

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

SUMMARY OF BOARD MINUTES
Library Board Meeting of November 14, 2005
10:30 a.m. Meeting Room 2M.020 (Floor 2M)

- I. Call to Order/Quorum Christopher M. Marston, Chair
Christopher M. Marston, chair, called the meeting to order and announced that a quorum was present.
- II. Approval of Agenda The Board
Charles W. Sydnor, Jr. moved to approve the agenda, which motion was seconded and unanimously passed by the Board.
- III. Welcome to Visitors and Staff Christopher M. Marston
- 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 19, 2005
Clifton A. Woodrum III moved for acceptance of the Consent Agenda consisting of the September 19, 2005, Library Board minutes. The motion was seconded and the Library Board voted unanimously to accept the Consent Agenda including the September minutes.
- VII. Information Items
 - A. Reports from Other Organizations
There were no reports.
 - B. Staff Reports
 - Research and Information Services Sandra G. Treadway
Nolan T. Yelich, Librarian of Virginia, announced that after this division's reorganization, its name was changed to more accurately reflect the services provided. Sandra G. Treadway, Deputy Librarian, updated the Board on the status of the search for a new division director. Dr. Treadway commended the managers and staff for their efforts and hard work while the division is without a director. A database for the Archives Research Room has been created to record patrons' stack requests. This will help the Library staff know what records are accessed, and it will also help patrons to know what collections they have used in the past.
 - Collection Management Services Edward D. C. Campbell, Jr.

The division director gave a brief overview of projects recently undertaken by the division's branches. Special Collections has assisted with interior-design elements for the Patrick Henry Building and the Oliver Hill Building. The Virginia Newspaper Project has been working extensively with ProQuest, formerly University of Microfilms International, on newspaper titles on microfilm for Virginia and West Virginia. Technical Services has been busy cataloguing the maps, and an example was shown. Government Documents is conserving and cataloging a large collection of early U.S. Soil Survey maps, and an example was shown. The Conservation-Preservation Lab is restoring pictures for the 47,000 negatives of prison inmates taken between 1934 and 1961.

- **Finance and Administrative Services**

Ann N. Harris

Ann N. Harris reviewed the Library's Statement of Financial Condition as of October 31, 2005, and reported that spending is on target. The Governor's budget will be released December 16 and the Library will learn if its budget proposals were accepted. Ms. Harris summarized the budget decision packages. Two Library Board members met with the Governor's office to discuss the Library's budget requests. Ms. Harris updated the Board on the progress of the Library's exhibition gallery. The next step is to submit a request for a building permit and details were provided on the planned renovation scheduled to begin April 2006 and to be completed by June 2006.

C. Anson Matthews, Human Resources director, gave an overview of the compensation study for Librarian Classification Services that is currently underway. It is being conducted by Cooperative Personnel Services (CPS) Human Resources Services. He explained why this study is necessary, and the steps CPS will follow. An update will be provided at the next Board meeting.

Paul J. Casalaspi, Information Technology Division director, explained the latest developments within the Virginia Information Technologies Agency (VITA) and their impact on the Library. He elaborated on the Public-Private Enterprise Facilities and Infrastructure Act, why it was created, and the concerns the Library has with possible higher costs. The upcoming legislature will review VITA's plans.

- **Library Development and Networking Services**

Elizabeth M. Lewis

Valerie Jean Mayo, chair of the Public Library Development Committee, reported that the committee met on November 4. Ms. Mayo, on behalf of the committee, recommended Gerald M. McKenna, director of County of Henrico Public Library and president of the Virginia Public Library Director's Association, as a citizen member for the committee. The Library Board voted unanimously for the recommendation. Mr. McKenna will fill the position held by Fran Freimarck who recently resigned.

The committee also discussed the report from the Himmel & Wilson study on Virginia Public Libraries. Ms. Mayo advised that the committee recommends the Board accept the report. Mr. Woodrum moved that the Board accept the Himmel & Wilson report, Inventing the Future of Public Library Service in Virginia, dated October 10, 2005. The motion was seconded and the Board voted unanimously to accept the report.

Ms. Mayo also reported that the committee proposed the creation of a steering committee to consider all of the recommended plans. She explained how members will be selected for the steering committee and the three Task Forces assigned to develop action plans for specific

recommendations. A proposed timeline to complete these activities was furnished. Ms. Mayo, on behalf of the committee, moved that the Library Board adopt the Action Plan procedures to further the study and its recommendations. There was discussion as to the size and composition of the Task Forces as well as how the Himmel & Wilson report, the JLARC report, and the Planning for Library Excellence will be disseminated. The Board expressed its appreciation to Ms. Mayo for her time and work with this project. The Board voted unanimously to accept the committee's recommendations for the proposed task forces and action plan.

The committee also discussed issues concerning certification and state aid. Ms. Mayo reported that without exception the committee in attendance unanimously agreed to recommend the following statement to the Board for their adoption.

The Public Library Development Committee moves that the Library Board reaffirm their action of the November 17, 2003, meeting wherein the Board voted to support legislation calling for a professional librarian's certificate with a renewable certification based on continuing education credits "be issued by the Board of the Library of Virginia to any applicant who has a master's degree or doctoral degree in library and/or information science from a school that had a program accredited by the American Library Association at the time the degree was awarded." A copy of the specific certification model was distributed to the Board.

Ms. Mayo stated that the Public Library Development Committee moves that this Board reaffirm their previous adoption of the certification model for the purposes of letting both the library community, the staff, and other people know the Board's position on certification should it come up before there is a specific action plan to do more with it. The Library Board voted unanimously to accept the motion.

Elizabeth M. Lewis updated the Board on the latest developments regarding internet filtering in public libraries and there was discussion to clarify the filtering issue.

Mr. Yelich advised that the search for a division director is continuing. Interviews are scheduled for later in the month.

• Publications and Educational Services Sandra G. Treadway
The Deputy Librarian gave the report in the absence of the division director. The reprinting of A Guide to Church Records, 2nd edition (2002) has been completed. Volume 3 of the Dictionary of Virginia Biography will begin the typesetting process at the end of November. A publication date for spring 2006 is scheduled.

• Archival and Records Management Services Conley L. Edwards
The division director reported that Carl Childs, Local Records Services director, attended the annual meeting of the Circuit Court Clerks Association wherein he distributed pamphlets about the Library's services, copies of the Recordatur, and a survey to assess the Library's programs. Responses to the survey revealed that many clerks are unfamiliar with the Library's services. A concentrated effort is underway to advise the clerks about the Library. Mr. Edwards updated the board on the progress made by the Joint Legislative Subcommittee and its workgroups studying the Virginia Public Records Act. Transfers of materials from the Warner Administration to the Library are going very well.

• The Library of Virginia Foundation Mary Beth McIntire

The 8th Annual Library of Virginia Awards Celebration Honoring Virginia Authors & Friends held on October 15, 2005 was successful. The Foundation Board met on November 10 and two new members will join that Board. They are Kirkland Kelly from Kaufman & Canoles, PC, and Franklin D. Robeson from the College of William and Mary and former Library Board chair. The Library's awareness film will air on WCVE on November 25 and 27. The Semper Virginia Society renewal requests will be mailed in November.

C. Report of the Executive Committee

Christopher M. Marston

The Executive Committee has not met since the last Board meeting.

D. Report of the Chair

Christopher M. Marston

Mr. Marston described the activities he has attended on behalf of the Board. The committee meeting structure before full board meeting is being examined. Mr. Yelich advised that the committees are in the bylaws and need to be retained, however, they are not required to meet unless needed. The committees could meet on an "as needed" basis so that the Board would have more time to discuss specific items requiring immediate attention. Board members were asked for their comments about the committee meeting structure.

E. Report of the Librarian of Virginia

Nolan T. Yelich

Mr. Yelich asked Alison Paige Landry, Senior Assistant Attorney General, to update the Board on the negotiations concerning the Library building's heating, ventilation and air conditioning system. She reported that a new agreement with four provisos was reached. Mr. Yelich thanked Mr. Marston for speaking at the Virginia Library Association's annual meeting. He recognized the staff for their hard work with the Celebration on October 15. He thanked the Board members who had talked with the Governor's Office about the Library. Mr. Yelich emphasized the importance of the Public Records Act study and the critical issues relating to the Library Board's management of public records in the Commonwealth. The Legislative Reception is scheduled for Thursday, January 26, 2006 with the Board meeting following the next day, January 27. Mr. Yelich thanked the staff who assisted with the Board tour of the State Records Center before the Board meeting.

VIII. Old or New Business

There was no old or new business.

IX. Action Items

There were no action items.

X. Adjournment

Christopher M. Marston

There being no further business, Mr. Marston adjourned the meeting at 12:30 p.m.

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**Full Board Minutes will be posted within three working days following the
Library Board Meeting on January 27, 2006.**