

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

February 16, 2010

SUMMARY OF BOARD MINUTES
Library Board Meeting of January 29, 2010
Meeting Room 2M.020 (Floor 2M)

- I. Call to Order/Quorum** **John S. DiYorio**
The meeting was called to order by John S. DiYorio, chair, at 10:43 a.m. and a quorum was acknowledged. Dr. DiYorio then introduced the new Library Board member, Mark E. Emblidge, Ph.D. and shared with the Board Dr. Emblidge's previous work history and accomplishments, and welcomed him as a new member of the Library Board.
- II. Approval of Agenda** **The Board**
Clifford A. Woodrum III moved that the Board accept the Agenda. His motion was seconded by David Poyer, and approved unanimously by the Board.
- III. Welcome to Visitors and Staff** **John S. DiYorio**
Dr. DiYorio welcomed Alison Page Landry, Assistant Attorney General, Clay Dishon, the reporter for the Virginia Library Association (VLA); G. William "Bill" Thomas, President of the Friends of the Virginia State Archives; Mr. Roger Oberndorf; and the staff.
- IV. Announcements**
There were no announcements.
- V. Public Comment**
There were no public comments.
- VI. Consent Agenda**
• **Approval of the Library Board Minutes of November 16, 2009**
A motion to accept the Consent Agenda, consisting of the minutes of the Library Board meeting on November 16, 2009, was made by Ronald S. Kozłowski, seconded by Carole M. Weinstein, and unanimously approved by the Board.
- VII. Information Items**
A. Reports of other Organizations
Dr. DiYorio called on Mr. Thomas who, on behalf of the Friends of the Virginia State Archives and the Diocese of Virginia, presented to the Library of Virginia collections the program from the service for the Recognition and Investiture of the Thirteenth Bishop of Virginia held at St Paul's Episcopal Church.

Mr. Thomas announced the spring Straight to the Source program is scheduled for Friday, March 26, 2010; the fall Slatten Lecture is scheduled for Saturday, September

11; and the Virginia Genealogical Society is celebrating its 50th anniversary at its annual conference this year in April.

B. Committee/Division Reports

• Archival, Collections, and Records Management

Services Committee

Marc Leepson

Marc Leepson summarized three items the committee discussed. The transfer of Governor Timothy M. Kaine's records to the archives was the most successful transfer of a governor's records because of the collaboration of the Library staff and the Governor's staff from the beginning of the Governor's term. Paper records were measured as 920 cubic feet (about 1,000 boxes).

Archives and Records Management Services Division (ARMS) has been reorganized with the move of the State Records Center into ARMS from Finance and Administrative Services. This will also facilitate implementation of a new records management software application.

The committee received a report that the Library of Virginia has been asked by the General Assembly's commission on the Sesquicentennial of the American Civil War (CW150) to help with the Civil War 150 Legacy Project. Two staff members will travel to different localities in Virginia over the next two years and encourage people to bring their Civil War treasures—objects, photographs, letters, and manuscripts—to be scanned and digitized. This project will be funded by the commission. The Virginia Memory Web site already has a searchable, digital collection of information gathered from two pilot projects.

• Education, Outreach, and Research Services

Christopher R. Clarke

Christopher R. Clark called on Suzy Szasz Palmer, Deputy Librarian of Virginia, to comment on the Internet Access Policy. Ms. Palmer said that because of upgrades funded by LSTA (Library Services and Technology Act) in the reading rooms last fall—new equipment, an internet time management system, and a filter—the Library became eligible for E-Rate, which allows public libraries and schools to get discounts on telecommunication services. We now anticipate receiving \$107,000 back as part of the discount. She said the committee approved the Library Internet Policy and recommends the approval of the full board at the next meeting on March 22, 2010.

Mr. Clark asked Gregg Kimball to update the Board on other events that were discussed in the committee meeting. Board members received brochures on two annual events: "The 2010 African American Trailblazers in Virginia History" and "Virginia Women in History 2010." Both brochures fold out to posters with biographies of eight people each selected every February and March to be honored. These brochures go to every public school in Virginia. There will be a reception for the honorees of the African American Trailblazers on February 22. On March 25 there will be a reception for the honorees of Virginia Women in History.

Dr. Kimball distributed the information on the new exhibition: "The Land We Live In,

the Land We Left: Virginia's People." The Library of Virginia hosted a special naturalization ceremony on January 13 in conjunction with this exhibit. Seventy-five people from 33 countries took the Oath of Allegiance and become U.S. citizens. Other events have been planned to reflect the history of more than four centuries of Virginia immigrants.

The last item Dr. Kimball described is a collaboration the Library of Virginia has undertaken with the Virginia State Capitol to provide a continuing exhibit "Jefferson and the Capitol" on one side of the Capitol Extension Exhibit and a changing gallery space "Virginia Women in History" on the other exhibit area.

• **Legislative and Finance Committee** **Clifford A. Woodrum III**
Clifford A. Woodrum III referred the Library Board to the Preliminary Budget Comparison - Current Fiscal Year 2010 Budget to Governor Kaine's 2011-2012 Executive Budget and pointed out the Adjusted Appropriation for 2012 with reductions for State Aid and Library operating funds.

Dr. Treadway said the committee was told unless there were changes to the budget, the Library would lose 18-20 people in FY2012 and any additional reduction would add to that number.

Mr. Woodrum called on Jan Hathcock, public information officer, who reviewed pending legislation affecting the Library of Virginia and Virginia's public libraries. The committee felt House Bill 385 regarding the suspension of state mandates was a serious problem. The committee unanimously requested Mr. Woodrum as chair of the Legislative and Finance Committee of the Board write a letter to the General Assembly expressing the concern and opposition of the Library Board to passing this bill. He moved that he be authorized to sign a letter on behalf of the Board expressing concern and opposition to this bill. After Board discussion the Board voted unanimously to pass the motion.

Other Bills were reviewed by Ms. Hathcock and discussed by the Board.

Mr. Woodrum called on Connie Warne, fiscal director, who reviewed the Library of Virginia Budget to Expenditures Comparison as of December 31, 2009. There was discussion about the years without cost-of-living increases, the possibility of additional furloughs, the rent paid to the Department of General Services

• **Public Library Development Committee** **David Poyer**
David Poyer reported on the items discussed in the committee meeting, including the budget reduction and its impact on state funding to public libraries. The LSTA (Library and Technology Act) annual report was submitted and the Library will begin disbursing funds to Virginia public libraries for computer hardware purchases in early March.

The Bill & Melinda Gates Foundation's Opportunity Online broadband grant program will provide technical and consulting assistance to improve broadband connections. In addition the grant will provide "bridge funding" at 50% of the increase in cost for 24

months. Participating systems are still submitting letters verifying eligibility for hardware grants. There is a 50% local match requirement.

The Winter Reading program was presented—Snuggle Up with Peter Rabbit. The materials have been prepared and distributed.

There was also discussion on how to use the Planning for Library Excellence: Standards for Virginia Public Libraries. After discussion the committee reported out an action item to ask the staff to research and plan a dedicated training session or workshop for the directors on using the new planning standards as a marketing and advocacy tool.

• **The Library of Virginia Foundation**

Marc Leepson

Marc Leepson began his report by stating the Foundation has officially assumed management of the Virginia Shop and in five weeks has grossed \$58,000 that includes about \$8,000 in wholesale books. The Virginia Shop is developing a re-branding campaign that will include a new logo and a dedicated website for online shopping.

Mr. Leepson called on Dan Stackhouse, director of development for the Foundation, who reported the Semper Virginia Society mailing had gone out and the Virginia Authors Circle was newly created to fund acquisitions for the Library. The Foundation is committed to increasing its funding for acquisitions for the library and the archives, as well as for conservation purposes. He distributed a Special Project List of programs and ongoing needs and asked if the members would look at these items and think of possible sponsors as the exhibitions are funded through the Foundation only.

There was extensive discussion on methods of raising money, reaching out to new sponsors, giving from within the Board, approaching newly merged banks, and new business moving into the state.

C. Report of the Librarian of Virginia

Sandra G. Treadway

Dr. Treadway complimented the Foundation Board for its energy and optimism and acknowledged that many things the Library is able to do could not be done without the Foundation. She acknowledged that the Foundation was able to reopen the Virginia Shop and to have the café staffed before the legislature began its session this year.

Dr. Treadway described the budget sent to the General Assembly by Governor Kaine as the likely best-case scenario for the Library. This version of the budget has significant reductions hitting in FY 2012, which would give the Library some time to prepare. The worst case would be that the General Assembly moves those cuts up sooner or mandates much more serious reductions. In order to be prepared, the executive management team is taking a look at everything we do, lining it up with the Code and other policy or regulation guidelines, as well as assessing if it is a revenue-generating activity. The Library will also rely on the Foundation to help with activities that are important or nice to have but may not be affordable in the current climate. If the Foundation is not able to assist, we may have to let things go. The goal is to have a plan in place so that we are ready for whatever comes our way.

D. Report of the Chair

John S. DiYorio

Dr. DiYorio commented on the positive things that were reported at the meeting and expressed his appreciation to the Librarian and staff.

He read the Resolution to George E. Lovelace recognizing his dedication to the Library Board.

Mr. Leepson moved that the Board accept this resolution. The motion was seconded by Mr. Kozlowski and unanimously passed by the Board

VIII. Old or New Business

Mr. Woodrum directed attention to the interview with David Power dated December 31, 2009, on gobeachcomber.com, a copy of which was included in the Board members' packets

IX. Action Items

There were no action items.

X. Adjournment

John S. DiYorio

There being no further business, Dr. DiYorio adjourned the meeting.