

THE LIBRARY BOARD
The Library of Virginia
800 East Broad Street
Richmond, Virginia 23219-8000

SUMMARY OF BOARD MINUTES
Library Board Meeting of June 16, 2003
10:30 a.m. Meeting Room 2M.020 (Floor 2M)

- I. Call to Order/Quorum Gilbert E. Butler, Jr., Chair
- II. Approval of Agenda The Board
The Chair asked if there were any changes to the agenda and there were none. Sharon Grove McCamy made a motion to approve the agenda, which was seconded and unanimously passed by the Board.
- III. Welcome to Visitors and Staff Gilbert E. Butler, Jr.
- IV. Announcements
There were no announcements.
- V. Public Comment
A representative from the Virginia Genealogical Society commented on the Society's position on the events surrounding the Circuit Court program.
- VI. Consent Agenda The Board
 - Approve the Library Board Minutes of March 17, 2003
Charles W. Sydnor, Jr. noted the date listed for the minutes on the consent agenda should read March 17, 2003. Sharon Grove McCamy moved for approval. The motion was seconded and the Library Board voted unanimously for approval of the Consent Agenda.
- VII. Information Items
- A. Reports from Other Organizations
The president of the Friends of the Virginia State Archives announced the next "Straight to the Source" seminar and reported on some of that organization's projects and concerns.
- B. Committee Reports
- Archival and Information Services Committee Christopher M. Marston
The division director provided an update of the Library's current visitation and use statistics, as well as a report on additional map donations. Other Library projects include microfilming the Brock Collection and converting to the new integrated library system. Steps have begun to recover overdue items. The Library's Web site was recently voted as one of the 101 best family history Web sites by Family History Magazine.
 - Collection Management Services Committee F. Claiborne Johnston, Jr.
Division activities were highlighted including those pertaining to government documents, processing the archival backlog, and working with the Etherington Conservation Center. The report also included activities of the Virginia Newspaper Project, Technical Services, and Special Collections.

- Legislative and Finance Committee Wendy C. Sydnor
The Facilities director updated the Board on the Library's environmental conditions including actions taken by the Department of General Services to resolve not only the humidity and air quality problems, but also other building-related issues. The Library's Information Technology (IT) director gave an overview of the State's IT reorganization plan and how it will affect the Library. The division director commented on the fiscal year 2003 year-end close and the budget for fiscal year 2004 as well as the strategic planning for the 2004-2006 biennial budget.
- Public Library Development Committee Sharon Grove McCamy
The division assistant director reviewed the proposed grants-in-aid for fiscal year 2003 and the requests for waivers from State Aid requirements. The division director highlighted the proposed federal aid budget. Two Professional Librarian Certification Models prepared by the Task Force were presented.
- Publications and Educational Services Committee Wendy C. Sydnor
The Collection Management Services Division director reported on recent activities including the completion of the Unboxing of Henry Brown, the publication schedule of a Little Parliament: the Virginia General Assembly in the Seventeenth Century, a funding request to support the Dictionary of Virginia Biography project and recent awards for the Library's publications.
- Records Management Committee Dylyce P. Clarke
The division director provided an update on filling two necessary positions in that division. He commented on the effects of losing the Circuit Court funds on that program along with the effects of losing the Imaging Department personnel.
- The Library of Virginia Foundation Committee Mary Beth McIntire
The executive director reported on the fundraising activities of the Foundation Board. The Annual Fund has exceeded its goal for this year, but efforts continue to raise more money. BrandSync will present its findings of their communication and identity study for the Library at the Board Appreciation Luncheon scheduled after this Board meeting.
- Nominating Committee R. Chambliss Light, Jr.
The report of the Nominating Committee will be presented under Action Items
- C. Report of the Executive Committee Gilbert E. Butler, Jr.
The report of the Executive Committee will be presented under Action Items.
- D. Report of the Chair Gilbert E. Butler, Jr.
The chair thanked the Board members and the Library for their efforts in the past year and he expressed appreciation for the opportunity to serve as chair of the Board. He recognized those Board members whose terms are about to expire for their hard work in the past years.
- E. Report of the Librarian of Virginia Nolan T. Yelich
The Librarian expressed appreciation to the Board for their work and also recognized those Board members whose terms expire in June 2003. He reported that the Library has not received any notices regarding Board appointments or reappointments. Consideration is being given to adding a Board committee for technology issues. The Librarian commented on the success of the BrandSync study.

VIII. Old or New Business

There was no old or new business.

IX. Action Items

- State Aid Grants and Waivers
- Federal Aid Budget
- Professional Librarian Certification

Sharon Grove McCamy

Ms. McCamy, on behalf of the Public Library Development committee, recommended approval of all State Aid waiver requests as proposed and presented to the Board. The second part of the motion recommended approval of the Federal Aid Budget as presented to the Board. The third part recommended deferral of action on the Certification Model until the September Board meeting. The Board agreed to vote on all three items as one motion and the Board unanimously approved the three items as presented.

- Executive Committee
 - Evaluation of the Librarian of Virginia

Gilbert E. Butler, Jr.
The Board

The Library Board chair, on behalf of the Executive Committee, reported that the committee had met the morning of June 16, 2003 and voted unanimously to accept and recommend the following (1) approve the Librarian's proposed goals for 2003-2004, (2) award the Librarian a five percent bonus, and (3) extend the Librarian's contract by one year. The chair explained that the current three-year contract began July 1, 2002 and extends to June 30, 2005, and the committee voted for a one-year extension. The chair asked if any Board member wished to go into closed session to discuss this matter and there was no request for a closed session. There was no discussion and the Board voted unanimously to approve the recommendation of the Executive Committee.

- Nominating Committee
 - Election of Officers

R. Chambliss Light, Jr.
The Board

The Board chair suggested that the incoming chair be allowed to appoint the Library of Virginia Foundation committee positions, and the Nominating Committee chair stated this was consistent with the past practice. The Board was reminded of the slate of officers presented at the March 17, 2003 meeting and the Board voted unanimously to accept the slate as presented.

- Comments by Incoming Board Chair
 - Adopt Schedule of Meeting Dates

Peter E. Broadbent, Jr.
The Board

Peter E. Broadbent, Jr., the newly elected chair, thanked Gilbert E. Butler, Jr. for his work as Board chair and presented a gift to him on behalf of the Board. F. Claiborne Johnston, Jr. moved for acceptance of a resolution recognizing Mr. Butler's service. The motion was seconded and the Library Board unanimously approved the resolution. Mr. Broadbent commented on the issues facing the Library and expressed gratitude for the efforts of those Board members whose terms expire in June 2003. Mr. Broadbent asked the Board members to consider their committee preferences. The Board adopted the schedule of proposed meeting dates for the upcoming year with the next meeting scheduled for September 22, 2003.

X. Adjournment

Peter E. Broadbent, Jr.

There being no further business, Christopher M. Marston moved for adjournment of the meeting. The motion was seconded and the meeting adjourned at 12:50 p.m.

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**Full Board Minutes will be posted within three working days following the
Library Board Meeting on September 22, 2003.**