



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

August 2026

Director's Update



Christopher Pote,
System Director

As we round the corner towards Fall, I look back proudly on a very successful summer. All four libraries saw increased participation in their Summer Reading Programs, increased attendance in regular summer programming, and overall increased visitation. This is consistent with what we have seen system-wide over the past year. For fiscal year 2026, ESPL saw a total visitation increase of 9%, circulation was up 5%, computer usage up 22%, and usage of system wifi also up 5%. Library staff strive to serve our communities as best as possible, and I hope these numbers are reflective of their hard work and dedication.



Upcoming September Highlights Eastern Shore Public Library System

- **7th: LIBRARIES CLOSED FOR LABOR DAY**
- **8th: Teen Craft Night (5pm) - ESRL**
- **10th: Adult Craft (6pm) - NFL**
- **10th: Young Adult Social Group 20+ (6pm) - ESRL**
- **11th: Makerspace Class, Button Press (12pm) - ESRL**
- **14th: A Free Afternoon of Music with Sarah McQuaid (3pm) - ESRL**
- **17th: Teen Creative Writing (5:30pm) - ESRL**
- **17th: Kids' Art (4:30pm) - NFL**
- **25th: Adult Crafternoon (12pm) - ESRL**
- **29th: Makerspace Class, Sewing Machine (6pm) - 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

In the archives side of the Heritage Center, processing and cataloging is ongoing for the Kirk Mariner Collection. The binders of "The Shoreline" articles mentioned in last month's report are part of a series from Mariner's collection titled "Non-Book." This series includes articles by other historians collected by Mariner, such as "The Shoreline," but also original research that Mariner compiled. His notes and workbooks for "Revival's Children" and "Slave and Free on Virginia's Eastern Shore" fall under this series, as does his own local history newspaper column, "Chronicles." Other highlights include compilations of newspaper articles that mention specific towns like Chincoteague and Onancock; Eastern Shore business cards and ephemera; chronological histories of schools, movie theaters, mills, and hotels; and research on the Civil War and the Eastern Shore of Virginia. Non-Book is over two dozen boxes in total that are now processed and cataloged.

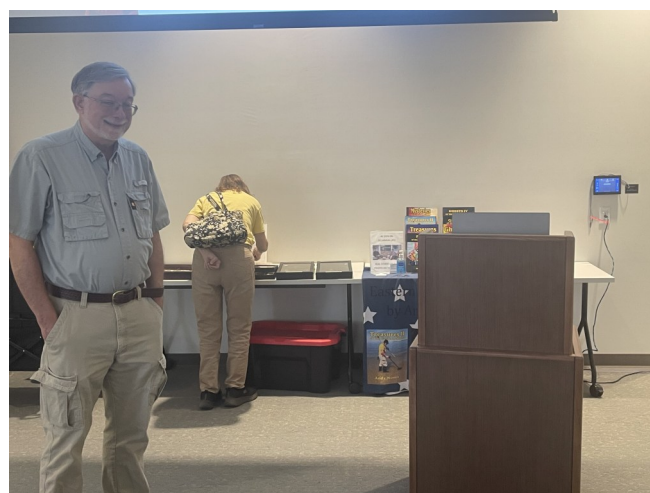
The next series of Mariner's collection that will be cataloged are photographs and his Card Catalog. Both will be digitized. The card catalog is an important component of the collection as it was how Mariner kept track of his collection without collections management software. Many of the cards are citations for works of Eastern Shore history and Mariner noted on each card if there was a copy in his collection. Having the cards uploaded to our catalog will make browsing the collection even easier. Speaking of browsing the collection, the public access catalog has its final edits and will be live on the Heritage Center's website very soon. The upcoming month will focus on website edits and changes as we prepare to integrate the public access catalog and update other search features.



On August 11th, The Heritage Center hosted a presentation, Lost Treasures of the Eastern Shore by Delmarva author Andy Nunez. Nunez shared details and finds that he has written and brought some of the artifacts that he has discovered with his metal detecting.

Heritage Center staff attended the Outlaw Blacksmith Shop Shoe Box Lunch fundraising event. The event was scaled down from the previous two years, possibly due to impending inclement weather, but was still well attended.

Several new titles have been added to the Eastern Shore Room's monograph collection and the collection continues to grow with the addition of titles from the Mariner collection. A list of new additions will be available on the Heritage Center's website this month.





A Library of Things—supporting sustainability, affordability and creativity

The staff of the Eastern Shore Public Library has begun working in earnest on an exciting new collection, the Library of Things. A Library of Things contains non-traditional library items such as tools, kitchen equipment, outdoor gear, and musical instruments. It promotes sustainability through the sharing of items between community members, reduces waste, and provides access to items that might otherwise be unaffordable.

Each item in our Library of Things will be available for library patrons to borrow for two weeks. Patrons can check out a piece of equipment or a tool that they might need only occasionally, without needing to make a purchase. This collection will allow people to “try before you buy” to make sure that the item is best suited for their particular situation. The Library of Things also makes it possible to explore a new hobby or skill before making an investment in the items needed to get started.

In preparation for this new project, members of the library’s cataloging team have been expanding their knowledge about object cataloging, which differs significantly from the way that print books and audiovisual items are cataloged.

Using authoritative references from the Library of Congress and other respected cataloging organizations, ESPL catalogers are creating records that accurately represent the wide variety of physical items found in the Library of Things. Our goal is for each item to be clearly described in our catalog, and also findable through basic keyword searches by library patrons.

Once the items have been cataloged, they will be labeled and tagged to support the organized storage and circulation activities associated with this new collection. At the administrative level, discussions are ongoing about library procedures such as borrowing guidelines, patron agreements, and circulation rules, as well as practical considerations such as storage space and staff training.

An important final piece of our preparations will be the creation of a binder, one for each ESPL branch and affiliate library, that includes a listing and photo of every item in the Library of Things. The binder will allow library patrons across the Eastern Shore to request and borrow items from this collection, even if they live far from the library’s Main branch in Parksley, as the library courier can pick up and deliver “things” to all four ESPL locations.

Be sure to stay tuned for an announcement of the launch of this wonderful new collection! Whether you’d like to try a keyboard piano, use a drill driver, or play bocce, the Library of Things will have you covered.





Programs & Outreach Report

Tiffany Flores, Programs and Outreach Librarian



Summer Reading is over! Eight weeks of a flurry of programs with incredible participation! For this year's challenge, we had 113 children participate. Many of them were pleased with all of the exciting dinosaur prizes. This year's collaboration with the Community Service Board had an average of 13 participants per week which is remarkably better attended than years prior. Teen programming boomed with about 20 participants a night for each event. Even daytime crafts performed well, with good average monthly participation.

For the final event, the Regional Library hosted their first Mystery Party Scavenger Hunt, *The Search for the Missing Jewel* written by ESPL staff member Maria Burns. Staff and volunteers donned their best dino onesies and performed an scripted interactive mystery activity with a slew of children following. Over 40 people attended and participated to discover who stole the magic egg that would save dinosaur-kind. Near the end of the performance, the "meteor" was destroyed and a balloon explosion erupted in the Dennis Custis Lecture Hall which delighted the children. This was a huge success that many of the patrons are not likely to forget any time soon. Overall, this summer has been extremely successful with a lot of engagement from the public. Many were happy with this year's programming and super excited about the dinosaur theme.

The Regional Library had multiple outreach events throughout August. The Be Well Block Party in Parksley on August 1st was attended by 200 individuals who were well informed about library services and encouraged to visit the library in town. In addition to encouraging participants to visit the library, they were also able to see the new van at its very first outreach event! Attendees loved the design, and commented on how it was a good reflection of the Eastern Shore.



In addition, the library has attended a back to school event in Exmore with about 150 attendees and a family day in Parksley with similar attendance. Each event was crucial to reaching different community members and marketing our services. On August 18th, the library also attended another Back to School event at ESCC hosted by Telemon. This one focused on volunteering opportunities and served as a way to remind the community that the library is an option.

Thanks to the wonderful help of our interns, Take and Makes for next year are in the process of being packed. This is a wonderful help to the programming workload as it takes the burden off staff preparing the kits on a monthly basis. So far all of Autumn kits are prepared and Spring are ready to be packed. Winter and Summer supplies have been planned and ordered (shipping issues caused winter to be delayed). Tiff hopes that by the end of October all kits will be packed and stored away for the year!



Northampton Free Library

Connor Buyn, Branch Manager



Northampton Free Library closed out the summer season with our end of summer reading pizza party and prize drawing on August 6th. The following week, we hosted a nautical themed yarn-painting art activity for our adult patrons. Finally, our kids' art night for the month was held on the 20th. Attendees built and decorated their own paper tube dinosaurs to cap off our dinosaur-themed summer reading season. Demand for our on-demand tech help program, offered on every Wednesday, continued to be steady throughout the month of August.

Tech help will continue to be offered on every Wednesday during the month of September. Our first public program of the month will be our adult craft, hosted at 6:00 PM on Thursday, September 10th. Attendees will learn how to make wood slice coasters. The following week at 4:30 PM on Thursday, September 17th, we'll host our first kids' art night of the month. This time we'll be learning how to make paper plate autumn trees to get in the fall spirit. One week later on Thursday the 24th, we'll host another kids' art night starting at 6:00 PM, where we'll make paper plate autumn leaves to keep the theme going.

Northampton Free Library will be closed day on Monday, September 7th in observance of Labor Day. Enjoy the holiday!



all



Cape Charles Memorial Library

Sharon Silvey, Library Manager



This August, we were thrilled to welcome the Eastern Shore Soil & Wildlife Conservation District back to CCML. Education Director Julie Head shared fascinating insights with attendees about the energy involved in producing ice cream—from cow to cone. Over 100 participants had the delightful experience of making their own ice cream, perfect for a hot August day.



We are excited to announce that this marks our fourth summer collaborating with the University of Virginia Coastal Research Center for our beach seining program. A huge thank you to the incredible undergraduate students who helped drag the net, identify the marine creatures, and provided participants with a close encounter with nature.

Our newest weekly program, Wiggle Worms, is receiving fantastic feedback. This storytime initiative, designed for children aged 0 to 2 years, utilizes early concept books to introduce colors, numbers, animals, and more. Each session revolves around a specific theme, featuring plenty of repetition to aid toddlers in strengthening their memory, forming brain connections, and acquiring new skills.

As Summer 2026 draws to a close, the staff at Cape Charles Memorial Library is immensely proud of all our summer reading participants! This summer boasted the highest number of reading registrants and the largest participation across all seven weeks.

CCML will go back to our regularly scheduled monthly programs in September:

- * Wiggle Worms Storytime for ages 0—2, every Tuesday at 10:30am
- * Little Sprouts Storytime for ages 3—5, every Tuesday at 11am
- * Crochet & Knit for ages 16+, first and third Thursday of each month at 11am





Chincoteague Island Library

Jodi Novak, Information Specialist I

Jon Adams, Information Specialist II



We had a LOT going on in the month of August! The last month of summer brought many families in for both our programs and just casual family visits. Here are a few highlights from the month:

Our Summer Reading program tied up with a pizza party and raffle prize drawing event. Our participants received library T-shirts and had a chance to win an Amazon Kindle or one of several other prizes. The kids LOVED the summer reading dinosaur theme! Forty-six kids completed the Summer Reading program. (Our highest number yet!)



Our summer Young Explorers Program (for school-aged kids) ended their summer program with a visit from the Virginia Spaceport Authority. The explorers learned about what the Spaceport Authority does and were led through activities and crafts.



Our best-attended event of the month was a visit from Coastal Wilds of Frankford, Delaware. The Coastal Wilds representatives brought several animal friends to meet our patrons. Over 150 people showed up to experience this program. It was a great event.



Our final event of the month was a "Going-Away" party and reception for Harriet Lonergan, who was instrumental in founding the Chincoteague Island Library, and served here as Librarian and later a Volunteer for over 30 years.



EASTERN SHORE PUBLIC LIBRARY

BOARD OF TRUSTEES

Tuesday, September 08, 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 August 11, 2026
5. Old Business
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. October Meeting start time
12. Additional Comments
13. Next Meeting: Tuesday, October 13, 2026, at 7:00PM at the Cape Charles Memorial Library,
201 Mason Ave., Cape Charles, VA 23310
14. Adjournment



MINUTES

BOARD OF TRUSTEES: Eastern Shore of Virginia Public Library System

8.11.26 | 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, Zoom*), M.K. Miles (*Zoom*), Christopher Pote (*non-voting*), David Poyer, Carl Rose-Jensen, Frank Russell, Maureen Teague

Absent:

In Attendance:

Jazmine, Collins, John Edmonds, Tiffany Flores, Jamie Johnson, Charle Ricci

CALL TO ORDER

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

APPROVAL OF CONSENT AGENDA

Joyce Holland moved to accept the consent agenda, Grayson Chesser seconded. Motion carried.

PUBLIC COMMENTS

John Edmonds shared his proposal for the Accomack and Northampton History Award (**attached**) and presented his overall ideas to the Board.

Discussion ensued.

APPROVAL OF MINUTES [7.14.26]

Frank Russell moved that the July 14, 2026, meeting minutes be approved. Carl Rose-Jensen seconded. Motion carried unanimously.

OLD BUSINESS

Committee Appointments (J. Justis)

Christopher Pote shared:

Finance Committee: Christopher Pote shared: the Accomack County Administrator indicates that his previous time on the committee was an extension of his time as a trustee and Northampton's administrator was placed to balance to committee. The Accomack County Administrator cannot continue to serve on our Finance Committee without direct action from the Board of Supervisors. He is willing to continue to be a resource for us should we need recommendations/answers/etc.

Carl Rose-Jensen moved to appoint Christopher Pote and Grayson Chesser to the new Finance Committee. Maureen Teague seconded the motion. Motion carried unanimously.

Discussion ensued about additional committee appointments.

Joyce Holland moved to appoint Carl Rose-Jensen, M.K. Miles, and Jazmine Collins to the Personnel Committee. Frank Russell seconded. Motion carried unanimously.

Maureen Teague and David Poyer stepped down from the Facilities Committee.

Carl Rose-Jensen moved that Frank Russell be appointed to the Facilities Committee. David Poyer seconded. Motion carried unanimously.

Maureen Teague moved to appoint Janet Justis and Joyce Holland to the Trustee Training Committee. Frank Russell seconded. Motion carried unanimously.

Joyce Holland moved to appoint Christopher Pote, Kasey Grier, Janet Justis, and Maureen Teague to the Strategic Planning Ad-Hoc Committee, with the goal to seek out additional members from Northampton County. Grayson Chesser seconded. Motion carried unanimously.

FINANCIAL REPORT [C. Pote]

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

- ESPL has received Q1 disbursements from all three funding agencies
 - Accomack County awarded ESPL increased funding to help bridge the 2%-3.5% COLA gap, but no official documentation has been received.
 - Currently, C. Pote is not aware of if/how Northampton County is addressing the COLA gap
 - The final figure approved by LVA was slightly more than initially expected
- ESPL did not need to utilize any FY25 carry-over funds in FY26, so those funds are available in FY27 and will go towards the access control project and the ESRL & HC building maintenance.
- There was a slight mistake in the recently passed FY27 operating budget that requires a roughly \$2,500 adjustment. This will be corrected for the first/next budget revision.
- The LGIP account gained \$695.90 for a total balance of \$217,225.33.

LIBRARY DIRECTOR'S SYSTEM REPORT [C. Pote]

New Outreach Van

- ESPL has taken possession of the new outreach van
 - The goal was to represent the entire Shore in the imagery
 - There was an article in the paper last week spotlighting the new van
 - It has already been put into service for outreach

Parksley

- Access Control Installation
 - Begins tomorrow, 8.12.26
 - There has been an issue with one of the interior handicapped doors accessibility buttons working, but there is an ongoing troubleshooting effort to address the concern
- Air Handler Malfunction
 - One of the AC units that covers the adult stacks portion of the building is not working properly, and Public Works is addressing it now
- Damaged Windows
 - Most of the faulty windows have been replaced and the work has not inhibited library services in any way

Northampton Free Library

- NFL Expansion Project-Architect Meeting
 - Staff met with the architect on Wednesday, 8/5 to provide input and feedback on layout, flow, and interior look and design
- Exterior Building Maintenance
 - There is a need to clean up some of the exterior vegetation, surfaces and repair of lighting fixtures

COMMITTEE REPORTS

Finance Committee (G. Chesser)

No report.

Personnel Committee (Miles)

No report.

Trustee Training Committee Report (Holland)

Joyce Holland shared that for a while the Strategic Plan process will be the primary focus of the Trustee Training Committee.

Facilities Committee Report (Poyer)

No report.

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

No report.

ESPL FOUNDATION [Poyer]

David Poyer shared:

- Margaret Rogers was appointed as part of the committee from the foundation to locate and nominate some people from Northampton County who might assist in the NFL expansion project fundraising efforts.

NEW BUSINESS

Holiday Closures (C. Pote)

Christopher Pote requested that the Board vote to approve closing the library on Saturday, 12/26/26 and Saturday, 1/2/27.

- C. Pote explained that Saturday's following holidays demonstrate roughly half the attendance of a regular Saturday.

Joyce Holland moved that the library close on Saturday, 12.26.26 and 1.2.27. Dennis Custis seconded. Motion carried unanimously.

CLOSED SESSION pursuant to VA § 2.2-3711.1 Personnel

Janet Justis, *Chair*: "I entertain a motion for a closed session".

Joyce Holland moved that the Board enter closed session to discuss personnel matters involving the Library System Director's annual review, as permitted by Virginia Code Section 2.2-3711(A)(1): "Public bodies may hold closed sessions only for the following purposes: 1. Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals."

Frank Russell seconded. The motion carried unanimously.

Janet Justis, *Chair*: "We are now in a closed session. The discussion in the session is confidential".

Closed session ended.

Certification of Closed Session:

Janet Justis, *Chair*: "Do you certify that the matters discussed in the closed session just held were covered in the motion by which the Library Board entered closed session, and were excluded from the open meeting requirements of the Freedom of Information Act?"

Roll call vote:

Janet Justis, *Chair*: Upon being polled individually by a roll call vote in open meeting, each Board member confirmed that these were the only matters discussed during closed session.

ADDITIONAL COMMENTS

- Janet Justis distributed copies of the existing strategic plan to each of the trustees present and encouraged everyone to think about what the goals should be for the system moving forward.
- Christopher Pote shared that the closing event for the Summer Reading Program was a huge success. Staff planned and hosted an in-depth dinosaur mystery scavenger hunt pizza party for the children. It was well attended and fun and the staff did a great job.
- Frank Russell stated that the summer reading program kick-off event, Summer Fest, was wonderful and well-attended. He shared there were 5 other events on the day of the summer reading kick-off event, and it was still busy and he hopes that it will be even bigger next year.
- Frank Russell shared that there is a FOIA training event being held at the Onancock Town Hall soon that people can sign-up for to attend if they need the training.
- Frank Russell invited everyone to the free Ice cream social in Parksley, they're going to dig up a time capsule that was buried in 1976. The library is donating books to give away in the goodie bags to children in attendance.

- Christopher Pote shared that on 8/25 @5:30pm, the Accomack Planning Commission for the Comprehensive Plan will be meeting at the ESRL & HC and is open to the public.
- Grayson Chesser shared that the new Barrier Islands documentary about the Native Americans on the Eastern Shore was good and Jazmine Collins was brilliant in it and did an excellent job. She was one of the stronger parts of the film.
- Janet Justis shared that she will be out of town in September, so Maureen Teague will be chairing the next meeting on 9/8/26. Please share any items for the next meeting with M. Teague.

NEXT MEETING

Tuesday, 9/8/26 at 1pm | Facility: Eastern Shore Regional Library & Heritage Center, 24313 Bennett Street, Parksley, Virginia 23421

ADJOURNMENT

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

The meeting adjourned at 2:06pm by Janet Justis.



EASTERN SHORE OF VIRGINIA

**Public Library
System**

Board of Trustees FY27 Officers & Committee Assignments

Officers:

Janet Justis (*Chair*)
Maureen Teague (*Vice Chair*)

Foundation Liaison:

David Poyer

Finance:

Grayson Chesser (*Chair*)
Christopher Pote

Personnel:

M.K. Miles (*Chair*)
Carl Rose-Jensen
Jazmine Collins

Facilities:

Frank Russell (*Chair*)

Trustee Training Committee:

Joyce Holland (*Chair*)
Janet Justis

Strategic Plan 2028-2033 Ad Hoc Committee:

Janet Justis (*Chair*)
Maureen Teague
Kasey Grier
Christopher Pote

Accomack and Northampton History Award

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Annual financial prize for writing and research on Eastern Shore of Virginia History and Culture.
Purpose:

1. Stimulate research and writing about Accomack and Northampton's history and culture
2. Reward researchers and judges of the research
3. Provide Heritage Center with ongoing, incoming research
4. Foster a community of researchers

The Administrator

1. publicizes the award from January to June (newspapers, ESPL website, radio ads, and the ANA website etc)
2. sends submissions to the judges
3. contacts the judges in September re. the winner
4. announces the winner in a press release, with the time and place of the award ceremony
5. retrieves checks from the ESCF, and send them to the judges
6. arranges one hour presentation ceremony
 - i. the author reads or speaks about the research
 - ii. the judges present the award and
 - iii. the public is invited to a reception tea.

7. Sends copies of all submissions to ESVHC

The panel of judges rotates each year.

The first year three are appointed.

The second year the winner becomes a judge
one of the judges rotates off.

After three years when judges re solely winners.

The winner receives a check for \$500

The judges receive a check for \$500

Financing of

award,

publicity,

website,

administrator's and judges' remuneration,

the award ceremony by John Edmonds

for the first three years.

He then sets up an endowment with the ESCVF for
ANHA.

The prize is awarded in memory of John W. Edmonds,
III,

Hierarchy:

1. The ESPL Library Board of Trustees shall review
and approve

- a. judges first year of operation, other years as necessary,
 - b. the administrator each year
 - c. the website
 - d. the two communications to the general public
 - e. The Board of Trustees may change organizational and administrative arrangements
2. Administrator responds to the Board of Trustees
 3. Judges respond to the Administrator
 4. The ESCF handles financial aspects directly with the Administrator

Financial

1. Amount needed per annum
 - a. \$2,000
 - i. For award recipient
 - ii. Indemnity for judges
 - b. To be decided – (\$2,000?)
 - i. Administrator's wage
 - ii. Mailing and advertising
 - iii. Reception Cost

Major consideration: no involvement of library staff or resources except for the award ceremony and minimal burden to BOT

Eastern Shore Public Library
Profit & Loss
August 2026

	Aug 26
Ordinary Income/Expense	
Income	
40000 · INCOME	
41000 · Government Income	
41020 · Northampton County	70,703.00
Total 41000 · Government Income	70,703.00
42000 · Contributions	
42060 · Adopt-A-Book	150.00
Total 42000 · Contributions	150.00
43000 · Reimbursements	
43030 · Cape Charles	444.71
Total 43000 · Reimbursements	444.71
44000 · Fines & Fees	
44020 · Photocopying	586.45
44040 · Inter Library Loan	2.00
Total 44000 · Fines & Fees	588.45
49000 · Miscellaneous Income	193.15
Total 40000 · INCOME	72,079.31
Total Income	72,079.31
Gross Profit	72,079.31
Expense	
60000 · EXPENSES	
61000 · Operations	
61100 · Building	
61102 · Building Maintenance, NFL	882.67
61104 · Building Maintenance - Parksley	358.54
61106 · NFL Reno	21,086.00
Total 61100 · Building	22,327.21
61200 · Utilities	
61203 · Telephone	624.55
Total 61200 · Utilities	624.55
61300 · Vehicle Operation	62.32
61400 · Insurance (VRSA)	520.99
61500 · Computer	
61511 · Computer Hardware, State	1,109.07
61513 · Online Services	1,200.00
61514 · Internet Services, State	264.10
61516 · Computer Software, State	345.41
61517 · Computer Maintenance	1,393.47

Eastern Shore Public Library
Profit & Loss
August 2026

	Aug 26
Total 61500 · Computer	4,312.05
Total 61000 · Operations	27,847.12
62000 · Equipment	
62200 · Equipment, State	5,724.27
62310 · Contractual Services	943.50
Total 62000 · Equipment	6,667.77
63000 · Programs	
63100 · Adult	91.46
63200 · Youth	2,576.59
63600 · Program Supplies	533.00
Total 63000 · Programs	3,201.05
64000 · Personnel	
64010 · Salaries - Director	9,320.34
64020 · Salaries - Other	43,792.60
64030 · Hourly Employees	16,463.85
64050 · Payroll Expenses	6,193.89
64070 · Retirement (VRS)	2,639.21
64080 · Insurance	
64085 · Insurance, Medical (Anthem)	10,942.42
64086 · Insurance, Dental (Anthem)	172.56
Total 64080 · Insurance	11,114.98
64090 · Liability Reserve	1,666.66
64100 · Staff & Volunteer Appreciation	143.98
Total 64000 · Personnel	91,335.51
65000 · Supplies	
65100 · Custodial	464.97
65200 · Office	953.06
65300 · Library	1,178.01
65400 · Youth Program Supplies	82.53
65500 · Archival Supplies	373.36
Total 65000 · Supplies	3,051.93
66000 · Materials	
66310 · System Materials	
66311 · Books, State Aid	5,888.31
66315 · Electronic Resources, State Aid	8.97
66317 · AV, State Aid	695.56
66320 · Cape Charles Contract #15	154.79
Total 66310 · System Materials	6,747.63
66350 · Affiliates	
66351 · Books, Affiliates	1,744.85
Total 66350 · Affiliates	1,744.85

Eastern Shore Public Library
Profit & Loss
August 2026

	Aug 26
66900 · Restricted	1,651.44
Total 66000 · Materials	10,143.92
67000 · Other	
67100 · Postage	24.86
67200 · Travel & Meals	32.74
Total 67000 · Other	57.60
68000 · Miscellaneous	
68100 · Bank Fees	181.90
68300 · Refunds	18.98
Total 68000 · Miscellaneous	200.88
69000 · Professional Services	
69001 · Professional Services,Financial	1,600.00
69000 · Professional Services - Other	2,129.95
Total 69000 · Professional Services	3,729.95
Total 60000 · EXPENSES	146,235.73
Total Expense	146,235.73
Net Ordinary Income	-74,156.42
Other Income/Expense	
Other Income	
7010 · Interest Income	702.50
Total Other Income	702.50
Net Other Income	702.50
Net Income	-73,453.92

Eastern Shore Public Library Profit & Loss Budget vs. Actual

July 2026 through June 2027

	Jul '26 - Jun 27	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
40000 · INCOME				
41000 · Government Income				
41010 · Accomack County	212,108.75	848,435.00	-636,326.25	25.0%
41020 · Northampton County	70,703.00	282,812.00	-212,109.00	25.0%
41030 · State Aid	118,025.25	472,101.00	-354,075.75	25.0%
Total 41000 · Government Income	400,837.00	1,603,348.00	-1,202,511.00	25.0%
42000 · Contributions				
42010 · ESPL Friends	0.00	7,500.00	-7,500.00	0.0%
42020 · NFL Friends	6,090.00	2,000.00	4,090.00	304.5%
42030 · Contributions Unrestricted	210.86	7,500.00	-7,289.14	2.8%
42040 · Contributions Restricted	175.22	5,500.00	-5,324.78	3.2%
42050 · Legacies & Bequests	0.00	100.00	-100.00	0.0%
42060 · Adopt-A-Book	300.00	500.00	-200.00	60.0%
42070 · ESPL Foundation	0.00	30,000.00	-30,000.00	0.0%
Total 42000 · Contributions	6,776.08	53,100.00	-46,323.92	12.8%
43000 · Reimbursements				
43010 · NFL Book Endowment	0.00	6,160.00	-6,160.00	0.0%
43020 · Island	3,549.29	2,000.00	1,549.29	177.5%
43030 · Cape Charles	1,142.28	14,000.00	-12,857.72	8.2%
43040 · Book Replacement	47.96			
43000 · Reimbursements - Other	309.47	0.00	309.47	100.0%
Total 43000 · Reimbursements	5,049.00	22,160.00	-17,111.00	22.8%
44000 · Fines & Fees				
44010 · Fines	110.23	750.00	-639.77	14.7%
44020 · Photocopying	2,507.56	10,000.00	-7,492.44	25.1%
44030 · Fax	3.20	10.00	-6.80	32.0%
44040 · Inter Library Loan	24.00	100.00	-76.00	24.0%
44000 · Fines & Fees - Other	85.97	400.00	-314.03	21.5%
Total 44000 · Fines & Fees	2,730.96	11,260.00	-8,529.04	24.3%
49000 · Miscellaneous Income	273.39	0.00	273.39	100.0%
40000 · INCOME - Other	0.00	0.00	0.00	0.0%
Total 40000 · INCOME	415,666.43	1,689,868.00	-1,274,201.57	24.6%
4250 · Grants, Other	0.00	0.00	0.00	0.0%
47000 · NFL Reno	0.00	0.00	0.00	0.0%
Total Income	415,666.43	1,689,868.00	-1,274,201.57	24.6%
Gross Profit	415,666.43	1,689,868.00	-1,274,201.57	24.6%
Expense				
60000 · EXPENSES				
61000 · Operations				
61100 · Building				
61101 · Building Maintenance	0.00	0.00	0.00	0.0%
61102 · Building Maintenance, NFL	950.60	6,000.00	-5,049.40	15.8%
61104 · Building Maintenance - Parksley	8,480.66	67,626.00	-59,145.34	12.5%
61105 · Rent	0.00	0.00	0.00	0.0%
61106 · NFL Reno	21,086.00	0.00	21,086.00	100.0%
Total 61100 · Building	30,517.26	73,626.00	-43,108.74	41.4%
61200 · Utilities				
61202 · Electricity	2,245.97	0.00	2,245.97	100.0%
61202.1 · Electricity - NFL	0.00	6,000.00	-6,000.00	0.0%
61202.2 · Electricity - Parksley	0.00	18,000.00	-18,000.00	0.0%
61203 · Telephone	2,672.27	4,700.00	-2,027.73	56.9%
61204 · Water/Sewer - Parksley	358.44	2,000.00	-1,641.56	17.9%
Total 61200 · Utilities	5,276.68	30,700.00	-25,423.32	17.2%
61300 · Vehicle Operation	413.86	1,500.00	-1,086.14	27.6%
61400 · Insurance (VRSA)				
61404 · Insurance - Liability	0.00	19,000.00	-19,000.00	0.0%
61400 · Insurance (VRSA) - Other	520.99	0.00	520.99	100.0%
Total 61400 · Insurance (VRSA)	520.99	19,000.00	-18,479.01	2.7%
61500 · Computer				
61511 · Computer Hardware, State	1,703.67	20,000.00	-18,296.33	8.5%

Eastern Shore Public Library Profit & Loss Budget vs. Actual

July 2026 through June 2027

	Jul '26 - Jun 27	Budget	\$ Over Budget	% of Budget
61513 · Online Services	1,812.99	50,000.00	-48,187.01	3.6%
61514 · Internet Services, State	1,056.40	3,200.00	-2,143.60	33.0%
61515 · Computer Software	1,880.00	0.00	1,880.00	100.0%
61516 · Computer Software, State	345.41	6,500.00	-6,154.59	5.3%
61517 · Computer Maintenance	2,519.66	20,000.00	-17,480.34	12.6%
Total 61500 · Computer	9,318.13	99,700.00	-90,381.87	9.3%
Total 61000 · Operations	46,046.92	224,526.00	-178,479.08	20.5%
62000 · Equipment				
62100 · Equipment, General	0.00	0.00	0.00	0.0%
62200 · Equipment, State	5,724.27	47,500.00	-41,775.73	12.1%
62310 · Contractual Services	1,038.84	10,000.00	-8,961.16	10.4%
Total 62000 · Equipment	6,763.11	57,500.00	-50,736.89	11.8%
63000 · Programs				
63100 · Adult	322.36	3,800.00	-3,477.64	8.5%
63200 · Youth	3,217.01	6,500.00	-3,282.99	49.5%
63300 · Outreach	0.00	4,000.00	-4,000.00	0.0%
63400 · Foundation Restricted Funds	0.00	5,000.00	-5,000.00	0.0%
63500 · Restricted Programs - Other	0.00	0.00	0.00	0.0%
63600 · Program Supplies	533.00	0.00	533.00	100.0%
63000 · Programs - Other	0.00	0.00	0.00	0.0%
Total 63000 · Programs	4,072.37	19,300.00	-15,227.63	21.1%
64000 · Personnel				
64010 · Salaries - Director	18,573.10	111,935.00	-93,361.90	16.6%
64020 · Salaries - Other	87,585.20	526,031.00	-438,445.80	16.7%
64030 · Hourly Employees	34,021.51	212,000.00	-177,978.49	16.0%
64050 · Payroll Expenses	12,459.88	76,500.00	-64,040.12	16.3%
64070 · Retirement (VRS)	5,270.69	40,000.00	-34,729.31	13.2%
64080 · Insurance				
64083 · Insurance, Life (VRS)	0.00	0.00	0.00	0.0%
64084 · Insurance, Gen, Liability (VRS)	0.03	0.00	0.03	100.0%
64085 · Insurance, Medical (Anthem)	21,884.84	132,000.00	-110,115.16	16.6%
64086 · Insurance, Dental (Anthem)	345.12	2,100.00	-1,754.88	16.4%
Total 64080 · Insurance	22,229.99	134,100.00	-111,870.01	16.6%
64090 · Liability Reserve	1,666.66	10,000.00	-8,333.34	16.7%
64100 · Staff & Volunteer Appreciation	444.21	7,000.00	-6,555.79	6.3%
Total 64000 · Personnel	182,251.24	1,117,566.00	-935,314.76	16.3%
65000 · Supplies				
65100 · Custodial	773.34	5,000.00	-4,226.66	15.5%
65200 · Office	3,653.93	15,000.00	-11,346.07	24.4%
65300 · Library	7,884.12	25,000.00	-17,115.88	31.5%
65400 · Youth Program Supplies	119.86	7,500.00	-7,380.14	1.6%
65500 · Archival Supplies	1,509.13	8,000.00	-6,490.87	18.9%
65000 · Supplies - Other	14.22			
Total 65000 · Supplies	13,954.60	60,500.00	-46,545.40	23.1%
66000 · Materials				
66310 · System Materials				
66311 · Books, State Aid	7,964.90	74,000.00	-66,035.10	10.8%
66312 · Periodicals, State Aid	0.00	3,500.00	-3,500.00	0.0%
66313 · Continuations, State Aid	0.00	500.00	-500.00	0.0%
66315 · Electronic Resources, State Aid	1,167.70	33,376.00	-32,208.30	3.5%
66317 · AV, State Aid	695.56	7,500.00	-6,804.44	9.3%
66320 · Cape Charles Contract #15	259.04	3,200.00	-2,940.96	8.1%
Total 66310 · System Materials	10,087.20	122,076.00	-111,988.80	8.3%
66350 · Affiliates				
66351 · Books, Affiliates	2,189.56	22,000.00	-19,810.44	10.0%
Total 66350 · Affiliates	2,189.56	22,000.00	-19,810.44	10.0%
66900 · Restricted	1,716.49	7,500.00	-5,783.51	22.9%
66000 · Materials - Other	0.00	5,000.00	-5,000.00	0.0%
Total 66000 · Materials	13,993.25	156,576.00	-142,582.75	8.9%
67000 · Other				
67100 · Postage	2,141.09	2,000.00	141.09	107.1%
67200 · Travel & Meals	540.52	5,000.00	-4,459.48	10.8%
67210 · Travel - State Aid	626.84	0.00	626.84	100.0%

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Accrual Basis

Eastern Shore Public Library
Profit & Loss Budget vs. Actual

July 2026 through June 2027

	Jul '26 - Jun 27	Budget	\$ Over Budget	% of Budget
67300 · Dues	350.00	4,000.00	-3,650.00	8.8%
67400 · Director's Discretionary	500.00	0.00	500.00	100.0%
67000 · Other - Other	0.00	0.00	0.00	0.0%
Total 67000 · Other	4,158.45	11,000.00	-6,841.55	37.8%
68000 · Miscellaneous				
68100 · Bank Fees	325.22	3,500.00	-3,174.78	9.3%
68300 · Refunds	18.98	0.00	18.98	100.0%
68500 · Marketing	315.00	2,500.00	-2,185.00	12.6%
68600 · Continuing Education	0.00	2,500.00	-2,500.00	0.0%
68700 · Tangier	0.00	1,000.00	-1,000.00	0.0%
68000 · Miscellaneous - Other	594.54	0.00	594.54	100.0%
Total 68000 · Miscellaneous	1,253.74	9,500.00	-8,246.26	13.2%
69000 · Professional Services				
69001 · Professional Services, Financial	3,200.00	19,200.00	-16,000.00	16.7%
69003 · Erate Consultant	0.00	4,000.00	-4,000.00	0.0%
69004 · Auditor	0.00	7,200.00	-7,200.00	0.0%
69000 · Professional Services - Other	2,246.55	500.00	1,746.55	449.3%
Total 69000 · Professional Services	5,446.55	30,900.00	-25,453.45	17.6%
Total 60000 · EXPENSES	277,940.23	1,687,368.00	-1,409,427.77	16.5%
Total Expense	277,940.23	1,687,368.00	-1,409,427.77	16.5%
Net Ordinary Income	137,726.20	2,500.00	135,226.20	5,509.0%
Other Income/Expense				
Other Income				
7010 · Interest Income	1,398.40	0.00	1,398.40	100.0%
Total Other Income	1,398.40	0.00	1,398.40	100.0%
Other Expense				
8020 · Miscellaneous	0.00	0.00	0.00	0.0%
8035 · Ask My Accountant	0.00	0.00	0.00	0.0%
Total Other Expense	0.00	0.00	0.00	0.0%
Net Other Income	1,398.40	0.00	1,398.40	100.0%
Net Income	139,124.60	2,500.00	136,624.60	5,565.0%

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

	Aug 31, 26
ASSETS	
Current Assets	
Checking/Savings	
LGIP - Investment Account #1155	217,927.83
Petty Cash	
Main	190.30
NFL	76.87
Total Petty Cash	267.17
1035 · Truist - Operating #2396	
Liability Reserve	41,924.64
NFL Reno	16,705.00
1035 · Truist - Operating #2396 - Other	315,658.73
Total 1035 · Truist - Operating #2396	374,288.37
Total Checking/Savings	592,483.37
Other Current Assets	
1300 · Prepaid Expenses	28,193.00
Total Other Current Assets	28,193.00
Total Current Assets	620,676.37
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	1,654,528.49
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	6,665.98
Total Credit Cards	6,665.98
Other Current Liabilities	

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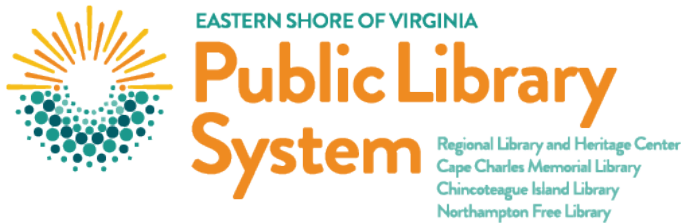
Accrual Basis

Eastern Shore Public Library

Balance Sheet

As of August 31, 2026

	Aug 31, 26
2100 · Payroll Liabilities	5,738.23
2220 · State Withholding Taxes	2,430.00
2280 · State Unemployment Tax	-26.27
2290 · Anthem, Medical	81.41
2300 · Anthem, Dental	4.67
2320 · Flexible Spending Plan	-341.56
2360 · AFLAC	44.90
2380 · Compensated Absences	27,323.30
2400 · Net Pension Liability	101,260.00
2500 · Deferred Inflows	37,609.00
2600 · Uniform Deduction	168.00
Total Other Current Liabilities	174,291.68
Total Current Liabilities	186,457.66
Total Liabilities	186,457.66
Equity	
1110 · Retained Earnings	843,264.71
3000 · Opening Bal Equity	485,567.32
Net Income	139,238.80
Total Equity	1,468,070.83
TOTAL LIABILITIES & EQUITY	1,654,528.49



Report to the Accomack County Board of Supervisors – September 2026

FY26 is over and summer is drawing to a close, so I thought it might be good to reflect on and share with you some statistics that highlight the past year:

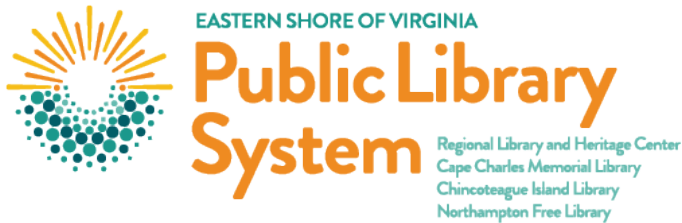
- Total ESPL visitation = 139,706 visits; an increase of 9% over FY25
 - Largest branch increases were seen at the Regional Library & Heritage Center and Chincoteague Island Library = +10% and +13%, respectively
- Total circulation = 111,707 items; +5%
- Total computer use = 8,840 sessions; +22%
- Total Wi-Fi use = 83,536 sessions; +5%

These numbers are only indicative of in-person library usage, and do not represent all the other ways ESPL serves the communities of Accomack and Northampton. I look forward to sharing examples of that work in the coming months.

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 – September 2026

FY26 is over and summer is drawing to a close, so I thought it might be good to reflect on and share with you some statistics that highlight the past year:

- Total ESPL visitation = 139,706 visits; an increase of 9% over FY25
 - Largest branch increases were seen at the Regional Library & Heritage Center and Chincoteague Island Library = +10% and +13%, respectively
- Total circulation = 111,707 items; +5%
- Total computer use = 8,840 sessions; +22%
- Total Wi-Fi use = 83,536 sessions; +5%

These numbers are only indicative of in-person library usage, and do not represent all the other ways ESPL serves the communities of Accomack and Northampton. I look forward to sharing examples of that work in the coming months.

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System Director