

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

**SUMMARY OF BOARD MINUTES**  
**Library Board Meeting of November 15, 2004**  
**10:30 a.m. Meeting Room 2M.020 (Floor 2M)**

- I. Call to Order/Quorum Franklin E. Robeson, Chair  
*Franklin E. Robeson, Chair, called the meeting to order. He announced that a quorum was present and Sandra G. Treadway, Deputy Director, would serve as Secretary to the Board in the absence of Nolan T. Yelich, Librarian of Virginia.*
- II. Approval of Agenda The Board  
*One modification was made to the Agenda. Item VII. C., Showcase: The Semper Virginia Society would be presented under The Library of Virginia Foundation committee report. Charles W. Sydnor, Jr. moved to approve the amended agenda, which motion was seconded and unanimously passed by the Board.*
- III. Welcome to Visitors and Staff Franklin E. Robeson
- IV. Announcements  
*There were no announcements.*
- V. Public Comment  
*There was no public comment.*
- VI. Consent Agenda The Board
  - Approval of the Library Board Minutes of September 20, 2004  
*F. Claiborne Johnston, Jr. moved for acceptance of the Consent Agenda consisting of the September 20, 2004 Library Board minutes. The motion was seconded and the Library Board voted unanimously to accept the Consent Agenda and the September minutes.*
- VII. Information Items
- A. Reports from Other Organizations  
*George William Thomas, Jr., president of the Friends of the Virginia State Archives, reported on the Friends past and future activities. Mr. Thomas invited the Librarian and the Archivist to the assembling of the Electoral College on December 13 at the Old Chamber of the House of Delegates and asked that George Wythe's 1800 Minute Book for the Electoral College be made available for viewing at that event. Information about the Friends and their activities as well as previous newsletters will be available on their new Web site [www.vaarchives.org](http://www.vaarchives.org).*
- B. Report from Office of the Attorney General Alison Paige Landry  
*Alison Paige Landry, Assistant Attorney General, provided information about training on the Conflict of Interest Act along with the Ethics in Public Procurement Act that is required by December 31, 2004. A packet containing information and training on a DVD was distributed to each Board member, and Ms. Landry gave details for complying with the requirements.*
- C. Showcase: The Semper Virginia Society Mary Beth McIntire

*This report will be included with the Library of Virginia Foundation Committee report.*

D. Committee Reports

- Archival and Information Services Committee Charles W. Sydnor, Jr.  
*The committee met concurrently with the Collection Management Services Committee for a report from staff about the addition of two important business collections along with a brief history and a description of processing the Business Records Collection. The division director advised that the Library's largest collection involves state agency records, followed by court records. Another collection involves organizational records, and the committee received an informational handout about this collection. Since the Reading Rooms resumed Monday openings as of September 13, the activity levels have also resumed to the levels prior to the Monday closings that began in October 2002. The director also updated the Board on the Library's recent efforts to acquire a 1795 letter from Patrick Henry to Benjamin Harrison.*

- Collection Management Services Committee John S. DiYorio  
*This committee met jointly with the Archival and Information Services Committee.*

- Legislative and Finance Committee Gilbert E. Butler, Jr.  
*The facilities director reported that although there are no major environmental issues at this time, there have been additional water leaks in the building that have been addressed by the Department of General Services. A copy of House Document No. 20, a Report of the Secretary of Administration regarding the Library of Virginia Building, was distributed to the Board, and there was discussion concerning this report. The division director highlighted the Library's Statement of Financial Condition as of October 31, 2004. One budget request was submitted for three Dictionary of Virginia Biography (DVB) positions that are funded by the National Endowment for the Humanities.*

- Public Library Development Committee Mary G. Haviland

*Christopher M. Marston moved that the Library Board enter into closed session with Nelson T. Worley, director of Library Development and Networking, and Jan Hathcock, Public Information officer, allowed to remain for the closed session. The motion was seconded and passed by a vote of 10–1. Mr. Marston made a motion for certification of the closed session, which was seconded and a roll call vote was taken with all Board members present voting “Aye.”*

*With regards to a program for recertifying professional public librarians based upon continuing education credits, Mary G. Haviland reported that the committee unanimously approved a resolution to include this matter in a forthcoming Library of Virginia study of public libraries. Ms. Haviland called on Mr. Worley to provide further information on the background of this study along with its purposes and goals. A request for proposals to conduct this study has been made and proposals will be received until December 15, 2004. Valerie Jean Mayo read the following resolution passed by the committee.*

*Whereas the Library of Virginia Board in November 2003 voted to begin a program of recertifying professional public librarians based upon continuing education credits and whereas the Board is now advised that such regulations may exceed its legislative mandate, it is therefore moved that all further development and enactment of said regulations be tabled and that the question of proposed legislation to confirm the Board’s powers and duties regarding the oversight of professional librarian qualifications be included on the agenda of the forthcoming study by the Library of Virginia regarding public library programs, funding, laws, standards, and operations for the future.*

*Ms. Haviland, on behalf of the committee, moved that the Board support the committee’s resolution, which was unanimously accepted by the Board.*

*Ms. Haviland, on behalf of the committee, moved that the Library of Virginia Board direct the Library’s Assistant Attorney General counsel to pursue a non-litigation recourse in recovering a May 1795 letter from Patrick Henry to Benjamin Harrison. The motion was seconded and unanimously passed.*

*The Board was updated on carry-over legislation of particular interest to public libraries.*

- **Publications and Educational Services Committee** Christopher M. Marston  
*In the absence of the committee chair, the vice chair reported on the schedule and cost of the Library’s most recent traveling exhibition, Old Dominion Songsters: Traditional Blues in Virginia. The committee also visited the DVB project work area.*
- **Records Management Committee** Henry Wiencek  
*The division director reported to the committee on the department’s staffing situation. The Library of Virginia has applied to be one of five test states for the National Digital Information Infrastructure and Preservation Program funded through the Library of Congress to preserve Internet and other digital materials. The Board heard an update of the House and Senate Joint Subcommittee’s Review of the Virginia Public Records Act.*
- **The Library of Virginia Foundation Committee** Franklin E. Robeson

*Dr. Robeson thanked the Foundation's executive director and staff for their efforts with the 7<sup>th</sup> Annual Library of Virginia Awards Celebration Honoring Virginia Authors & Friends held on October 16, 2004. The executive director recognized the sponsors that helped fund this event. The Foundation Board will meet on November 18. Upcoming Foundation-sponsored events relating to the Library's Working Out Her Destiny exhibition were also highlighted. The Library's awareness film has a script and a narrator, and it is ready for production. The Annual Fund director explained the new membership society, the Semper Virginia Society. Its main goal is to foster a closer relationship with Library supporters and the mission of the Library of Virginia.*

D. Report of the Executive Committee Franklin E. Robeson  
*The Executive Committee has not met since the last Board meeting.*

E. Report of the Chair Franklin E. Robeson  
*Dr. Robeson reported on the events he has attended representing the Library Board.*

F. Report of the Librarian of Virginia Sandra G. Treadway  
*Dr. Treadway, Deputy Director, reported in the absence of the Librarian of Virginia. The annual Employee Recognition Service was recently held and Dr. Sydnor addressed the Library staff. Information about parking for the next Board meeting will be sent to the Board as soon as the Library hears from the Department of General Services. A Board picture will be taken after the January meeting. Board members will receive an invitation to the staff's annual holiday breakfast in December. The next meeting will be January 27, 2005 and Board members are invited to the Legislative Reception scheduled for January 26. Dr. Treadway further elaborated on the details for the reception and commented on the upcoming General Assembly session.*

VIII. Old or New Business  
*Mr. Marston moved to accept the resolutions for three former Library Board members, Bobbie B. Hudson, Fran Sadler, and Wendy Church Sydnor, thanking them for their service to the Board. The motion was seconded and unanimously approved by the Board.*

IX. Action Items  
*There were no action items.*

X. Adjournment Franklin E. Robeson  
*There being no further business, Mr. Marston moved to adjourn the meeting. The motion was seconded and the Library Board voted unanimously to adjourn at 12:45 p.m.*

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**Full Board Minutes will be posted within three working days following the  
Library Board Meeting on January 27, 2005.**