



## Richmond County Public Library

52 Campus Drive, Warsaw, Virginia 22572

August 13, 2013

Ms. Edith Anne Sanders  
Treasurer, Richmond County  
Post Office Box 1000  
Warsaw, VA 22572

Dear Mrs. Sanders:

On behalf of the Richmond County Public Library Board of Trustees, I request a total of \$39,980.75 to be transferred to Rappahannock Community College. This amount represents the first installment of our contract fee to the college in the amount of \$14,212.00 for FY2014; \$5,768.75 for purchasing library materials and \$20,000.00 personnel costs for the programming and outreach position.

Thank you very much.

Sincerely,

Dan Ream  
Coordinator of Learning Resources  
Rappahannock Community College  
Richmond County Public Library Director  
52 Campus Drive  
Warsaw, VA 22572

cc: Sue Broaddus