



LIBRARY SYSTEM REPORT

Eastern Shore of Virginia Public Library System

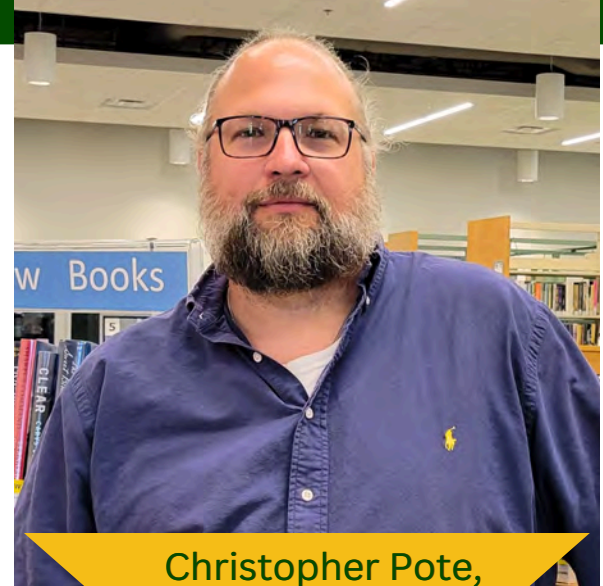
Regional Library & Heritage Center • Cape Charles Memorial Library • Chincoteague Island Library • Northampton Free Library



OCTOBER HIGHLIGHTS Regional Library & Northampton Free

- 6th Makerspace Class: 3D Printer [ESRL]
- 7th Native Plant Miniseries [ESRL]
- 8th Young Adult Social Group 20+ [ESRL]
- 8th Kids' Craft [NFL]
- 9th Makerspace Class: 3D Printer [ESRL]
- 12th Library **CLOSED** for Columbus Day [ESRL&NFL]
- 14th Native Plant Miniseries [ESRL]
- 15th Teen Creative Writing: Horror [ESRL]
- 15th Author Talk: Bryan Lienesch [ESRL]
- 15th Adult Craft [NFL]
- 23rd Author Talk: Tony Pacardi [ESRL]
- 27th Costume Parade [ESRL]
- 29th Family Movie Night [ESRL]
- **Every Wednesday** All Day Tech Help [NFL]
- **Every Saturday** @10:30am Story Time & Play [ESRL]

DIRECTOR'S UPDATE



Christopher Pote,
System Director

Welcome to the new ESPL System Report! Sometimes changes is good, even if your hand is forced. With the sunseting of the Publisher platform, ESPL was forced to move away from that Microsoft service. Thank you to ESPL Circulation Manager Jamie Johnson for creating this beautiful new layout in Canva. She also showed much grace and patience in teaching the rest of us how to use it. Much appreciation to all staff and affiliate staff that assisted with the transition and/or for their contributions. While we plan to continue to provide you a clear snapshot of library activities from the past month, we really hope our readers enjoy the new format as much we do. Out with the old; in with the new.

Enjoy!

HERITAGE CENTER

JAZMINE COLLINS,
Reference Manager
& Local History

LUKE KELLY,
Archivist



September was an exciting month for new additions to the Heritage Center's collection. First was two separate donations of architectural drawings, photographs, and research on Pear Valley and Grape Valley- two historic 18th century homes in Northampton County. Both structures are rare examples of what a “middle class” home looked like on the Shore in the Colonial Era. Second was copies of two letters written by John Hyslop during World War II. Hyslop was from Craddockville. He served in the Navy during the war and was aboard the USS Texas for both D-Day and the Battles of Iwo Jima.

Third was a series of letters from the Badger family from 1875 to 1945. The bulk of the letters were written by Thomas Norman Badger and sent from California back home to his father, John Wesley Badger, in Northampton County. John Wesley and his brother, Thomas Wyatt Badger Jr., left the Eastern Shore of Virginia for California in 1849 to test their luck during the Gold Rush. John Wesley returned to the Shore and started a family while his brother stayed in California and became a successful businessman. In 1891 Thomas Norman joined his uncle in California and became a surveyor. Both Thomas's wrote many letters to John Wesley and other members of the Badger family on the Shore. A collection of similar letters was published in the book *Letters Home: Of Gold Fields and Lost Ships* by Curtis & Lynn Badger in 2014. The letters donated to the Heritage Center have been included in a recently published second edition of *Letters Home*.



Heritage Center staff continue to review and outline website changes. With the updated website changes, the main menu will change to verbiage more relevant to our focus, update calendar entry for communication between platforms, and minimize the amount of tiers and categorization of pages to make specific resources easier to find.

We have acquired a new slide and negative scanner which will convert old media to digital format. The Heritage Center has also purchased a device to convert film, and cassette tapes to digital format. Once Heritage Center staff have tested the device in use, we will either make the item available for public use or order a duplicate device for the Memory Lab.



In October, the Heritage Center will host a traveling exhibit from the Virginia Museum of History and Culture entitled *Give me Liberty*. This is being hosted in partnership with the Eastern Shore Railway Museum in Parksley. Panels will arrive on October 7th and an **open house with refreshments will be held on October 13th from 5-7 pm in the Dennis Custis Lecture Hall.**

TECHNICAL SERVICES

CHARLE RICCI,
Collection
Management &
Acquisitions Librarian

A GATHERING OF RURAL AND SMALL LIBRARY STAFF IN ALABAMA

The Association of Rural and Small Libraries (ARSL) recently held their annual conference in Montgomery, Alabama and, through the support of a scholarship from the Library of Virginia, I was fortunate to be able to attend. Unlike other national library conferences that I've experienced in the past, the ARSL conference focused entirely on library systems that serve areas like the rural Eastern Shore, rather than on large, urban systems.



The Pre-conference began with a morning session developed specifically for collection management librarians. Over four hours of interactive and instructional discussions, I learned much that I could immediately apply to my work here at ESPL. The afternoon session consisted of a civil rights walking tour of Montgomery that highlighted the history of the city that was so central to the civil rights movement. Seeing the bus stop connected to the arrest of Rosa Parks, the church where Martin Luther King, Jr. pastored his first congregation, and the bus station where the Freedom Riders were brutally attacked was incredibly eye-opening. The struggle for freedom and equality, which continues today, became more real to me after visiting these historic locations, and also brought home how fragile these hard-won rights are still.

Librarian Amanda Jones and author Laurie Halse Anderson, who have both been targeted by censorship and book banning campaigns, provided powerful keynote addresses about the vital importance of intellectual freedom. Both speakers emphasized that libraries hold a trusted position in their communities and are uniquely positioned to offer a safe and welcoming space to every member of our local populations.



author Laurie Halse Anderson



The ARSL conference sessions offered practical and inspiring ideas for quality library services for our rural communities. From offering blood pressure monitoring and education, to creating a shelf-stable food pantry program, from improving the patron experience, to balancing work demands to prevent burnout, from the ins and outs of building a Library of Things collection, to utilizing publisher resources to aid in the selection of newly released books, the sessions were full of relevant and helpful information.

The real-world small library experience that the session presenters brought to their subject matter was impressive, but just as important were the discussions and collaboration with my fellow librarians. This is a profession that freely shares knowledge and resources – both the successes and the failures – so that no one needs to go it alone or reinvent the wheel.



Spending time learning alongside and building relationships with other library professionals who are situated in communities and regions similar to the Eastern Shore was incredibly valuable. I am excited to incorporate much of what I gleaned from the conference into my collection management responsibilities and to collaborate with ESPL staff about new services we could offer in the future.

PROGRAMS & OUTREACH

TIFFANY FLORES,
Programs &
Outreach
Librarian

On September 10th and 24th, the Regional Library hosted a Young Adult (20+) Club as the beginning steps to offer neurodivergent adults opportunities to socialize and engage with others. Each event brings with it a chance to play board games, video games, and hang out with other adults. Six people attended the first program and interacted. The hope is that the program will grow in the next few months and encourage socialization among patrons.

On September 14th, the Regional Library hosted its first ever live musical event featuring Sarah McQuaid. This was a well-received event enjoyed by the attendees. While it was small in attendance, it was loved by the patrons. Many patrons approached the desk inquiring about future musical events, especially from local artists.



Singer-songwriter Sarah McQuaid

September outreach marks the beginning of some of the most important events the library attends.

On September 15th, the library attended the Nurse Family Partnership Graduation. This event is for the 2-year-olds who are graduating out of their program. Many of the participants who attend are from minority families who need aid and resources. Our participation allows us the opportunity to reach individuals who may not attend the library and don't know what we have to offer. This year the event reached 13 families who engaged in activities, talked to vendors, and celebrated the success of their children. All in all, it was a good evening that allowed for networking and fun. **September 26th** marked the day of the 3rd Annual STEAM event held at Mary N. Smith Cultural Center. This event allows families to come in and explore elements of STEAM. Each year the library brings STEAM toys or activities for children to enjoy. This year, Tiffany brought foam dinosaurs, dinosaur themed books, and crafts so children can learn about prehistoric creatures. The event was attended by about 50 people who spent the whole time exploring. Many kids built some amazing dinosaurs and used their creativity and problem-solving skills to determine how to make them stand. This event also served as a great way to connect with other organizations about visiting the library.



COMING SOON! Over the past couple months Tiffany and Alex Flores have been researching, budgeting, and planning tech literacy classes for seniors. A long-term initiative in the library has been to bridge the gap between technology and seniors as many patrons seem to struggle with emerging technologies, or even just the basics. The goal of the program is to build confidence with technology, so that patrons can better navigate their personal devices and those available in the library. This has been an undertaking, but both staff members feel this will help fill tech literacy needs in the community. **Staff training begins on October 6th.**

NORTHAMPTON FREE LIBRARY

CONNOR BUYRN,
Branch Manager

Northampton Free Library welcomed the cooler weather in September with a full calendar of autumnal craft activities. We started the month with our adult craft night on **September 10th**. Attendees mixed seasonal herbal teas and decorated rustic wooden coasters. The following week we hosted an autumn tree craft for kids, and on **September 24th** we closed out the month's public programming with a paper autumn leaf children's craft night. Finally, our ongoing Tech Help Wednesdays program offered on-demand help with personal devices and other digital questions throughout the month.



UPCOMING OCTOBER PROGRAMMING:



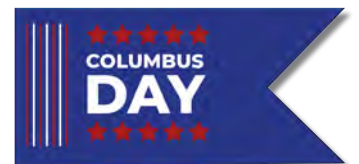
Our first public program of October will be a Kids' Art Night on **Thursday the 8th**, starting at 4:30 PM. This time we'll be getting into spooky season with a paper roll bat craft. Our second Kids' Art Night will take place two weeks later on **Thursday the 22nd**. For this second activity, kids are invited to join us to make paper plate jack-o'-lanterns starting at 6:00 PM. Snacks will be provided at both programs and both are free to attend. Our adult craft for the month of October will take place on **Thursday, October 15th** starting at 6:00 PM. Attendees will be able to make their own needlepoint monster bookmarks to take home.

All programs are free, but signup is required for the adult craft. Please see the Northampton Free Library Facebook page or ask at the front desk for more information. Tech Help will also continue to be offered on every Wednesday through the month of October.

NORTHAMPTON FREE LIBRARY WILL BE CLOSED



Northampton Free Library will be closed all day on Monday, October 5th for staff training and will also be closed all day on Monday, October 12th in observance of Columbus Day.



facebook.com/NorthamptonFreeLibrary

CAPE CHARLES MEMORIAL LIBRARY

SHARON SILVEY,
Library Manager



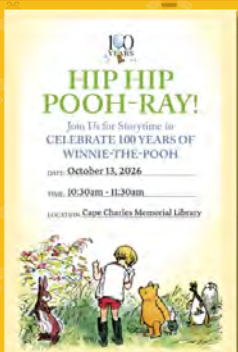
In September, we said goodbye to summer and warmly welcomed fall. Even though our summer visitors have left, the staff at Cape Charles Memorial Library has been quite busy! **September is Library Card Sign-Up Month**, making it the ideal time to get a new library card and borrow a book (or two!). At CCML, if you signed up for a new library card, checked out a book, or attended one of our programs, you were eligible to enter our raffle for a fantastic basket filled with goodies for the whole family!

Early in the month, our staff prepared “Back to School” good bags for local kids. Each bag included activity sheets, pencils, bookmarks and a copy of the book, *The Kissing Hand* by Audrey Penn.

We were thrilled to host five Wiggle Worm story times for our youngest patrons, along with two fun Crochet & Knit gatherings and one exciting STEM program.



We're also excited to share that our **Friends of CCML** received a wonderful **\$8,000 STEM Education grant** from the American Water Charitable Foundation!



October 13th

As we transition into October, we're looking to “Protect the Freedom to Read.” Plus, we're gearing up for a special celebration as Winnie the Pooh turns 100! Be sure to mark your calendars for October 13th, when we'll host a special birthday story time filled with stories, fun activities, and giveaways to honor our cherished bear.



CHINCOTEAGUE ISLAND LIBRARY

JON ADAMS,
Info Specialist II
JODI NOVAK,
Info Specialist I

We had a LOT going on in the month of September! School is back in session and our fall programs kicked off including Tales 4 Tots, our adult book clubs, and a new club for teens!

Tales 4 Tots, a program for pre-school aged children, resumed after a brief hiatus at the end of the summer. Our themes this month were: Teddy Bears, Owls, and Lobsters. Upcoming themes will include Football and then Autumn and Halloween themes going into October.

On September 15, we started a new program called “Next Wave TCG Club”. It is aimed at teenagers in 6th-12th grades. For those who are unfamiliar, “TCG” stands for “Trading Card Game”. The club provides an outlet for students to play games together in a safe environment. Games include, but are not limited to: Magic: the Gathering, Pokémon, Yu-gi-oh, Disney’s Lorcana, and Ophidian.



NASA

Our best-attended event of September was a program about the moon put on by Daniel McGill, NASA Solar System Ambassador. About 70 guests attended his presentation that was held in the Robert Reed Park just outside the library building.



September is National Library Card Sign-Up Month, and we are celebrating that with a special display reflecting the national musical theme, and a free raffle drawing for anyone who gets a new card this month.



EASTERN SHORE PUBLIC LIBRARY

BOARD OF TRUSTEES

Tuesday, October 13, 2026 @ 5:15PM

Meeting Location: Cape Charles Memorial Library, 201 Mason Ave., Cape Charles, VA 23310

Agenda

1. Call to Order
2. Approval of Consent Agenda
3. Public Comments
4. Approval of Minutes of September 08, 2026
5. Old Business
 - a. Accomack-Northampton History Award
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 (Russell)
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
12. Additional Comments
13. Next Meeting: Tuesday, November 10, 2026, 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

9/8/26 | 1 PM | Eastern Shore Regional Library & Heritage Center
Parksley, VA

Meeting called to order by Maureen Teague (Vice-Chair)

ATTENDANCE

Present:

Grayson Chesser, Dennis Custis, Joyce Holland, James Lilliston (*non-voting, Zoom*), M.K. Miles, Christopher Pote (*non-voting*), David Poyer, Carl Rose-Jensen, Maureen Teague (*Vice-Chair*)

Absent:

Janet Justis, Frank Russell

In Attendance:

Kate Baird, Tiffany Flores, Jamie Johnson, Charle Ricci

CALL TO ORDER

The meeting was called to order by Maureen Teague at 1pm. A quorum was present.

APPROVAL OF CONSENT AGENDA

Joyce Holland moved to approve the consent agenda with the addition of the auditor's engagement letter conversation be added to new business. David Poyer seconded. Motion carried unanimously.

PUBLIC COMMENTS

No public comments.

APPROVAL OF MINUTES [August 11, 2026]

Joyce Holland moved that the 8/11/26, meeting minutes be approved. Carl Rose-Jensen seconded. Motion carried unanimously.

OLD BUSINESS

No old business to discuss.

FINANCIAL REPORT [C. Pote]

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

- LGIP gained \$702.50 for a total of \$217,927.83
- Month 2 of Q1 has just concluded, nothing of concern to report
- There will be budget revisions presented to the Board, likely in November (nothing significant)
- The auditor for the FY26 audit is scheduled for onsite work 9/21 & 22
 - o The letter of intent needs to be signed and returned this week

LIBRARY DIRECTOR'S SYSTEM REPORT [C. Pote]

Summer Programs

- o Huge success; across the system there were increases in patronage and in participation in the summer reading and programming

Preliminary Stats FY26

- o Total visitation for the ESPL was up 9% to a total of 140,000 visits
 - Increase of 10% at ESRL
 - Increase of 13% at CIL
- o Roughly 112,000 items circulated= +5%
- o Computer use increased 22%
- o Wi-Fi use was 84,000 sessions= +5%
- o E-Rate: The FCC is currently reassessing the need to provide public schools and public libraries with internet subsidies. Currently ESPL receives a 90% discount for internet services, roughly \$30,000 annually in savings.
 - There are a multitude of ways to let the FCC know how detrimental eliminating e-Rate would be, especially for small and rural schools and libraries
 - C. Pote and Charle Ricci have been working on a form letter that will be tailored to be specific to ESPL by C. Ricci and submitted on behalf of the System.
 - C. Pote stated the importance of all Trustees, Foundation members, and Friends to also express their support for e-Rate.
 - Information and instructions on how to demonstrate support as quickly and easily as possible will be disseminated, and C. Pote would like everyone to consider expressing their support at that time.

Parksley

- The Access Control installation is mostly complete
 - o Two minor tasks still need to be completed
 - o Staff are working to learn the nuances of the new system

Northampton Free Library

- Some rubbish and a downed tree needed to be cleared, and some trimming was needed and has all been addressed.
- NFL Renovation:
 - o Awaiting the final cost estimation and renderings package from the architect.

COMMITTEE REPORTS

Finance Committee (G. Chesser)

Grayson Chesser shared that he and Christopher Pote met and decided that they need to add another member to the Finance Committee.

Personnel Committee (Miles)

No report from M.K. Miles.

Trustee Training Committee Report (Holland)

Joyce Holland reminded the Board that the Trustee Training Committee will be working on the strategic planning projects over the next several months.

Facilities Committee Report (Russell)

Not present, 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 (Baird)

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

ESPL FOUNDATION [Poyer]

David Poyer shared that he missed the last meeting, no report.

NEW BUSINESS

- **October Meeting Start Time**
 - Christopher Pote explained that this meeting will take place in Cape Charles and informed the Board they can meet earlier than 7pm, and that the CCML staff could accommodate the Board as early as 5:15pm.
Joyce Holland moved to begin the 10/13/26 meeting at the Cape Charles Memorial Library at 5:15pm instead of 7pm. Carl Rose-Jensen seconded. Motion carried unanimously.
- **Auditor's Engagement Letter**
Dennis Custis moved to authorize Vice-Chair Teague to sign the auditor's engagement letter in lieu of Chair Justis. David Poyer seconded. Motion carried unanimously.

ADDITIONAL COMMENTS

Grayson Chesser shared that he has noticed there are a lot of young people hanging out in the library in the evenings, and it is good to see.

NEXT MEETING

Tuesday, 8.13.26 at 5:15pm | Facility: Cape Charles Memorial Library, 201 Mason Avenue, Cape Charles, VA 23310

ADJOURNMENT

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

The meeting adjourned at 1:23pm by Maureen Teague, (*Vice-Chair*).



FRIENDS OF THE EASTERN SHORE PUBLIC LIBRARY

PRESIDENT

Kate Baird

VICE PRESIDENT

Maureen Teague

SECRETARY

Sharyn McQuaid

TREASURER

Dan Sossaman

BOARD MEMBERS

Pat Bloxom

Liz Bochicchio

Carol Calledar

Judy Malarkey

Betsy Reich

Janet Rochester,

President Emeritus

September 2026

To: Board of Trustees

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

Greetings from The Friends.

Since our last report to the Board of Trustees, the *Friends* held their annual meeting during which our executive officers were confirmed in their positions. We offer much thanks to Carol Callander for her many years as Treasurer. Carol brought expertise and clarity to all things financial. We now welcome Dan Sossaman to the position. Dan will also continue to be our 'man on the street' delivering books and videos to our community outreach locations. Many thanks to Dan for holding both of these important roles. For the coming year, Maureen Teague will serve as Vice President, Sharyn McQuaid as Secretary and Kate Baird will remain as President.

As part of the August meeting the *Friends* were pleased to receive a tour of the new library van, which they are proud to have given financial support in the amount of \$5000.

For the combined months of July and August we had membership renewals totaling \$1090 and Book Shop sales of \$964, for a weekly average of \$120.50. The *Friends* also received a United Way contribution of \$239.

We had a successful two months with Better World Books with 24 boxes of books shipped, 775 books processed for gross sales of \$487.19 with a commission YTD of \$51.90.

The *Friends* are excited to participate along with Charle Ricci and Tiffany Flores in taping a segment for the Academy for Lifetime Learning entitled [The Grandparents' Guide to the Library: E-Resources and Volunteering at Your Local Library.](#)

As always, we are honored to be working with the staff of the library and supporting their efforts to serve the community with a wide variety of relevant, informative and creative programs.

Eastern Shore Public Library
Profit & Loss
September 2026

	Sep 26
Ordinary Income/Expense	
Income	
40000 · INCOME	
42000 · Contributions	
42010 · ESPL Friends	1,702.39
42040 · Contributions Restricted	500.00
42070 · ESPL Foundation	32,000.00
42000 · Contributions - Other	273.01
Total 42000 · Contributions	34,475.40
43000 · Reimbursements	
43020 · Island	497.66
43030 · Cape Charles	837.69
Total 43000 · Reimbursements	1,335.35
44000 · Fines & Fees	
44010 · Fines	149.91
44020 · Photocopying	1,269.95
44030 · Fax	1.60
44040 · Inter Library Loan	34.00
Total 44000 · Fines & Fees	1,455.46
49000 · Miscellaneous Income	75.89
Total 40000 · INCOME	37,342.10
Total Income	37,342.10
Gross Profit	37,342.10
Expense	
60000 · EXPENSES	
61000 · Operations	
61100 · Building	
61102 · Building Maintenance, NFL	1,572.03
61104 · Building Maintenance - Parksley	48,278.46
Total 61100 · Building	49,850.49
61200 · Utilities	
61203 · Telephone	594.54
61204 · Water/Sewer - Parksley	145.34
Total 61200 · Utilities	739.88
61300 · Vehicle Operation	126.55
61500 · Computer	
61514 · Internet Services, State	2,850.18
61516 · Computer Software, State	37.32
61517 · Computer Maintenance	1,341.17
Total 61500 · Computer	4,228.67

Eastern Shore Public Library
Profit & Loss
September 2026

	Sep 26
Total 61000 · Operations	54,945.59
62000 · Equipment	
62310 · Contractual Services	515.11
Total 62000 · Equipment	515.11
63000 · Programs	
63100 · Adult	1,082.59
63200 · Youth	56.74
63300 · Outreach	86.64
63600 · Program Supplies	403.19
Total 63000 · Programs	1,629.16
64000 · Personnel	
64010 · Salaries - Director	9,455.50
64020 · Salaries - Other	43,792.60
64030 · Hourly Employees	16,310.21
64050 · Payroll Expenses	6,195.27
64070 · Retirement (VRS)	2,651.05
64080 · Insurance	
64083 · Insurance, Life (VRS)	1.44
64084 · Insurance, Gen, Liability (VRS)	1.08
64085 · Insurance, Medical (Anthem)	10,942.42
64086 · Insurance, Dental (Anthem)	172.56
Total 64080 · Insurance	11,117.50
64090 · Liability Reserve	2,499.99
64100 · Staff & Volunteer Appreciation	91.62
Total 64000 · Personnel	92,113.74
65000 · Supplies	
65100 · Custodial	726.58
65200 · Office	372.29
65300 · Library	193.93
Total 65000 · Supplies	1,292.80
66000 · Materials	
66310 · System Materials	
66311 · Books, State Aid	3,704.79
66315 · Electronic Resources, State Aid	12.95
66317 · AV, State Aid	187.27
66320 · Cape Charles Contract #15	272.46
Total 66310 · System Materials	4,177.47
66350 · Affiliates	
66351 · Books, Affiliates	2,026.36
Total 66350 · Affiliates	2,026.36
66900 · Restricted	54.32

Eastern Shore Public Library
Profit & Loss
September 2026

	Sep 26
Total 66000 · Materials	6,258.15
67000 · Other	
67100 · Postage	47.95
67200 · Travel & Meals	169.60
Total 67000 · Other	217.55
68000 · Miscellaneous	
68100 · Bank Fees	112.73
Total 68000 · Miscellaneous	112.73
69000 · Professional Services	
69001 · Professional Services,Financial	1,600.00
Total 69000 · Professional Services	1,600.00
Total 60000 · EXPENSES	158,684.83
Total Expense	158,684.83
Net Ordinary Income	-121,342.73
Other Income/Expense	
Other Income	
7010 · Interest Income	694.25
Total Other Income	694.25
Net Other Income	694.25
Net Income	-120,648.48

9:36 AM

10/08/26

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
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	1,702.39	7,500.00	-5,797.61	22.7%
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	675.22	5,500.00	-4,824.78	12.3%
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	32,000.00	30,000.00	2,000.00	106.7%
42000 · Contributions - Other	273.01			
Total 42000 · Contributions	41,251.48	53,100.00	-11,848.52	77.7%
43000 · Reimbursements				
43010 · NFL Book Endowment	0.00	6,160.00	-6,160.00	0.0%
43020 · Island	4,046.95	2,000.00	2,046.95	202.3%
43030 · Cape Charles	1,979.97	14,000.00	-12,020.03	14.1%
43040 · Book Replacement	47.96			
43000 · Reimbursements - Other	309.47	0.00	309.47	100.0%
Total 43000 · Reimbursements	6,384.35	22,160.00	-15,775.65	28.8%
44000 · Fines & Fees				
44010 · Fines	260.14	750.00	-489.86	34.7%
44020 · Photocopying	3,777.51	10,000.00	-6,222.49	37.8%
44030 · Fax	4.80	10.00	-5.20	48.0%
44040 · Inter Library Loan	58.00	100.00	-42.00	58.0%
44000 · Fines & Fees - Other	85.97	400.00	-314.03	21.5%
Total 44000 · Fines & Fees	4,186.42	11,260.00	-7,073.58	37.2%
49000 · Miscellaneous Income	349.28	0.00	349.28	100.0%
40000 · INCOME - Other	0.00	0.00	0.00	0.0%
Total 40000 · INCOME	453,008.53	1,689,868.00	-1,236,859.47	26.8%
4250 · Grants, Other	0.00	0.00	0.00	0.0%
47000 · NFL Reno	0.00	0.00	0.00	0.0%
Total Income	453,008.53	1,689,868.00	-1,236,859.47	26.8%
Gross Profit	453,008.53	1,689,868.00	-1,236,859.47	26.8%
Expense				
60000 · EXPENSES				
61000 · Operations				
61100 · Building				
61101 · Building Maintenance	0.00	0.00	0.00	0.0%
61102 · Building Maintenance, NFL	2,610.13	6,000.00	-3,389.87	43.5%
61104 · Building Maintenance - Parksley	57,659.12	67,626.00	-9,966.88	85.3%
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	81,355.25	73,626.00	7,729.25	110.5%
61200 · Utilities				
61202 · Electricity	2,245.97	0.00	2,245.97	100.0%
61202.1 · Electricity - NFL	554.91	6,000.00	-5,445.09	9.2%
61202.2 · Electricity - Parksley	2,664.72	18,000.00	-15,335.28	14.8%
61203 · Telephone	3,296.82	4,700.00	-1,403.18	70.1%
61204 · Water/Sewer - Parksley	503.78	2,000.00	-1,496.22	25.2%
Total 61200 · Utilities	9,266.20	30,700.00	-21,433.80	30.2%
61300 · Vehicle Operation	540.41	1,500.00	-959.59	36.0%
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				

Eastern Shore Public Library Profit & Loss Budget vs. Actual

July 2026 through June 2027

	Jul '26 - Jun 27	Budget	\$ Over Budget	% of Budget
61511 · Computer Hardware, State	1,703.67	20,000.00	-18,296.33	8.5%
61513 · Online Services	1,825.98	50,000.00	-48,174.02	3.7%
61514 · Internet Services, State	3,906.58	3,200.00	706.58	122.1%
61515 · Computer Software	1,880.00	0.00	1,880.00	100.0%
61516 · Computer Software, State	382.73	6,500.00	-6,117.27	5.9%
61517 · Computer Maintenance	3,860.83	20,000.00	-16,139.17	19.3%
Total 61500 · Computer	13,559.79	99,700.00	-86,140.21	13.6%
Total 61000 · Operations	105,242.64	224,526.00	-119,283.36	46.9%
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	1,553.95	10,000.00	-8,446.05	15.5%
Total 62000 · Equipment	7,278.22	57,500.00	-50,221.78	12.7%
63000 · Programs				
63100 · Adult	1,411.26	3,800.00	-2,388.74	37.1%
63200 · Youth	3,273.75	6,500.00	-3,226.25	50.4%
63300 · Outreach	767.11	4,000.00	-3,232.89	19.2%
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	936.19	0.00	936.19	100.0%
63000 · Programs - Other	0.00	0.00	0.00	0.0%
Total 63000 · Programs	6,388.31	19,300.00	-12,911.69	33.1%
64000 · Personnel				
64010 · Salaries - Director	32,722.56	111,935.00	-79,212.44	29.2%
64020 · Salaries - Other	153,274.10	526,031.00	-372,756.90	29.1%
64030 · Hourly Employees	58,714.39	212,000.00	-153,285.61	27.7%
64050 · Payroll Expenses	21,764.46	76,500.00	-54,735.54	28.5%
64070 · Retirement (VRS)	9,244.08	40,000.00	-30,755.92	23.1%
64080 · Insurance				
64083 · Insurance, Life (VRS)	1.44	0.00	1.44	100.0%
64084 · Insurance, Gen, Liability (VRS)	1.11	0.00	1.11	100.0%
64085 · Insurance, Medical (Anthem)	42,287.81	132,000.00	-89,712.19	32.0%
64086 · Insurance, Dental (Anthem)	603.96	2,100.00	-1,496.04	28.8%
Total 64080 · Insurance	42,894.32	134,100.00	-91,205.68	32.0%
64090 · Liability Reserve	2,499.99	10,000.00	-7,500.01	25.0%
64100 · Staff & Volunteer Appreciation	597.33	7,000.00	-6,402.67	8.5%
Total 64000 · Personnel	321,711.23	1,117,566.00	-795,854.77	28.8%
65000 · Supplies				
65100 · Custodial	1,546.78	5,000.00	-3,453.22	30.9%
65200 · Office	4,034.12	15,000.00	-10,965.88	26.9%
65300 · Library	8,097.82	25,000.00	-16,902.18	32.4%
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	15,321.93	60,500.00	-45,178.07	25.3%
66000 · Materials				
66310 · System Materials				
66311 · Books, State Aid	11,416.58	74,000.00	-62,583.42	15.4%
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	1,180.65	33,376.00	-32,195.35	3.5%
66317 · AV, State Aid	882.83	7,500.00	-6,617.17	11.8%
66320 · Cape Charles Contract #15	531.50	3,200.00	-2,668.50	16.6%
Total 66310 · System Materials	14,011.56	122,076.00	-108,064.44	11.5%
66350 · Affiliates				
66351 · Books, Affiliates	4,469.03	22,000.00	-17,530.97	20.3%
Total 66350 · Affiliates	4,469.03	22,000.00	-17,530.97	20.3%
66900 · Restricted	1,770.81	7,500.00	-5,729.19	23.6%
66000 · Materials - Other	0.00	5,000.00	-5,000.00	0.0%
Total 66000 · Materials	20,251.40	156,576.00	-136,324.60	12.9%
67000 · Other				
67100 · Postage	2,292.71	2,000.00	292.71	114.6%
67200 · Travel & Meals	942.78	5,000.00	-4,057.22	18.9%

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10/08/26

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
67210 · Travel - State Aid	626.84	0.00	626.84	100.0%
67300 · Dues	737.00	4,000.00	-3,263.00	18.4%
67400 · Director's Discretionary	520.50	0.00	520.50	100.0%
67000 · Other - Other	0.00	0.00	0.00	0.0%
Total 67000 · Other	5,119.83	11,000.00	-5,880.17	46.5%
68000 · Miscellaneous				
68100 · Bank Fees	437.95	3,500.00	-3,062.05	12.5%
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	1,366.47	9,500.00	-8,133.53	14.4%
69000 · Professional Services				
69001 · Professional Services, Financial	4,800.00	19,200.00	-14,400.00	25.0%
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	7,046.55	30,900.00	-23,853.45	22.8%
Total 60000 · EXPENSES	489,726.58	1,687,368.00	-1,197,641.42	29.0%
Total Expense	489,726.58	1,687,368.00	-1,197,641.42	29.0%
Net Ordinary Income	-36,718.05	2,500.00	-39,218.05	-1,468.7%
Other Income/Expense				
Other Income				
7010 · Interest Income	2,092.65	0.00	2,092.65	100.0%
Total Other Income	2,092.65	0.00	2,092.65	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	2,092.65	0.00	2,092.65	100.0%
Net Income	-34,625.40	2,500.00	-37,125.40	-1,385.0%

Eastern Shore Public Library
Balance Sheet
As of September 30, 2026

	Sep 30, 26
ASSETS	
Current Assets	
Checking/Savings	
LGIP - Investment Account #1155	218,622.08
Petty Cash	
Main	190.30
NFL	76.87
Total Petty Cash	267.17
1035 · Truist - Operating #2396	
Liability Reserve	31,924.64
NFL Reno	16,705.00
1035 · Truist - Operating #2396 - Other	199,852.79
Total 1035 · Truist - Operating #2396	248,482.43
Total Checking/Savings	467,371.68
Other Current Assets	
1300 · Prepaid Expenses	28,193.00
Total Other Current Assets	28,193.00
Total Current Assets	495,564.68
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	1,529,416.80
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	5,144.57
Total Credit Cards	5,144.57
Other Current Liabilities	

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10/08/26

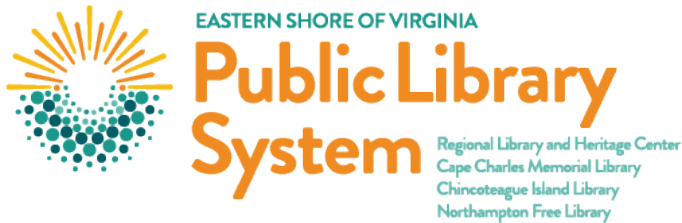
Accrual Basis

Eastern Shore Public Library

Balance Sheet

As of September 30, 2026

	Sep 30, 26
2100 · Payroll Liabilities	5,752.18
2220 · State Withholding Taxes	2,436.00
2280 · State Unemployment Tax	-26.27
2290 · Anthem, Medical	81.51
2300 · Anthem, Dental	4.80
2320 · Flexible Spending Plan	-358.22
2360 · AFLAC	105.10
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	174,355.40
Total Current Liabilities	184,999.97
Total Liabilities	184,999.97
Equity	
1110 · Retained Earnings	843,264.71
3000 · Opening Bal Equity	485,567.32
Net Income	15,584.80
Total Equity	1,344,416.83
TOTAL LIABILITIES & EQUITY	1,529,416.80



Report to the Accomack County Board of Supervisors – October 2026

Whether it's individuals or families, community or cultural organizations, local or regional, the Eastern Shore Public Library & Heritage Center strives to be a partner to all.

In partnership with our neighbor, the Eastern Shore Railway Museum in Parksley, the Eastern Shore of Virginia Heritage Center is proud to host the exhibit *Give Me Liberty: Virginia & The Forging of a Nation*. On loan from another partner, the Virginia Museum of History & Culture, the exhibit consists of 20 panels that explore the people, sites, and events unique to Virginia and its role in American independence.

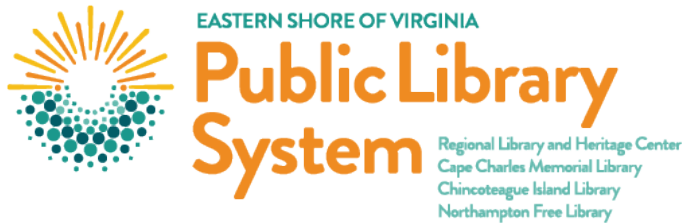


Give Me Liberty will be on display in the Heritage Center's Malarkey Gallery through November 23rd. An open house with refreshments hosted by the Railway Museum will take place from 5-7PM in the Dennis Custis Lecture Hall at the Regional Library & Heritage Center in Parksley on Tuesday, October 13th. Come check it out!

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 – October 2026

Whether it's individuals or families, community or cultural organizations, local or regional, the Eastern Shore Public Library & Heritage Center strives to be a partner to all.

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Christopher P. Pote
System Director