

THE LIBRARY BOARD COMMITTEE MEETING MINUTES

Library of Virginia
September 24, 2018

ARCHIVAL, COLLECTIONS, AND RECORDS MANAGEMENT SERVICES COMMITTEE

The Archival, Collections, and Records Management Services Committee of the Library Board met on Monday, September 24, 2018, at 8:30 a.m. in the Conference Room C of the Library of Virginia located at 800 East Broad Street, Richmond, Virginia. The following committee members were in attendance: Christopher G. Oprison, chair, Barbara Vines Little, vice chair, Mark E. Emblidge, Carol L. Hampton, M. David Skiles, Marcy Sims. Staff liaisons John Metz, Paul Casalaspis were also in attendance; committee member R. Chambliss Light Jr. was absent.

Mr. Oprison asked Deputy of Collections & Programs John Metz to provide to the committee updates on the three agenda items: The “Freedom on the Move” Project, the replacement of the Library’s outdated integrated library system and digital asset management system, and a recently accepted collection of custom made flies donated by the authors the book, *America’s Favorite Flies*.

Dr. Metz reported that “Freedom on the Move” is a cooperative project designed to systematically identify and digitize runaway slave ads and make them full-text searchable to facilitate access to the detailed information they contain. The project is a cooperative effort between Edward Baptist (primary scholar) of Cornell University, Josh Rothman of the University of Alabama, and Mary Mitchell at the University of New Orleans. Newspaper Project Director Errol Somay heard a presentation on the project at a conference last year and convinced the team that his national digital newspaper project experience would complement their efforts to build an automated aggregation of runaway slave ads, and the Library has been selected as a key technological partner and the first Beta tester. The Library of Virginia will also contribute content to the site given the massive amount of work we have already completed in digitizing Virginia imprints. There will be a crowdsourcing component to the site and the intent is that we will populate our Virginia Untold site with the details and stories gleaned from the “Freedom on the Move” Project.

Digital Initiatives and Web Services Manager Kathleen Jordan provided an update and overview of the new online public access catalog (OPAC) system and Digital Asset Manager purchased by the Library to replace our badly outdated systems with money appropriated by the General Assembly during the last legislative session. The new products, ALMA/PRIMO and Rosetta, are all produced by Ex Libris, the same company that owns our current system, ALEPH. Unlike ALEPH, ALMA will have an integrated discovery layer providing a smooth, seamless user experience where there is no jumping from section to section within the Library’s website.

Senior Rare Books and Manuscripts Librarian Audrey McElhinney provided an opportunity to see one of the more interesting collections we’ve accepted recently. The Rare Books Collection has a considerable number of titles devoted to outdoor pursuits and authors John Bryan and Rob Carter chose to offer to the Library a collection of custom-made flies related to their most recent book, *America’s Favorite Flies*. Both writers are local but the book is national in scope and

prominently features Virginia fly fishers and artwork. They sent requests to over two hundred fly fishing enthusiasts for favorite flies and questionnaires to capture the stories, including Joan Wulff (First Lady of Fly Fishing), Jimmy and Rosalind Carter (former President and First Lady), Yvon Chouinard (founder of Patagonia), as well as the children of two fishing greats, Norman McClean (Author of *A River Runs Through it*) and Ted Williams (Baseball and Fishing Great). In all, Bryan and Carter amassed more than 225 fishing flies whose pictures and stories are elegantly presented in this book.

There being no further comments or new business, the committee adjourned at 9:19 a.m.

EDUCATION, OUTREACH, AND RESEARCH SERVICES

The Education, Outreach, and Research Services Committee of the Library Board met on Monday, September 24, 2018, at 8:30 a.m. in Conference Room B of the Library of Virginia. The following committee members were in attendance: Mohammed Esslami, vice chair, Jon Bowerbank, L. Preston Bryant, Jr., Kristin Cabral, Shelley Viola Murphy, Mark Miller; Dr. Gregg Kimball and Paul Casalaspì, staff liaisons were also present. Committee member K. Johnson Bowles, chair, was absent.

Barbara Batson, the Library's exhibition coordinator, gave a sneak preview of the 2019 Exhibition: "New Virginians," which is a legacy project funded by the state's 2019 Commemoration, American Evolution. The exhibition will open in December and run for about a year. Ms. Batson noted that there will be a private opening of the exhibition on December 13, 2018, and that all members of the Board will receive invitations and are encouraged to attend. There was discussion about a wider circulation of the exhibition to public libraries beyond the traveling shows that the Library typically provides. The committee also discussed the exhibition schedule beyond 2019, which includes plans for a major exhibition on women's suffrage slated for 2020 to celebrate the 100th anniversary of the ratification of the 19th Amendment.

Program and Outreach Manager Catherine Fitzgerald Wyatt recapped the two major programs funded by the Anne and Ryland Brown Teacher Enrichment Fund: the annual Brown Teacher's Institute and teacher fellowships. This year's Brown programs were tied to the Library's upcoming exhibition "New Virginians" and also received funding from the state's 2019 Commemoration. This additional funding allowed the Library to extend the institute to three days and to provide housing support for a larger number of teachers outside the Richmond area. The Brown Teacher Institute was held August 1-3, 2018, in collaboration with Virginia Humanities. The institute examined the implications of immigration and the experiences of immigrants as they came to Virginia, focusing on the themes of democracy, diversity, and opportunity. The event featured remarks by keynote speaker Atif Qarni, Virginia's secretary of education. Teachers explored how to use primary sources to enhance student learning in their classrooms, discovered new digital resources, and learned about the lives of immigrant and refugee students and their families. Ms. Wyatt described two special programs held in conjunction with the institute that were free and open to the public. The first held on August 2, "New Virginians: The Refugee and Immigrant Experience in Virginia," was a panel discussion featuring Seyoum Berhe (Ethiopia), Virginia's state refugee coordinator with the Office of Newcomer Services; Karla Almendarez-Ramos (Honduras), manager of the City of Richmond's Office of Multicultural Affairs; and Kika Husejnovic (Bosnia), pre-arrival coordinator with Church World Service's Richmond Immigration and Refugee Program. This session, moderated

by Virginia Humanities' David Bearinger, was recorded by Public Radio station WCVE. The second program, titled "Old Traditions/New Virginians: A Folklife Celebration" occurred on August 3 and explored the traditions of migrants who have come to Virginia within the last thirty years. The Folklife Celebration featured Vietnamese đàn bầu music (a one-stringed instrument), the exquisitely colorful Guatemalan alfombra (sawdust carpet) and dance, Hindustani raga singing, a Bolivian tinku dance group, and a Mexican mariachi band, as well as craft displays and demonstrations.

Ms. Wyatt then described the work of our two Brown Teacher Research Fellows this summer, Elizabeth Samuelsen and Sarah Pedersen. Ms. Samuelsen has been teaching fifth grade at White Oaks Elementary School in Virginia Beach for the past three years and was a perfect fit for the fellowship's focus this year as she had been recognized for her ability to teach a culturally and academically diverse population of students. Ms. Pedersen has been teaching sixth and seventh grade at Binford Middle School in Richmond for the past three years and has emphasized her ability to nurture a positive classroom environment where students could discuss sensitive topics in a thoughtful manner. In the context of these reports, Board members and staff discussed some other possible sources of education funding to support the Library's work.

Ms. Wyatt recapped the Library's all-day conference "DNA Made Clear: Growing Your Family Tree with Genetic Genealogy," held on Saturday, September 8. The Library hosted 138 attendees plus committee members and speakers for an exciting day of family history exploration and networking. This one-day conference of eight sessions featured keynote speaker Judy G. Russell—"the legal genealogist"—and nationally recognized genealogy experts Bernice A. Bennett, Shannon Christmas, Rachel Unkefer, and Shannon Combs-Bennett. Presenters helped attendees explore how DNA can be used to trace family trees with sessions on terminology and DNA interpretation for beginners and chromosome mapping and DNA painting for more experienced genealogists. The Library of Virginia hosted this second annual Virginia Family History Day conference in collaboration with the Virginia chapters of the Afro-American Historical and Genealogical Society, Inc., the Middle Peninsula African-American Genealogical and Historical Society, and the Richmond-area congregations of the Church of Jesus Christ of Latter-day Saints with support from FamilySearch.

In conclusion, the committee discussed feedback from attendees at the event, which was overwhelmingly positive. The wrap-up session with all of the presenters was especially popular because it gave attendees an opportunity to "ask the experts" questions that did not come up in the course of the day.

There being no further business or questions the committee meeting was adjourned at 9:20 a.m.

PUBLIC LIBRARY DEVELOPMENT COMMITTEE

The Public Library Development Committee of the Library Board met on Monday, September 24, 2018, at 9:30 a.m. in Conference Room C of the Library of Virginia. The following committee members were in attendance: Shelley Viola Murphy, chair, Jon Bowerbank, vice chair, Kristin Cabral, Mohammed Esslami, Carol L. Hampton, Barbara Vines Little, and Mark Miller. Staff in attendance included Nan Carmack, Kim Armentrout, Susan La Paro, and John Metz.

After a brief welcome, Dr. Carmack, director of library development & networking, provided an overview of the new digital assets provided through Find It Virginia and gave a virtual tour of its new site, to be launched the following Monday. She stated that the new assets were obtained with money saved from exiting the geo-authentication services provided by Gale Cengage. These new assets provide greater opportunities for lifelong learning, a range of Lexile choices for research, and numerous opportunities for reading. Dr. Carmack mentioned the challenges most rural communities face with limited broadband access and highlighted the benefit some of the new resources offered as they can be downloaded and do not require a live internet feed for usage. Dr. Carmack noted that Continuing Education Consultant Cindy Church is serving on a state-wide Digital Equity Committee to stay on top of broadband issues. Further, the committee discussed marketing of these products to include other governmental agencies, non-profit organizations, and schools. Dr. Carmack concluded her remarks by noting the Library directors meeting to be held on Wednesday, September 26 in Williamsburg.

Following this overview, new Youth Services Consultant Susan La Paro was introduced. She updated the committee on a replacement project for the winter reading program entitled *1000 Things Before Kindergarten*, which helps caregivers interact daily with their child in socio-emotional learning, literacy activities, and STEAM activities, with the intention of insuring school readiness during the early years. The committee discussed marketing strategies for this program. Ms. La Paro also updated the committee on the Nature Backpack program as well as the STEM Hub project, noting that simplification and additional lesson plans are being developed for ease of use. Marketing and publicity was also a topic of conversation regarding these projects. Committee members asked that a list of talking points they could use to help promote many of these projects be provided at future Board meetings.

Finally, Public Services Consultant Kim Armentrout provided adjusted state aid figures that required a committee action to be put forward at the full Board meeting. Ms. Murphy asked for a motion to approve the adjusted state aide figures; Ms. Cabral made this motion and was seconded by Mr. Miller; the action passed unanimously.

There being no further committee business, Ms. Murphy adjourned the meeting at 10:16 a.m.

LEGISLATIVE AND FINANCE COMMITTEE

The Legislative and Finance Committee of the Library Board met on Monday, September 24, 2018, at 9:30 a.m. in Conference Room B of the Library of Virginia. The following committee members were in attendance: L. Preston Bryant, chair, Mark E. Emblidge, Carol L. Hampton, Christopher G. Oprison, M. David Skiles, and Marcy Sims. Staff liaisons Connie B. Warne and Librarian of Virginia Sandra G. Treadway were also in attendance. Committee members R. Chambliss Light Jr., vice chair, and K. Johnson Bowles were absent.

The meeting began with a review of the Library's Statement of Financial Condition as of July 31, 2018. Deputy of Administration Connie Warne walked the Board through the Budget to Expenditures document in their packet and assured the Board that although the agency had spent 19 percent of its state appropriation in the first month of the fiscal year, this was perfectly normal. She explained that the Library paid its yearly rent payment in full in July and that the first quarter state aid allotments were also distributed to public libraries at that time. These early expenditures always skewed the July financial statement, but she had no concern at all about how our spending was tracking to date for the year.

Ms. Warne shared with the Board that we had recently received budget instructions from the Governor's Office and the Department of Planning and Budget and had a deadline of October 9 to submit decision packages with our request for the coming year. Dr. Treadway reported that we had to secure approval from the Secretary of Education's Office before submitting our requests and she had scheduled an appointment with Fran Bradford, deputy secretary of education, the following morning. Ms. Warne explained that we would be requesting funding to fill four archival positions in state records, one in private papers, and two in records management. Although she had not yet worked up the final numbers, she expected that the amount would be around \$560,000.

Ms. Warne then presented the proposed LSTA budget for the committee's review and approval. The committee voted unanimously to approve the budget as presented and to recommend its adoption by the full Library Board. The committee meeting adjourned. At 10:15 a.m.

THE LIBRARY BOARD MEETING

Library of Virginia
September 24, 2018

The Library Board met on Monday, September 24, 2018, in the Board Meeting Room of the Library of Virginia located at 800 East Broad Street, Richmond, Virginia.

I. CALL TO ORDER/QUORUM

M. David Skiles, Chair called the meeting to order at 10:30 a.m., welcomed the Board, and announced a quorum present.

The following members were in attendance:

M. David Skiles, *Chair*
Jon Bowerbank
L. Preston Bryant, Jr.
Kristin Cabral
Mark E. Emblidge
Mohammed Esslami
Carol Hampton
Barbara Vines Little
Mark Miller
Shelley Viola Murphy
Christopher G. Oprison

K. Johnson Bowles, vice chair, and R. Chambliss Light, Jr. were absent.

II. APPROVAL OF AGENDA

Mr. Skiles asked for a motion that the meeting agenda be approved; a motion was made by Marcy Sims and seconded by Shelley Viola Murphy. The Board approved the agenda by unanimous vote.

III. WELCOME TO VISITORS AND STAFF

Mr. Skiles welcomed members of the Library staff who were present, Conley Edwards from the Friends of the Virginia State Archives, and Carrie Nee, senior assistant attorney general from the Attorney General’s office. Mr. Skiles then asked Board members to take a moment to reflect on their service to the Commonwealth of Virginia, and by extension to the country, and he announced he would like to begin each Board meeting during the coming year with a recitation of the Pledge of Allegiance to the U.S. flag, which he then led.

IV. PUBLIC COMMENT

None.

V. APPROVAL OF THE LIBRARY BOARD MINUTES OF JUNE 11, 2018

Mr. Skiles asked if there were any additions or corrections to the June 11, 2018, Board meeting minutes. No comments were offered, and he asked for a motion to approve the

minutes as submitted. Mark Miller moved to approve the minutes and Ms. Sims seconded. The minutes were approved unanimously.

VI. INFORMATION ITEMS

A. Reports from Other Organizations

Conley Edwards from the Friends of the Virginia State Archives (FVSA) reported that the Friends continued their support of the Library of Virginia by purchasing published genealogical and family history materials from contiguous states. Since the last Library Board meeting in June the Friends have expended more than \$4,000 for additions to the Library's printed collections.

Mr. Edwards reminded everyone about several upcoming fall events. The FVSA annual Slatten Lecture is on Saturday, September 29, with featured speaker J. Mark Lowe, a full-time professional genealogist and author. Mr. Edwards expressed great appreciation for the ongoing cooperation of the Library of Virginia facilities staff in helping them make the arrangements for the day. October is Archives Month in Virginia, and Mr. Edwards gave a brief history of its origin. Each year since 2002 when Archives Month began, archivists from across the state have contributed images from their collections to produce and distribute a poster publicizing their archival collections. The Friends will continue their support of this effort by contributing funds for the publication and distribution of the poster again this year. Other activities for Archives Month include an Archives Fair at VCU's James Branch Cabell Library on Friday, October 5 at which representatives from area archives will be present to highlight their collections.

Mr. Edwards relayed Peter Broadbent's greetings from the Virginia Genealogical Society (VGS) along with a reminder of their fall conference in Charlottesville on October 5 and 6. One of the featured speakers at this event will be Library of Virginia Board member Barbara Vines Little, who has for many years used the collections at the Library of Virginia. The Genealogical Research Institute of Virginia (GRIVA) will hold its fall conference, *Decoding Your Past Using DNA*, on Saturday, October 20, featuring Blaine Bettinger, Ph.D., J.D., nationally known lecturer, author and expert in genetic genealogy.

The Society of American Archivists (SAA), the Council of State Archivists (CoSA), and the National Association of Governor Archives and Records Administrators (NAGARA), held their annual meeting in D.C. in August, which Mr. Edwards attended on behalf of CoSA. He also attended a session on email archiving where Roger Christman, senior state records archivist at the Library of Virginia, presented on the Governor Kaine email project. Mr. Edwards commended Mr. Christman for doing an excellent job in describing the Library of Virginia's progress with this project, but especially commended him for reminding everyone that these efforts are about the stories that the records tell, which is something that is frequently lost in the midst of discussions about the subject. Mr. Edwards thanked everyone for their time and concluded his report indicating that Ms. Little had some information of interest to share related to his report.

Ms. Little shared that at their fall meeting, the National Genealogical Society Board approved their 2021 conference to be held in Richmond, Virginia. The contracts with the Richmond Convention Center and the local hotels were expected to be signed that week

and they are anticipating high conference attendance, probably several thousand attendees. Half or more of those attending this conference will also come to the Library of Virginia while here.

B. Committee/Division Reports

- **Archival, Collections, and Records Management Services Committee**

Committee chair Christopher G. Oprison remarked that they had very diverse and varied presentations, the first one given by Mr. Somay, about the *Freedom on the Move* project, which is being done in conjunction with Cornell University, to identify newspaper advertisements from the early to mid-nineteenth century. The committee also discussed the Library's system upgrade and the Fly Fishing exhibit. Mr. Oprison invited John Metz, deputy of collections & programs, to share the details of this report.

Dr. Metz reported their first update was given by Digital Newspaper Project Director Errol Somay on a joint project with Cornell University, the University of South Alabama, and the University of New Orleans called *Freedom on the Move*. The project has created a database of runaway slave ads found in newspapers across the south and is indexing the information contained within the ads. Mr. Somay will be attending a conference at Cornell University in October to discuss the project's next steps, which we expect will include working with the Virginia Newspaper Project.

Dr. Metz next reported the Library would be seeking funding from the General Assembly to replace the existing seventeen-year-old integrated library system. The new system promises to provide a truly integrated search experience across all our holdings to patrons. The implementation timeline will take approximately six months to a year. There was discussion about the state and agency budgeting processes for recurring infrastructure like this and Director of Information Technology Paul Casalaspi indicated that this time the money the Library has received is an ongoing addition to the budget and will cover the costs going forward for licensing, support, upgrades, and maintenance.

Dr. Metz concluded his report with sharing a few fun highlights from the recent *America's Favorite Flies* book talk given on September 19 by authors John Bryan and Rob Carter. A few of the 224 notable fishing fly donors represented in the book and collection are former President Jimmy Carter and his wife Rosalynn; Norman Maclean, author of *A River Runs Through It*; Ted Williams, the baseball great; Yvon Chouinard, the founder of Patagonia; and Harry Murray, a well-known Virginia fly fisherman. The Library has been given the flies, the pictures, and the questionnaires, so it makes quite an impressive collection.

- **Education, Outreach, and Research Services Committee**

Vice Chair Mohammed Esslami began his report relaying the committee had received updates on several upcoming exhibits and two recent conferences. One of them, the New Virginians exhibit, utilizes several formats but most significantly will include video recorded histories of thirty-two Virginia residents who are naturalized U.S. citizens. Committee members next received a recap on the Eighth Annual Anne and Ryland Brown Teacher Institute which this year was titled Immigration in Virginia: Democracy,

Diversity, and Opportunity. The well-attended institute was held August 1 through 3 and featured Secretary of Education Atif Qarni as the keynote speaker. On September 8 the Library of Virginia hosted the Second Annual Family History Day conference titled *DNA Made Clear: Growing Your Family Tree with Genetic Genealogy*. This event was a collaboration between FamilySearch and Church of Jesus Christ of Latter-day Saints as well as the Afro-American Historical and Genealogical Society Inc. in DC. This was the second year that the Library hosted a genealogical conference, which appears to have been highly successful and attracted 138 attendees.

Dr. Kimball shared that the New Virginians exhibition is a collaboration with Virginia Humanities, which conducted most of the video interviews due to their expertise and connections with immigrant communities throughout the state, along with American Evolution 2019. American Evolution 2019 is the brand name for the 2019 Commemoration, which is providing funding for the “New Virginians” project; Dr. Kimball expressed appreciation for this financial support. He then asked all to note on their calendars December 13 at the Library for the private exhibit opening, which will include the thirty-two interviewees. The committee also discussed the women’s suffrage exhibit planned for 2020, which will commemorate the hundredth anniversary of the passage of the 19th Amendment. Dr. Kimball expressed appreciation for the Board’s proactive thinking in regards to possible outside funding sources to support these programs.

Further on the Brown Teacher’s Institute, Dr. Kimball reported that usually they have one fellow each year, however, this year they had funding for two, Elizabeth Samuelsen and Sarah Pedersen; both elementary teachers. Their materials will be added to the Document Bank very soon, which teachers can access for use in their classrooms. There were forty-five teachers who attended this year’s Brown Teacher’s Institute, and participants gave very positive feedback.

Mr. Skiles reminded everyone about the upcoming 2019 Commemoration activities, which will highlight Virginia’s 400 years of democracy and the establishment of the oldest continuous legislative body in the Western Hemisphere. He emphasized that events connected to the Commemoration will be taking place between now and the end of 2019.

- **Legislative and Finance Committee**

L. Preston Bryant, chair, began his report by stating the Library was on track for the current budget year, and that the committee had one action item for review and approval by the full Board. He invited Deputy of Administration Connie Warne to review with the Board the Budget to Expenditures document in their packet. Ms. Warne assured the Board that although the agency had spent 19 percent of its state appropriation in the first month of the fiscal year, this was perfectly normal. Ms. Warne explained that the Library paid its yearly rent payment in full in July and that the first quarter state aid allotments were also distributed to public libraries at that time. These early expenditures always skewed the July financial statement, but she had no concern about how the Library’s spending was tracking to date for the year.

Ms. Warne shared with the Board that the Library had recently received budget instructions from the Governor's Office and the Department of Planning and Budget and had a deadline of October 9 to submit decision packages with our requests for the coming year. Dr. Treadway reported that we had to secure approval from the Secretary of Education's Office before submitting our requests, and said she had scheduled an appointment with Fran Bradford, deputy secretary of education, the following morning. Ms. Warne explained that we would be requesting funding to fill four archival positions in state records, one in private papers, and two analysts in records management. Although she had not yet worked up the final numbers, she expected that the amount would be around \$560,000.

There was discussion about the possibility of requesting more funds for increased collections acquisition, and Dr. Treadway shared that the Library's management team and staff had determined through the recent strategic planning process still underway that the most pressing current need at the Library is staffing, especially for processing and archiving gubernatorial records. Dr. Treadway expressed optimism that this budget request for additional staff will be supported by the current administration and make it into the Governor's proposed budget.

Mr. Bryant then presented the proposed LSTA (Library Services and Technology Act) budget for the Board's review, discussion and approval. After brief discussion, Mr. Skiles asked for a motion to approve the proposed LSTA budget; a motion was made by Mr. Esslami and seconded by Dr. Emblidge. The board voted unanimously to approve the LSTA budget as presented.

- **Public Library Development Committee**

Shelley Viola Murphy, chair, reported the committee had a preview of the updated Find It Virginia database portal, which will be released the following Monday. Updates to Find It Virginia will make the content more accessible and easier for patrons to use. Susan La Paro, the new children and youth services consultant, shared information on programs such as *1000 Things Before Kindergarten* and working with the Science Museum on a program called Nature Backpacks.

Ms. Murphy directed the Board to their one action item, which was to vote on the adjustments to the state aid numbers approved at the June meeting. Dr. Treadway explained that the adjustments were needed as the template used to calculate the amounts for each locality had an error in it. The mistake was caught and the numbers adjusted but the Board's formal approval of the final numbers was needed. Mr. Skiles asked if there were any questions or comments and since none were forthcoming asked for a motion to approve the updated state aid allotments. Mr. Bowerbank made the motion which was seconded by Ms. Cabral. The motion carried unanimously.

- **Library of Virginia Foundation**

Foundation Executive Director Amy Bridge was pleased to report that the Foundation once again had a clean audit and that the 2019 fundraising was underway. She then requested that the Board members review the two-page list titled 1823 Council, which contains the names of all past members of the Foundation and Library Boards. The

Foundation hopes to reengage former Board members through specific events beginning this November and leading up to the 2019 Commemoration and 2023 Library anniversary. This will be a coordinated campaign in which they hope to include a personal touch from current Board members where appropriate.

Ms. Bridge reminded everyone of the upcoming 21st Annual Literary Awards weekend October 19 through 21. The featured speaker for the Saturday night gala event is author Susan Orlean. Her next book, *The Library Book*, is scheduled to be released that week as well and is about the 1986 fire at the Los Angeles Public Library that destroyed or damaged over one million works. Orleans' new book offers a moving tribute to the incalculable value of libraries.

In closing, Ms. Bridge shared that the Foundation had been contacted by a Richmond resident who wants to endow a new literary prize to be paid from his estate after his death. Once established, it will provide an annual \$10,000 cash prize for a first time published Virginia author for a work of fiction or collected short stories.

- **By-Laws Committee**

Dr. Emblidge, chair, reported the committee had one action item and would first review the updates to the electronic participation policy before voting. He asked Senior Assistant Attorney General Carrie Nee to explain the changes to the electronic participation policy in the FOIA regulation before them.

Ms. Nee explained that electronic participation as defined in this statute means a Board member is not physically present at the actual Board meeting location but is participating through some electronic format, usually a conference call. She then reviewed the changes to the FOIA policy followed by board discussion on its application. When no further questions or comments were offered, Mr. Skiles asked for a motion to approve the adoption of the updated FOIA electronic participation policy; Dr. Emblidge gave the motion to approve the FOIA policy updates as presented and it was seconded by Mr. Miller. The motion carried unanimously.

The approved updated electronic participation policy reads as follows:

Library of Virginia Resolution

Policy on Electronic Participation in Library Board Meetings

WHEREAS it is the policy of the Library Board that individual Library Board members may participate in meetings of the Library Board by electronic means as permitted by Virginia Code § 2.2-3708.2.

AND WHEREAS this policy shall apply to the entire membership and without regard to the identity of the member requesting remote participation or the matters that will be considered or voted on at the meeting.

THEREFORE, BE IT RESOLVED whenever an individual member wishes to participate from a remote location, the law requires a quorum of the Library Board to be physically assembled at the primary or central meeting location, and there must be arrangements

for the voice of the remote participant to be heard by all persons at the primary or central meeting location. A member who is unable to attend the meeting due to a temporary or permanent disability or other medical condition or due to a personal matter and wishes to participate in the meeting electronically must so notify the chair of the Library Board and the Office of the Librarian of Virginia on or before the day of the meeting.

BE IT ALSO RESOLVED that the Library Board must take action to approve or disapprove each such request for participation through electronic means to ensure compliance with this policy. The disapproval of any request must be recorded in the meeting minutes with specificity.

BE IT ALSO RESOLVED that for any approved requests the reason that the member is unable to attend the meeting and the remote location from which the member participates shall be recorded in the meeting minutes. If the reason for the electronic participation is due to a personal matter (not a temporary or permanent disability or other medical condition) the nature of the personal matter must be identified with specificity.

BE IT ALSO RESOLVED that such participation by a member due to a personal matter shall be limited to two meetings each calendar year.

C. Report of the Librarian

Dr. Treadway reported on the highly successful launch of the Carol Weinstein Virginia Authors Series with a talk given by Beth Macy on her book *Dopesick*, about the opioid crisis, which is now on the *New York Times* bestseller list. On the downside this summer, the Discovery Café closed and the Foundation has issued a request for proposals in the hopes of attracting the right the vendor for this location. There was discussion around whether the new security protocols were a contributing factor to the café's closure but also that the temporary closure and relocation of the General Assembly building from across the street likely played a part. The Library will be exploring several options to make it more accessible to state and city employees in the immediate vicinity while maintaining the integrity of the security protocols. The ultimate long term goal would be to put a café up at the front of the lobby where the current Virginia Shop is.

Dr. Treadway shared that she had no further updates on Board appointments by the Governor's Office but would communicate that as soon as she was notified. Board members whose terms had expired as of June 30, 2018 – Mr. Oprison, Ms. Hampton, and Ms. Sims – will continue to serve on the board until such time as the Governor makes those announcements. There is also one vacant board seat.

She then asked John Sarvay of Floricane to give a high level overview of the strategic planning process the Library is currently undertaking. Mr. Sarvay described the discovery phase of the strategic planning process, which started in August and is expected to be completed by early to mid-December. This process has included soliciting feedback from both internal and external stakeholders through regional and local focus groups, staff meetings, as well as an online meeting. To date the planning team has gathered responses from approximately 200 participants and consolidated this data into several strategic areas of focus, which will be presented for further feedback at Library's

all day Open House/Charrette next week on October 5. This public event will be followed by some deep dive conversations with stakeholders with expertise in relevant strategic subject areas, culminating in a report to be presented to both boards at the November joint retreat.

D. Report of the Chair

Mr. Skiles stated they had two remaining action items on the agenda, the first being the approval of the Board's Nominating Committee members for this year. He presented the following slate of nominees for consideration: Kristin Cabral, Mark Emblidge, Marcy Sims, and himself, David Skiles. After asking for comments or discussion, and none being offered, Mr. Skiles entertained a motion to approve the presented slate of committee members. Dr. Emblidge gave that motion which was seconded by Ms. Kabral; the motion passed unanimously as presented.

Mr. Skiles then presented a resolution thanking Marcy Sims for her tenure as chair of this Board as well as her years of active Board service, saying it had been a pleasure to have served as her vice chair. In preparing his comments for today, he had reflected upon Winston Churchill's life, and in particular Churchill's eternal optimism. Churchill is credited as having said that attitude is a little thing that makes a big difference; Mr. Skiles commended Ms. Sims for exuding optimism throughout her tenure on the Board and for her invaluable leadership in this regard as chair when they were facing significant budget challenges.

Mr. Skiles then read the following resolution:

*The Commonwealth of Virginia
A Resolution of the Library Board*

WHEREAS Martha J. Sims served with distinction for many years as the director of the Virginia Beach Public Library system, leaving a proud legacy upon her retirement in 2013; and

WHEREAS she was appointed to a five-year term on the Library Board in 2013 by Governor Robert F. McDonnell following her retirement; and

WHEREAS she was elected chair of the Library Board by her peers and served as chair from July 1, 2017, through June 30, 2018; and

WHEREAS as chair she led the Library Board in developing a successful legislative strategy for the 2017 General Assembly session and worked closely with her Board colleagues to secure and advance budget amendments to restore the Library's public services; and

WHEREAS both as a Board member and as Board chair she has been an enthusiastic and effective supporter of the Library of Virginia; now therefore

BE IT RESOLVED by the Library Board on this 24th day of September 2018 that the Library Board recognize Martha J. (Marcy) Sims for her gracious and thoughtful leadership of the Library Board and for her continued service to the Commonwealth; and

BE IT FURTHER RESOLVED that this Resolution be spread upon the minutes of this meeting, and that a copy of it be given to Martha J. Sims as a token of the Board's gratitude for her service to the Library and to the Commonwealth of Virginia.

Ms. Sims expressed her great appreciation for the honor of serving as chair of this Board and stated that it was wonderful to be able to work with such a professional staff and Board members. She thanked them for this resolution as well as for the support and contributions they all had made during her tenure on the Board.

Mr. Skiles thanked Ms. Sims for her comments and asked for a motion to approve the resolution. The motion was made by Dr. Emblidge and seconded by Ms. Hampton. The vote carried unanimously.

In closing, Mr. Skiles said that since there were three potential board vacancies and one current board opening, all waiting on the Governor's announcement, he anticipates that there will be some shifting around of committee members once they have a full roster, but as of right now they are proceeding with the above approved committee assignments until reevaluation is needed upon announcement of appointments.

VII. OLD OR NEW BUSINESS

He then asked if there was any new or old business to come before the board at this time; none was given.

VIII. ADJOURNMENT

There being no further business, Mr. Skiles asked for a motion to adjourn the meeting. Mr. Oprison made a motion to adjourn, seconded by Ms. Sims. The meeting adjourned at 12:30 p.m.