espl.org

LIBRARY SYSTEM REPORT

Eastern Shore of Virginia Public Library System

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

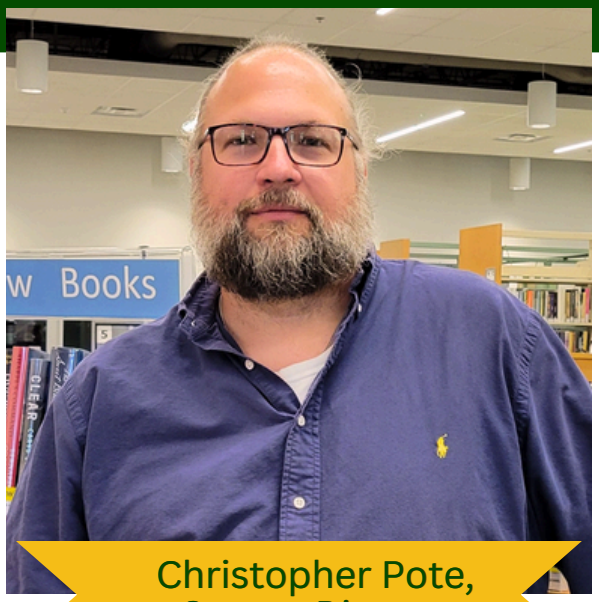


NOVEMBER HIGHLIGHTS

Regional Library & Northampton Free

- **3rd** Library Closed for Election Day [ESRL &NFL]
- **5th** Adult Craft [NFL]
- **12th** Storytime and Play [ESRL]
- **12th** Teen Creative writing [ESRL]
- **12th** Young Adult Social Group [ESRL]
- **13th** Makerspace: Brother ScanNCut [ESRL]
- **18th** Senior Planet: Frauds and Scams [ESRL]
- **19th** Kids' Dino Party [ESRL]
- **20th** Adult Crafternoon [ESRL]
- **25th** Library Closes at 1pm [ESRL & NFL]
- **26th & 27th** Library Closed for Thanksgiving [ESRL&NFL]
- **Every Wednesday** All Day Tech Help [NFL]
- **Every Saturday** @10:30am Story Time & Play [ESRL]

DIRECTOR'S UPDATE



Christopher Pote,
System Director

Fiscal year 2027 marks the fifth and final year of our current five-year strategic plan. In October, ESPL staff dedicated time to assessing the current plan and thinking forward for goals for the next five years. When asked about the libraries' role in supporting the people of the Eastern Shore, the responses were consistent: supportive, dedicated, friendly, and helpful. And they view the library as an accessible community service that provides our communities with needed resources. These are the core values of a strong community service. In the coming months we will be asking the public to share their thoughts and goals for the library system in the coming years. We look forward to this work among our patronage, and we look forward to continuing to provide the Eastern Shore of Virginia with outstanding library services.

HERITAGE CENTER

JAZMINE COLLINS,
Reference Manager
& Local History

LUKE KELLY,
Archivist

Throughout October, Heritage Center staff continued efforts to improve the Eastern Shore Room's collection organization and accessibility. Work has been underway to consolidate and pare down the Heritage Center's storage collection of monographs, reviewing existing materials and adding to the Heritage Center Preservation Collection, and moving items from the circulating collections to the Eastern Shore room. Reference assistance was particularly high this month, as staff responded to nearly fifty reference inquiries during the month, mostly focusing on assistance with genealogy.

H**eritage Center staff have reached the final stages of proposed website revisions**. The updated changes are being prepared for presentation to the website developer and administration (TGD). These revisions will improve the website's organization, navigation, and accessibility, making it easier for visitors to locate the Heritage Center's resources and services.

The Heritage Center has also ordered several new titles to expand its collection of regional history and research materials. Among the additions are *When Claiborne Bridged the Chesapeake: The Rise and Fall of the Ferry Era* and *From Patent to Present: A 370 Year History of the Savage Farm on Virginia's Eastern Shore by Carmel Savage Ross*.

Cataloging of the Kirk Mariner Collection continued in October. The focus was on the photographs in the late historian's collection. Mariner was an avid photographer himself and took photos of historic buildings and sites on the Eastern Shore of Virginia beginning in the 1970s.

He also collected historic photographs that were taken by others, especially during the research for his books *Once Upon an Island* and *God's Island* about Chincoteague Island and Tangier Island, respectively. This portion of the collection contains roughly 3,000 photographs. A large portion of these are photographic prints or photocopies. Historic and contemporary postcards make up an equal portion of the collection, with the oldest ones dating back to the late 1800s. A few hundred negatives and slides round out the collection.



Parksley postcard showing Dunne Avenue. From the Kirk Mariner Collection.



All of the photographs were processed and scanned in preparation for cataloging. **The photographic prints, photocopies, and postcards were scanned using the CZUR M3000 Pro overhead scanner that was generously donated to the Heritage Center last year**. The negatives and slides were digitized using the new specialty scanner that was mentioned in last month's system report. Testing by Heritage Center staff found it effective, quick, and easy to use.

TECHNICAL SERVICES

CHARLE RICCI,
Collection Management & Acquisitions Librarian

ALL ABOUT PATRON REQUESTS

Patron requests are one way that the library keeps a finger on the pulse of the community's interests. By knowing which titles our customers are interested in, our librarians can customize our book orders and prioritize our cataloging queues to get in-demand items into the hands of our readers as quickly as possible.

Patron requests arrive through multiple sources: by email, through the request form on the library's website, and through the library catalog, ShoreCat. Over the past year, 14,815 items were requested from the collections of the four ESPL libraries. Books were the most requested material format, with 13,800 requests for the printed word. DVDs were in second place with 772 requests, and audiobooks and video games followed.



Of the 14,815 requests, over 9,800 were entered directly into the ShoreCat catalog by library patrons themselves. Library staff entered the remainder on behalf of library users, but the rate at which patrons are searching the catalog and submitting their own requests speaks to ShoreCat's ease of use and the digital skills of library patrons.

Items from the library's New Books collection were requested the most with over 3,700 requests. Fiction followed closely with over 3,600 requests. Nonfiction titles were requested 1,668 times, Video Recordings 728, Mysteries 694, and Large Print 472.

Titles from the Children's Collection were also frequently requested, with over 900 Picture Books, 700 Nonfiction, 614 Fiction, and 174 Graphic Novels reserved by and for our young readers.

Analyzing the request data reveals another pattern of library use on a Shore-wide scale: over 8,300 of the patron requests required the transfer of the requested items from one ESPL library location to another.



The strength of our regional system is evident as our shared resources allow each of the four libraries to better meet the needs and interests of Shore readers than it would be possible to do alone.



CURRENT TOP 5 RESERVED BOOKS

Visit our catalog: esplva.booksys.net/opac/espl/index.html

PROGRAMS & OUTREACH

TIFFANY FLORES,
Programs & Outreach Librarian

October was jam packed with opportunities to collaborate and support the community. In total the library attended 5 outreach events and invited 2 school groups to the library.

As part of the Regional Library's routine outreach, we attend both the **Agricultural Fair** in Machipongo, VA and the **Otterfest** held at the Accawmacke Elementary School. This year, both events were on October 3rd with a total of 450 attendees.

Tiffany also **attended 3 trick-o-treating events** at various locations including 2 elementary schools, and The Mary N. Smith Cultural Center. These are popular, with about 100-200 attendees per event.

Tiffany was also busy with school visits to the library. **On October 22nd, Nandua Middle School's Career Explorations Class visited and learned about libraries as a career option**. Jamie Johnson, ESPL Circulation Manager, and Tiffany Flores presented to the class, gave a building tour, and then the students were given the reserve book list to pull.

On October 26th, Arcadia Middle School visited with 120 students for a tour and presentation on the MakerSpace. Tiffany and Alex Flores collaborated with the teachers to ensure everyone learned about both the library and the MakerSpace. By keeping the students in groups of 39-45 students, everyone was able to rotate through their various stations.







Top: Tiffany presenting at VLA. Bottom: School visits at the Regional Library.



This year, the **Virginia Library Association (VLA)** Conference was held in Norfolk, VA and was attended by Christopher Pote and Tiffany Flores.

Tiffany registered and was selected to be a presenter and discuss how she has used bioactive terrariums to increase community engagement.

Throughout the summer and early fall, she worked to develop her presentation and practice her public speaking skills with the assistance of Maria Burns.

On October 20th, she presented *Creatures on Duty: Integrating Bioactive Terrariums in the Public Library* at VLA. The presentation was so well received that Tiffany was approached by Diana Price, Chief of Library Development, about presenting her lecture via webinar for the Library of Virginia. Tiffany looks forward to the opportunity to share her creature knowledge in the future.

NORTHAMPTON FREE LIBRARY

CONNOR BUYRN,
Branch Manager

Northampton Free Library celebrated spooky season with a full month of Halloween-themed crafts, programs, and book displays. We hosted Kid's Art Night on **Thursday the 8th** and **Thursday the 22nd**. Attendees put together paper roll bats and paper plate jack-o'-lanterns and enjoyed a snack. Our Adult Craft Night was hosted on **Thursday the 15th** and featured spooky needlepoint monster bookmarks. On-demand Tech Help continued to be offered on every Wednesday throughout the month.



UPCOMING NOVEMBER PROGRAMMING:



Most of Northampton Free Library's November programming will nod to the changing weather and the upcoming Thanksgiving holiday. For our first Kids' Art Night of the month on **Thursday the 5th**, we'll be making festive sponge-painted autumn turkeys starting at 4:30 PM. Our second Kids' Art Night will take place two weeks later on **Thursday the 19th**. For this second activity, kids are invited to join us to make paper plate mushrooms starting at 6:00 PM. Snacks will be provided at both programs. Our Adult Craft Night for the month of November will take place on **Thursday, November 12th** starting at 6:00 PM. Attendees will be able to make their own custom hand-carved rubber stamps.

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 is offered on-demand at the front desk on every Wednesday, but may not be available during the lunch hour.

NORTHAMPTON FREE LIBRARY WILL BE CLOSED



Northampton Free Library will have different open hours on these dates:

- *Closed all day on Tuesday, November 3rd for Election Day*
- *Closed all day on Wednesday, November 11th for Veterans Day*
- *Will close early at 1:00 PM on Wednesday, November 25th*
- *Closed all day on Thursday, November 26th and Friday, November 27th for Thanksgiving*



CAPE CHARLES MEMORIAL LIBRARY

SHARON SILVEY,
Library Manager









100TH BIRTHDAY OF WINNIE THE POOH!

On October 13, CCML hosted a party to celebrate the 100th anniversary of Winnie the Pooh. In attendance were 35 children and caregivers who sang songs, listened to stories and participated in an abundance of games and crafts. Every family was given a copy of “Winnie the Pooh” (Classic Edition) to take home and read. Library staff were happy to hear from a local grandparent that their grandchildren fell asleep “happy and content” after being read to the first few chapters of Winnie the Pooh. Forever a classic.





NOVEMBER 2026

Upcoming at
Cape Charles Memorial Library

11/03, Tues	Library CLOSED - Election Day
11/05, Thurs	Crochet & Knit (11 am - 12 pm)
11/10, Tues	Wiggle Worms Storytime for ages 0-2 (10:30am)
11/10, Tues	Little Sprouts Storytime for ages 3-5 (11:00am)
11/11, Wed	Library CLOSED - Veteran's Day
11/12, Thurs	Family Bingo (Civic Center) (11:00am - 12:00pm)
11/13, Fri	Mothman (4:00pm - 6:00pm) *REGISTRATION REQUIRED
11/17, Tues	Wiggle Worms Storytime for ages 0-2 (10:30am)
11/17, Tues	Little Sprouts Storytime for ages 3-5 (11:00am) with ES Literacy Council
11/19, Thurs	Crochet & Knit (11 am - 12 pm)
11/24, Tues	Wiggle Worms Storytime for ages 0-2 (10:30am)
11/24, Tues	Little Sprouts Storytime for ages 3-5 (11:00am)
11/25, Wed	Library CLOSING at 12:00pm
11/26, Thurs	Library CLOSED - Thanksgiving Day
11/27, Fri	Library CLOSED - Thanksgiving Holiday

CCML Library Assistant Manager, Maureen Tamares-Meditz, attended the recent Virginia Library Association conference in Norfolk, VA. Maureen was able to meet Rosemary Wells, the award-winning and bestselling author/illustrator of more than 120 books for children and have Ms. Wells sign a book for Cape Charles Memorial Library.













Also in October, CCML was invited to participate in World Migratory Bird Day at Kiptopeke State Park. Braving the cold wind and rain, staff was able to set up a table with creative crafts for young and old. Additionally, reference materials were accessable for visitors to peruse and State Park backpacks were highlighted as an item available for check-out at the library.

CHINCOTEAGUE ISLAND LIBRARY

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







What a busy month at the Chincoteague Island Library! It's *almost* all about Halloween this month; with decorations, spooky themes for our programs, and a big trick-or-treat event planned for Halloween evening, but we started the month with a Tales 4 Tots visit to our local fire station. We were hosted by Assistant Chief Hunter Leonard, who read stories to our group, and then let the kids explore the firetrucks!



We fielded a team for the Eastern Shore Literacy Council's mini-golf fundraiser. We didn't win, but we had a great time for a great cause!





On October 24, we hosted New York Times bestselling author Tom Angleberger for a book-signing event. This was in cooperation with our local bookstore and neighbor, Sundial Books.







Halloween fun with Tales 4 Tots and our newest Library Volunteer, Seymore!

EASTERN SHORE PUBLIC LIBRARY

BOARD OF TRUSTEES

Tuesday, November 10, 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 October 13, 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 (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, December 08, 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

10.13.26 | 5:15 PM | Cape Charles Memorial Library
Cape Charles, VA
Meeting called to order by Janet Justis

ATTENDANCE

Present:
Grayson Chesser, Joyce Holland, Janet Justis (*Chair*), M.K. Miles, Christopher Pote (*non-voting*), David Poyer, Carl Rose-Jensen, Frank Russell (*Zoom*), Maureen Teague

Absent:

Dennis Custis, James Lilliston (*non-voting*)

In Attendance:
Andy Dunton, J.T. Holland, Jamie Johnson, Sharon Silvey

CALL TO ORDER

The meeting was called to order by Janet Justis at 5:15pm. A quorum was present.

APPROVAL OF CONSENT AGENDA

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

PUBLIC COMMENTS

No comments.

APPROVAL OF MINUTES [Sept. 8, 2026]

Joyce Holland moved that the 9/8/26 meeting minutes be approved. Grayson Chesser seconded. Motion carried unanimously.

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OLD BUSINESS

Accomack-Northampton History Award (Pote)

Christpher Pote recapped the discussion had at the quarterly Heritage Center Advisory Committee meeting, on Friday, October 9th, about the ANHA Award project proposed by John Edmonds.

- The Heritage Center Advisory committee, after lengthy discussion, recommends offering an award to facilitate the publishing of legitimate Eastern Shore historical writing.

Discussion ensued relating to tangential pros and cons of moving forward.

Carl Rose-Jensen moves to table the previous local history writing award proposal as presented by John Edmonds due to practicality, sustainability and past attempts by other local history minded entities. The Board of Trustees is, however, very appreciative of the proposal. Joyce Holland seconded. Motion carried unanimously.

M.K. Miles moves that The ESPL Board of Trustees supports the Heritage Center Advisory Committee's recommendation to use potentially donated funds to help publish legitimate local historical scholarship. Maureen Teague seconded. Motion carried unanimously.

FINANCIAL REPORT [C. Pote]

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

- The LGIP gained$694.25 for a total of $218,622.08
- 1st quarter FY27 has ended. There is nothing major to report. Accomack County and the Library of Virginia have sent Q2 disbursements. Northampton's disbursement should be arriving soon.
- The auditor was onsite working on the FY26 audit on 9/21 & 22

LIBRARY DIRECTOR'S SYSTEM REPORT [C. Pote]

E-Rate

- Today (10/13) was the last day to submit comments to the FCC about saving eRate for public libraries and schools.

Regional Library & Heritage Center

- There are currently two exhibits on display in the Malarkey Gallery:
    1. *The History of Freedom of Religion on the Eastern Shore*, created by HC Staff

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2. *Give Me Liberty*, a travelling exhibit from VMHC highlighting VA's role in achieving American independence.

- Heritage Center staff are actively revising esplheritage.org for greater ease of use

Northampton Free Library

- Nothing major to report
- As for the renovation project, the renderings and cost estimation have been shared with Capt. Poyer
    - Currently there are no next steps in the process to report

General Updates

- On October 5th an all-system in-service was held at ESRL & HC
- Next month ESPL staff will be working on the large federal reporting survey, which is paramount for state aid, formerly known as Bibliostat, LVA is now moving to the LibPas platform.

COMMITTEE REPORTS

Finance Committee (Chesser)

Grayson Chesser shared that he and Director Pote talked and scheduled a committee meeting.

Personnel Committee (Miles)

M.K. Miles shared that he and Carl Rose-Jensen have discussed meeting to review and revamp a personnel questionnaire to support the strategic planning process.

Trustee Training Committee Report (Holland)

Joyce Holland explained that strategic planning will be the committee's ongoing training project over the upcoming months.

Facilities Committee Report (Russell)

No report given.

BRANCH AND FRIENDS REPORTS

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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)

No report.

ESPL FOUNDATION [Poyer]

David Poyer shared that the Foundation met on the 17th:

- The status of the various endowments currently totals around a million dollars, much of which is already encumbered
- The annual campaign this year is raising money for new laptops and gaming tables for kids

NEW BUSINESS

- No new business.

ADDITIONAL COMMENTS

Grayson Chesser asked Captain Andy Dunton, who is the Treasurer of the Cape Charles Museum and Welcome Center in Cape Charles, VA, to share museum updates:

- Andy Dunton thanked the group for having him and offered the museum's assistance should the library be in need.
- A. Dunton then shared the exciting news that construction is complete on the Museum's new archives room, and their archives will be moved out of Bloxom Station and into the new room soon.

NEXT MEETING

Tuesday, 11/10/26 at 1PM| Facility: Eastern Shore Regional Library & Heritage Center 24313 Bennett Street, Parksley, VA 23412

ADJOURNMENT

Joyce Holland moved to adjourn the meeting. Grayson Chesser seconded. The motion carried unanimously.

The meeting adjourned at 6:04 by Janet Justis.

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Eastern Shore Public Library
Profit & Loss
October 2026

	Oct 26	
Ordinary Income/Expense		
Income		
40000 · INCOME		
41000 · Government Income		
41010 · Accomack County	212,108.75	
41020 · Northampton County	70,703.00	
41030 · State Aid	118,025.25	
Total 41000 · Government Income		400,837.00
42000 · Contributions		
42040 · Contributions Restricted	500.00	
Total 42000 · Contributions		500.00
43000 · Reimbursements		
43030 · Cape Charles	1,668.83	
43040 · Book Replacement	33.00	
Total 43000 · Reimbursements		1,701.83
Total 40000 · INCOME		403,038.83
Total Income		403,038.83
Gross Profit		403,038.83
Expense		
60000 · EXPENSES		
61000 · Operations		
61100 · Building		
61102 · Building Maintenance, NFL	42.93	
61104 · Building Maintenance - Parksley	3,058.54	
Total 61100 · Building		3,101.47
61200 · Utilities		
61203 · Telephone	624.55	
61204 · Water/Sewer - Parksley	156.80	
Total 61200 · Utilities		781.35
61300 · Vehicle Operation		120.68
61500 · Computer		
61511 · Computer Hardware, State	8,931.06	
61513 · Online Services	650.00	
61514 · Internet Services, State	264.10	
61516 · Computer Software, State	1,641.35	
61517 · Computer Maintenance	1,366.57	
61518 · Technology	1,495.00	
Total 61500 · Computer		14,348.08
Total 61000 · Operations		18,351.58
62000 · Equipment		

Eastern Shore Public Library
Profit & Loss
October 2026

		Oct 26
62310 · Contractual Services		-92.20
Total 62000 · Equipment		-92.20
63000 · Programs		
63100 · Adult		52.52
63200 · Youth		67.65
63300 · Outreach		416.51
63600 · Program Supplies		48.31
Total 63000 · Programs		584.99
64000 · Personnel		
64010 · Salaries - Director		9,387.92
64020 · Salaries - Other		43,792.60
64030 · Hourly Employees		17,018.61
64050 · Payroll Expenses		6,243.42
64070 · Retirement (VRS)		2,639.64
64080 · Insurance		
64084 · Insurance, Gen, Liability (VRS)	0.01	
64085 · Insurance, Medical (Anthem)	14,931.76	
64086 · Insurance, Dental (Anthem)	172.56	
Total 64080 · Insurance		15,104.33
64090 · Liability Reserve		3,333.32
64100 · Staff & Volunteer Appreciation		546.85
Total 64000 · Personnel		98,066.69
65000 · Supplies		
65100 · Custodial		391.52
65200 · Office		270.04
65300 · Library		62.20
65500 · Archival Supplies		159.83
Total 65000 · Supplies		883.59
66000 · Materials		
66310 · System Materials		
66311 · Books, State Aid	6,395.07	
66315 · Electronic Resources, State Aid	1,933.35	
66317 · AV, State Aid	605.76	
66320 · Cape Charles Contract #15	253.51	
Total 66310 · System Materials		9,187.69
66350 · Affiliates		
66351 · Books, Affiliates	1,925.02	
Total 66350 · Affiliates		1,925.02
66900 · Restricted		1,556.58
Total 66000 · Materials		12,669.29
67000 · Other		

Eastern Shore Public Library
Profit & Loss
October 2026

	Oct 26	
67100 · Postage	33.57	
67200 · Travel & Meals	328.78	
Total 67000 · Other		362.35
68000 · Miscellaneous		
68100 · Bank Fees	134.14	
68500 · Marketing	36.78	
68600 · Continuing Education	60.00	
Total 68000 · Miscellaneous		230.92
69000 · Professional Services		
69001 · Professional Services,Financial	1,600.00	
Total 69000 · Professional Services		1,600.00
Total 60000 · EXPENSES		132,657.21
Total Expense		132,657.21
Net Ordinary Income		270,381.62
Other Income/Expense		
Other Income		
7010 · Interest Income		742.88
Total Other Income		742.88
Net Other Income		742.88
Net Income		**271,124.50**

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	424,217.50	848,435.00	-424,217.50	50.0%
41020 · Northampton County	141,406.00	282,812.00	-141,406.00	50.0%
41030 · State Aid	236,050.50	472,101.00	-236,050.50	50.0%
Total 41000 · Government Income	801,674.00	1,603,348.00	-801,674.00	50.0%
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	1,175.22	5,500.00	-4,324.78	21.4%
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	41,751.48	53,100.00	-11,348.52	78.6%
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	3,648.80	14,000.00	-10,351.20	26.1%
43040 · Book Replacement	80.96			
43000 · Reimbursements - Other	309.47	0.00	309.47	100.0%
Total 43000 · Reimbursements	8,086.18	22,160.00	-14,073.82	36.5%
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	856,047.36	1,689,868.00	-833,820.64	50.7%
4250 · Grants, Other	0.00	0.00	0.00	0.0%
47000 · NFL Reno	0.00	0.00	0.00	0.0%
Total Income	856,047.36	1,689,868.00	-833,820.64	50.7%
Gross Profit	856,047.36	1,689,868.00	-833,820.64	50.7%
Expense				
60000 · EXPENSES				
61000 · Operations				
61100 · Building				
61101 · Building Maintenance	0.00	0.00	0.00	0.0%
61102 · Building Maintenance, NFL	2,653.06	6,000.00	-3,346.94	44.2%
61104 · Building Maintenance - Parksley	60,758.31	67,626.00	-6,867.69	89.8%
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	84,497.37	73,626.00	10,871.37	114.8%
61200 · Utilities				
61202 · Electricity	2,245.97	0.00	2,245.97	100.0%
61202.1 · Electricity - NFL	1,140.27	6,000.00	-4,859.73	19.0%
61202.2 · Electricity - Parksley	5,340.86	18,000.00	-12,659.14	29.7%
61203 · Telephone	3,921.37	4,700.00	-778.63	83.4%
61204 · Water/Sewer - Parksley	660.58	2,000.00	-1,339.42	33.0%
Total 61200 · Utilities	13,309.05	30,700.00	-17,390.95	43.4%
61300 · Vehicle Operation	666.09	1,500.00	-833.91	44.4%
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	10,634.73	20,000.00	-9,365.27	53.2%
61513 · Online Services	2,820.97	50,000.00	-47,179.03	5.6%
61514 · Internet Services, State	4,170.68	3,200.00	970.68	130.3%
61515 · Computer Software	2,355.00	0.00	2,355.00	100.0%
61516 · Computer Software, State	2,024.08	6,500.00	-4,475.92	31.1%
61517 · Computer Maintenance	5,227.40	20,000.00	-14,772.60	26.1%
61518 · Technology	1,495.00			
Total 61500 · Computer	28,727.86	99,700.00	-70,972.14	28.8%
Total 61000 · Operations	127,721.36	224,526.00	-96,804.64	56.9%
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	1,894.82	10,000.00	-8,105.18	18.9%
Total 62000 · Equipment	7,619.09	57,500.00	-49,880.91	13.3%
63000 · Programs				
63100 · Adult	1,532.24	3,800.00	-2,267.76	40.3%
63200 · Youth	3,345.42	6,500.00	-3,154.58	51.5%
63300 · Outreach	1,244.64	4,000.00	-2,755.36	31.1%
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	1,047.62	0.00	1,047.62	100.0%
63000 · Programs - Other	0.00	0.00	0.00	0.0%
Total 63000 · Programs	7,169.92	19,300.00	-12,130.08	37.1%
64000 · Personnel				
64010 · Salaries - Director	42,110.48	111,935.00	-69,824.52	37.6%
64020 · Salaries - Other	197,066.70	526,031.00	-328,964.30	37.5%
64030 · Hourly Employees	75,999.16	212,000.00	-136,000.84	35.8%
64050 · Payroll Expenses	28,028.37	76,500.00	-48,471.63	36.6%
64070 · Retirement (VRS)	11,881.64	40,000.00	-28,118.36	29.7%
64080 · Insurance				
64083 · Insurance, Life (VRS)	2.88	0.00	2.88	100.0%
64084 · Insurance, Gen, Liability (VRS)	2.20	0.00	2.20	100.0%
64085 · Insurance, Medical (Anthem)	53,230.23	132,000.00	-78,769.77	40.3%
64086 · Insurance, Dental (Anthem)	776.52	2,100.00	-1,323.48	37.0%
Total 64080 · Insurance	54,011.83	134,100.00	-80,088.17	40.3%
64090 · Liability Reserve	3,333.32	10,000.00	-6,666.68	33.3%
64100 · Staff & Volunteer Appreciation	1,183.29	7,000.00	-5,816.71	16.9%
Total 64000 · Personnel	413,614.79	1,117,566.00	-703,951.21	37.0%
65000 · Supplies				
65100 · Custodial	1,938.30	5,000.00	-3,061.70	38.8%
65200 · Office	4,384.58	15,000.00	-10,615.42	29.2%
65300 · Library	8,208.21	25,000.00	-16,791.79	32.8%
65400 · Youth Program Supplies	140.83	7,500.00	-7,359.17	1.9%
65500 · Archival Supplies	1,668.96	8,000.00	-6,331.04	20.9%
65000 · Supplies - Other	14.22			
Total 65000 · Supplies	16,355.10	60,500.00	-44,144.90	27.0%
66000 · Materials				
66310 · System Materials				
66311 · Books, State Aid	19,959.53	74,000.00	-54,040.47	27.0%
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	3,114.00	33,376.00	-30,262.00	9.3%
66317 · AV, State Aid	1,533.75	7,500.00	-5,966.25	20.5%
66320 · Cape Charles Contract #15	785.01	3,200.00	-2,414.99	24.5%
Total 66310 · System Materials	25,392.29	122,076.00	-96,683.71	20.8%
66350 · Affiliates				
66351 · Books, Affiliates	6,629.87	22,000.00	-15,370.13	30.1%
Total 66350 · Affiliates	6,629.87	22,000.00	-15,370.13	30.1%
66900 · Restricted	4,652.68	7,500.00	-2,847.32	62.0%
66000 · Materials - Other	0.00	5,000.00	-5,000.00	0.0%
Total 66000 · Materials	36,674.84	156,576.00	-119,901.16	23.4%
67000 · Other				
67100 · Postage	2,362.76	2,000.00	362.76	118.1%

Eastern Shore Public Library
Profit & Loss Budget vs. Actual
July 2026 through June 2027

	Jul '26 - Jun 27	Budget	$ Over Budget	% of Budget
67200 · Travel & Meals	1,316.44	5,000.00	-3,683.56	26.3%
67210 · Travel - State Aid	1,653.33	0.00	1,653.33	100.0%
67300 · Dues	872.00	4,000.00	-3,128.00	21.8%
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	6,725.03	11,000.00	-4,274.97	61.1%
68000 · Miscellaneous				
68100 · Bank Fees	572.09	3,500.00	-2,927.91	16.3%
68300 · Refunds	18.98	0.00	18.98	100.0%
68500 · Marketing	361.88	2,500.00	-2,138.12	14.5%
68600 · Continuing Education	60.00	2,500.00	-2,440.00	2.4%
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	1,607.49	9,500.00	-7,892.51	16.9%
69000 · Professional Services				
69001 · Professional Services,Financial	6,400.00	19,200.00	-12,800.00	33.3%
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	2,304.85	500.00	1,804.85	461.0%
Total 69000 · Professional Services	8,704.85	30,900.00	-22,195.15	28.2%
Total 60000 · EXPENSES	626,192.47	1,687,368.00	-1,061,175.53	37.1%
Total Expense	626,192.47	1,687,368.00	-1,061,175.53	37.1%
Net Ordinary Income	229,854.89	2,500.00	227,354.89	9,194.2%
Other Income/Expense				
Other Income				
7010 · Interest Income	2,835.53	0.00	2,835.53	100.0%
Total Other Income	2,835.53	0.00	2,835.53	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	2,835.53	0.00	2,835.53	100.0%
Net Income	**232,690.42**	**2,500.00**	**230,190.42**	**9,307.6%**

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

	Oct 31, 26
ASSETS	
Current Assets	
Checking/Savings	
LGIP - Investment Account #1155	219,364.96
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	474,868.45
Total 1035 · Truist - Operating #2396	523,498.09
Total Checking/Savings	743,130.22
Other Current Assets	
1300 · Prepaid Expenses	28,193.00
Total Other Current Assets	28,193.00
Total Current Assets	771,323.22
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	**1,805,175.34**
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	12,790.32
Total Credit Cards	12,790.32
Other Current Liabilities	

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

	Oct 31, 26
2100 · Payroll Liabilities	5,739.24
2220 · State Withholding Taxes	2,462.00
2280 · State Unemployment Tax	-26.27
2290 · Anthem, Medical	81.61
2300 · Anthem, Dental	4.93
2320 · Flexible Spending Plan	-374.88
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	174,352.03
Total Current Liabilities	192,642.35
Total Liabilities	192,642.35
Equity	
1110 · Retained Earnings	843,264.71
3000 · Opening Bal Equity	485,567.32
Net Income	283,700.96
Total Equity	1,612,532.99
TOTAL LIABILITIES & EQUITY	**1,805,175.34**

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Christopher Pote
System Director
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EASTERN SHORE OF VIRGINIA
Public Library System
Regional Library and Heritage Center
Cape Charles Memorial Library
Chincoteague Island Library
Northampton Free Library

Report to the Accomack County Board of Supervisors – November 2026

The Eastern Shore Public Library System is in the final months of its current five-year Strategic Plan. This not only allows us to look back on successes and shortcomings, but also means we need to gather data and strategize for the next five-year cycle. In October, staff from all four System libraries dedicated time to providing assessment feedback on the current plan, as well as strategizing for the future during an all-staff in-service training day.

One question posed to staff was, what does ESPL excel at? As you can see, the responses varied, but the theme is consistent throughout: serving our community.



It's an honor to work for an organization that inherently understands its role is to serve its people, the people of Accomack and Northampton Counties.

In the coming months, we will be seeking the perspectives of our stakeholders and constituents as we continue to flesh out the vision for the future of ESPL. I look forward to hearing from you and sharing that vision with you.

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

Respectfully submitted,

Christopher P. Pote
System Director

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Christopher Pote
System Director
cpote@espl.org

EASTERN SHORE OF VIRGINIA
Public Library System
Regional Library and Heritage Center
Cape Charles Memorial Library
Chincoteague Island Library
Northampton Free Library

Report to the Northampton County Board of Supervisors – November 2026

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System Director