



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

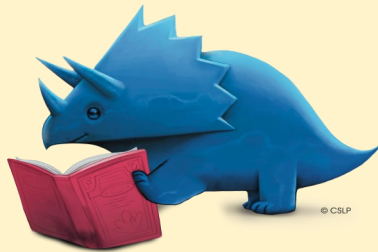
May 2026

Director's Update



Christopher Pote,
System Director

One of the main activities for staff in May is preparing for Summer Reading and its kickoff events. As you will read in the following pages, there are plenty to choose from. On Saturday June 13th, The Regional Library & Heritage Center in Parksley is hosting SummerFest, and Chincoteague Island Library is hosting their Field Day. Then on June 18th, Cape Charles Memorial Library is hosting their summer reading kick-off. All events will have lots of fun games, activities, crafts, treats, and more. Come out early for some fun in the sun, tire those kids out, and enjoy all the other weekend activities the Shore has to offer!



Upcoming June Highlights Eastern Shore Public Library System

- **4th: Romance Book Club 5:30pm- ESRL**
- **11th: Adult Craft: Tote Bag Painting 6pm- NFL**
- **13th: Summerfest 10am - ESRL**
- **18th: Makerspace Class: Sewing Machine 6pm- ESRL**
- **19th: Libraries closed for Juneteenth**
- **20th: Free Patriots of Color Lecture 10am - ESRL**
- **23rd: Mike Klee Magic Show 11am - NFL (offsite at Northampton Parks and Rec)**
- **25th: Family Movie Night *The Land Before Time* 6pm - ESRL**
- **26th: Adult Crafternoon: Paper Bead Earrings 12pm - ESRL**
- **Tech Help: Every Wednesday - NFL**
- **Ancestry Help: Every Wednesday - ESRL**
- **Heritage Center Reference Assistance: Every Thursday - NFL**
- **Storytime Anytime: Every Monday & Wednesday - NFL**

For times & 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

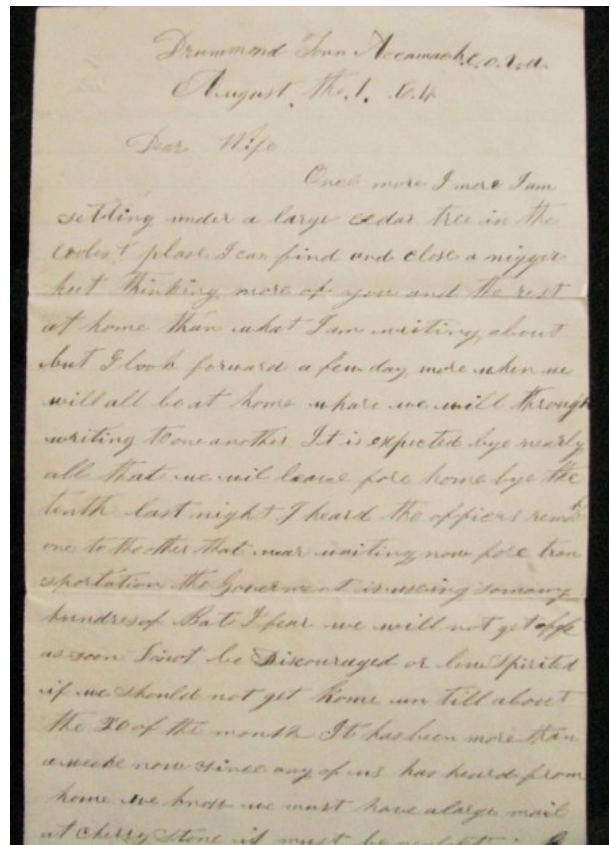
Jazmine Collins, Reference Manager & Local History

The final edits are being made for the Heritage Center's online public access catalog. In the meantime, staff have been working on a new exhibit that will be launched this June. The exhibit is the first of several that will explore topics regarding the Eastern Shore of Virginia and the America250 celebration. The Declaration of Independence marked a turning point in our country's history, as well as the daily life of the people who lived during that era. Religion is one of the areas with a large and immediate shift and the Eastern Shore was no exception. In many ways, the Shore was one of the earliest regions in the development and practice of the freedom of religion. The Shore is home to many historic churches and has been the setting for several religious figures with state and even national significance. The exhibit will showcase photographs of some of these historic figures and our historic churches. Viewers will understand how the principle of being able to freely worship one's faith transpired on the Shore. The photographs that will be on display were chosen from several of the collections preserved at the Heritage Center including those of Kirk Mariner, Frances Bibbins Latimer, Alton Brook Parker Barnes, Nora Miller Turman, and the Eastern Shore News. The exhibit is set to open the week of June 15th.

The Heritage Center received a donation of a Civil War letter written in August of 1864 by Thomas Rose, who was with 138th Ohio. Rose was detached to Drummondtown while most of the rest of his company stayed at Cherrystone. Rose praises the Eastern Shore for its variety and production of fruits and describe the mosquitoes as being the enemy's weapons of war. The letter is in good condition and will be added to the manuscript collection.

The Heritage Center's ClickShare Media Converter was used for the first time this month. A patron was able to convert two VHS to MP4 digital files using the device that the Heritage Center purchased. The quality of the digital format is laudable, however, the device does take the entire length of the film or recording to digitize any media. This is because the ClickShare plays the original recording on its screen as it is converting it to a media file as a new recording. Thus far, there is no way to expedite the process.

The Heritage Center also signed up to join the American Conversation Project. This summer — during Civic Season, June 19 through July 4 — libraries across the country will host recorded small-group conversations where neighbors share what's on their minds: what they love about where they live, what feels broken, what they hope for, and how they want to take action. Those stories don't disappear when the conversation ends. Using a combination of human listening and AI-assisted tools, ACP works with [Cortico](#) to surface insights from communities across the country and share them back — so people can hear not just what their neighbors are saying, but what Americans everywhere are thinking and feeling. We will host our first conversation in coordination with the gallery wall exhibit on freedom of religion.





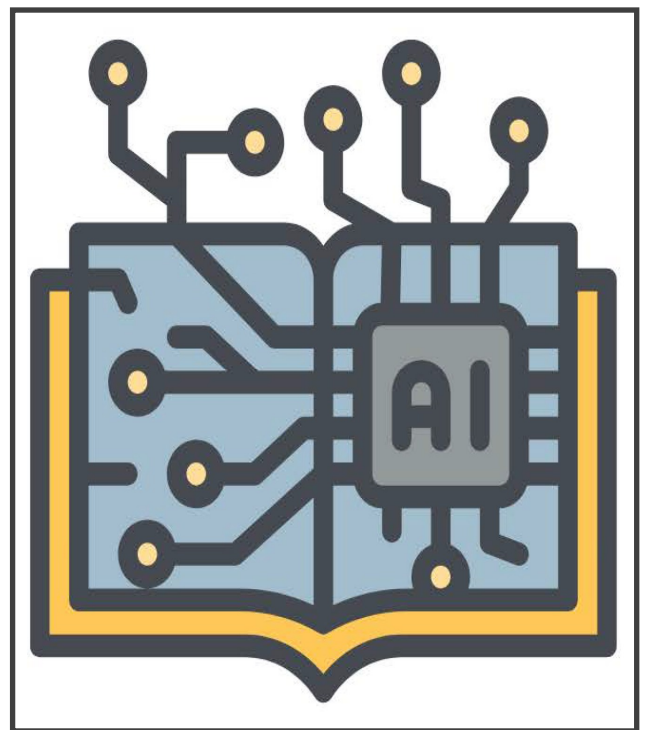
Artificial Intelligence as Author?

Artificial Intelligence, or AI, has frequently been the focus of news and conversation in recent months. From privacy, political, and environmental concerns to fears of a robot apocalypse, humanity is wrestling with the benefits and potentially catastrophic outcomes resulting from the development and use of this new technology.

In the public library realm, administrators and staff are determining how to responsibly educate the public about AI. There has also been a great deal of discussion across national and state library listservs and webinars about how to best utilize AI's capabilities in day to day library operations, or whether or not to even implement AI at all.

While these larger scale conversations and decisions are taking place, library staff who acquire materials and manage collections are facing an increasing number of published and recorded works that are generated, either entirely or in part, by Artificial Intelligence. These AI-authored books are appearing in the selections of popular online book sellers, library vendors, eBook and eAudiobook platforms, and sometimes even in the catalogs of reputable publishers.

AI-generated books are uploaded to online book sellers in bulk as a source of passive income by individuals betting on volume of sales rather than quality of content. Various AI apps allow a seller to copy and paste an existing book's summary and table of contents into the app and "write" a new book on the subject. Within just a few minutes, the seller has a book ready for sale. There are significant copyright and quality concerns about these titles and, in some cases, the errors and misinformation included can be dangerous, particularly with medical subject matter.



In addition to the items written entirely by AI, there are a growing number of works written by an actual human but illustrated by AI. ESPL has been approached in the past few months by two authors, local to our region, who have published children's books with obvious AI-generated illustrations. At first consideration, this may not seem too concerning, but on closer examination, the images contain pictures of children with extra fingers, adults with two left hands, or animals that are combinations of two different species.

As we navigate through the impacts that Artificial Intelligence is having on the library and the wider world, library staff will remain mindful of the importance of maintaining public trust through continuing to safeguard the quality and veracity of information in our materials collection.



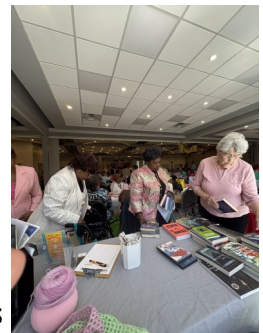
Programs & Outreach Report

Tiffany Flores, Programs and Outreach Librarian



At the Regional Library & Heritage Center, teen programming has been buzzing lately! The weekly teen nights have ramped up in engagement with a good number of teens each night. In addition to participation, teens are also requesting programs and games they want to see. While this has been a gradual process, it is good to see them finally warm up and respond to questions about what they want. Suggestions include, snacks (of course), games, and program ideas. The latest suggestion is Tomodashi Life, a video game. Tiffany has obliged the request and communicated such. They are more than a little enthusiastic about working together to create their world. Teen Creative Writing continues to be a huge success: the teens really enjoy learning how to write creatively and hanging out the whole time.

The Regional Library & Heritage Center is committed to visiting and supporting every part of the community. During this month's outreach, Tiffany Flores visited a diverse range of people ranging from 4 to 104. On May 12th Tiffany attended the Older Americans Extravaganza hosted by Accomack County Parks and Rec. This event serves over 300 individuals and provides them with a day full of food, dancing, music, and comedy skits. In addition to the celebratory activities, community vendors are presented with the opportunity of advertising their services. All participants were enthusiastic about the library and the free giveaways available, especially the bags. This event was so well attended and full of positive energy.



The following day, Tiffany visited Pungoteague Elementary to read '*Splash, Crash, or Moo*' by Bob Shea with the help of Betsey the Cow Puppet. This went splendidly as all 4 classes enjoyed the hysterical antics of Betsey eating the story book; they were then able to build their own towers for cows to crash into. Tiffany read to fifty students and joined them in on a school fire drill. Additionally, Kegotank Elementary school visited the library for a tour of the building. While Tiffany couldn't be there, Alex and Maria were able to give all the pre-k students a tour, read them a story, and allow them to play in the kid's area. The teachers and students left pleased with their day and look forward to coming back next year.

Summer Reading is merely weeks away! On June 13th the Regional Library & Heritage Center will be having their yearly SummerFest in Parksley to kick-off this year's summer reading program: *Unearth a Story*. There will be a bounce house, food, games, and activities both inside and outside of the library. We will also have both Magic Mike's Amazing Balloon Show and the Salisbury Zoo presenting in the Lecture Hall. During SummerFest, families will be able to sign up for this year's summer reading program. This year's program will feature eight weeks of dinosaur fun including crafts, kid's parties, and a dino themed mystery party! There will also be a 'Creature Feature' in July where people can learn all about the library's dinosaur: Waldo the Crested Gecko.





Northampton Free Library

Connor Buyn, Branch Manager



Northampton Free Library rolled into the month of May with a blooming pollinator garden and a calendar chock-full of public programs. The library hosted children's craft nights on May 7th and 21st—with participants making paper plate flower pouches and paper plate rainbows respectively. May's adult craft was hosted on Thursday, May 14th. Attendees enjoyed a spring-time herbal tea mixing activity and were able to build their own teapot drip protector to take home. Finally, on Saturday, May 16th, the Eastern Shore Master Gardeners were back for their final garden tour session and plant giveaway of the season. Library patrons and staff were able to take home black-eyed susan seedlings and learn more about the library's wild-flower collection.

Northampton Free Library will feature a suite of prehistoric-themed programs in June. Our first kids program of the month will be held on Thursday, June 4th and will start at 4:30 PM. This time we'll be making paper plate dinosaurs. Our second kids program will be held two weeks later on Thursday, June 18th, starting at 6:00 PM. In the return of a favorite from last year, kids will be invited to don goggles, break out their hammers, and smash real geodes to find the crystals inside! Both of these programs are free and no signup is required. There will be snacks provided at both. In a first, Northampton Free Library will also host two adult crafts in the month of June. The first—a canvas tote bag painting craft—will be held on June 11th starting at 6:00 PM. The next will be hosted two weeks later on Thursday the 25th, also at 6:00 PM. Attendees to this program will be invited to make their own paper bead earrings. Our adult craft programs are also both free, but do require signup in advance. Please ask at the front desk or visit our Facebook page for more information. Tech help will continue to be offered on demand on every Wednesday.

We also have an exciting off-site program this month: Join Magic Mike at Northampton County Parks and Rec for a magic show on Tuesday, June 23rd starting at 11:00 AM.

Northampton Free Library will be closed on Saturday, June 13th for Summerfest at the Regional Library & Heritage Center in Parksley, and on Friday, June 19th in observance of Juneteenth.



Cape Charles Memorial Library

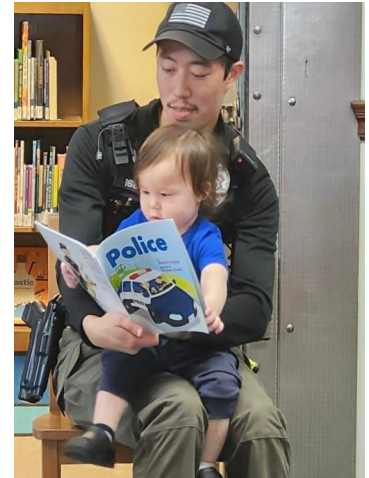
Sharon Silvey, Library Manager



The month of May was an eventful time at Cape Charles Memorial Library, with a variety of celebrations including Cinco de Mayo, National Police Week, Asian American Pacific Islander Heritage Month (AAPI), and Mental Health Awareness Month.



We started off the month with a fun Cinco de Mayo story time, where young participants explored the enchanting world of dragons and tacos. Attendees had the opportunity to create their own tacos using a colorful assortment of materials such as yarn for cheese, crepe paper for lettuce, and corduroy for meat, all nestled into paper plate shells. With oversized tweezers in hand, the young chefs delved into the crafting frenzy, crafting their own unique taco masterpieces, making it a truly delightful fiesta!



In honor of National Police Week (May 10–16), we were delighted to have the Cape Charles Police Department join us for a special story time, and we extend our heartfelt gratitude to Chief Pruitt and Officer Yee for their engaging presence with our young readers.

For several years, CCML has proudly presented AAPI culture through our interactive 'Travel through Food' exhibit, showcasing delectable snacks from various countries like Vietnam, the Philippines, Korea, Thailand, and more. This year, the Japanese candies and delicious jaggery and sesame seed chews from India were particularly popular, and visitors had the opportunity to enjoy these treats while participating in AAPI trivia for a chance to sample more snacks, resulting in over 400 snacks being savored and a greater understanding of AAPI countries.



May also marked Mental Health Awareness Month, during which we emphasized the significance of play through resources and toys from the nationwide 'Play for Resilience' initiative by MESH Helps (Mental, Emotional, and Social Health). Their fundamental belief underscores the idea that every moment spent playing aids children in developing emotional resilience, problem-solving skills, and communication abilities, allowing them to navigate challenges in a safe and enjoyable environment.

Lastly, we're thrilled to announce our upcoming *Unearth a Story* Summer Reading Program Kick-off Event on June 18 from 1:30 PM to 3:30 PM at the Cape Charles Memorial Library. This exciting afternoon will feature Ryan the Balloon Guy, crafts, delicious treats, an opportunity to 'Adopt a Dino' (while supplies last), and WHRO-PBS Kids! The first 50 registrants will receive a special Dino Bag, so be sure not to miss out on this fantastic event!



Chincoteague Island Library

Jodi Novak, Chincoteague Island Library



In the month of May we had a lot going on! From our Tales 4 Tots programs, to Astronomy night in the park, to Needle Crafting Clubs our library was right at the center of it all.

Every Thursday at 10AM we have Tales 4 Tots. It's a great time where kids have a safe place to explore books, learn, make friends, and enjoy fun, age-appropriate crafts. One of our favorite moments this month was Lady Bug Craft where we were able to recycle and reuse old CD's.



We had the opportunity to enjoy Space Night at the library, where Solar System Representative Daniel McGill guided us through Space to view Jupiter, Venus, and the moon.

We host two needle art programs where people can come in, sit, and chat while sharing their love of crochet, knitting, quilting, and so much more. Our participants always look forward to these nights, enjoying the time together and sharing their own takes and creativity on their needle crafts.



We had a Spring Pot Painting, even though the weather wasn't in favor everyone who came in had such a fun time and they got to take home their artistic pots and a variety pack of Pollinator blend seeds to plant.



EASTERN SHORE PUBLIC LIBRARY

BOARD OF TRUSTEES

Tuesday, June 9, 2026 @ 1:00PM

Meeting Location: Eastern Shore Regional Library & Heritage Center
24313 Bennett Street, Parksley, VA 23412

Agenda

1. Call to Order
2. Approval of Consent Agenda
3. Public Comments
4. Approval of Minutes of May 20, 2026
5. Old Business
 - a. ESRL & HC Parking Enforcement
6. Financial Report (Pote)
7. Director's Report (Pote)
8. Committee Reports
 - a. Finance Committee (Chesser)
 - b. Personnel Committee (Miles)
 - c. Trustee Training Committee (Holland)
 - d. Facilities Committee (Poyer)
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 (Baird)
10. ESPL Foundation (Poyer)
11. New Business
 - a. Officer Elections
 - b. FY27 Trustees' Meeting
 - c. CLOSED SESSION pursuant to VA Code § 2.2-3711.1 – Personnel
12. Additional Comments
13. Next Meeting: Tuesday, July 14, 2026, at 1:00PM at the Eastern Shore Regional Library & Heritage Center, 24313 Bennett Street, Parksley, VA 23412
14. Adjournment



MINUTES

BOARD OF TRUSTEES: Eastern Shore of Virginia Public Library System

5.20.26 | 1 PM | Eastern Shore Regional Library & Heritage Center
Parksley, VA

Meeting called to order by Janet Justis

ATTENDANCE

Present:

Grayson Chesser, Dennis Custis, Joyce Holland, Janet Justis (*Chair*), James Lilliston (*non-voting*), M.K. Miles, Christopher Pote (*non-voting*), David Poyer, Frank Russell, Maureen Teague

Absent:

Carl Rose-Jensen

In Attendance:

Kate Baird, Tiffany Flores, Kasey Grier, Jamie Johnson, Charle Ricci

CALL TO ORDER

The meeting was called to order by Janet Justis at 1:03pm. A quorum was present.

APPROVAL OF CONSENT AGENDA

Joyce Holland moved to accept the consent agenda, Maureen Teague seconded. Motion carried.

PUBLIC COMMENTS

Charle Ricci, Collections Management & Acquisitions Librarian for ESPL, shared a message of support and appreciation of System Director, Christopher Pote, signed by the ESPL staff. (Attached)

APPROVAL OF MINUTES [4.14.26]

Joyce Holland moved that the April 14, 2026, meeting minutes be approved. Frank Russell seconded. Motion carried unanimously.

OLD BUSINESS

ESRL & HC (Justis)

Janet Justis shared that it was requested of her today, rather than discussing parking at ESRL & HC in this public meeting, to hold a private meeting with Supervisor Parks, Janet Justis and Christopher Pote.

Joyce Holland moved that a meeting about the ESRL & HC parking situation be held by Supervisor Parks, Janet Justis, Christopher Pote and whoever else Supervisor Park would like to have present. Maureen Teague seconded. Motion carried unanimously.

Maureen Teague stated that she would like to attend the parking meeting as well.

FY26 Budget Revisions (Pote)

C. Pote explained the requested revisions to the FY26 budget indicating that changes were taking funds from line items that were over budgeted and reallocating them to the personnel and building maintenance lines.

Frank Russell moved to approve the revised budget as presented by Director Christopher Pote. Maureen Teague seconded. Motion carried unanimously.

FINANCIAL REPORT [C. Pote]

C. Pote reported that all FY26 disbursements have been received. The state allocation included an extra \$846. Overall, the system is on solid financial ground for the remainder of the fiscal year.

The new courier van has been procured, upfitting is currently underway, and ESPL hopes to take possession before SummerFest (June 13). The existing courier van will be traded in.

LIBRARY DIRECTOR'S SYSTEM REPORT [C. Pote]

Access Control System- ESRL & HC

Christopher Pote received a new quote for the access control system, with the Boards approval of the revised budget, most if not all of the project can be covered by FY26 funds.

Windows- ESRL & HC

The warranty claim on the fogged windows has been accepted:

- Most of the exterior building windows were affected by the fogging and will be replaced at no cost to ESPL.

C. Pote will present more information on the costs associated with the window tinting project relative to the FY27 budget.

Summer Fest

Summer Fest, the annual kick-off community party for the summer reading program will be held at the ESRL & HC on Saturday, 6.13.26 from 10am-2pm. There will be a bounce house, yard games, face painting, crafts & activities, food trucks, sensory play, community info. tables and most importantly, sign up for summer reading! Please join us if you're able.

COMMITTEE REPORTS

Finance Committee (G. Chesser)

No report.

Personnel Committee (Miles)

Will share during New Business.

Trustee Training Committee Report (Holland)

Joyce Holland encouraged the Board members to alert her and Janet Justis if there were any topics that they would like them to review or share.

Facilities Committee Report (Poyer)

On May 8th there was a joint task force meeting for the NFL expansion project consisting of members of the BOT, the Foundation, Library Staff and NFL Friends, Tom Rakowski, Janet Justis, Kasey Grier, Christopher Pote, Connor Buyrn, Lenore Hart, David Poyer, and Michael Schnekser (TMA).

The committee agreed to a merged layout. The new design was approved unanimously by committee, and there will hopefully be graphics to share at the next meeting.

BRANCH AND FRIENDS REPORTS

Cape Charles Memorial Library

Included in the written Library Director's System Report.

Chincoteague Island Library

Included in the written Library Director's System Report.

Northampton Free Library

Included in the written Library Director's System Report.

ESPL Friends of the Eastern Shore Public Library (Baird)

Friends President, Kate Baird shared the update from the Friends. (Report attached).

- K. Baird also read a statement on behalf of the Friends in support and recognition of the hard work and leadership that Director Christopher Pote provides the library system.

ESPL FOUNDATION [Poyer]

David Poyer shared that the Foundation is meeting tomorrow, so he'll have updates next month.

NEW BUSINESS

Director's Annual Review [Miles]

M.K. Miles provided each Trustee with a packet of paper documents to complete Director Christopher Pote's annual review. The papers are due back to M.K. Miles by next Friday, 5.29.26.

Jazmine Collins will collect the evaluations as they are turned into ESRL & HC and then turn them over to M.K. Miles.

ADDITIONAL COMMENTS

Kasey Grier, Foundation President shared updates:

- The Foundation seconds both statements provided by Charle Ricci, and Kate Baird, thanking Director Christopher Pote for his service
- This is the second year of the Joyce Brown Milliner summer internships (for high school juniors, seniors, and college students).
 - One position will be at the Chincoteague Island Library
 - Two positions will be at the ESRL & HC
 - applications are posted on Foundation website, accepting apps through June 1st
- The project for the next few months will be developing Legacy Giving; looking to host an event in the early fall about long term and legacy planning including a tour in the library including a look at behind the scenes work.

Christopher Pote shared that the ESRL & HC has been partnering with Accomack County's Joint Planning Commission for the Comprehensive Plan by hosting most of the meetings, workshops, and events that the County is holding for the public as part of this process.

C. Pote also shared that in 2027 the system is obligated to create and approve a new 5-year strategic plan.

Frank Russell shared that he is concerned about the long-term fiscal future of the library system. If “push comes to shove” the Town of Parksley could keep the doors open at the Library through a loan for a year or so.

NEXT MEETING

Tuesday, 6.9.26 at 1PM | Facility: Eastern Shore Regional Library & Heritage Center, 24313 Bennett Street, Parksley, VA 23412

ADJOURNMENT

Dennis Custis moved to adjourn the meeting. Joyce Holland seconded. The motion carried unanimously.

The meeting adjourned at 1:52pm by Janet Justis.

DRAFT



FRIENDS OF THE EASTERN SHORE PUBLIC LIBRARY

PRESIDENT

Kate Baird

VICE PRESIDENT

Sharyn McQuaid

SECRETARY

Maureen Teague

TREASURER

Carol Callander

BOARD MEMBERS

Pat Bloxom

Liz Bochicchio

Sharyn McQuaid

Judy Malarkey

Betsy Reich

Janet Rochester,

President Emeritus

May 2026

To: Board of Trustees

Submitted by: Kate Baird – President - *Friends of the Eastern Shore Public Library*

Greetings from *The Friends*.

Finally, spring has arrived on the Eastern Shore and the activity level of its residents has increased! This is true for the *Friends* as well, as we participate in a variety of activities outside the library as well as tending to our library support tasks.

Friends have been busy scanning books for Better World Books (BWB). Ten boxes were sent this month with a total of 186 books being processed for gross sales of \$586.86 and a commission of \$58.76. Our YTD total is now \$627.25.

The Bookshop brought in \$240.00 for the month of April, giving us a weekly YTD average of \$79.00. We are in need of donations of pristine or very gently used books especially in the areas of cooking, travel, gardening, history and biographies as well as all genres of fiction and children's books.

The *Friends* are looking forward to assisting with the Summer Reading Fest that will take place here at the Regional Library on 13 June. We will be helping with activities as well as staffing the Bookshop.

We are very pleased that the collection of Healing Reads materials has been embraced by the community and hope to continue our support of that important project.

In April the *Friends* donated \$500 to the Eastern Shore Community College's Malarkey Scholarship Fund in memory of Terry Malarkey, husband of longtime *Friends* member Judy Malarkey.

Our outreach locations continue to be successful with our ace delivery man (Dan Sossaman) trekking from the laundromat to the prison and several post offices in between.

To celebrate National Library Workers Appreciation Week, the *Friends* presented gift cards to *The Caboose* to the staff so they could enjoy a special treat in recognition of their dedicated service to the patrons of the Eastern Shore Library System.

As always, it is our pleasure and honor to be working alongside this incredible staff to support the programs and mission of the library!

Happy Reading Everyone!

May 19, 2026

Eastern Shore Board of Trustees Members:

At this time last year, library staff composed and submitted a statement to the board of trustees to recognize the steady leadership and support that System Director Christopher Pote had provided to the library system and its staff. A year may have passed, but our message has remained unchanged.

Chris demonstrates an encouraging and approachable style of leadership and provides staff with the necessary support and resources to accomplish their work. He ardently encourages library staff to advance their professional knowledge through continuing education webinars, courses, and conferences. Our staff continues to thrive in an environment that fosters teamwork and respect. Chris has shown a strong ability to make decisions that address problems that arise and allow the day-to-day operations of the library to run smoothly, while also maintaining a forward-looking long view of library services and mission.

Chris exhibits a clear interest in the success of others, whether that be for staff or with partnerships between the library and other non-profits or community organizations. His dedication to a patron-focused approach is evident in the library initiatives and services that he has already launched and those that are currently in the works. Chris has also demonstrated a clear and unwavering commitment to the core values of the library profession, with special emphasis on patron privacy and the freedom to read.

In conclusion, we, the staff of ESPL, would like to express our appreciation to System Director Pote for the dedication that he has poured into his role. The positive results from his excellent leadership are evident not only in the positive work environment and community-focused library services that continue to grow, but also in the strong collaborative connections and partnerships that he has been instrumental in developing.

With our sincere appreciation,

Wendy K. [Signature]
Charlie Ricci
Jim [Signature]
Suzanne [Signature]
Sharon Van Dine
Stacia Childer
Maria Burns
[Signature]
[Signature]
Brian [Signature]
Debra Bell
Ann Saecher
Willow [Signature]
Luke Kelly

ESPL Board of Trustees
2026-2027 Meeting Schedule

July 14, 2026

Eastern Shore of Virginia Regional Library & Heritage Center at 1:00 p.m.

August 11, 2026

Eastern Shore of Virginia Regional Library & Heritage Center at 1:00 p.m.

September 8, 2026

Eastern Shore of Virginia Regional Library & Heritage Center at 1:00 p.m.

October 13, 2026

Cape Charles Memorial Library at 7:00 p.m.

November 10, 2026

Eastern Shore of Virginia Regional Library & Heritage Center at 1:00 p.m.

December 8, 2026

Eastern Shore of Virginia Regional Library & Heritage Center at 1:00 p.m.

January 12, 2027

Northampton Free Library at 6:00 p.m.

February 9, 2027

Eastern Shore of Virginia Regional Library & Heritage Center at 1:00 p.m.

March 9, 2027

Eastern Shore of Virginia Regional Library & Heritage Center at 1:00 p.m.

April 13, 2027

Chincoteague Island Library at 5:00 p.m.

May 11, 2027

Eastern Shore of Virginia Regional Library & Heritage Center at 1:00 p.m.

June 8, 2027

Eastern Shore of Virginia Regional Library & Heritage Center at 1:00 p.m.

Highlight – indicates evening meetings not held at ESRL&HC, Parksley

Eastern Shore Public Library
Profit & Loss
 May 2026

	May 26
Ordinary Income/Expense	
Income	
40000 · INCOME	
41000 · Government Income	
41020 · Northampton County	68,440.00
Total 41000 · Government Income	68,440.00
42000 · Contributions	
42030 · Contributions Unrestricted	20.01
42060 · Adopt-A-Book	100.00
Total 42000 · Contributions	120.01
43000 · Reimbursements	
43030 · Cape Charles	1,332.82
Total 43000 · Reimbursements	1,332.82
44000 · Fines & Fees	
44010 · Fines	97.94
44020 · Photocopying	505.59
44040 · Inter Library Loan	6.00
44000 · Fines & Fees - Other	35.00
Total 44000 · Fines & Fees	644.53
Total 40000 · INCOME	70,537.36
47000 · NFL Reno	20,000.00
Total Income	90,537.36
Gross Profit	90,537.36
Expense	
60000 · EXPENSES	
61000 · Operations	
61100 · Building	
61102 · Building Maintenance, NFL	42.93
61104 · Building Maintenance - Parksley	288.20
61106 · NFL Reno	9,769.00
Total 61100 · Building	10,100.13
61200 · Utilities	
61203 · Telephone	594.54
61204 · Water/Sewer - Parksley	164.39
Total 61200 · Utilities	758.93
61300 · Vehicle Operation	20.00
61500 · Computer	
61511 · Computer Hardware, State	491.60
61513 · Online Services	2,607.08
61514 · Internet Services, State	264.10

Eastern Shore Public Library
Profit & Loss
May 2026

	<u>May 26</u>
61517 · Computer Maintenance	1,649.30
Total 61500 · Computer	5,012.08
Total 61000 · Operations	15,891.14
62000 · Equipment	
62200 · Equipment, State	70,801.41
62310 · Contractual Services	454.29
Total 62000 · Equipment	71,255.70
63000 · Programs	
63100 · Adult	109.99
63200 · Youth	1,490.80
63400 · Foundation Restricted Funds	-5,000.00
63600 · Program Supplies	125.87
Total 63000 · Programs	-3,273.34
64000 · Personnel	
64010 · Salaries - Director	9,072.50
64020 · Salaries - Other	42,249.76
64030 · Hourly Employees	14,088.86
64050 · Payroll Expenses	5,886.24
64070 · Retirement (VRS)	3,170.44
64080 · Insurance	
64085 · Insurance, Medical (Anthem)	10,942.42
64086 · Insurance, Dental (Anthem)	172.56
Total 64080 · Insurance	11,114.98
64100 · Staff & Volunteer Appreciation	750.00
Total 64000 · Personnel	86,332.78
65000 · Supplies	
65100 · Custodial	347.09
65200 · Office	2,080.87
65300 · Library	2,291.98
Total 65000 · Supplies	4,719.94
66000 · Materials	
66310 · System Materials	
66311 · Books, State Aid	4,000.98
66312 · Periodicals, State Aid	1,627.48
66315 · Electronic Resources, State Aid	1,108.98
66317 · AV, State Aid	291.76
66320 · Cape Charles Contract #15	251.93
Total 66310 · System Materials	7,281.13
66350 · Affiliates	
66351 · Books, Affiliates	480.82

Eastern Shore Public Library
Profit & Loss
May 2026

	<u>May 26</u>
Total 66350 · Affiliates	480.82
66900 · Restricted	<u>1,439.07</u>
Total 66000 · Materials	9,201.02
67000 · Other	
67100 · Postage	53.08
67200 · Travel & Meals	<u>696.29</u>
Total 67000 · Other	749.37
69000 · Professional Services	
69001 · Professional Services,Financial	<u>1,600.00</u>
Total 69000 · Professional Services	<u>1,600.00</u>
Total 60000 · EXPENSES	<u>186,476.61</u>
Total Expense	<u>186,476.61</u>
Net Ordinary Income	<u>-95,939.25</u>
Net Income	<u><u>-95,939.25</u></u>

Eastern Shore Public Library
Profit & Loss Budget vs. Actual

July 2025 through May 2026

	Jul '25 - May 26	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
40000 · INCOME				
41000 · Government Income				
41010 · Accomack County	833,685.00	833,685.00	0.00	100.0%
41020 · Northampton County	333,760.00	333,760.00	0.00	100.0%
41030 · State Aid	452,373.69	452,374.00	-0.31	100.0%
Total 41000 · Government Income	1,619,818.69	1,619,819.00	-0.31	100.0%
42000 · Contributions				
42010 · ESPL Friends	8,617.63	7,500.00	1,117.63	114.9%
42020 · NFL Friends	0.00	2,000.00	-2,000.00	0.0%
42030 · Contributions Unrestricted	1,654.85	1,000.00	654.85	165.5%
42040 · Contributions Restricted	534.95	5,500.00	-4,965.05	9.7%
42050 · Legacies & Bequests	219.10	100.00	119.10	219.1%
42060 · Adopt-A-Book	514.75	500.00	14.75	103.0%
42070 · ESPL Foundation	11,960.04	20,000.00	-8,039.96	59.8%
Total 42000 · Contributions	23,501.32	36,600.00	-13,098.68	64.2%
43000 · Reimbursements				
43010 · NFL Book Endowment	6,160.00	6,160.00	0.00	100.0%
43020 · Island	1,042.43	2,000.00	-957.57	52.1%
43030 · Cape Charles	9,883.85	14,000.00	-4,116.15	70.6%
43000 · Reimbursements - Other	8,451.58			
Total 43000 · Reimbursements	25,537.86	22,160.00	3,377.86	115.2%
44000 · Fines & Fees				
44010 · Fines	959.19	500.00	459.19	191.8%
44020 · Photocopying	9,224.99	9,000.00	224.99	102.5%
44030 · Fax	9.10	10.00	-0.90	91.0%
44040 · Inter Library Loan	126.00	200.00	-74.00	63.0%
44000 · Fines & Fees - Other	400.79			
Total 44000 · Fines & Fees	10,720.07	9,710.00	1,010.07	110.4%
49000 · Miscellaneous Income	100.00			
Total 40000 · INCOME	1,679,677.94	1,688,289.00	-8,611.06	99.5%
4250 · Grants, Other	500.00			
47000 · NFL Reno	20,000.00	20,000.00	0.00	100.0%
Total Income	1,700,177.94	1,708,289.00	-8,111.06	99.5%
Gross Profit	1,700,177.94	1,708,289.00	-8,111.06	99.5%
Expense				
60000 · EXPENSES				
61000 · Operations				
61100 · Building				
61101 · Building Maintenance	-44.77			
61102 · Building Maintenance, NFL	9,822.30	11,500.00	-1,677.70	85.4%
61104 · Building Maintenance - Parksley	83,229.26	91,000.00	-7,770.74	91.5%
61105 · Rent	1,600.00			
61106 · NFL Reno	13,547.45	20,000.00	-6,452.55	67.7%
Total 61100 · Building	108,154.24	122,500.00	-14,345.76	88.3%
61200 · Utilities				
61202.1 · Electricity - NFL	5,131.38	6,000.00	-868.62	85.5%
61202.2 · Electricity - Parksley	17,230.92	20,000.00	-2,769.08	86.2%
61203 · Telephone	4,022.35	4,000.00	22.35	100.6%
61203.1 · Telephone - NFL	0.00	0.00	0.00	0.0%
61204 · Water/Sewer - Parksley	1,770.25	2,500.00	-729.75	70.8%
Total 61200 · Utilities	28,154.90	32,500.00	-4,345.10	86.6%
61300 · Vehicle Operation	1,032.05	1,500.00	-467.95	68.8%
61400 · Insurance (VRSA)	0.00	18,000.00	-18,000.00	0.0%
61500 · Computer				
61510 · Computer Hardware	0.00	0.00	0.00	0.0%
61511 · Computer Hardware, State	17,501.36	20,000.00	-2,498.64	87.5%
61513 · Online Services	37,842.99	50,000.00	-12,157.01	75.7%
61514 · Internet Services, State	2,112.80	3,600.00	-1,487.20	58.7%
61515 · Computer Software	4,126.00	2,000.00	2,126.00	206.3%
61516 · Computer Software, State	3,799.17	3,000.00	799.17	126.6%
61517 · Computer Maintenance	16,743.77	18,000.00	-1,256.23	93.0%

**Eastern Shore Public Library
Profit & Loss Budget vs. Actual**

July 2025 through May 2026

	Jul '25 - May 26	Budget	\$ Over Budget	% of Budget
Total 61500 · Computer	82,126.09	96,600.00	-14,473.91	85.0%
Total 61000 · Operations	219,467.28	271,100.00	-51,632.72	81.0%
62000 · Equipment				
62100 · Equipment, General	0.00	10,000.00	-10,000.00	0.0%
62200 · Equipment, State	74,862.15	45,992.00	28,870.15	162.8%
62310 · Contractual Services	7,929.41	11,500.00	-3,570.59	69.0%
Total 62000 · Equipment	82,791.56	67,492.00	15,299.56	122.7%
63000 · Programs				
63100 · Adult	3,496.36	2,500.00	996.36	139.9%
63200 · Youth	4,236.18	6,500.00	-2,263.82	65.2%
63300 · Outreach	3,649.90	3,000.00	649.90	121.7%
63400 · Foundation Restricted Funds	-4,500.00	5,000.00	-9,500.00	-90.0%
63500 · Restricted Programs - Other	4,048.32	0.00	4,048.32	100.0%
63600 · Program Supplies	6,505.15	5,500.00	1,005.15	118.3%
63000 · Programs - Other	14.62			
Total 63000 · Programs	17,450.53	22,500.00	-5,049.47	77.6%
64000 · Personnel				
64010 · Salaries - Director	104,433.55	108,510.00	-4,076.45	96.2%
64020 · Salaries - Other	459,245.90	514,262.00	-55,016.10	89.3%
64030 · Hourly Employees	184,690.46	220,000.00	-35,309.54	84.0%
64050 · Payroll Expenses	67,272.62	74,000.00	-6,727.38	90.9%
64070 · Retirement (VRS)	33,478.28	36,900.00	-3,421.72	90.7%
64080 · Insurance				
64083 · Insurance, Life (VRS)	-0.58			
64084 · Insurance, Gen, Liability (VRS)	-0.32			
64085 · Insurance, Medical (Anthem)	102,441.78	109,872.00	-7,430.22	93.2%
64086 · Insurance, Dental (Anthem)	1,745.31	1,792.00	-46.69	97.4%
64080 · Insurance - Other	0.00	0.00	0.00	0.0%
Total 64080 · Insurance	104,186.19	111,664.00	-7,477.81	93.3%
64090 · Liability Reserve	8,333.34	10,000.00	-1,666.66	83.3%
64100 · Staff & Volunteer Appreciation	6,339.30	6,260.00	79.30	101.3%
Total 64000 · Personnel	967,979.64	1,081,596.00	-113,616.36	89.5%
65000 · Supplies				
65100 · Custodial	5,979.53	5,000.00	979.53	119.6%
65200 · Office	14,294.18	10,000.00	4,294.18	142.9%
65300 · Library	13,891.54	40,000.00	-26,108.46	34.7%
65400 · Youth Program Supplies	332.89	0.00	332.89	100.0%
65500 · Archival Supplies	5,249.42	5,000.00	249.42	105.0%
Total 65000 · Supplies	39,747.56	60,000.00	-20,252.44	66.2%
66000 · Materials				
66310 · System Materials				
66311 · Books, State Aid	59,136.47	69,500.00	-10,363.53	85.1%
66312 · Periodicals, State Aid	2,574.02	3,500.00	-925.98	73.5%
66313 · Continuations, State Aid	151.37	500.00	-348.63	30.3%
66315 · Electronic Resources, State Aid	19,393.23	25,500.00	-6,106.77	76.1%
66317 · AV, State Aid	5,537.70	7,500.00	-1,962.30	73.8%
66320 · Cape Charles Contract #15	2,518.20	3,200.00	-681.80	78.7%
Total 66310 · System Materials	89,310.99	109,700.00	-20,389.01	81.4%
66350 · Affiliates				
66351 · Books, Affiliates	18,295.53	22,000.00	-3,704.47	83.2%
Total 66350 · Affiliates	18,295.53	22,000.00	-3,704.47	83.2%
66900 · Restricted	21,713.73	12,500.00	9,213.73	173.7%
Total 66000 · Materials	129,320.25	144,200.00	-14,879.75	89.7%
67000 · Other				
67100 · Postage	1,680.39	2,000.00	-319.61	84.0%
67200 · Travel & Meals	5,935.04	8,000.00	-2,064.96	74.2%
67210 · Travel - State Aid	2,613.36			
67300 · Dues	3,245.60	2,000.00	1,245.60	162.3%
67400 · Director's Discretionary	654.15			
Total 67000 · Other	14,128.54	12,000.00	2,128.54	117.7%
68000 · Miscellaneous				
68100 · Bank Fees	1,274.93	3,500.00	-2,225.07	36.4%

Eastern Shore Public Library
Profit & Loss Budget vs. Actual

July 2025 through May 2026

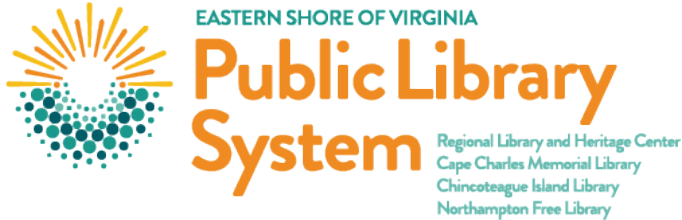
	Jul '25 - May 26	Budget	\$ Over Budget	% of Budget
68300 · Refunds	18.99			
68500 · Marketing	3,403.23	5,000.00	-1,596.77	68.1%
68600 · Continuing Education	995.10	6,500.00	-5,504.90	15.3%
68700 · Tangier	0.00	2,500.00	-2,500.00	0.0%
Total 68000 · Miscellaneous	5,692.25	17,500.00	-11,807.75	32.5%
69000 · Professional Services				
69001 · Professional Services, Financial	18,100.00	20,000.00	-1,900.00	90.5%
69002 · Professional, Library Services	0.00	200.00	-200.00	0.0%
69003 · Erate Consultant	2,711.37	4,000.00	-1,288.63	67.8%
69004 · Auditor	5,950.00	7,200.00	-1,250.00	82.6%
69000 · Professional Services - Other	111.00	500.00	-389.00	22.2%
Total 69000 · Professional Services	26,872.37	31,900.00	-5,027.63	84.2%
Total 60000 · EXPENSES	1,503,449.98	1,708,288.00	-204,838.02	88.0%
Total Expense	1,503,449.98	1,708,288.00	-204,838.02	88.0%
Net Ordinary Income	196,727.96	1.00	196,726.96	19,672,796.0%
Other Income/Expense				
Other Income				
7010 · Interest Income	4,667.75			
Total Other Income	4,667.75			
Other Expense				
8020 · Miscellaneous	142.58			
8035 · Ask My Accountant	-634.72			
Total Other Expense	-492.14			
Net Other Income	5,159.89			
Net Income	201,887.85	1.00	201,886.85	20,188,785.0%

Eastern Shore Public Library
Balance Sheet
As of May 31, 2026

	<u>May 31, 26</u>
ASSETS	
Current Assets	
Checking/Savings	
LGIP - Investment Account #1155	215,177.68
Petty Cash	
Main	131.19
NFL	76.87
Total Petty Cash	208.06
1035 · Truist - Operating #2396	
Liability Reserve	41,924.64
NFL Reno	16,705.00
1035 · Truist - Operating #2396 - Other	422,007.16
Total 1035 · Truist - Operating #2396	480,636.80
Total Checking/Savings	696,022.54
Other Current Assets	
1300 · Prepaid Expenses	28,193.00
Total Other Current Assets	28,193.00
Total Current Assets	724,215.54
Fixed Assets	
1500 · Land	5,000.00
1510 · Buildings	660,459.20
1515 · Equipment	876,160.32
1516 · Equipment Purchases	97,804.92
1520 · Vehicles	51,680.00
1550 · Accumulated Depreciation	-719,987.32
Total Fixed Assets	971,117.12
Other Assets	
1600 · Deferred Outflows	62,735.00
Total Other Assets	62,735.00
TOTAL ASSETS	1,758,067.66
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	3,386.66
Total Credit Cards	3,386.66
Other Current Liabilities	

Eastern Shore Public Library
Balance Sheet
As of May 31, 2026

	<u>May 31, 26</u>
2100 · Payroll Liabilities	6,246.10
2220 · State Withholding Taxes	2,220.00
2280 · State Unemployment Tax	-26.27
2290 · Anthem, Medical	81.11
2300 · Anthem, Dental	4.28
2320 · Flexible Spending Plan	-291.58
2360 · AFLAC	225.50
2380 · Compensated Absences	27,323.30
2400 · Net Pension Liability	101,260.00
2500 · Deferred Inflows	37,609.00
2600 · Uniform Deduction	168.00
	<hr/>
Total Other Current Liabilities	174,819.44
	<hr/>
Total Current Liabilities	183,706.10
	<hr/>
Total Liabilities	183,706.10
	<hr/>
Equity	
1110 · Retained Earnings	886,906.39
3000 · Opening Bal Equity	485,567.32
Net Income	201,887.85
	<hr/>
Total Equity	1,574,361.56
	<hr/>
TOTAL LIABILITIES & EQUITY	<u>1,758,067.66</u>



Report to the Accomack County Board of Supervisors – June 2026

Thank you to you and your staff for the time, energy, and consideration as you worked through the FY27 budget season. There are many departments and agencies all vying for a share, and ESPL is very appreciative that we remained level funded plus a COLA increase for personnel.

Remaining at least level funded is very important. In addition to local funds received from Accomack and Northampton, ESPL receives state aid that is allocated through the Library of Virginia (LVA). LVA bases their allocations on three main factors: total service area, total service population, and total amount of local funding support. Considering the service area and population size has remained fairly level in recent years, the only variable adjusting LVA's allocation is local funding.

Both Accomack and Northampton Counties have shown tremendous support for the library system, and that positions ESPL to receive strong funding from the Commonwealth. Current LVA allocations constitute roughly 30% of ESPL's operating budget allowing ESPL to provide more materials, programming, and services to our patrons and your constituents.

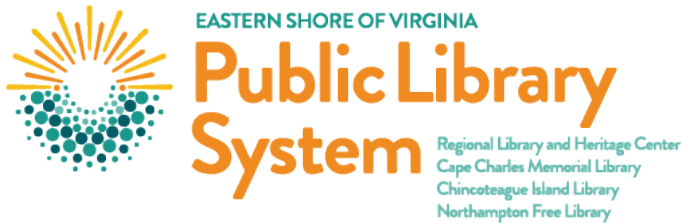
As the old adage says, "A rising tide lifts all boats." And that is certainly true. But even a slack tide helps keep them afloat.

Thank you for your continued support of the Eastern Shore Public Library System.

Respectfully submitted,

Christopher P. Pote

System Director



Report to the Northampton County Board of Supervisors – June 2026

Thank you to you and your staff for the time, energy, and consideration as you work through the FY27 budget season. There are many departments and agencies all vying for a share, and ESPL is very appreciative that you are considering keeping ESPL level funded plus a small COLA increase for personnel.

Remaining at least level funded is very important. In addition to local funds received from Northampton and Accomack, ESPL receives state aid that is allocated through the Library of Virginia (LVA). LVA bases their allocations on three main factors: total service area, total service population, and total amount of local funding support. Considering the service area and population size has remained fairly level in recent years, the only variable adjusting LVA's allocation is local funding.

Both Northampton and Accomack Counties have shown tremendous support for the library system, and that positions ESPL to receive strong funding from the Commonwealth. Current LVA allocations constitute roughly 30% of ESPL's operating budget allowing ESPL to provide more materials, programming, and services to our patrons and your constituents.

As the old adage says, "A rising tide lifts all boats." And that is certainly true. But even a slack tide helps keep them afloat.

Thank you for your continued support of the Eastern Shore Public Library System.

Respectfully submitted,

Christopher P. Pote

System Director