors, and three are appointed by and serve at the pleasure of the County of Northampton Board of Supervisors. The Accomack Treasurer serves as the Treasurer and the Library Director serves as the Secretary.

The Library has a branch location, Northampton Free Library, in Northampton County's Town of Nassawadox. The Library has developed affiliated relationships with two additional libraries in Chincoteague and Cape Charles. The Chincoteague Island Library is a 501(c) 3 nonprofit organization and the Cape Charles Memorial Library is a Town municipal library. Both libraries have their own boards. Although not mandated, the Library provides certain materials, equipment, technical services, staff training, and staff support for these affiliated facilities. The library system receives State Aid from the Library of Virginia which the Library administers and from which all four libraries benefit.

B. Government-wide and Fund Financial Statements

The government-wide financial statements report information on all non-fiduciary activities of the Library. Separate financial statements are provided for the governmental funds.

C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The financial statements of the Library have been prepared in conformity with the specifications promulgated by the accounting principles generally accepted in the United States as specified by the Governmental Accounting Standards Board and the Auditor of Public Accounts (APA) of the Commonwealth of Virginia. The more significant of the Library's accounting policies are described below.

Management's Discussion and Analysis - Accounting standards require the financial statements be accompanied by a narrative introduction and analytical overview of the government's financial activities in the form of "management's discussion and analysis" (MD&A). Management has elected to omit this narrative overview in this year's report.

EASTERN SHORE PUBLIC LIBRARY

NOTES TO FINANCIAL STATEMENTS

(Continued)

NOTE 1 - Summary of Significant Accounting Policies (Continued)

C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation (Continued)

Discretely Presented Component Unit - The component unit column in the financial statements includes the financial data of the Library's discretely presented component unit. The component unit is reported in a separate column to emphasize that it is legally separate from the Library.

Eastern Shore Public Library Foundation (the Foundation) was organized in 2009 for the purpose of ensuring the long-term financial stability of Eastern Shore Public Library by securing private financial support and grants for capital needs and endowments. The Foundation has a separate board of directors that is not appointed by the Library. The Library is not financially accountable for the Foundation but is entitled to the economic resources received or held by the Foundation and therefore is presented in the financial statements. A copy of the Foundation's financial statements may be obtained by request from the Library.

Government-wide financial statements - The reporting model includes financial statements prepared using full accrual accounting for all of the Library's activities and the Library's discretely presented component unit. This approach includes not just current assets and liabilities but also capital assets and long-term liabilities (such as buildings and general obligation debt).

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities.

Statement of Net Position - The Statement of Net Position is designed to display financial position of the Library and the discretely presented component unit. Governments will report all capital assets, in the government-wide Statement of Net Position and will report depreciation expense-the cost of "using up" capital assets-in the Statement of Activities. The net position of a government will be broken down into three categories - 1) net investment in capital assets; 2) restricted; and 3) unrestricted.

Statement of Activities - The government-wide statement of activities reports expenses and revenues in a format that focuses on the cost of each of the government's functions. The expense of individual functions is compared to the revenues generated directly by the function (for instance, through user charges or intergovernmental grants).

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The government-wide statement of activities reflects both the gross and net cost per functional category which are otherwise being supported by general government revenues (certain intergovernmental revenues, fines, permits and charges, etc.). The Statement of Activities reduces gross expenses (including depreciation) by related program revenues, operating and capital grants, and contributions. The program revenues must be directly associated with the function.

EASTERN SHORE PUBLIC LIBRARY

NOTES TO FINANCIAL STATEMENTS (Continued)

NOTE 1 - Summary of Significant Accounting Policies (Continued)

C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation (Continued)

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. This is the manner in which these funds are normally budgeted. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Library considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the Library. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

In the fund financial statements, financial transactions and accounts of the Library are organized on the basis of funds. The operation of each fund is considered to be an independent fiscal and separate accounting entity, with a self-balancing set of accounts recording cash and /or other financial resources together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

Governmental Funds:

Governmental Funds are those through which most governmental functions typically are financed. The Library reports the following major governmental funds:

- a. General Fund - The General Fund is the primary operating fund of the Library. This fund is used to account for and report all financial transactions and resources except those required to be accounted for and reported in another fund. Revenues are derived primarily from state and local distributions, donations and gifts, and interest income.
- b. Permanent Fund - The Permanent Fund accounts for and reports resources that are restricted such that only earnings may be used for purposes that support the Library's programs. The Permanent Fund accounts for operations of the Eastern Shore Library Endowment Fund. Transfers of income are made periodically to support Library operations.

D. Related Organizations

Friends of the Eastern Shore Public Library: The Friends of the Eastern Shore Public Library is a 501(c)(3) nonprofit organization which consists of persons from the community interested in supporting the Library's services and facilities. The Friends of the Eastern Shore Public Library has its own board of directors, which is not appointed by the Eastern Shore Public Library. The Eastern Shore Public Library is not financially accountable for the Friends of the Eastern Shore Public Library and is not entitled to the economic resources received or held by the Friends of the Eastern Shore Public Library and therefore is not presented in the financial statements. The Friends of the Eastern Shore Public Library has a fiscal year which ended July 31, 2024. For the year ended June 30, 2024, the Friends of the Eastern Shore Public Library donated \$7,189 to the Eastern Shore Public Library.

EASTERN SHORE PUBLIC LIBRARY

NOTES TO FINANCIAL STATEMENTS (Continued)

NOTE 1 - Summary of Significant Accounting Policies (Continued)

D. Related Organizations (Continued)

Friends of the Northampton Free Library: The Friends of the Northampton Free Library is a 501(c)(3) nonprofit organization which consists of persons from the community interested in supporting the Library's services and facilities. The Friends of the Northampton Free Library has its own board of directors, which is not appointed by the Eastern Shore Public Library. The Eastern Shore Public Library is not financially accountable for the Friends of the Northampton Free Library and is not entitled to the economic resources received or held by the Friends of the Northampton Free Library and therefore is not presented in the financial statements. The Friends of the Northampton Free Library has a fiscal year which ended December 31, 2023. For the year ended June 30, 2024, the Friends of the Northampton Free Library donated \$1,000 to the Eastern Shore Public Library.

E. Capital Assets

Capital assets, which include property, plant, and equipment, are reported in the applicable governmental columns in the government-wide financial statements. Capital assets are defined by the Library as assets with an initial, individual cost of at least \$1,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation.

The cost of normal maintenance and repairs that does not add to the value of the asset or materially extend the asset's life is not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant and equipment of the Library are depreciated using the straight-line method over the following estimated useful lives:

Buildings	40 years
Improvements	7-40 years
Books	5 years
Equipment	5 years
Vehicles	5 years

F. Cash and Cash Equivalents

Eastern Shore Public Library considers all highly liquid investments with a maturity of three months or less when purchased to be cash equivalents.

Cash and cash equivalents include amounts in demand deposits as well as short-term investments with a maturity date within three months of the date acquired by the government.

State statutes authorize the government to invest in U.S. Treasury notes, Federal Home Loan notes, and repurchase agreements.

Money market investments and external investment pools are measured at amortized cost. All other investments are reported at fair value.

EASTERN SHORE PUBLIC LIBRARY

NOTES TO FINANCIAL STATEMENTS (Continued)

NOTE 1 - Summary of Significant Accounting Policies (Continued)

G. Use of Estimates

The presentation of financial statements in conformity with U. S. generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

H. Compensated Absences

The Library has a policy which allows for the accumulation and vesting of limited amounts of vacation leave until termination or retirement. The Library has outstanding accrued vacation pay and related benefits totaling \$20,513 at June 30, 2024. The following is a summary of changes in compensated absences in 2024:

Beginning <u>Balance</u>	<u>Increase</u>	<u>Decrease</u>	Ending <u>Balance</u>
\$20,513	\$5,813	\$ -	\$26,326

I. Net Position

Net position is the difference between a) assets and deferred outflows of resources and b) liabilities and deferred inflows of resources. Net investment in capital assets represents capital assets, less accumulated depreciation less any outstanding debt related to the acquisition, construction or improvement of those assets. Deferred outflows of resources and deferred inflows of resources that are attributable to the acquisition, construction, or improvement of those assets or related debt are also included in this component of net position.

J. Net Position Flow Assumption

Sometimes the Library will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted - net position and unrestricted - net position in the government-wide financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Library's policy to consider restricted - net position to have been depleted before unrestricted - net position is applied.

K. Fund Balances

Under GASB Statement No. 54, fund balances are required to be reported according to the following classifications:

Nonspendable fund balance - Includes amounts that cannot be spent because they are either not in spendable form, or, for legal or contractual reasons, must be kept intact. This classification includes corpus of a permanent fund, inventories, prepaid amounts, assets held for sale, and long-term receivables.

EASTERN SHORE PUBLIC LIBRARY

NOTES TO FINANCIAL STATEMENTS (Continued)

NOTE 1 - Summary of Significant Accounting Policies (Continued)

K. Fund Balances (Continued)

Restricted fund balance - Constraints placed on the use of these resources are either externally imposed by creditors (such as through debt covenants), grantors, contributors or other governments; or are imposed by law (through constitutional provisions or enabling legislation).

Committed fund balance - Amounts that can only be used for specific purposes because of a formal action (resolution or ordinance) by the government's highest level of decision-making authority.

Assigned fund balance - Amounts that are constrained by the Library's intent to be used for specific purposes, but that do not meet the criteria to be classified as restricted or committed. Intent can be stipulated by the governing body, another body (such as a Finance Committee), or by an official to whom that authority has been given. With the exception of the General Fund, this is the residual fund balance classification for all governmental funds with positive balances.

Unassigned fund balance - This is the residual classification of the General Fund. Only the General Fund reports a positive unassigned fund balance. Other governmental funds might report a negative balance in this classification, as the result of overspending for specific purposes for which amounts had been restricted, committed or assigned.

When fund balance resources are available for a specific purpose in more than one classification, it is the Library's policy to use the most restrictive funds first in the following order: restricted, committed, assigned, and unassigned as they are needed.

L. Budgets and Budgetary Accounting

A budget is prepared for informational and fiscal planning purposes. The budget is adopted as a planning document and legal control on expenses. The budget is prepared on the same basis of accounting as the actual amounts in the financial statements.

M. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The Library has two types of deferred items that qualify for reporting in this category. The first item is pension contributions made subsequent to the measurement date of the net pension liability, which will be recognized as a reduction to the net pension liability next fiscal year. The second is certain items related to measurement of the net pension liability, including differences between expected and actual experience, changes in assumptions, and the net difference between projected and actual earnings on pension plan investments. For more detailed information on these items, reference the pension note.

EASTERN SHORE PUBLIC LIBRARY

NOTES TO FINANCIAL STATEMENTS

(Continued)

NOTE 1 - Summary of Significant Accounting Policies (Continued)

M. Deferred Outflows/Inflows of Resources (Continued)

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represent an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. Certain items related to the measurement of the net pension liability are reported as deferred inflows of resources. These include differences between expected and actual experience, changes in assumptions, and the net difference between projected and actual earnings on pension plan investments. For more detailed information on these items, reference the pension note.

N. Pension

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Library's Retirement Plan and additions to/deductions from the Library's Retirement Plan's net fiduciary position have been determined on the same basis as they were reported by Virginia Retirement System (VRS). For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

O. Right to Use Assets

The Library has recorded right to use lease assets as a result of implementing GASB 87. The right to use assets are initially measured at an amount equal to the initial measurement of the related lease liability plus any lease payments made prior to the lease term, less lease incentives, plus ancillary charges necessary to place the lease into service. The right to use assets are amortized on a straight-line basis over the life of the related lease.

NOTE 2 – Deposits

Deposits with banks are covered by the Federal Deposit Insurance Corporation (FDIC) and collateralized in accordance with the Virginia Security for Public Deposits Act (the "Act"), Section 2.2-4400 et. seq. of the Code of Virginia. Under the Act, banks and savings institutions holding public deposits in excess of the amount insured by the FDIC must pledge collateral to the Commonwealth of Virginia Treasury Board. Financial institutions may choose between two collateralization methodologies and depending upon that choice, will pledge collateral that ranges in the amounts from 50% to 130% of excess deposits. Accordingly, all deposits are considered fully collateralized.

EASTERN SHORE PUBLIC LIBRARY

NOTES TO FINANCIAL STATEMENTS (Continued)

NOTE 3 - Capital Assets

Capital asset activity for the year ended June 30, 2024 was as follows:

	<u>Balance</u> <u>July 1, 2023</u>	<u>Additions</u>	<u>Disposals</u>	<u>Balance</u> <u>June 30, 2024</u>
Governmental Activities:				
Capital assets not being depreciated:				
Land	\$ <u>5,000</u>	\$ _____	\$ _____	\$ <u>5,000</u>
Total capital assets not being depreciated	<u>5,000</u>	<u> -</u>	<u> -</u>	<u>5,000</u>
Capital assets being depreciated:				
Buildings	660,459	-	-	660,459
Equipment	665,845	232,010	-	897,855
Vehicle	<u>22,000</u>	<u>29,680</u>	<u> -</u>	<u>51,680</u>
Total capital assets being depreciated	<u>1,348,304</u>	<u>261,690</u>	<u> -</u>	<u>1,609,994</u>
Accumulated depreciation:				
Buildings	297,207	16,512	-	313,719
Equipment	166,927	78,311	-	245,238
Vehicle	<u>22,000</u>	<u> -</u>	<u> -</u>	<u>22,000</u>
Total accumulated depreciation	<u>486,134</u>	<u>94,823</u>	<u> -</u>	<u>580,957</u>
Total capital assets being depreciated, net	<u>862,170</u>	<u>166,867</u>	<u> -</u>	<u>1,029,037</u>
Governmental activities capital assets, net	\$ <u>867,170</u>	\$ <u>166,867</u>	\$ _____	\$ <u>1,034,037</u>

NOTE 4 – Collections

The Library has not capitalized its collections of artifacts and archival materials. The Library has a significant number of items that have been donated and have no readily determinable fair value. The Library does not deem the benefit of appraising its collections to exceed the cost to do so.

NOTE 5 – Right-To-Use Assets

Right to use assets activity for the year ended June 30, 2024, was as follows:

	<u>Balance</u> <u>July 1, 2023</u>	<u>Increases</u>	<u>Decreases</u>	<u>Balance</u> <u>June 30, 2024</u>
Right to use assets being amortized				
Office Space	\$ <u>38,400</u>	\$ _____	\$ <u>38,400</u>	\$ _____
Total Right to Use Assets	<u>38,400</u>	<u> -</u>	<u>38,400</u>	<u> -</u>
Less Accumulated Amortization for:				
Office Space	<u>17,600</u>	<u> -</u>	<u>17,600</u>	<u> -</u>
Total accumulated depreciation	<u>17,600</u>	<u> -</u>	<u>17,600</u>	<u> -</u>
Right to Use Assets, Net	<u>\$20,800</u>	<u> -</u>	<u>\$20,800</u>	<u> -</u>

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**NOTES TO FINANCIAL STATEMENTS
(Continued)**

NOTE 6 - Retirement Plan

Pensions

The Virginia Retirement System (VRS) Political Subdivision Retirement Plan is a multi-employer, agent plan. For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Library's Retirement Plan and the additions to/deductions from the Library's Retirement Plan's net fiduciary position have been determined on the same basis as they were reported by the Virginia Retirement System (VRS). For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investment are reported at fair value.

Plan Description

All full-time, salaried permanent (professional) employees of the Library are automatically covered by a VRS Retirement Plan upon employment. This plan is administered by the Virginia Retirement System (the System) along with plans for other employer groups in the Commonwealth of Virginia. Members earn one month of service credit for each month they are employed and for which they and their employer pay contributions to VRS. Members are eligible to purchase prior service, based on specific criteria as defined in the *Code of Virginia*, as amended. Eligible prior service that may be purchased includes prior public service, active military service, certain periods of leave, and previously refunded service.

The System administers three different benefit structures for covered employees – Plan 1, Plan 2, and Hybrid. Each of these benefit structures has different eligibility criteria. The specific information for each plan and the eligibility for covered groups within each plan are set out in the table below:

RETIREMENT PLAN PROVISIONS		
PLAN 1	PLAN 2	HYBRID RETIREMENT PLAN
<p>About Plan 1 Plan 1 is a defined benefit plan. The retirement benefit is based on a member's age, service credit and average final compensation at retirement using a formula.</p>	<p>About Plan 2 Same as Plan 1.</p>	<p>About the Hybrid Retirement Plan The Hybrid Retirement Plan combines the features of a defined benefit plan and a defined contribution plan.</p> <ul style="list-style-type: none"> • The defined benefit is based on a member's age, service credit and average final compensation at retirement using a formula. • The benefit from the defined contribution component of the plan depends on the member and employer contributions made to the plan and the investment performance of those contributions.

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**NOTES TO FINANCIAL STATEMENTS
(Continued)**

NOTE 6 - Retirement Plan (Continued)

<p>Eligible Members Employees are in Plan 1 if their membership date is before July 1, 2010, and they were vested as of January 1, 2013, and they have not taken a refund.</p> <p>Hybrid Opt-In Election VRS non-hazardous duty covered Plan 1 members were allowed to make an irrevocable decision to opt into the Hybrid Retirement Plan during a special election window held January 1 through April 30, 2014. The Hybrid Retirement Plan's effective date for eligible Plan 1 members who opted in was July 1, 2014.</p> <p>If eligible deferred members returned to work during the election window, they were also eligible to opt into the Hybrid Retirement Plan.</p> <p>Members who were eligible for an optional retirement plan (ORP) and had prior service under Plan 1 were not eligible to elect the Hybrid Retirement Plan and remain as Plan 1 or ORP.</p>	<p>Eligible Members Employees are in Plan 2 if their membership date is on or after July 1, 2010, or their membership date is before July 1, 2010, and they were not vested as of January 1, 2013.</p> <p>Hybrid Opt-In Election Eligible Plan 2 members were allowed to make an irrevocable decision to opt into the Hybrid Retirement Plan during a special election window held January 1 through April 30, 2014. The Hybrid Retirement Plan's effective date for eligible Plan 2 members who opted in was July 1, 2014.</p> <p>If eligible deferred members returned to work during the election window, they were also eligible to opt into the Hybrid Retirement Plan.</p> <p>Members who were eligible for an optional retirement plan (ORP) and have prior service under Plan 2 were not eligible to elect the Hybrid Retirement Plan, and remain as Plan 2 or ORP.</p>	<p>About the Hybrid Retirement Plan (continued)</p> <ul style="list-style-type: none"> • In addition to the monthly benefit payment payable from the defined benefit plan at retirement, a member may start receiving distributions from the balance in the defined contribution account, reflecting the contributions, investment gains or losses, and any required fees. <p>Eligible Members Employees are in the Hybrid Retirement Plan if their membership date is on or after January 1, 2014. This includes:</p> <ul style="list-style-type: none"> • Political subdivision employees* • Members in Plan 1 or Plan 2 who elected to opt into the plan during the election window held January 1- April 30, 2014; the plan's effective date for opt-in members was July 1, 2014 <p>*Non-Eligible Members Some employees are not eligible to participate in the Hybrid Retirement Plan. They include:</p> <ul style="list-style-type: none"> • Political subdivision employees who are covered by enhanced benefits for hazardous duty employees <p>Those employees eligible for an optional retirement plan (ORP) must elect the ORP plan or the Hybrid Retirement Plan. If these members have prior service under Plan 1 or Plan 2, they are not eligible to elect the Hybrid Retirement Plan and must select Plan 1 or Plan 2 (as applicable) or ORP.</p>
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**NOTES TO FINANCIAL STATEMENTS
(Continued)**

NOTE 6 - Retirement Plan (Continued)

<p>Retirement Contributions Employees contribute 5% of their compensation each month to their member contribution account through a pretax salary reduction. Member contributions are tax-deferred until they are withdrawn as part of a retirement benefit or as a refund. The employer makes a separate actuarially determined contribution to VRS for all covered employees. VRS invests both member and employer contributions to provide funding for the future benefit payment.</p>	<p>Retirement Contributions Same as Plan 1.</p>	<p>Retirement Contributions A member's retirement benefit is funded through mandatory and voluntary contributions made by the member and the employer to both the defined benefit and the defined contribution components of the plan. Mandatory contributions are based on a percentage of the employee's creditable compensation and are required from both the member and the employer. Additionally, members may choose to make voluntary contributions to the defined contribution component of the plan, and the employer is required to match those voluntary contributions according to specified percentages.</p>
<p>Service Credit Service credit includes active service. Members earn service credit for each month they are employed in a covered position. It also may include credit for prior service the member has purchased or additional service credit the member was granted. A member's total service credit is one of the factors used to determine their eligibility for retirement and to calculate their retirement benefit. It also may count toward eligibility for the health insurance credit in retirement, if the employer offers the health insurance credit.</p>	<p>Service Credit Same as Plan 1.</p>	<p>Service Credit <i>Defined Benefit Component:</i> Under the defined benefit component of the plan, service credit includes active service. Members earn service credit for each month they are employed in a covered position. It also may include credit for prior service the member has purchased or additional service credit the member was granted. A member's total service credit is one of the factors used to determine their eligibility for retirement and to calculate their retirement benefit. It also may count toward eligibility for the health insurance credit in retirement, if the employer offers the health insurance credit. <i>Defined Contributions Component:</i> Under the defined contribution component, service credit is used to determine vesting for the employer contribution portion of the plan.</p>
<p>Vesting Vesting is the minimum length of service a member needs to qualify for a future retirement benefit. Members become vested when they have at least five years (60 months) of service credit. Vesting means members are eligible to qualify for retirement if they meet the age and service requirements for their plan.</p>	<p>Vesting Same as Plan 1.</p>	<p>Vesting <i>Defined Benefit Component:</i> Defined benefit vesting is the minimum length of service a member needs to qualify for a future retirement benefit. Members are vested under the defined benefit component of the Hybrid Retirement Plan when they reach five years (60 months) of service credit. Plan 1 or Plan 2 members with at least five years (60 months) of service credit who opted into the Hybrid Retirement Plan remain vested in the defined benefit component.</p>

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**NOTES TO FINANCIAL STATEMENTS
(Continued)**

NOTE 6 - Retirement Plan (Continued)

<p>Vesting (continued) Members also must be vested to receive a full refund of their member contribution account balance if they leave employment and request a refund.</p> <p>Members are always 100% vested in the contributions that they make.</p>		<p>Vesting (continued) <i>Defined Contributions Component:</i> Defined contribution vesting refers to the minimum length of service a member needs to be eligible to withdraw the employer contributions from the defined contribution component of the plan.</p> <p>Members are always 100% vested in the contributions that they make.</p> <p>Upon retirement or leaving covered employment, a member is eligible to withdraw a percentage of employer contributions to the defined contribution component of the plan, based on service.</p> <ul style="list-style-type: none"> • After two years, a member is 50% vested and may withdraw 50% of employer contributions. • After three years, a member is 75% vested and may withdraw 75% of employer contributions. • After four or more years, a member is 100% vested and may withdraw 100% of employer contributions. <p>Distributions not required, except as governed by law until age 73.</p>
<p>Calculating the Benefit The basic benefit is determined using the average final compensation, service credit and plan multiplier. An early retirement reduction is applied to this amount if the member is retiring with a reduced benefit. In cases where the member has elected an optional form of retirement payment, an option factor specific to the option chosen is then applied.</p>	<p>Calculating the Benefit See definition under Plan 1.</p>	<p>Calculating the Benefit <i>Defined Benefit Component:</i> See definition under Plan 1.</p> <p><i>Defined Contribution Component:</i> The benefit is based on contributions made by the member and any matching contributions made by the employer, plus net investment earnings on those contributions.</p>
<p>Average Final Compensation A member's average final compensation is the average of the 36 consecutive months of highest compensation as a covered employee.</p>	<p>Average Final Compensation A member's average final compensation is the average of the 60 consecutive months of highest compensation as a covered employee.</p>	<p>Average Final Compensation Same as Plan 2. It is used in the retirement formula for the defined benefit component of the plan.</p>

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**NOTES TO FINANCIAL STATEMENTS
(Continued)**

NOTE 6 - Retirement Plan (Continued)

<p>Service Retirement Multiplier <i>VRS</i>: The retirement multiplier is a factor used in the formula to determine a final retirement benefit. The retirement multiplier for non-hazardous duty members is 1.70%.</p> <p><i>Sheriffs and regional jail superintendents:</i> The retirement multiplier for sheriffs and regional jail superintendents is 1.85%.</p> <p><i>Political subdivision hazardous duty employees:</i> The retirement multiplier of eligible political subdivision hazardous duty employees other than sheriffs and regional jail superintendents is 1.70% or 1.85% as elected by the employer.</p>	<p>Service Retirement Multiplier <i>VRS</i>: Same as Plan 1 for service earned, purchased or granted prior to January 1, 2013. For non-hazardous duty members the retirement multiplier is 1.65% for service credit earned, purchased or granted on or after January 1, 2013.</p> <p><i>Sheriffs and regional jail superintendents:</i> Same as Plan 1.</p> <p><i>Political subdivision hazardous duty employees:</i> Same as Plan 1.</p>	<p>Service Retirement Multiplier <i>Defined Benefit Component:</i> <i>VRS:</i> The retirement multiplier for the defined benefit component is 1.00%.</p> <p>For members who opted into the Hybrid Retirement Plan from Plan 1 or Plan 2, the applicable multipliers for those plans will be used to calculate the retirement benefit for service credited in those plans.</p> <p><i>Sheriffs and regional jail superintendents:</i> Not applicable.</p> <p><i>Political subdivision hazardous duty employees:</i> Not applicable.</p> <p><i>Defined Contribution Component:</i> Not applicable.</p>
<p>Normal Retirement Age <i>VRS</i>: Age 65.</p> <p><i>Political subdivision hazardous duty employees:</i> Age 60.</p>	<p>Normal Retirement Age <i>VRS</i>: Normal Social Security retirement age.</p> <p><i>Political subdivision hazardous duty employees:</i> Same as Plan 1.</p>	<p>Normal Retirement Age <i>Defined Benefit Component:</i> <i>VRS:</i> Same as Plan 2.</p> <p><i>Political subdivision hazardous duty employees:</i> Not applicable.</p> <p><i>Defined Contribution Component:</i> Members are eligible to receive distributions upon leaving employment, subject to restrictions.</p>
<p>Earliest Unreduced Retirement Eligibility <i>VRS</i>: Age 65 with at least five years (60 months) of service credit or at age 50 with at least 30 years of service credit.</p> <p><i>Political subdivision hazardous duty employees:</i> Age 60 with at least five years of service credit or age 50 with at least 25 years of service credit.</p>	<p>Earliest Unreduced Retirement Eligibility <i>VRS</i>: Normal Social Security retirement age with at least five years (60 months) of service credit or when their age plus service credit equals 90.</p> <p><i>Political subdivision hazardous duty employees:</i> Same as Plan 1.</p>	<p>Earliest Unreduced Retirement Eligibility <i>Defined Benefit Component:</i> <i>VRS:</i> Normal Social Security retirement age and have at least five years (60 months) of service credit or when their age plus service credit equals 90.</p> <p><i>Political subdivision hazardous duty employees:</i> Not applicable.</p> <p><i>Defined Contribution Component:</i> Members are eligible to receive distributions upon leaving employment, subject to restrictions.</p>

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**NOTES TO FINANCIAL STATEMENTS
(Continued)**

NOTE 6 - Retirement Plan (Continued)

<p>Earliest Reduced Retirement Eligibility <i>VRS:</i> Age 55 with at least five years (60 months) of service credit or age 50 with at least 10 years of service credit.</p> <p><i>Political subdivisions hazardous duty employees:</i> Age 50 with at least five years of service credit.</p>	<p>Earliest Reduced Retirement Eligibility <i>VRS:</i> Age 60 with at least five years (60 months) of service credit.</p> <p><i>Political subdivisions hazardous duty employees:</i> Same as Plan 1.</p>	<p>Earliest Unreduced Retirement Eligibility <i>Defined Benefit Component: VRS:</i> Age 60 with at least five years (60 months) of service credit.</p> <p><i>Political subdivisions hazardous duty employees:</i> Not applicable.</p> <p><i>Defined Contribution Component:</i> Members are eligible to receive distributions upon leaving employment, subject to restrictions.</p>
<p>Cost-of-Living Adjustment (COLA) in Retirement The Cost-of-Living Adjustment (COLA) matches the first 3% increase in the Consumer Price Index for all Urban Consumers (CPI-U) and half of any additional increase (up to 4%) up to a maximum COLA of 5%.</p> <p><i>Eligibility:</i> For members who retire with an unreduced benefit or with a reduced benefit with at least 20 years of service credit, the COLA will go into effect on July 1 after one full calendar year from the retirement date.</p> <p>For members who retire with a reduced benefit and who have less than 20 years of service credit, the COLA will go into effect on July 1 after one calendar year following the unreduced retirement eligibility date.</p>	<p>Cost-of-Living Adjustment (COLA) in Retirement The Cost-of-Living Adjustment (COLA) matches the first 2% increase in the CPI-U and half of any additional increase (up to 2%), for a maximum COLA of 3%.</p> <p><i>Eligibility:</i> Same as Plan 1</p>	<p>Cost-of-Living Adjustment (COLA) in Retirement <i>Defined Benefit Component:</i> Same as Plan 2.</p> <p><i>Defined Contribution Component:</i> Not applicable.</p> <p><i>Eligibility:</i> Same as Plan 1 and Plan 2.</p>

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**NOTES TO FINANCIAL STATEMENTS
(Continued)**

NOTE 6 - Retirement Plan (Continued)

<p><u>Exceptions to COLA Effective Dates:</u> The COLA is effective July 1 following one full calendar year (January 1 to December 31) under any of the following circumstances:</p> <ul style="list-style-type: none"> • The member is within five years of qualifying for an unreduced retirement benefit as of January 1, 2013. • The member retires on disability. • The member retires directly from short-term or long-term disability. • The member is involuntarily separated from employment for causes other than job performance or misconduct and is eligible to retire under the Workforce Transition Act or the Transitional Benefits Program. • The member dies in service and the member's survivor or beneficiary is eligible for a monthly death-in-service benefit. • The COLA will go into effect on July 1 following one full calendar year (January 1 to December 31) from the date the monthly benefit begins. 	<p><i>Exceptions to COLA Effective Dates:</i> Same as Plan 1.</p>	<p><i>Exceptions to COLA Effective Dates:</i> Same as Plan 1 and Plan 2.</p>
<p>Disability Coverage Members who are eligible to be considered for disability retirement and retire on disability, the retirement multiplier is 1.70% on all service, regardless of when it was earned, purchased or granted.</p>	<p>Disability Coverage Members who are eligible to be considered for disability retirement and retire on disability, the retirement multiplier is 1.65% on all service, regardless of when it was earned, purchased or granted.</p>	<p>Disability Coverage Employees of political subdivisions (including Plan 1 and Plan 2 opt-ins) participate in the Virginia Local Disability Program (VLDP) unless their local governing body provides an employer-paid comparable program for its members.</p> <p>Hybrid plan members (including Plan 1 and Plan 2 opt-ins) covered under VLDP are subject to a one-year waiting period before becoming eligible for non-work-related disability benefits.</p>

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**NOTES TO FINANCIAL STATEMENTS
(Continued)**

NOTE 6 - Retirement Plan (Continued)

<p>Purchase of Prior Service Members may be eligible to purchase service from previous public employment, active duty military service, an eligible period of leave or VRS refunded service as service credit in their plan. Prior service credit counts toward vesting, eligibility for retirement and the health insurance credit. Only active members are eligible to purchase prior service. Members also may be eligible to purchase periods of leave without pay.</p>	<p>Purchase of Prior Service Same as Plan 1.</p>	<p>Purchase of Prior Service <i>Defined Benefit Component:</i> Same as Plan 1, with the following exceptions: <ul style="list-style-type: none"> • Hybrid Retirement Plan members are ineligible for ported service. <i>Defined Contribution Component:</i> Not applicable.</p>
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Employees Covered by Benefit Terms

As of the June 30, 2022, actuarial valuation, the following employees were covered by the benefit terms of the pension plan:

	Number
Inactive Members	15
Active Members	<u>7</u>
Total Covered Employees	<u>22</u>

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**NOTES TO FINANCIAL STATEMENTS
(Continued)**

NOTE 6 - Retirement Plan (Continued)

Contributions

The contribution requirement for active employees is governed by § 51.1-145 of the *Code of Virginia*, as amended, but may be impacted as a result of funding options provided to political subdivisions by the Virginia General Assembly. Employees are required to contribute 5.00% of their compensation toward their retirement.

The Library's contractually required employer contribution rate for the year ended June 30, 2024 was 7.14% of covered employee compensation. This rate was based on an actuarially determined rate from an actuarial valuation as of June 30, 2021.

This rate, when combined with employee contributions, was expected to finance the costs of benefits earned by employee during the year, with an additional amount to finance any unfunded accrued liability. Contributions to the pension plan from the Library were \$34,166 and \$30,083 for the years ended June 30, 2024 and June 30, 2023, respectively.

Net Pension Liability

The net pension liability (NPL) is calculated separately for each employer and represents that particular employer's total pension liability determined in accordance with GASB statement No. 68, less that employer's fiduciary net position. For the Library's total pension liability, the net pension liability was measured as of June 30, 2023. The total pension liability used to calculate the net pension liability was determined by an actuarial valuation performed as of June 30, 2022, rolled forward to the measurement date of June 30, 2023.

Actuarial Assumptions – General Employees

The total pension liability for General Employees in the Library's Retirement Plan was based on an actuarial valuation as of June 30, 2022, using the Entry Age Normal actuarial cost method and the following assumptions, applied to all periods included in the measurement and rolled forward to the measurement date of June 30, 2023.

Inflation	2.5%
Salary increases, including Inflation	3.5% – 5.35%
Investment rate of return	6.75%, net of pension plan investment expenses, including inflation

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**NOTES TO FINANCIAL STATEMENTS
(Continued)**

NOTE 6 - Retirement Plan (Continued)

Mortality rates:

Largest 10 - Non-Hazardous Duty: 20% of deaths are assumed to be service related

Pre-Retirement:

Pub-2010 Amount Weighted Safety Employee Rates projected generationally; 95% of rates for males; 105% of rates for females set forward 2 years

Post-Retirement:

Pub-2010 Amount Weighted Safety Healthy Retiree Rates projected generationally; 110% of rates for males; 105% of rates for females set forward 3 years

Post-Disablement:

Pub-2010 Amount Weighted General Disabled Rates projected generationally; 95% of rates for males set back 3 years; 90% of rates for females set back 3 years

Beneficiaries and Survivors:

Pub-2010 Amount Weighted Safety Contingent Annuitant Rates projected generationally; 110% of rates for males and females set forward 2 years

Mortality Improvement:

Rates projected generationally with Modified MP-2020 Improvement Scale that is 75% of the MP-2020 rates

All Others (Non 10 Largest) - Non-Hazardous Duty: 15% of deaths are assumed to be service related

Pre-Retirement:

Pub-2010 Amount Weighted Safety Employee Rates projected generationally; 95% of rates for males; 105% of rates for females set forward 2 years

Post-Retirement:

Pub-2010 Amount Weighted Safety Healthy Retiree Rates projected generationally; 110% of rates for males; 105% of rates for females set forward 3 years

Post-Disablement:

Pub-2010 Amount Weighted General Disabled Rates projected generationally; 95% of rates for males set back 3 years; 90% of rates for females set back 3 years

Beneficiaries and Survivors:

Pub-2010 Amount Weighted Safety Contingent Annuitant Rates projected generationally; 110% of rates for males and females set forward 2 years

Mortality Improvement:

Rates projected generationally with Modified MP-2020 Improvement Scale that is 75% of the MP-2020 rates

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**NOTES TO FINANCIAL STATEMENTS
(Continued)**

NOTE 6 - Retirement Plan (Continued)

The actuarial assumptions used in the June 30, 2022, valuation were based on the results of an actuarial experience study for the period from July 1, 2016 through June 30, 2020, except the change in the discount rate, which was based on VRS Board action effective as of July 1, 2021. Changes to the actuarial assumptions as a result of the experience study and VRS Board action are as follows:

Largest 10 – Non-Hazardous Duty:

Mortality Rates (Pre-retirement, post-retirement healthy, and disabled)	Update to PUB2010 public sector mortality tables. For future mortality improvements, replace load with a modified Mortality Improvement Scale MP-2020.
Retirement Rates	Adjusted rates to better fit experience for Plan 1; set separate rates based on experience for Plan 2/Hybrid; changed final retirement age
Withdrawal Rates	Adjusted rates to better fit experience at each year age and service through 9 years of service
Disability Rates	No change
Salary Scale	No change
Line of Duty Disability	No change
Discount Rate	No change

All Other (Non 10 Largest) – Non-Hazardous Duty:

Mortality Rates (Pre-retirement, post-retirement healthy and disabled)	Update to PUB2010 public sector mortality tables. For future mortality improvements, replace load with a modified Mortality Improvement Scale MP-2020.
Retirement Rates	Adjusted rates to better fit experience for Plan 1; set separate rates based on experience for Plan 2/Hybrid; changed final retirement age
Withdrawal Rates	Adjusted rates to better fit experience at each year age and service through 9 years of service
Disability Rates	No change
Salary Scale	No change
Line of Duty Disability	No change
Discount Rate	No change

Long-Term Expected Rate of Return

The long-term expected rate of return on pension System investments was determined using a log-normal distribution analysis in which best-estimate ranges of expected future real rates of return (expected returns, net of pension System investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target asset allocation and best estimate of arithmetic real rates of return for each major asset class are summarized in the following table:

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**NOTES TO FINANCIAL STATEMENTS
(Continued)**

NOTE 6 - Retirement Plan (Continued)

Asset Class (Strategy)	Target Allocation	Arithmetic Long-Term Expected Rate of Return	Weighted Average Long-Term Expected Rate of Return
Public Equity	34.00%	6.14%	2.09%
Fixed Income	15.00%	2.56%	0.38%
Credit Strategies	14.00%	5.60%	0.78%
Real Assets	14.00%	5.02%	0.70%
Private Equity	16.00%	9.17%	1.47%
MAPS – Multi-Asset Public Strategies	4.00%	4.50%	0.18%
PIP – Private Investment Partnership	2.00%	7.80%	0.21%
Cash	<u>1.00%</u>	1.20%	0.14%
Total	<u>100.00%</u>		<u>5.75%</u>
	Inflation		<u>2.50%</u>
	* Expected arithmetic nominal return		<u>8.25%</u>

* The above allocation provides a one-year return of 8.25%. However, one-year returns do not take into account the volatility present in each of the asset classes. In setting the long-term expected return for the system, stochastic projections are employed to model future returns under various economic conditions. The results provide a range of returns over various time periods that ultimately provide a median return of 7.14%, including expected inflation of 2.50%. On June 15, 2023, The VRS Board elected a long-term rate of 6.75% which is roughly at the 45th percentile of expected long-term results of the VRS fund asset allocation at the time, providing a median return of 7.14%, including expected inflation of 2.50%.

Discount Rate

The discount rate used to measure the total pension liability was 6.75%. The projection of cash flows used to determine the discount rate assumed that System member contributions will be made per the VRS Statutes and the employer contributions will be made in accordance with the VRS funding policy at rates equal to the difference between actuarially determined contribution rates adopted by the VRS Board of Trustees and the member rate. Consistent with the phased-in funding provided by the General Assembly for state and teacher employer contributions; political subdivisions were also provided with an opportunity to use an alternate employer contribution rate. For the year ended June 30, 2023, the alternate rate was the employer contribution rate used in FY 2012 or 100% of the actuarially determined employer contribution rate from the June 30, 2022, actuarial variations, whichever was greater. From July 1, 2023, on, participating employers are assumed to continue to contribute 100% of the actuarially determined contribution rates. Based on those assumptions, the pension plan’s fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return was applied to all periods of projected benefit payments to determine the total pension liability.

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**NOTES TO FINANCIAL STATEMENTS
(Continued)**

NOTE 6 - Retirement Plan (Continued)

Change in the Net Pension Liability (Asset):	Increase (Decrease)		
	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (a)-(b)
Balances at June 30, 2022	\$1,343,594	\$1,276,285	\$67,309
Changes for the year:			
Service cost	25,593	-	25,593
Interest	89,312	-	89,312
Assumptions changes	-	-	-
Difference between expected and actual experience	58,243	-	58,243
Contributions – employer	-	24,642	(24,642)
Contributions – employee	-	17,156	(17,156)
Net investment income	-	80,749	(80,749)
Benefit payments, including refunds of employee contributions	(90,092)	(90,092)	-
Administrative expense	-	(831)	831
Other changes	-	32	(32)
Net changes	81,056	29,656	51,400
Balances at June 30, 2023	<u>\$1,424,650</u>	<u>\$305,941</u>	<u>\$118,709</u>

Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the net pension liability (asset) of the Library using the discount rate of 6.75%, as well as what the Library’s net pension liability (asset) would be if it were calculated using a discount rate that is one percentage point lower (5.75%) or one percentage point higher (7.75%) than the current rate:

	1.00% Decrease (5.75%)	Current Discount Rate (6.75%)	1.00% Increase (7.75%)
Library’s Net Pension Liability (Asset)	\$281,780	\$118,709	\$(33,513)

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

For the year ended June 30, 2024, the Library recognized pension expense of \$51,519. At June 30, 2024, the Library reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$39,648	\$ -
Changes of assumptions	-	-
Net difference between projected and actual earnings on plan investments	-	21,947
Employer contributions subsequent to the Measurement Date	34,166	-
Total	<u>\$73,814</u>	<u>\$21,947</u>

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**NOTES TO FINANCIAL STATEMENTS
(Continued)**

NOTE 6 - Retirement Plan (Continued)

\$34,166 reported as deferred outflows of resources related to pensions resulting from Library's contributions subsequent to the measurement date will be recognized as a reduction of the Net Pension Liability in the Fiscal Year ending June 30, 2025. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense in future reporting periods as follows:

Year ended June 30,	
2025	\$12,413
2026	(13,928)
2027	18,480
2028	736
2029	-

Pension Plan Data

Information about the VRS Political Subdivision Retirement Plan is also available in the separately issued VRS 2023 Annual Report. A copy of the 2023 VRS Annual Report may be downloaded from the VRS website at varetire.org/pdf/publications/2023-annual-report.pdf, or by writing to the System's Chief Financial Officer at P.O. Box 2500, Richmond, VA 23218-2500.

NOTE 7 – Evaluation of Subsequent Events

The Library has evaluated subsequent events through November 26, 2024, the date which the financial statements were available to be issued.

EASTERN SHORE PUBLIC LIBRARY
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE-
BUDGET AND ACTUAL - GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2024

	<u>Budget</u>	<u>Amended Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
REVENUES				
Participating localities	\$ 928,815	\$ 928,815	\$1,154,045	\$ 225,230
Intergovernmental	627,383	627,383	292,257	(335,126)
Donations and gifts	90,100	90,100	51,756	(38,344)
Reimbursements	21,600	21,600	25,046	3,446
Fines, fees, and other	3,850	3,850	9,862	6,012
Revenue from use of money and property	-	-	3,303	3,303
Total Revenues	<u>1,671,748</u>	<u>1,671,748</u>	<u>1,536,269</u>	<u>(135,479)</u>
EXPENDITURES				
Current				
Cultural - library services	<u>1,671,749</u>	<u>1,671,749</u>	<u>1,636,064</u>	<u>(35,685)</u>
Total Expenditures	<u>1,671,749</u>	<u>1,671,749</u>	<u>1,636,064</u>	<u>(35,685)</u>
Excess of revenues over expenditures	<u>(1)</u>	<u>(1)</u>	<u>(99,795)</u>	<u>(99,794)</u>
Other financing sources (uses)				
Transfers out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net change in fund balance	<u>(1)</u>	<u>(1)</u>	<u>(99,795)</u>	<u>(99,794)</u>
Fund balance at beginning of year	<u>-</u>	<u>-</u>	<u>443,230</u>	<u>443,230</u>
Fund balance at end of year	<u>\$ (1)</u>	<u>\$ (1)</u>	<u>\$ 343,435</u>	<u>\$ 343,436</u>

EASTERN SHORE PUBLIC LIBRARY
SCHEDULE OF CHANGES IN NET PENSION LIABILITY (ASSET) AND RELATED RATIOS
FOR THE MEASUREMENT DATES OF JUNE 30, 2014 THROUGH JUNE 30, 2023

	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014
TOTAL PENSION LIABILITY										
Service cost	\$ 25,593	\$ 18,192	\$ 23,166	\$ 23,873	\$ 19,901	\$ 20,187	\$ 12,799	\$ 15,249	\$ 21,689	\$ 21,617
Interest	89,312	86,312	78,172	75,269	77,057	75,863	75,275	73,844	71,393	68,249
Differences between expected and actual experience	58,243	22,951	35,191	31,526	(22,983)	-	4,843	2,656	(6,111)	-
Changes of assumptions	(92,092)	-	53,682	-	27,448	6,212	(254)	-	-	-
Benefit payments, including refunds of employee contributions	81,056	(88,724)	(86,899)	(88,426)	(85,854)	(84,551)	(83,971)	(58,644)	(45,275)	(44,624)
Net change in total pension liability	1,343,594	1,304,863	1,201,551	1,159,309	1,143,740	1,126,029	1,117,337	1,084,232	1,042,536	997,294
Total pension liability - beginning	\$ 1,424,650	\$ 1,343,594	\$ 1,304,863	\$ 1,201,551	\$ 1,159,309	\$ 1,143,740	\$ 1,126,029	\$ 1,117,337	\$ 1,084,232	\$ 1,042,536
PLAN FIDUCIARY NET POSITION										
Contributions - employer	\$ 24,642	\$ 17,021	\$ 14,154	\$ 13,143	\$ 11,722	\$ 5,667	\$ 5,089	\$ 13,949	\$ 16,332	\$ 16,807
Contributions - employee	17,156	13,709	11,573	11,854	10,261	10,311	8,958	9,070	10,716	10,749
Net investment income	80,749	(546)	294,492	21,521	73,142	81,473	126,055	18,239	48,185	145,762
Benefit payments, including refunds of employee contributions	(92,092)	(88,724)	(86,899)	(88,426)	(85,854)	(84,551)	(83,971)	(58,644)	(45,275)	(44,624)
Administrative expense	(831)	(844)	(772)	(774)	(777)	(746)	(781)	(692)	(668)	(792)
Other	32	30	27	(25)	(46)	(71)	(110)	(8)	(9)	7
Net change in plan fiduciary net position	29,656	(59,354)	232,575	(42,707)	8,448	12,083	55,240	(18,086)	29,281	127,909
Plan fiduciary net position - beginning	12,766,285	1,335,639	1,103,064	1,145,771	1,137,323	1,125,240	1,070,000	1,088,086	1,058,805	930,896
Plan fiduciary net position - ending (b)	\$ 1,305,941	\$ 1,276,285	\$ 1,335,639	\$ 1,103,064	\$ 1,145,771	\$ 1,137,323	\$ 1,125,240	\$ 1,070,000	\$ 1,088,086	\$ 1,058,805
POLITICAL SUBDIVISION'S NET PENSION LIABILITY (ASSET) - ENDING (a) - (b)	\$ 118,709	\$ 67,309	\$ (30,776)	\$ 98,487	\$ 13,538	\$ 6,417	\$ 789	\$ 47,337	\$ (3,854)	\$ (16,269)
PLAN FIDUCIARY NET POSITION AS A PERCENTAGE OF THE TOTAL PENSION LIABILITY	91.67%	94.99%	102.36%	91.80%	98.83%	99.44%	99.93%	95.76%	100.36%	101.56%
COVERED PAYROLL	\$ 405,422	\$ 387,011	\$ 274,332	\$ 270,420	\$ 268,493	\$ 226,416	\$ 196,515	\$ 192,180	\$ 214,330	\$ 214,972
POLITICAL SUBDIVISION'S NET PENSION LIABILITY (ASSET) AS A PERCENTAGE OF COVERED PAYROLL	29.28%	17.39%	-11.22%	36.42%	5.04%	2.83%	0.40%	24.63%	-1.80%	-7.57%

**EASTERN SHORE PUBLIC LIBRARY
SCHEDULE OF EMPLOYER CONTRIBUTIONS - PENSION
FOR THE YEARS ENDED JUNE 30, 2015 THROUGH JUNE 30, 2024**

Date	Contractually Required Contribution	Contributions in Relation to Contractually Required Contributions	Contribution Deficiency (Excess)	Employer's Covered Payroll	Contributions as a % of Covered Payroll
2024	\$ 34,166	\$ 34,166	-	\$ 478,463	7.14%
2023	30,083	30,083	-	405,422	7.42%
2022	14,154	14,154	-	387,011	3.66%
2021	13,143	13,143	-	274,332	4.79%
2020	10,261	10,261	-	270,420	3.79%
2019	11,721	11,721	-	268,493	4.37%
2018	5,667	5,667	-	221,804	2.50%
2017	6,308	6,308	-	196,515	3.21%
2016	14,584	14,584	-	192,180	7.59%
2015	16,332	16,332	-	214,330	7.62%

Current year contributions are from Library records and prior year contributions are from the VRS actuarial valuations performed each year.

EASTERN SHORE PUBLIC LIBRARY

NOTES TO REQUIRED SUPPLEMENTARY INFORMATION

NOTE 1 - Change of Benefit Terms

There have been no actuarially material changes to the System benefit provisions since the prior actuarial valuation.

NOTE 2 - Changes of Assumptions

The actuarial assumptions used in the June 30, 2022, valuation were based on the results of an actuarial experience study for the period from July 1, 2016, through June 30, 2020, except the change in the discount rate, which was based on VRS Board action effective as of July 1, 2019. Changes to the actuarial assumptions as a result of the experience study and VRS Board action are as follows:

Largest 10 – Hazardous Duty:

Mortality Rates (Pre-retirement, post-retirement healthy, and disabled)	Update to PUB2010 public sector mortality tables. Increased disability life expectancy. For future mortality improvements, replace load with a modified Mortality Improvement Scale MP-2020
Retirement Rates	Adjusted rates to better fit experience and changed final retirement age from 65 to 70
Withdrawal Rates	Decrease rates
Disability Rates	No change
Salary Scale	No change
Line of Duty Disability	No change
Discount Rate	No change

All Others (Non-10 Largest) – Hazardous Duty:

Mortality Rates (Pre-retirement, post-retirement healthy, and disabled)	Update to PUB2010 public sector mortality tables. Increased disability life expectancy. For future mortality improvements, replace load with a modified Mortality Improvement Scale MP-2020
Retirement Rates	Adjusted rates to better fit experience and changed final retirement age from 65 to 70
Withdrawal Rates	Decrease rates
Disability Rates	No change
Salary Scale	No change
Line of Duty Disability	No change
Discount Rate	No change

**EASTERN SHORE PUBLIC LIBRARY
SCHEDULE OF REVENUES - BUDGET AND ACTUAL - GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2024**

	<u>Budget</u>	<u>Amended Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
REVENUES				
Intergovernmental				
Commonwealth of Virginia - state aid	\$ 627,383	\$ 627,383	\$ 292,257	\$ (335,126)
Total intergovernmental	<u>627,383</u>	<u>627,383</u>	<u>292,257</u>	<u>(335,126)</u>
Participating localities				
Accomack County	762,973	762,973	758,673	(4,300)
Northampton County	165,842	165,842	165,842	-
Grants	-	-	229,530	229,530
Total participating localities	<u>928,815</u>	<u>928,815</u>	<u>1,154,045</u>	<u>225,230</u>
Fines, fees, and other	<u>3,850</u>	<u>3,850</u>	<u>9,862</u>	<u>6,012</u>
Donations and gifts				
Other	<u>90,100</u>	<u>90,100</u>	<u>51,756</u>	<u>(38,344)</u>
Revenue from use of money and property				
Interest	<u>-</u>	<u>-</u>	<u>3,303</u>	<u>3,303</u>
Miscellaneous				
Reimbursements	<u>21,600</u>	<u>21,600</u>	<u>25,046</u>	<u>3,446</u>
Total Revenues	<u><u>\$1,671,748</u></u>	<u><u>\$1,671,748</u></u>	<u><u>\$1,536,269</u></u>	<u><u>\$ (135,479)</u></u>

**EASTERN SHORE PUBLIC LIBRARY
SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL - GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2024**

	<u>Original Budget</u>	<u>Amended Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
Cultural - library services				
Salaries	\$ 691,377	\$ 691,377	\$ 652,510	\$ (38,867)
Equipment maintenance	94,050	94,050	209,156	115,106
Professional services	83,808	83,808	72,549	(11,259)
Building maintenance	60,012	60,012	25,670	(34,342)
Books and related materials	130,621	130,621	136,193	5,572
Fringe benefits	129,055	129,055	106,126	(22,929)
Supplies	76,684	76,684	77,270	586
Utilities	60,400	60,400	30,541	(29,859)
Computer operations	78,562	78,562	84,559	5,997
Payroll taxes	61,533	61,533	58,854	(2,679)
Programs	18,000	18,000	10,310	(7,690)
Miscellaneous	106,471	106,471	101,083	(5,388)
Rent	15,876	15,876	9,600	(6,276)
Insurance	19,300	19,300	15,628	(3,672)
Travel	8,000	8,000	7,272	(728)
Vehicle maintenance	35,000	35,000	2,100	(32,900)
Postage	3,000	3,000	1,710	(1,290)
Total cultural - library services	<u>\$1,671,749</u>	<u>\$1,671,749</u>	<u>\$1,601,131</u>	<u>\$ (70,618)</u>

Dunham, Aukamp & Rhodes, PLC

Certified Public Accountants

4443 Brookfield Corporate Drive, Suite 110
Chantilly, VA 20151

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Board of Trustees
Eastern Shore Public Library
Accomac, Virginia

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of Eastern Shore Public Library (a component unit of the County of Accomack, Virginia) as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise Eastern Shore Public Library's basic financial statements, and have issued our report thereon dated November 26, 2024.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Eastern Shore Public Library's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Eastern Shore Public Library's internal control. Accordingly, we do not express an opinion on the effectiveness of Eastern Shore Public Library's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements, on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether Eastern Shore Public Library's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

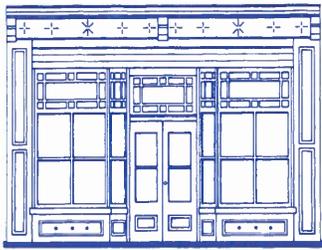
The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Certified Public Accountants
Chantilly, Virginia

November 26, 2024

Chincoteague Island Library



Since 1995

CHINCOTEAGUE ISLAND LIBRARY

4077 Main Street
Chincoteague Island, Virginia 23336

December 19, 2024

Mr. Christopher Pote, System Director
P.O. Box 25
Parksley, VA 23421

Dear Chris:

As our Library approaches its 30th year of operations, the board of directors' request that the hours of paid staffing be increased to cover all our hours of operation. Currently, you are providing 24 hours per week. The remainder of the hours are covered by volunteers.

We are the only library in the system that does not have paid coverage for our hours of operation. Considering our many successful programs—both children's and adult—we ask that you consider an increase in paid staffing hours.

We are so appreciative of all you do for us, in addition to paid staffing for 24 hours a week—the use of the regional library's circulation system, assistance in keeping our computers up and running, and providing twice weekly deliveries of books.

As you are working on next year's budget, we ask that you seriously consider adding an additional part-time person to cover our hours of operation. Thank you for considering our request.

Sincerely,

Paul Miller, President

cc: Board of Trustees
Eastern Shore Regional Library

JOINT INTERAGENCY TASK FORCE FOR PHASE II NORTHAMPTON FREE LIBRARY; FINAL REPORT

COMMITTEE MEETING 16 January 2025

PRESENT: Dave Poyer, chair; Margaret Rogers; Tom Rakowski; Chris Pote (speakerphone); Jay Davenport; Joyce Holland. Also present: JT Holland.

Committee convened at 1 PM. Members were present from Board of Trustees, Foundation, and Staff. The purpose of this third meeting was to achieve consensus on minimum recommendations for Phase II and resolve remaining areas of uncertainty.

Consensus was reached to recommend action on these items:

PRIORITY 1: PRESERVE ORIGINAL CAPITAL AND STRUCTURE

- Replace old shingles with standing seam metal roof
- Replace old carpet with new
- Inspect existing HVAC ductwork and clean/renew if necessary

PRIORITY 2: IMPROVE EXISTING STRUCTURE

- New HVAC system (see priority 5 discussion)
- Expand staff working space. Present meeting room becomes staff space/kitchenette
- Renovate and add public bathroom capacity
- Update security cameras and monitors
- Inspect, renew, and extend existing septic field to accommodate total of 80 patrons
- Delineate a new reserve septic field to the eastward.

NOTES; CURRENT SEPTIC SYSTEM WILL ACCEPT 300 GPH BUT NOT SURE YET WHAT CAPACITY NEEDED GIVEN NEW MEETING ROOM AND STUDENT AREAS. ALSO, PHASE II EXPANSION MAY REQUIRE REORIENTATION OF THE EXISTING FIELD. MARGARET IS FOLLOWING UP WITH BOB SAVAGE OF BOGGS TO ACHIEVE GREATER GRANULARITY ON THIS ISSUE.

PRIORITY 3: EXPAND FOOTPRINT TO THE EAST

- Add a new large community meeting room with 70 seats, with a 20/50 subdividing accordion wall arrangement
- Add two group study rooms, one large, one small. Remainder of new space left open for other uses, possibly more computer carrels. Include storage for stackable chairs.

- Add new restrooms for public use, accessible from meeting room

NOTES; THE FINAL FORM OF THE PHASE II ADDITION IS PROPERLY UP TO AN ARCHITECT. HOWEVER, AFTER CONSIDERABLE DISCUSSION, CONSENSUS WAS REACHED TO PRESENT THREE OPTIONS FOR HIS/HER CONSIDERATION.

OPTION A: "ORIGINAL PLAN" TWO WINGS, EXTENDING EASTWARD FROM PRESENT BUILDING. NORTHERN WING: MEETING ROOM. SOUTHERN WING: STUDY ROOMS. A COVERED ATRIUM/READING AREA IS BUILT BETWEEN THEM.

OPTION B: "COVER IT ALL" FULLY ENCLOSE AREA BETWEEN THE TWO WING EXTENSIONS. (THIS MAY NECESSITATE A FLAT ROOF THAT MAY LEAK)

OPTION C: "WRAP AROUND" LOCATE A MAIN ENTRANCE TO THE NORTH, GIVING AN ENTRANCE ATRIUM. THE LARGE MEETING ROOM EXTENDS NORTH/SOUTH, WITH NEW RESTROOMS AT ITS SOUTHERN END, NEAR SEPTIC FIELD. THE SOUTHERN WING CONTAINS THE STUDY ROOMS.

PRIORITY 4: ADD MORE PARKING

- Number dictated by code, but aiming for 15 new spaces to add to current 15
- Permeable paving is desirable
- New spaces will line the existing easement road to N of site. Permission will be sought from Town of Nassawadox, which controls the easement
- A graveled area will be provided farther behind (E of) addition for overflow parking

PRIORITY 5: LEVERAGE TECHNOLOGY TO LOWER OPERATING COSTS

- New Cat 6 data wiring
- Replace current 20-year-old heat pump with new high efficiency air-exchange heat pump. Inspect, clean, and re-use existing ductwork in Phase I building. Add one or two new zone-controlled high efficiency air-exchange heat pumps to service Phase II addition.
- Add solar panels and Tesla Powerwall or equivalent to reduce utility bills (GAF solar shingles may be suitable for part of the new roof)
- Add four J1772 240V EV charging stations for patron, staff, and eventual ESPL van use

NOTES; DAVE MET WITH CHRIS TRUCKNER OF NORTHAMPTON COUNTY FACILITIES. TOURED OCCOHANNOCK ELEMENTARY, WHERE A GEOTHERMAL SYSTEM IS CURRENTLY OPERATING, AND WALKED FIELD IN EASTVILLE WHERE WELLS FOR NEW EASTVILLE HIGH SYSTEM ARE BEING DRILLED. ALSO INTERVIEWED PATRONS OF EXISTING COMMERCIAL GEOTHERMAL SYSTEMS.

CONSENSUS: GEOTHERMAL IS THEORETICALLY SLIGHTLY MORE EFFICIENT, BUT PRACTICALLY, FOR THIS PROJECT, IS HIGHER-COST AND HIGHER-RISK, COMPARED TO COMMERCIAL GRADE AIR-EXCHANGE HEAT PUMPS.

NEXT ACTIONS;

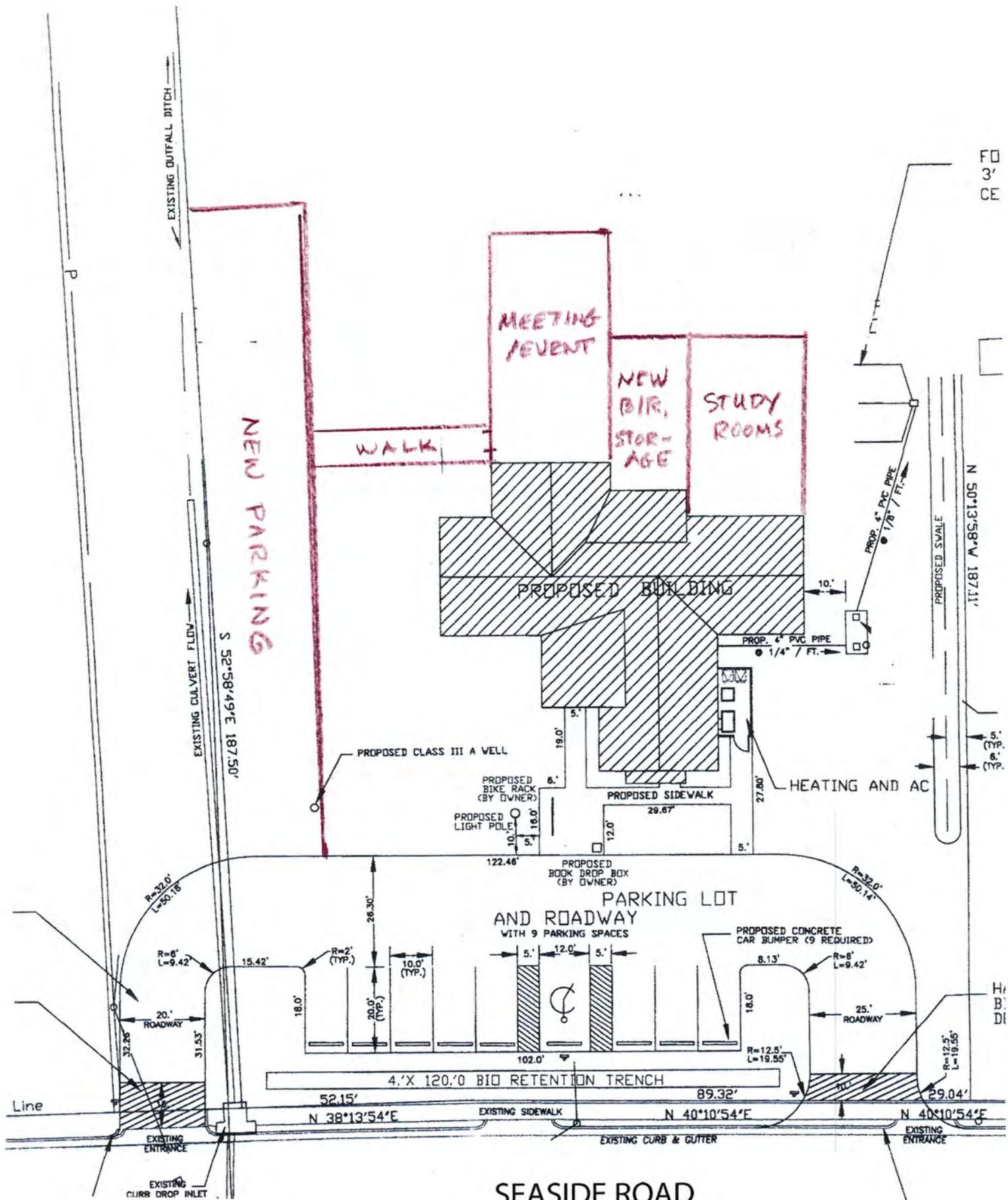
DAVE WILL BRIEF NASSAWADOX TOWN COUNCIL ON 27 JAN AND DRAW UP PRESS RELEASE TO SEEK PUBLIC INPUT. CHRIS WILL REVIEW AND PUBLISH WITH A WEB PORTAL THAT WILL ACCEPT AND RECORD PUBLIC COMMENTS.

LIBRARY DIRECTOR WILL HIRE AN ARCHITECT WITH LIBRARY EXPERIENCE DESIGNING LIBRARIES, AND FORWARD THIS LIST OF REQUIREMENTS TO SERVE AS A BASIS FOR PLANNING.

Committee adjourned at 1:45 PM *sine die* as its mandate of presenting recommendations for Phase II NFL has been fulfilled.

END

OPTION B



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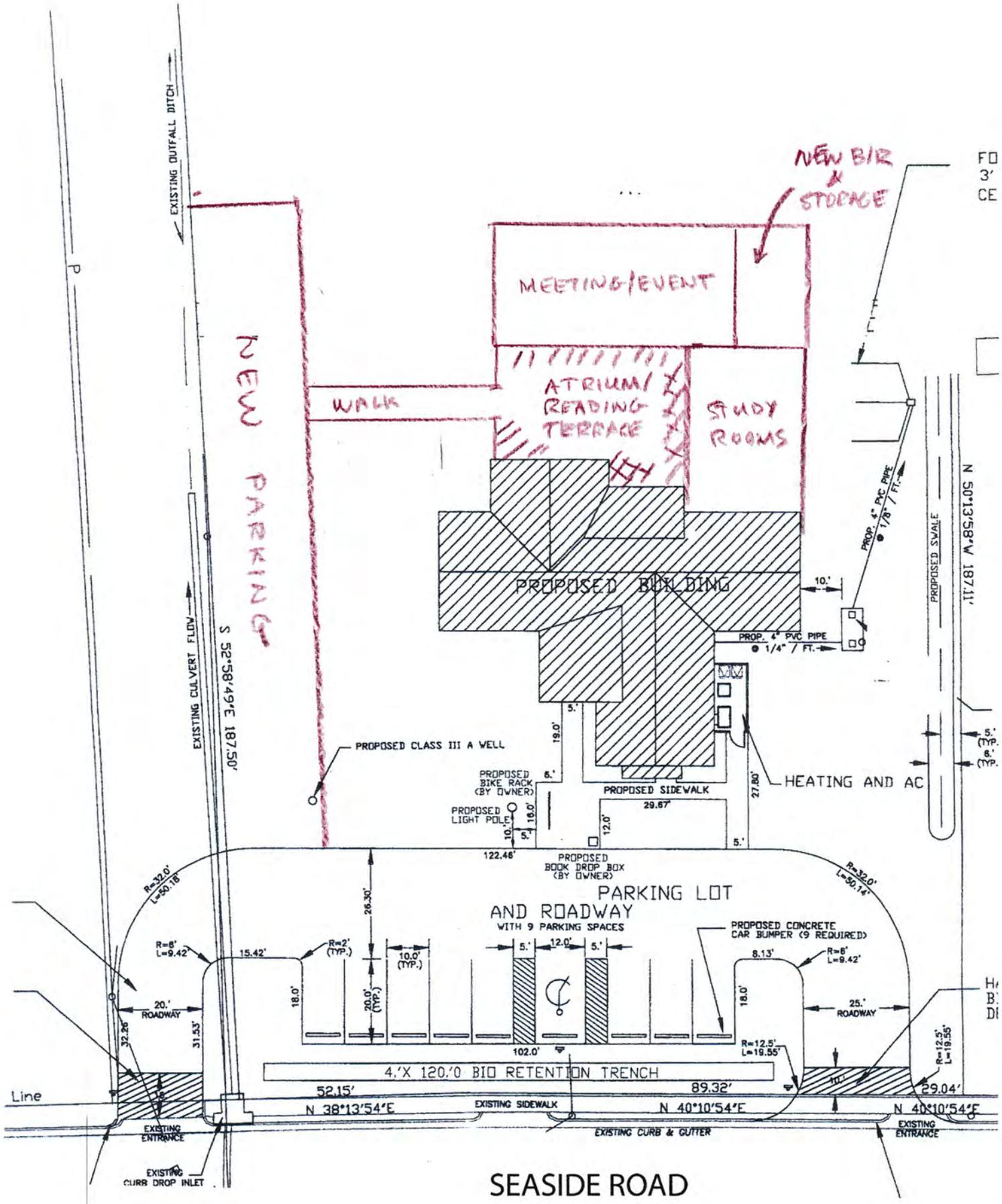
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SEASIDE ROAD

OPTION C



SEASIDE ROAD

Eastern Shore Public Library
Profit & Loss
 January 2025

	Jan 25
Ordinary Income/Expense	
Income	
40000 · INCOME	
41000 · Government Income	
41010 · Accomack County	199,506.25
41020 · Northampton County	59,775.00
41030 · State Aid	102,031.00
	361,312.25
Total 41000 · Government Income	361,312.25
42000 · Contributions	
42030 · Contributions Unrestricted	1,601.50
	1,601.50
Total 42000 · Contributions	1,601.50
44000 · Fines & Fees	
44020 · Photocopying	283.35
44030 · Fax	1.20
44040 · Inter Library Loan	6.00
	290.55
Total 44000 · Fines & Fees	290.55
49000 · Miscellaneous Income	23.29
	23.29
Total 40000 · INCOME	363,227.59
Total Income	363,227.59
Gross Profit	363,227.59
Expense	
60000 · EXPENSES	
61000 · Operations	
61100 · Building	
61102 · Building Maintenance, NFL	42.93
61104 · Building Maintenance - Parksley	305.78
	348.71
Total 61100 · Building	348.71
61200 · Utilities	
61202.1 · Electricity - NFL	464.63
61202.2 · Electricity - Parksley	1,848.03
61203 · Telephone	30.01
61203.1 · Telephone - NFL	594.54
61204 · Water/Sewer - Parksley	152.52
	3,089.73
Total 61200 · Utilities	3,089.73
61300 · Vehicle Operation	152.30
61500 · Computer	
61511 · Computer Hardware, State	9,829.74
61513 · Online Services	2,995.00
61514 · Internet Services, State	264.10
61518 · Technology	2,013.95
61500 · Computer - Other	110.68
	110.68

Eastern Shore Public Library
Profit & Loss
January 2025

	<u>Jan 25</u>
Total 61500 · Computer	15,213.47
Total 61000 · Operations	18,804.21
62000 · Equipment	
62200 · Equipment, State	345.98
62300 · Equipment Maintenance	
62310 · Contractual Services	379.29
Total 62300 · Equipment Maintenance	379.29
Total 62000 · Equipment	725.27
63000 · Programs	
63100 · Adult	413.83
Total 63000 · Programs	413.83
64000 · Personnel	
64010 · Salaries - Director	8,810.00
64020 · Salaries - Other	34,852.93
64030 · Hourly Employees	15,694.91
64050 · Payroll Expenses	5,487.41
64070 · Retirement (VRS)	2,658.38
64080 · Insurance	
64083 · Insurance, Life (VRS)	-0.07
64084 · Insurance, Gen, Liability (VRS)	-0.04
64085 · Insurance, Medical (Anthem)	6,429.92
64086 · Insurance, Dental (Anthem)	136.04
Total 64080 · Insurance	6,565.85
64100 · Staff & Volunteer Appreciation	43.97
Total 64000 · Personnel	74,113.45
65000 · Supplies	
65100 · Custodial	3,288.07
65200 · Office	986.82
65300 · Library	653.64
65400 · Youth Program Supplies	56.84
65000 · Supplies - Other	49.08
Total 65000 · Supplies	5,034.45
66000 · Materials	
66310 · System Materials	
66311 · Books, State Aid	4,922.03
66312 · Periodicals, State Aid	596.38
66313 · Continuations, State Aid	80.79
66315 · Electronic Resources, State Aid	223.22
66317 · AV, State Aid	334.56
66320 · Cape Charles Contract #15	61.48
Total 66310 · System Materials	6,218.46
66350 · Affiliates	

Eastern Shore Public Library
Profit & Loss
January 2025

	<u>Jan 25</u>
66351 · Books, Affiliates	1,675.00
Total 66350 · Affiliates	1,675.00
66900 · Restricted	3,221.62
Total 66000 · Materials	11,115.08
67000 · Other	
67200 · Travel & Meals	111.82
67300 · Dues	782.00
Total 67000 · Other	893.82
68000 · Miscellaneous	
68100 · Bank Fees	268.61
Total 68000 · Miscellaneous	268.61
69000 · Professional Services	
69001 · Professional Services, Financial	1,600.00
69002 · Professional, Library Services	600.00
Total 69000 · Professional Services	2,200.00
Total 60000 · EXPENSES	113,568.72
Total Expense	113,568.72
Net Ordinary Income	249,658.87
Other Income/Expense	
Other Expense	
8040 · Penalties	72.36
Total Other Expense	72.36
Net Other Income	-72.36
Net Income	<u><u>249,586.51</u></u>

Eastern Shore Public Library
Profit & Loss Budget vs. Actual

July 2024 through January 2025

	Jul '24 - Jan 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
40000 · INCOME				
41000 · Government Income				
41010 · Accomack County	598,518.75	798,025.00	-199,506.25	75.0%
41011 · Accomack County On Behalf	0.00	4,300.00	-4,300.00	0.0%
41020 · Northampton County	179,325.00	239,100.00	-59,775.00	75.0%
41030 · State Aid	306,093.00	408,124.00	-102,031.00	75.0%
41040 · Grants	0.00	0.00	0.00	0.0%
Total 41000 · Government Income	1,083,936.75	1,449,549.00	-365,612.25	74.8%
42000 · Contributions				
42010 · ESPL Friends	10,786.30	3,800.00	6,986.30	283.9%
42020 · NFL Friends	0.00	2,000.00	-2,000.00	0.0%
42030 · Contributions Unrestricted	3,303.12	1,000.00	2,303.12	330.3%
42040 · Contributions Restricted	423.23	5,500.00	-5,076.77	7.7%
42050 · Legacies & Bequests	90,633.51	100.00	90,533.51	90,633.5%
42060 · Adopt-A-Book	437.98	500.00	-62.02	87.6%
42070 · ESPL Foundation	949.99	0.00	949.99	100.0%
42000 · Contributions - Other	0.00	0.00	0.00	0.0%
Total 42000 · Contributions	106,534.13	12,900.00	93,634.13	825.8%
43000 · Reimbursements				
43010 · NFL Book Endowment	6,120.00	5,000.00	1,120.00	122.4%
43020 · Island	926.12	2,000.00	-1,073.88	46.3%
43030 · Cape Charles	5,725.94	14,000.00	-8,274.06	40.9%
43040 · Book Replacement	0.00	100.00	-100.00	0.0%
43050 · NFL	0.00	0.00	0.00	0.0%
43000 · Reimbursements - Other	0.00	500.00	-500.00	0.0%
Total 43000 · Reimbursements	12,772.06	21,600.00	-8,827.94	59.1%
44000 · Fines & Fees				
44010 · Fines	710.59	0.00	710.59	100.0%
44020 · Photocopying	6,780.43	7,500.00	-719.57	90.4%
44030 · Fax	12.60	0.00	12.60	100.0%
44040 · Inter Library Loan	180.40	50.00	130.40	360.8%
44000 · Fines & Fees - Other	49.80	0.00	49.80	100.0%
Total 44000 · Fines & Fees	7,733.82	7,550.00	183.82	102.4%
45000 · Endowments				
45010 · Edmonds (UBS)	0.00	0.00	0.00	0.0%
45020 · General (Merrill Lynch)	0.00	0.00	0.00	0.0%
45090 · Miscellaneous Endowments	0.00	0.00	0.00	0.0%
Total 45000 · Endowments	0.00	0.00	0.00	0.0%
45500 · GASB 68 Benefit	0.00	0.00	0.00	0.0%
46000 · Private Grants	0.00	0.00	0.00	0.0%
49000 · Miscellaneous Income				
49020 · Driver Education Test Proctorin	0.00	200.00	-200.00	0.0%
49000 · Miscellaneous Income - Other	58.29	100.00	-41.71	58.3%
Total 49000 · Miscellaneous Income	58.29	300.00	-241.71	19.4%
Total 40000 · INCOME	1,211,035.05	1,491,899.00	-280,863.95	81.2%
Total Income	1,211,035.05	1,491,899.00	-280,863.95	81.2%
Gross Profit	1,211,035.05	1,491,899.00	-280,863.95	81.2%
Expense				
60000 · EXPENSES				
61000 · Operations				
61100 · Building				
61101 · Building Maintenance	0.00	0.00	0.00	0.0%
61102 · Building Maintenance, NFL	3,444.97	15,000.00	-11,555.03	23.0%
61104 · Building Maintenance - Parksley	11,522.15	19,200.00	-7,677.85	60.0%
61105 · Rent	0.00	0.00	0.00	0.0%
61100 · Building - Other	0.00	0.00	0.00	0.0%
Total 61100 · Building	14,967.12	34,200.00	-19,232.88	43.8%
61200 · Utilities				
61201 · Fuel Oil	0.00	0.00	0.00	0.0%
61202 · Electricity	0.00	0.00	0.00	0.0%
61202.1 · Electricity - NFL	2,772.84	7,000.00	-4,227.16	39.6%
61202.2 · Electricity - Parksley	8,767.14	20,000.00	-11,232.86	43.8%

Eastern Shore Public Library
Profit & Loss Budget vs. Actual

July 2024 through January 2025

	Jul '24 - Jan 25	Budget	\$ Over Budget	% of Budget
61203 · Telephone	2,738.34	6,000.00	-3,261.66	45.6%
61203.1 · Telephone - NFL	2,378.16			
61204 · Water/Sewer - Parksley	1,193.30	3,400.00	-2,206.70	35.1%
Total 61200 · Utilities	17,849.78	36,400.00	-18,550.22	49.0%
61300 · Vehicle Operation	761.46	5,000.00	-4,238.54	15.2%
61400 · Insurance (VRSA)				
61401 · Insurance, Building	0.00	0.00	0.00	0.0%
61400 · Insurance (VRSA) - Other	0.00	16,000.00	-16,000.00	0.0%
Total 61400 · Insurance (VRSA)	0.00	16,000.00	-16,000.00	0.0%
61500 · Computer				
61510 · Computer Hardware	0.00	4,000.00	-4,000.00	0.0%
61511 · Computer Hardware, State	13,557.20			
61513 · Online Services	26,062.46	26,620.00	-557.54	97.9%
61514 · Internet Services, State	1,848.70	12,000.00	-10,151.30	15.4%
61515 · Computer Software	475.00	0.00	475.00	100.0%
61516 · Computer Software, State	2,452.65	7,818.00	-5,365.35	31.4%
61517 · Computer Maintenance	0.00	16,000.00	-16,000.00	0.0%
61518 · Technology	10,484.50	2,720.00	7,764.50	385.5%
61500 · Computer - Other	110.68			
Total 61500 · Computer	54,991.19	69,158.00	-14,166.81	79.5%
Total 61000 · Operations	88,569.55	160,758.00	-72,188.45	55.1%
62000 · Equipment				
62100 · Equipment, General	0.00	0.00	0.00	0.0%
62200 · Equipment, State	5,519.81	31,000.00	-25,480.19	17.8%
62300 · Equipment Maintenance				
62310 · Contractual Services	8,078.79	12,000.00	-3,921.21	67.3%
62300 · Equipment Maintenance - Other	0.00	0.00	0.00	0.0%
Total 62300 · Equipment Maintenance	8,078.79	12,000.00	-3,921.21	67.3%
62000 · Equipment - Other	0.00	0.00	0.00	0.0%
Total 62000 · Equipment	13,598.60	43,000.00	-29,401.40	31.6%
63000 · Programs				
63100 · Adult	704.55	1,500.00	-795.45	47.0%
63200 · Youth	5,325.32	7,000.00	-1,674.68	76.1%
63300 · Outreach	3,132.08	0.00	3,132.08	100.0%
63400 · Foundation Restricted Funds	0.00	5,000.00	-5,000.00	0.0%
63500 · Restricted Programs - Other	0.00	1,000.00	-1,000.00	0.0%
63000 · Programs - Other	930.73	0.00	930.73	100.0%
Total 63000 · Programs	10,092.68	14,500.00	-4,407.32	69.6%
64000 · Personnel				
64010 · Salaries - Director	61,567.12	105,000.00	-43,432.88	58.6%
64020 · Salaries - Other	215,536.76	452,756.00	-237,219.24	47.6%
64030 · Hourly Employees	120,056.91	180,000.00	-59,943.09	66.7%
64050 · Payroll Expenses	35,791.49	68,085.00	-32,293.51	52.6%
64070 · Retirement (VRS)	16,301.18	65,000.00	-48,698.82	25.1%
64080 · Insurance				
64082 · Insurance, Worker's Comp.	28.00			
64083 · Insurance, Life (VRS)	-0.45	0.00	-0.45	100.0%
64084 · Insurance, Gen, Liability (VRS)	-0.21	0.00	-0.21	100.0%
64085 · Insurance, Medical (Anthem)	38,368.96	0.00	38,368.96	100.0%
64086 · Insurance, Dental (Anthem)	816.98	0.00	816.98	100.0%
64080 · Insurance - Other	0.00	91,820.00	-91,820.00	0.0%
Total 64080 · Insurance	39,213.28	91,820.00	-52,606.72	42.7%
64090 · Liability Reserve	4,166.65	10,000.00	-5,833.35	41.7%
64100 · Staff & Volunteer Appreciation	581.27	3,000.00	-2,418.73	19.4%
Total 64000 · Personnel	493,214.66	975,661.00	-482,446.34	50.6%
65000 · Supplies				
65100 · Custodial	17,294.26	26,000.00	-8,705.74	66.5%
65200 · Office	5,210.80	0.00	5,210.80	100.0%
65300 · Library	19,696.98	33,467.00	-13,770.02	58.9%
65400 · Youth Program Supplies	890.49	3,000.00	-2,109.51	29.7%
65500 · Archival Supplies	1,072.48	0.00	1,072.48	100.0%
65000 · Supplies - Other	-71.90			
Total 65000 · Supplies	44,093.11	62,467.00	-18,373.89	70.6%

Eastern Shore Public Library
Profit & Loss Budget vs. Actual

July 2024 through January 2025

	Jul '24 - Jan 25	Budget	\$ Over Budget	% of Budget
66000 · Materials				
66310 · System Materials				
66311 · Books, State Aid	33,332.86	61,437.00	-28,104.14	54.3%
66312 · Periodicals, State Aid	1,010.38	500.00	510.38	202.1%
66313 · Continuations, State Aid	286.70	500.00	-213.30	57.3%
66314 · Microforms, State Aid	0.00	500.00	-500.00	0.0%
66315 · Electronic Resources, State Aid	13,392.08	25,500.00	-12,107.92	52.5%
66317 · AV, State Aid	2,920.62	7,500.00	-4,579.38	38.9%
66318 · Other Non-Book, State Aid	10.26			
66320 · Cape Charles Contract #15	1,558.87	2,000.00	-441.13	77.9%
66310 · System Materials - Other	0.00	0.00	0.00	0.0%
Total 66310 · System Materials	52,511.77	97,937.00	-45,425.23	53.6%
66350 · Affiliates				
66351 · Books, Affiliates	12,823.93	17,000.00	-4,176.07	75.4%
Total 66350 · Affiliates	12,823.93	17,000.00	-4,176.07	75.4%
66900 · Restricted	8,338.71	17,000.00	-8,661.29	49.1%
66000 · Materials - Other	-219.87			
Total 66000 · Materials	73,454.54	131,937.00	-58,482.46	55.7%
67000 · Other				
67100 · Postage	586.18	3,000.00	-2,413.82	19.5%
67200 · Travel & Meals	3,897.69	8,000.00	-4,102.31	48.7%
67210 · Travel - State Aid	63.90			
67300 · Dues	2,072.00	3,500.00	-1,428.00	59.2%
67000 · Other - Other	350.00			
Total 67000 · Other	6,969.77	14,500.00	-7,530.23	48.1%
68000 · Miscellaneous				
68100 · Bank Fees	1,959.65	1,000.00	959.65	196.0%
68300 · Refunds	0.00	300.00	-300.00	0.0%
68500 · Advertising	0.00	0.00	0.00	0.0%
68600 · Continuing Education	893.72	7,800.00	-6,906.28	11.5%
68700 · Tangier	0.00	1,000.00	-1,000.00	0.0%
68000 · Miscellaneous - Other	219.41	0.00	219.41	100.0%
Total 68000 · Miscellaneous	3,072.78	10,100.00	-7,027.22	30.4%
69000 · Professional Services				
69001 · Professional Services, Financial	11,200.00	20,000.00	-8,800.00	56.0%
69002 · Professional, Library Services	4,388.59	14,800.00	-10,411.41	29.7%
69003 · Erate Consultant	2,495.75	5,720.00	-3,224.25	43.6%
69004 · Auditor	5,775.00	10,000.00	-4,225.00	57.8%
69000 · Professional Services - Other	0.00	0.00	0.00	0.0%
Total 69000 · Professional Services	23,859.34	50,520.00	-26,660.66	47.2%
69005 · Depreciation Expense	0.00	0.00	0.00	0.0%
Total 60000 · EXPENSES	756,925.03	1,463,443.00	-706,517.97	51.7%
Total Expense	756,925.03	1,463,443.00	-706,517.97	51.7%
Net Ordinary Income	454,110.02	28,456.00	425,654.02	1,595.8%
Other Income/Expense				
Other Income				
7010 · Interest Income	1,836.60			
Total Other Income	1,836.60			
Other Expense				
61103 · Capital	0.00	0.00	0.00	0.0%
8020 · Miscellaneous	72.34	0.00	72.34	100.0%
8040 · Penalties	128.59			
Total Other Expense	200.93	0.00	200.93	100.0%
Net Other Income	1,635.67	0.00	1,635.67	100.0%
Net Income	455,745.69	28,456.00	427,289.69	1,601.6%

Eastern Shore Public Library
Balance Sheet
As of January 31, 2025

	<u>Jan 31, 25</u>
ASSETS	
Current Assets	
Checking/Savings	
LGIP - Investment Account #1155	72,640.07
Petty Cash	
Main	121.91
NFL	76.87
Total Petty Cash	198.78
Truist - Operating #2396	
Liability Reserve	31,924.64
Truist - Operating #2396 - Other	673,022.29
Total Truist - Operating #2396	704,946.93
Total Checking/Savings	777,785.78
Other Current Assets	
1300 · Prepaid Expenses	28,317.48
1400 · Security Deposit	1,600.00
Total Other Current Assets	29,917.48
Total Current Assets	807,703.26
Fixed Assets	
1500 · Land	5,000.00
1510 · Buildings	660,459.20
1515 · Equipment	800,050.16
1516 · Equipment Purchases	97,804.92
1520 · Vehicles	51,680.00
1550 · Accumulated Depreciation	-580,956.70
Total Fixed Assets	1,034,037.58
Other Assets	
1600 · Deferred Outflows	73,814.00
Total Other Assets	73,814.00
TOTAL ASSETS	1,915,554.84
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	5,500.00
Total Accounts Payable	5,500.00
Credit Cards	
Atlantic Union Credit Card	-1,772.74
Total Credit Cards	-1,772.74
Other Current Liabilities	

Eastern Shore Public Library
Balance Sheet
As of January 31, 2025

	<u>Jan 31, 25</u>
2100 · Payroll Liabilities	809.72
2270 · Minnesota Life	0.05
2280 · State Unemployment Tax	-26.27
2290 · Anthem, Medical	-162.42
2300 · Anthem, Dental	8.00
2360 · AFLAC	165.30
2380 · Compensated Absences	26,325.52
2400 · Net Pension Liability	118,709.00
2500 · Deferred Inflows	21,947.00
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Total Other Current Liabilities	167,775.90
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Total Current Liabilities	171,503.16
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Total Liabilities	171,503.16
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Equity	
1110 · Retained Earnings	798,738.67
3000 · Opening Bal Equity	489,567.32
Net Income	455,745.69
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Total Equity	1,744,051.68
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TOTAL LIABILITIES & EQUITY	1,915,554.84
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