

**THE LIBRARY BOARD
of
THE LIBRARY OF VIRGINIA
MONDAY, JUNE 28, 2021**

AGENDA

10:00 a.m.

The Library Board Meeting

Electronic Meeting

*Members of the public may view the meeting at
<https://www.youtube.com/user/LibraryofVa>*

For assistance during the meeting, please call the Office of the Librarian at 804-692-3535

- I. Call to Order/Quorum *L. Preston Bryant Jr., Chair*
- II. Approval of Agenda *The Board*
- III. Welcome to New Board Members/Visitors/Staff *L. Preston Bryant Jr.*
- IV. Approval of the Library Board Minutes of April 12, 2021 *The Board*
- V. Committee/Division Reports
 - A. Committee Reports/Information Items
 - Archival, Collections, and Records Management Services Committee *Barbara Vines Little*
 - Education, Outreach, and Research Services Committee *Marcy Sims*
 - Legislative and Finance Committee *R. Chambliss Light Jr.*
 - Public Library Development Committee *Mark Miller*

Action Items: *Adoption of Revised Planning for Library Excellence*
Approval of State Aid Waiver Requests
Approval of FY 21 State Aid Allotments
 - Library of Virginia Foundation *Scott Dodson*
 - B. Report of the Librarian of Virginia *Sandra G. Treadway*
- VI. Report of the Executive Committee *L. Preston Bryant Jr., Chair*

Action Item: *Approval of Extension of Librarian's Contract*
- VII. Report of the Nominating Committee

Action Item: *Approval of Proposed Slate of Officers for 2021-2022*
- VIII. Report of the Chair *L. Preston Bryant Jr., Chair*

Action Items: *Approval of Revised Electronic Meetings Policy*
Approval of Proposed Meeting Dates, 2021-2022
Approval of Resolutions for Library Board Service
- VII. Old or New Business
- IX. Adjournment

THE LIBRARY BOARD MEETING

Library of Virginia

April 12, 2021

The Library Board met electronically on Monday, April 12, 2021, via Zoom Internet Conferencing and the LVA YouTube channel live broadcast.

I. CALL TO ORDER/WELCOME/QUORUM

L. Preston Bryant Jr., chair, called the meeting to order at 10:00 a.m., and confirmed that a quorum of Board members were present after taking attendance.

The following members were in attendance:

L. Preston Bryant Jr., *chair*
Kathy Johnson Bowles, *vice chair*
Laura L. L. Blevins
Paul Brockwell Jr.
Maya Castillo
Mohammed Esslami
R. Chambliss Light Jr.
Barbara Vines Little
Mark Miller
Shelley Viola Murphy
Blythe Ann Scott
Leonard C. Tengco

Board members Robert Aguirre and Marcy Sims were absent. Mr. Bryant welcomed the Board members, Board Counsel Audrey Burges, Librarian of Virginia Sandra Treadway, Library staff and Pia Trigiani, president of the Library Foundation Board, to the Zoom internet conferencing meeting.

II. APPROVAL OF AGENDA

Mr. Bryant announced that there was a change to the printed agenda; the vote on the adoption of the revised Planning for Library Excellence standards document would need to be tabled until the June Board meeting. Mr. Bryant asked for a motion to approve the amended meeting agenda. A motion to approve the amended agenda was made by R. Chambliss Light Jr., seconded by Paul Brockwell Jr., and was approved unanimously by roll call vote.

III. APPROVAL OF THE LIBRARY BOARD MINUTES OF JANUARY 11, 2021 BOARD MEETING.

Mr. Bryant asked if there were any amendments to the minutes from the January 11, 2021, Board meeting. Mr. Brockwell noted that the reference to the Court Records Project (CCP) needed to be corrected to Circuit Courts Records Preservation Program (CCRP) under the Legislative and Finance Committee section. Mr. Bryant then asked for

a motion to approve the amended minutes as suggested. Mr. Brockwell moved to approve the amended minutes, and Mark Miller seconded the motion. The January 11, 2021, Board amended meeting minutes were approved unanimously following a roll call vote.

IV. COMMITTEE AND DIVISION REPORTS

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

Archival, Collections, and Records Management Services Committee Chair Barbara Vines Little began by asking Deputy Director for Collections and Programs John Metz to give an update on the diseased microfilm project. Dr. Metz briefed the Board in significant detail on the history and current status of the diseased microfilm, the many challenges presented by the current staffing levels, the rate of deterioration of some of the acetate film, the number of items requiring duplication, and ongoing research into best practices to remediate the situation. After the conclusion of his report, Ms. Little said that there would be a meeting of key staff working on this project and any interested Board members in the near future to identify the work flows and resources that would be needed to identify all the compromised film and replace it. Mr. Bryant thanked Dr. Metz and Ms. Little, and reminded the Board that this has been a long-standing issue for which funding has been previously requested and likely will be again.

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

Mr. Bryant invited Education, Outreach, and Research Services Committee Chair Kathy Johnson Bowles to give the committee report. Referring to the metrics provided in the Board packet, Ms. Bowles praised the staff's successful efforts to increase outreach to the public as reflected by increasing engagement numbers. She emphasized the importance of continuing to expand and improve our digital content, access, and user experience. Through a new interface on the Library's website and a new content management system called Libguides, the Library now provides access to forty-eight database subscriptions and 140 research guides and indexes via the Library's website. Ms. Bowles also commended the staff on the Asian Pacific Islander Desi-American Project and expressed her appreciation for the Library's commitment to increasing representation of underrepresented communities in its work, building on the outreach efforts of the New Virginians program to engage new groups of stakeholders.

- **Legislative and Finance Committee**

Legislative and Finance Committee Chair R. Chambliss Light Jr. welcomed Director of Administration and Finance Connie Warne. Ms. Warne reviewed the financial reports provided to the Board in the meeting packet and stated that the Library's spending was on track with where the Library historically is at this point in the fiscal year. Mr. Miller inquired about the recently increased fees collected for the CCRP and when the Library would see those fees reflected in the financial statement. Ms. Warne explained that the increased revenue currently being collected would not be reflected in the budget and

expenditure reports until the coming fiscal year beginning in July 2021. Mr. Light asked for clarification on the \$200,000 outstanding CCRP funds in the current fiscal year yet to be distributed. Ms. Warne confirmed that those funds had been awarded but not distributed as the conservation work had not yet been completed.

- **Public Library Development Committee**

Public Library Development Committee Chair Mark Miller stated that the committee would like to postpone a vote on the revised *Planning for Library Excellence* (PFLE) standards document until the June meeting of the Board to give the committee the opportunity to meet and review the revisions. Mr. Miller then reported on a meeting that he, Library Development and Networking Director Nan Carmack, and Public Library Consultant Kim Armentrout, had with a small group of library directors and Virginia Library Association leadership to begin a discussion on the State Aid formula and whether it might be appropriate to seek a Joint Legislative Audit Review Committee (JLARC) study. The State Aid formula currently used to determine the allocation of funding to local libraries is decades old. Virginia's demographics and other key factors have changed dramatically, and he would like JLARC to evaluate whether the current formula needs to be updated to distribute funds differently to help local libraries with greater financial need. He will be calling a meeting of the full Public Library Development Committee soon to discuss this in greater depth.

Dr. Carmack reported that the PFLE standards updates were approved last year, however, those updates had failed to take into consideration diversity, equity, inclusion, and access language as standards for public libraries. The current draft reflects those updates and have been affirmed by Virginia's public library directors at their meeting on April 8. Dr. Carmack then reported on the Coronavirus Aid, Relief, and Economic Security Act (CARES) and the American Rescue Plan Act (ARPA) funds that the Library of Virginia is distributing to Virginia library systems. Using statewide data, the Library has allocated the CARES Act funds to those local libraries who are in areas with low broadband connectivity and high unemployment and poverty levels. All the grants to selected public libraries have been allocated and the Library is working with local library directors to ensure proper expenditure of the funds. Dr. Carmack shared some examples of how those funds are being spent: the Petersburg Public Library is equipping their public transportation with wi-fi so buses across the city offer mobile internet access points for riders, and the Lonesome Pine Regional Library system has invested in a bookmobile which also provides a wi-fi hotspot accessible through the bookmobile routes throughout the communities. The Library has also received almost \$3.8 million in ARPA funds, which, Dr. Carmack noted, will present a challenge to libraries to expend within the parameters and time frame allowed, September 2022. However, Library Development staff are working closely with stakeholders to identify the best ways to spend those funds with an eye towards their specific needs.

Public Library Consultant Kim Armentrout reviewed the list of upcoming waivers to be voted on at the June Board meeting. Unsurprisingly, due to the COVID-19 closures last year, many library systems experienced general decreases in expenditures. Ms.

Armentrout first discussed the technical waivers, which recognize the normal fluctuations that come with the regular business cycle (one time expenditures, computers purchases, HVAC upgrades, staff vacancies, and the like). These drops in expenditures also include staff resignations, furloughs, layoffs, and procurement supply chain issues. Currently there are no expected non-technical waivers, which are generally waivers related to around serious budget cuts. There are two libraries on the list of Failure to Meet 50% of the Median local per capita support, Massanutten Regional Library and J. Robert Jamerson Memorial Library. These libraries were also hit hard by COVID-19 closures, which made meeting their plan goals impossible. Both libraries are also experiencing transitions in leadership. Ms. Armentrout indicated that her recommendation to the Board in June would be for these two libraries to develop new spending plans, along with issuing warning letters to both libraries and their localities to make them aware that this is a recurring problem. Two local libraries fall under the Failure to Meet Two-Thirds From Taxation category, Highland and Northumberland. The calculation for State Aid was revised two years ago to disallow common governmental funds from the expenditure calculations. We recommend that these two libraries be given until next year to adjust to the new expenditure reporting and then be re-evaluated.

Ms. Armentrout wrapped up her report by sharing that the Library was very fortunate this past year to see an increase in State Aid funding approved by the General Assembly. She acknowledged the hard work of the Virginia Library Association in advocating for these additional funds. In November the General Assembly released an additional \$1 million for public libraries that had already been appropriated but which had been on hold. The other frozen part of that biennial budget was an additional \$1 million for 2022 and beyond. State Aid is currently funded at a little more than \$18 million and distribution of the funds will begin July 1st. At the June Board meeting the allocations of these funds will be put before the Board for approval. Mr. Bryant shared that the ARPA requires localities to have spent these funds by September 2022, which as Ms. Armentrout noted presents some challenges to the localities. The Library of Virginia is working with localities on how they may make best use of these funds within the time and parameters outlined in the legislation.

- **Report of the Foundation**

Mr. Bryant asked Library Foundation Board President Pia Trigiani and Foundation Executive Director Scott Dodson for their report. Ms. Trigiani thanked everyone for all they do for the Library. Reflecting briefly on her own fond memories of bookmobile excursions growing up, she suggested it might be a worthwhile project to highlight the first bookmobile driver – a feature, for example, on James Barner who drove the first bookmobile in Big Stone Gap in Wise County. She also shared that the Library Foundation Board is in the process of concluding work with a consulting firm, The Curtis Group, which has been helping the Foundation evaluate its staffing and overall fundraising capacity. One of the key strategies they are looking at is working more closely with Library staff to identify projects that which will lend themselves to targeted fund raising sponsorship with patrons and donors. The Foundation added a staff member to help with grant writing which will provide time and expertise to work on funding these

special projects. One of the most important events on the horizon of course is to celebrate the 200th Anniversary of the Library in 2023 and Ms. Trigiani looks forward to the collaboration of both boards in a conversation on how best to celebrate the Library's bi-centennial.

Mr. Dodson shared that things are looking promising for the Foundation in their fundraising and donor expansion even though this past year was a bit of a hiccup for all the reasons one could imagine. The Foundation is currently about 10 percent ahead in unrestricted giving for the year and about 55 percent ahead in restricted giving. The Foundation's endowment currently stands at about \$4.5 million, which reflects positive market conditions over the last few months that have provided close to a \$900,000 increase from where the endowment stood end of the fiscal year in June 2020. He confirmed what Ms. Trigiani had already shared about adding Foundation staff who round out their fund raising expertise and increase their bandwidth. Currently the Foundation has about \$200,000 to \$225,000 outstanding grant proposals they are waiting to hear about and are entering hitting the fourth quarter of the fiscal year with several direct asks and appeals going out soon. He also shared that Library Board members could expect to be hearing from him or other Board members soon in order to help the Foundation reach its 100 percent participation goal by both boards as well as help with special projects.

Mr. Dodson noted a 15 percent increase in the Foundation's donor base this year, in part because of they have been more proactive in reaching out to Library patrons. He thanked and encouraged everyone on both boards for their efforts to advocate on behalf of the Library with their peers, networks, and communities. In closing he encouraged all to check out the Virginia Shop. Courtney Bryce, the new retail operations manager has been doing amazing work by bringing in unique produces produced by Virginia artists and artisans.

- **Nominating Committee**

Mr. Bryant invited Blythe Scott to provide an update to the Board from the Nominating Committee. Ms. Scott reported that the Nominating Committee did not yet have a slate of nominees to present to the Board. She is working with Dr. Treadway as well as reaching out to the Secretary of the Commonwealth's office about the six Board positions – three whose terms expired on June 30, 2020, and three that will expire at the end of June 2021 – that have yet to be named or reappointed. She plans on meeting with Nominating Committee members prior to the June Board meeting and intends to have a slate of proposed officers for the Board to review before that meeting.

- **Report of the Librarian**

Dr. Treadway expressed the hope that, with pandemic conditions beginning to subside, we would be able to see Board members again in person in the coming months. She shared that in addition to the increase in State Aid provided by the General Assembly, the Library was pleased to receive funding for three additional positions in State Records

devoted to the processing of gubernatorial records. She reminded the Board that the new funding for State Aid, while important, still falls far short of the \$27 million that libraries would receive if the formula was fully funded, so there is still a lot of work to do to close that gap. She also noted that the General Assembly approved a 5 percent pay increase for state employees. Finally, she mentioned legislation requires all state agencies to create a strategic diversity, equity and inclusion plan, which the Library has begun work on. The state has provided templates and guidelines to ensure that the plans that are developed will align with the administration's priorities.

The patron reservation system being used to schedule patron's research on site is continuing to go well. Dr. Treadway noted that the Library of Congress was not yet open to the public and many other state archives still aren't open to researchers, so those coming in to use the Library of Virginia's resources have been appreciative of access and have been cooperating with all COVID-19 requirements. She expressed the hope that we will soon be able to fill some vacancies in our public services area and that Mr. Kimball and his team are in discussion about when we might be able to add additional service days and hours as we look forward. Most Library staff have either been vaccinated or will be getting vaccinated soon, which we anticipate will be very helpful. Dr. Treadway confirmed what Mr. Bryant had previously commented on about ARPA funds which must be expended by September 2022, creating a challenge for localities within the parameters and time frame allowed by the legislation. As these funds come through the Institute of Museum and Library Services (IMLS), IMLS is being very helpful and as flexible as they can with the parameters Congress has set for them. The Library will also be working closely with IMLS this coming year as it is time for IMLS to make a periodic site visit to assess how the Library is administering the Library Services and Technology Act (LSTA) program. The site visit will be partly virtual this year and then in person later in the year.

Dr. Treadway then announced that State Archivist Mike Strom would be leaving the Library to become the State Librarian of Nevada. She wished him much success in his new role and invited him to say a few words. Mr. Strom thanked the Board for their support of the archives program and said that he was glad for the opportunity to have been a part of their successes while he was here and wished all the best. Mr. Bryant thanked Mr. Strom for the great work he has done and wished him success in his new position.

Dr. Treadway shared in closing that Governor Northam personally called to thank each person on the team that processed former Governor Wilder's papers this past year, and she drew everyone's attention to a press release in the Board packet issued in February by the Governor's Office acknowledging by name each Library staff member who provided documents, images, and other research assistance for the second published report on systemic bias in Virginia law. Dr. Treadway expressed how appreciative she is that the Governor knows and values what the Library of Virginia is doing and that he has taken time to say thank you.

- **Report of the Chair**

Mr. Bryant thanked the Library leadership and staff for their continued work to serve the public under these challenging pandemic conditions and also thanked the Foundation leadership and staff for all that they continue to do.

Mr. Bryant remarked that the planning for the addition to the State Records Center continues, and that the Library is working closely with the Department of General Services to move this important capital project forward. He acknowledged with appreciation the Governor and his team for also having supported and retained the funding for that and the General Assembly for having approved it in this past legislative session. In closing, Mr. Bryant noted that the next Board meeting would be June 28, 2021, where the Board would be electing a new Board Chair and Vice Chair and that the Nominating Committee would be meeting some time before then to put forward a proposed slate of officers. He assured the Board they would be notified of the committee's recommendations well in advance of the June meeting.

V. OLD OR NEW BUSINESS

None.

VI. ADJOURNMENT

There being no further business put forward, Mr. Bryant adjourned the meeting at 11:07 a.m.

THE LIBRARY BOARD
Public Library Development Committee
Meeting Minutes

The Public Library Development Committee met electronically via Zoom internet teleconferencing on Monday, May 10, 2021 at 3:00 p.m.

Committee Members present: Mark Miller, *Chair*; Shelley Viola Murphy, *Vice Chair*; Laura Blevins, Maya Castillo, Marcy Sims; *Staff Liaison* Library Development and Networking Director Nan Carmack, Public Library Consultant Kim Armentrout, and Librarian of Virginia Sandra Treadway were also in attendance. Committee member Mohammad Esslami was absent.

Chair Mark Miller called the committee to order at 3:00 p.m. and welcomed all committee members and Library staff.

Mr. Miller began by saying he would be switching the order of the three agenda items and first discuss the approval of the updated *Planning for Library Excellence* (PFLE). He invited Library Development and Networking Director Nan Carmack to give an overview of the changes and specifically the equity diversity, equity, and inclusion (EDI) portions of the document. Dr. Carmack reviewed the revision process that took place in 2019 and mentioned that we realized that we had missed an opportunity then to include EDI wording and guidance in that revision. This year Library Development staff created a small working group to recommend revisions along these lines. The group included representatives from various public libraries and regions of the state and consulted with the Virginia Public Library Association's Librarians of Color Forum chair and co-chair and several assistive services librarians who work with people who have mobility, vision or hearing challenges when using libraries. This working group recommended new language relating to EDI issues to be added to the guide. The draft that the committee had today was approved in April by public library directors at the Virginia Public Library Directors Association (VPLDA) spring meeting and was now being presented to the committee for discussion and hopefully endorsement of the updated language.

Mr. Miller opened up the floor for discussion and questions. Laura Blevins inquired about specific wording on page six of the document, which Dr. Carmack explained had been used in the previous iteration of the document. She offered to tweak the language so that it might be more understandable for those without the background context. After asking for further questions, Mr. Miller moved that the committee approve the PFLE document updates as would be amended further by Dr. Carmack, and asked for a second to his motion. Shelley Murphy seconded his motion.

Mr. Miller went on to explain that the EDI language updates were primarily intended to help libraries reach out to and serve the general public and improve their access to public libraries. They did not address hiring practices. He affirmed his support for the changes and would be recommending them to the full Board. Dr. Carmack confirmed the purpose of the EDI updates but added that the new language did include guidance on best practices and policies relating to recruitment. Dr. Carmack also shared that the library directors at the VPLA meeting were unanimous in their approval for the EDI language updates.

There being no further questions or discussion, Mr. Miller took a vote on adopting the changes discussed; the motion passed unanimously.

Moving on to the agenda item on State Aid, Mr. Miller provided the committee with background on his long-standing desire to reexamine the current State Aid formula, which provides state funding to supplement local support for Virginia's public libraries. The current State Aid formula has been in place for many decades and was last reviewed in 2000, when the Joint Legislative Audit & Review Commission (JLARC) conducted a study that was published in 2001. Currently State Aid is only funded at about sixty percent, leaving libraries with about \$11 million dollars less in funding than the formula would allow. Mr. Miller suggested that exploring whether a re-evaluation of the State Aid formula may be a way to bring greater equity and increased State Aid to smaller and poorer libraries. Currently if a locality does not use its State Aid it is distributed equally amongst the other Virginia public library systems. There are other intricacies of State Aid that Mr. Miller wanted the committee to discuss in order to come to a decision as to whether to recommend to the full Board to pursue a new JLARC study or whether more research and discussion is necessary. Public Library Consultant Kim Armentrout shared the results of some research and recalculations she ran on whether full funding of the State Aid would take care of the concerns Mr. Miller expressed for funding for poorer library systems. She indicated that due to the different working parts of the formula for state aid, full funding in and of itself would not solve the problem. The formula currently has incentives for localities to regionalize, however, there has been a movement toward de-regionalization recently, and she cautioned that a full understanding of all the variables of the formula was needed in order to accurately assess whether changes in the formula should be considered or explored. Ms. Armentrout explained the three elements of the State Aid formula, percentage of local support, land mass, and population.

Robust discussion followed on whether pursuing a JLARC study of the current State Aid formula now was appropriate or desirable. The main questions raised were whether the formula was equitable and currently working as intended and whether the age of the formula was sufficient reason in and of itself to seek a JLARC study. It was suggested that research into best practices of State Aid formulas in other states may be helpful in this discussion as well as considering possible implications of changes to the formula. Of particular concern expressed by localities in the past has been that the formula do no harm, that it not penalize either small or large library systems. There have been instances where larger localities felt penalized, sought and received additional funding through seeking direct legislative action from the General Assembly. It was generally agreed that the formula was working as intended and that the partial funding of State Aid was the key problem, not the formula. However, more comprehensive input from the library

systems is needed in order to answer that question. With the pandemic revealing inequity of broadband internet access to a great number of Virginians throughout the Commonwealth, how this might be tied to a re-evaluation of the State Aid formula was also raised. It was also suggested that seeking to add a time frame into the legislation for a regular review of the State Aid formula may be desirable as most policies have specified time frames for required reviews and, in this case, perhaps every ten or twenty years a review be done as a matter of course. After asking for final feedback on whether to pursue at this time with the full Board a re-evaluation of the State Aid formula through a JLARC study, Mr. Miller concluded that the consensus of the committee was that further in depth discussion and research was necessary in order to gain clarity on whether it was desirable to pursue this course of action.

Mr. Miller invited Dr. Carmack to brief the committee on the CARES Act and ARPA funding. Dr. Carmack reported that the twenty libraries who met the three qualifications of high poverty, high unemployment and low broadband connectivity are well on their way in the process of expending the CARES Act funds to meet the deadline of September 30, 2021. However, due to supply chain issues causing delays with equipment, the Library of Virginia was working with the Institute of Museum and Library Services (IMLS) to request extensions for those localities. Mr. Miller requested a list of the twenty localities receiving the CARES Act funding. Dr. Carmack also stated the Library is still in the planning stage for how to allocate and distribute the \$3.8 million in ARPA funds. She noted that the CARES Act program had helped us to understand what local libraries need from us to maximize their use of these funds, but that it would still be a heavy lift for them to meet all the federal guidelines and document their expenditures. About \$1.4 million of the ARPA funds will be used to procure statewide services that encompass not only Find It Virginia assets, but also workforce development and school readiness resources. The remainder of the funds will be distributed to all localities using the State Aid formula as a guide. Since the deadline for expenditures of the ARPA funds is September 30, 2022, identifying appropriate expenditures that can be used within that time frame will be challenging.

There being no further business to discuss, Mr. Miller thanked everyone for their participation and discussion, he adjourned the meeting at 4:35 p.m.

Library of Virginia

Diseased Microfilm project update (June 9, 2021)

At the last board meeting, we provided an overview of a serious problem with diseased and deteriorating microfilm in our collections. We determined that as many as 80,000 of 380,000 reels may be infected by vinegar syndrome, a condition where acetate-based film begins to break down and eventually becomes unreadable. To make matters worse, off-gassing from the deterioration causes other acetate film to degrade (this is not an issue with polyester film). We began to tackle the problem in 2019, but we determined that our current approach is not addressing the issue quickly enough. Much of this is due to the rigorous, eleven-step process that our small, four-member Imaging Services team employs in identifying diseased acetate film and cataloging it before sending it to Backstage Library Works (the Library's microfilm and digitization vendor) for duplication. While this process ensures a high level of control over the film and the duplication process in the best of times, it will potentially take decades to address the vinegar syndrome problem using this approach.

The Diseased Microfilm Project Team (Mike Legrande, Greg Crawford, Errol Somay, and John Metz) has determined a faster way to deal with the diseased microfilm issue in a matter of years instead of decades. We revisited the way that Imaging Services approaches film identification and selection and decided which steps could be moved to the end of the process and those which might be better done by Backstage in order to boost the number of reels sent for duplication in each shipment. We decided that the labor-intensive work of confirming the contents of each reel and cataloging them fully could be done once the duplicated reels were returned to the LVA. Likewise, the tasks of identifying acetate and polyester reels, cleaning the reels, and quality control could be done by Backstage. Now, Imaging Services technicians will focus on numbering and barcoding reels of film and entering this base-level of information into the Infolinx Database (our inventory management system). Film will also receive a quick inspection to provide a general sense for what types of documents are present on the reel (e.g. local records, agency records, etc.). The goal is to prepare 800 reels per month for duplication.

Once a shipment of film arrives at Backstage, each reel will be evaluated and identified as acetate or polyester. Acetate film will be duplicated, while polyester film will be set aside initially until all of the acetate film in a shipment is dealt with. All acetate reels will be cleaned if necessary prior to duplication, and Backstage will complete a rigorous QC of the reformatted reels focusing on frame-by-frame readability and fidelity in the duplication. Once all of the acetate film in a shipment has been dealt with, Backstage will perform frame by frame inspection of each polyester reel to determine the presence of redox blemishes. If the reel contains redox blemishes, Backstage will duplicate it, while those with no blemishes will be marked "redox free." Each action taken (or not taken) will be noted on a spreadsheet for every reel that is shipped to Backstage. All original and duplicated reels will be returned to the Library with the spreadsheet data. Upon its return to the Library, the Imaging Services Team will conduct a final QC of all duplicated film and complete the entries in Infolinx.

The Library and Backstage have worked together to develop workflows to accommodate this new approach, and Backstage has offered significant price savings given the dramatically increased volume. The Library has a total of \$550,000 to put towards reformatting beginning July 1 that will allow us to accelerate duplication, including \$350,000 in CCRP funds (another reason we will start with local records film). However, we need to secure funding in the future to continue this project at a level where it will make a difference. Our plan is to submit a budget decision package later this summer for funding to complete the project, for consideration in the governor's budget for the next biennium. This would include operating funds for duplication and two positions in Imaging Services to handle the increased volume of work. If that is not successful, we look forward to working with the board to explore other options, including a possible budget amendment in the next General Assembly session.

Technical Waivers

Decreases Due to COVID Closures/Spending Issues:

Arlington Dept. of Libraries
Campbell County Public Library
Chesterfield County Public Library
Clifton Forge Public Library
Culpeper County Library
Essex Public Library
Fairfax County Public Library
Fauquier County Public Library
Franklin County Public Library
Halifax County-South Boston Library System
Lonesome Pine Regional Library
Lynchburg Public Library
Madison County Library
Norfolk Public Library
Petersburg Public Library
Poquoson Public Library
Portsmouth Public Library
Richmond County Public Library
Roanoke County Public Library
Shenandoah County Library
Smyth County Public Library
Staunton Public Library
Tazewell County Public Library

One-Time Expenditures:

Alleghany Highlands Regional Library
Cumberland County Public Library
Meherrin Regional Library
Middlesex County Public Library

Reporting Errors:

Bedford Public Library System

Position Vacancies/Lower Salary Hires:

Blackwater Regional Library
Hampton Public Library
Iris Brammer Library
J. Robert Jamerson Memorial Library
Mary Riley Styles Public Library
Pamunkey Regional Library
Rappahannock County Library
Washington County Public Library

Other:

Central Rappahannock Regional Library (common government not claimed due to capped localities)
Mecklenburg (reduction in common government costs)
Orange County Public Library (Some staff paid with county CARES funds)
Samuels Public Library (Negotiated better insurance premiums)

Non-Technical Waivers

Failure to Meet 50% of the Median:

Massanutten Regional Library

Recommendation: Due to progress through the 5-year plan and upcoming director turnover, staff propose a new abbreviated plan and letter to library indicating urgent need for improved local funding.

J. Robert Jamerson Memorial Library

Recommendation: Due to frequent turnover with directors and county administration, staff propose a new abbreviated plan and letter to library indicating urgent need for improved local funding.

Decrease in Expenditures 2020

1.1 LibSysName	2020 TotLocComGov	2019 TotLocComGov			
Alexandria Library	\$7,373,735	\$7,703,385	-\$329,650	Emailed 3/18	
Alleghany Highlands Regional Library	\$266,322	\$283,465	-\$17,143	Emailed 3/18	One-time expenditures; lower health benefits; fewer salary hours due to COVID
Arlington Dept. of Libraries	\$14,139,593	\$14,274,002	-\$134,409	Emailed 3/18	COVID closures
Bedford Public Library System	\$1,657,842	\$1,677,147	-\$19,305	Emailed 3/18	Billing error by county; COVID closures
Blackwater Regional Library	\$1,904,611	\$1,910,585	-\$5,974	Emailed 3/18	Director vacancy; COVID
Campbell County Public Library	\$1,036,382	\$1,048,392	-\$12,010	Emailed 3/18	COVID spending freezes
Central Rappahannock Regional Library	\$12,888,569	\$12,910,219	-\$21,650	Emailed 3/18	No CGs claimed because most localities are capped
Central Virginia Regional Library	\$737,989	\$862,004	-\$124,015	Emailed 3/18	
Chesterfield County Public Library	\$8,929,702	\$9,412,740	-\$483,038	Emailed 3/18	Also, Linda Sullivan and Jennifer Stevens COVID furloughs of PT staff and closures
Clifton Forge Public Library	\$165,560	\$170,298	-\$4,738	Emailed 3/18	Also, LeeAnna Tyler COVID closure
Colonial Heights Public Library	\$657,852	\$678,400	-\$20,548	Emailed 3/18	
Culpeper County Library	\$988,289	\$1,036,056	-\$47,767	Emailed 3/18	COVID closures
Cumberland County Public Library	\$144,381	\$152,995	-\$8,614	Emailed 3/18	One time building expenditures 2019; COVID lower spending
Essex Public Library	\$245,584	\$293,048	-\$47,464	Emailed 3/18	COVID closure 3mos.; decrease spending in programs, books, supplies and facilities
Fairfax County Public Library	\$42,130,957	\$42,300,475	-\$169,518	Emailed 3/18	COVID closures
Fauquier County Public Library	\$2,397,167	\$2,400,266	-\$3,099	Emailed 3/18	COVID closure; some staff quit due to pandemic
Franklin County Public Library	\$1,295,165	\$1,309,866	-\$14,701	Emailed 3/18	COVID closure; no part-time help needed
Halifax County-South Boston Library System	\$404,697	\$404,898	-\$201	Emailed 3/18	COVID closures
Hampton Public Library	\$2,520,747	\$2,525,618	-\$4,871	Emailed 3/18	Branch manager retired; replacement at lower salary
Iris Brammer Library	\$44,171	\$54,269	-\$10,098	Emailed 3/18	Director lower salary and benefits
J. Robert Jamerson Memorial Library	\$169,617	\$172,879	-\$3,262	Emailed 3/18	Director vacancy
Lonesome Pine Regional Library	\$1,736,137	\$1,880,100	-\$143,963	Emailed 3/18	COVID closures and reduced spending
Lynchburg Public Library	\$1,498,810	\$1,545,201	-\$46,391	Emailed 3/18	COVID closures and reduced spending

Madison County Library, Inc.	\$182,656	\$188,017	-\$5,361	Emailed 3/18	No summer reading program expenditures due to COVID
Mary Riley Styles Public Library	\$1,742,647	\$1,895,790	-\$153,143	Emailed 3/18	Staff vacancies; COVID closures
Mecklenburg County Public Library	\$544,806	\$580,051	-\$35,245	Emailed 3/18	Reduction in CGs; no summer reading program expenditures due to COVID
Meherrin Regional Library	\$450,336	\$519,012	-\$68,676	Emailed 3/18	One time building expenditures 2019; COVID lower spending
Middlesex County Public Library	\$184,464	\$229,407	-\$44,943	Emailed 3/18	One time building expenditures 2019; COVID lower spending
Norfolk Public Library	\$11,924,628	\$12,317,213	-\$392,585	Emailed 3/18	Also, Tatiana Laird COVID closures
Orange County Public Library	\$878,083	\$886,014	-\$7,931	Emailed 3/18	PT and some FT staff paid with county CARES Funds
Pamunkey Regional Library	\$3,847,208	\$4,376,415	-\$529,207	Emailed 3/18	COVID staff resignations
Petersburg Public Library	\$733,812	\$888,824	-\$155,012	Emailed 3/18	COVID closure
Poquoson Public Library	\$728,002	\$749,736	-\$21,734	Emailed 3/18	COVID closure
Portsmouth Public Library	\$2,323,396	\$2,368,432	-\$45,036	Emailed 3/18	Also, Helen Wynne COVID closures
Rappahannock County Library	\$237,148	\$257,642	-\$20,494	Emailed 3/18	Director vacancy; COVID
Richmond County Public Library	\$106,219	\$118,604	-\$12,385	Emailed 3/18	COVID closures
Roanoke County Public Library	\$3,740,528	\$3,932,562	-\$192,034	Emailed 3/18	COVID closures
Samuels Public Library	\$1,063,766	\$1,176,018	-\$112,252	Emailed 3/18	Negotiated better insurance premiums; director vacancy; COVID closures
Shenandoah County Library	\$905,833	\$958,531	-\$52,698	Emailed 3/18	COVID reduction in expenditures
Smyth County Public Library	\$718,483	\$916,405	-\$197,922	Emailed 3/18	COVID closures (no PT staff); staff vacancies; one-time expenditures
Staunton Public Library	\$929,073	\$1,003,459	-\$74,386	Emailed 3/18	Spending freeze for all departments from March through June
Tazewell County Public Library	\$856,111	\$882,337	-\$26,226	Emailed 3/18	COVID closures
Washington County Public Library	\$1,565,541	\$1,653,998	-\$88,457	Emailed 3/18	Director vacancy; COVID reductions

Median Local Expenditures FY2020 Sorted

1.1 LibSysName	1.19 Pop	19.3 TotLocComGov	
Mary Riley Styles Public Library	14,269	\$1,742,647	\$ 122.13
Bristol Public Library	17,160	\$1,803,181	\$ 105.08
Pearisburg Public Library	2,661	\$207,876	\$ 78.12 Under Population requirement
Williamsburg Regional Library	90,126	\$6,412,377	\$ 71.15
Arlington Dept. of Libraries	239,074	\$14,139,593	\$ 59.14
Poquoson Public Library	12,311	\$728,002	\$ 59.13
Henrico County Public Library	324,395	\$18,964,131	\$ 58.46
Highland County Public Library	2,284	\$115,013	\$ 50.36 Under Population requirement
Loudoun County Public Library	396,068	\$19,190,792	\$ 48.45
Norfolk Public Library	246,256	\$11,924,628	\$ 48.42
Clifton Forge Public Library	3,565	\$165,560	\$ 46.44 Under Population requirement
York County Public Library	68,890	\$3,169,872	\$ 46.01
Alexandria Library	160,719	\$7,373,735	\$ 45.88
Roanoke City Public Library	99,908	\$4,549,746	\$ 45.54
Lancaster Community Library	11,171	\$471,291	\$ 42.19
Chesapeake Public Library	242,655	\$9,914,989	\$ 40.86
Central Rappahannock Regional Library	322,653	\$12,888,569	\$ 39.95
Waynesboro Public Library	21,955	\$876,740	\$ 39.93
Roanoke County Public Library	93,735	\$3,740,528	\$ 39.91
Virginia Beach Public Library	454,448	\$18,086,048	\$ 39.80
Mathews Memorial Library	8,651	\$341,972	\$ 39.53
Salem Public Library	25,679	\$1,001,864	\$ 39.01
Radford Public Library	17,208	\$663,799	\$ 38.58
Colonial Heights Public Library	17,320	\$657,852	\$ 37.98
Staunton Public Library	24,761	\$929,073	\$ 37.52
Fairfax County Public Library	1,167,254	\$42,130,957	\$ 36.09
Jefferson-Madison Regional Library	226,707	\$8,012,861	\$ 35.34
Fauquier County Public Library	69,098	\$2,397,167	\$ 34.69
Newport News Public Library System	182,155	\$6,246,054	\$ 34.29
Suffolk Public Library System	92,533	\$3,140,182	\$ 33.94
Prince William Public Library System	513,915	\$17,023,586	\$ 33.13
Rappahannock County Library	7,288	\$237,148	\$ 32.54
Rockbridge Regional Library	40,860	\$1,250,206	\$ 30.60
Botetourt County Library	33,350	\$992,819	\$ 29.77
Richmond Public Library	222,853	\$6,526,124	\$ 29.28
Washington County Public Library	53,789	\$1,565,541	\$ 29.11
Gloucester County Public Library	37,169	\$1,017,420	\$ 27.37
Samuels Public Library	39,239	\$1,063,766	\$ 27.11
Chesterfield County Public Library	340,020	\$8,929,702	\$ 26.26
Appomattox Regional Library System	65,525	\$1,705,629	\$ 26.03
Orange County Public Library	34,521	\$878,083	\$ 25.44
Pamunkey Regional Library	152,642	\$3,847,208	\$ 25.20
Portsmouth Public Library	95,440	\$2,323,396	\$ 24.34
Buchanan County Public Library	22,004	\$533,347	\$ 24.24
Smyth County Public Library	30,686	\$718,483	\$ 23.41
Bland County Public Library	6,511	\$151,946	\$ 23.34
Blackwater Regional Library	82,042	\$1,904,611	\$ 23.22
Petersburg Public Library	31,705	\$733,812	\$ 23.14

1.1	1.19	19.3		
LibSysName	Pop	TotLocComGov		
Pittsylvania County Public Library	62,166	\$1,438,360	\$	23.14
Franklin County Public Library	56,427	\$1,295,165	\$	22.95
Essex Public Library	10,813	\$245,584	\$	22.71
Iris Brammer Library	1,960	\$44,171	\$	22.54
				Under Population requirement
Lewis Egerton Smoot Memorial Library	25,381	\$567,625	\$	22.36
Northumberland Public Library	12,053	\$265,722	\$	22.05
Montgomery-Floyd Regional Library	114,326	\$2,493,484	\$	21.81
James L. Hamner Public Library	12,948	\$280,033	\$	21.63
Danville Public Library	41,358	\$888,971	\$	21.49
Bedford Public Library System	77,807	\$1,657,842	\$	21.31
Shenandoah County Library	42,525	\$905,833	\$	21.30
Amherst County Public Library	31,982	\$677,806	\$	21.19
Handley Regional Library	128,137	\$2,712,550	\$	21.17
Tazewell County Public Library	42,574	\$856,111	\$	20.11
Culpeper County Library	50,272	\$988,289	\$	19.66
Campbell County Public Library	55,503	\$1,036,382	\$	18.67
Lynchburg Public Library	80,380	\$1,498,810	\$	18.65
Eastern Shore Public Library	45,041	\$832,125	\$	18.47
Hampton Public Library	136,743	\$2,520,747	\$	18.43
Central Virginia Regional Library	40,180	\$737,989	\$	18.37
Pulaski County Library System	34,467	\$623,496	\$	18.09
Mecklenburg County Public Library	31,264	\$544,806	\$	17.43
Charlotte County Library	12,231	\$212,370	\$	17.36
Augusta County Library	75,013	\$1,280,358	\$	17.07
Galax-Carroll Regional Library	35,960	\$607,768	\$	16.90
Blue Ridge Regional Library	83,287	\$1,402,675	\$	16.84
Powhatan County Public Library	29,166	\$490,884	\$	16.83
Middlesex County Public Library	11,004	\$184,464	\$	16.76
Lunenburg County Public Library System, Inc	12,386	\$206,368	\$	16.66
Lonesome Pine Regional Library	104,437	\$1,736,137	\$	16.62
Fluvanna County Public Library	26,467	\$411,223	\$	15.54
Wythe-Grayson Regional Library	44,392	\$677,540	\$	15.26
Nottoway County Library System	15,845	\$236,310	\$	14.91
Cumberland County Public Library	9,861	\$144,381	\$	14.64
Caroline Library, Inc.	29,990	\$434,720	\$	14.50
Madison County Library, Inc.	13,190	\$182,656	\$	13.85
Meherrin Regional Library	33,941	\$450,336	\$	13.27
Russell County Public Library	27,309	\$348,948	\$	12.78
Heritage Public Library	28,860	\$364,187	\$	12.62
Alleghany Highlands Regional Library	21,255	\$266,322	\$	12.53
Richmond County Public Library	9,094	\$106,219	\$	11.68
Massanutten Regional Library	159,020	\$1,837,546	\$	11.56
Halifax County-South Boston Library System	35,215	\$404,697	\$	11.49
J. Robert Jamerson Memorial Library	15,536	\$169,617	\$	10.92
Craig County Public Library	5,129	\$24,073	\$	4.69
		Median	\$	23.22
		50% of the Medi	\$	11.61

Failure To Meet 50% Of The Median Local Expenditure Per Capita

LibSysName	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	
Madison County Library, Inc.	\$ 6.88	\$ 6.83		\$ 10.83	\$ 11.29						
Lancaster Community Library		\$ 7.23									
Richmond County Public Library	\$ 8.71	\$ 8.69	\$ 10.05	\$ 10.18	\$ 10.54	\$ 10.94	\$ 11.12	\$ 11.70			
Fluvanna County Public Library	\$ 8.54	\$ 9.36	\$ 10.30	\$ 11.15							
Northumberland Public Library	\$ 9.01	\$ 8.21									
Central Virginia Regional Library	\$ 10.28										
Eastern Shore Regional Library	\$ 9.83	\$ 9.71									
Massanutten Regional Library	\$ 8.87	\$ 8.83	\$ 10.72	\$ 11.18	\$ 11.23	\$ 10.87	\$ 11.02	\$ 11.49	\$ 11.62	\$ 11.56	*
Charles P. Jones Memorial Library	\$ 10.23	\$ 10.17	\$ 11.08	\$ 11.03	\$ 11.18						
Heritage Public Library	\$ 10.31	\$ 10.26	\$ 10.75	\$ 11.32			\$ 10.71	\$ 9.69	\$ 9.76		
Halifax South Boston		\$ 9.32						\$ 11.35	\$ 11.38	\$ 11.49	
J. Robert Jamerson			\$ 11.35		\$ 9.86	\$ 10.83	\$ 9.82	\$ 11.47	\$ 11.23	\$ 10.92	*
Russell County Public Library							\$ 10.96	\$ 10.52	\$ 11.32		
Craig								\$ 4.41		\$ 4.69	
CS											
Lunenburg									\$ 11.29		
Median	\$ 10.40	\$ 10.27	\$ 11.62	\$ 11.51	\$ 11.48	\$ 11.29	\$ 11.28	\$ 12.23	\$ 11.66	\$ 11.61	

* = In Plan through 2020

Failure To Meet 66.6% From Taxation or Endowment 2020

1.1 LibSysName	19.3 TotLocComGov	13.3 TotLocalGovIncome	13.6 TotCommGovIncome	13.10 EndowmentIncome	TotLocIncome	
Petersburg Public Library	\$733,812	\$934,535	\$0	\$0	\$934,535	127.35%
Danville Public Library	\$888,971	\$1,010,688	\$0	\$0	\$1,010,688	113.69%
Pamunkey Regional Library	\$3,847,208	\$3,854,419	\$314,061	\$0	\$4,168,480	108.35%
J. Robert Jamerson Memorial Library	\$169,617	\$176,688	\$5,541	\$0	\$182,229	107.44%
Botetourt County Library	\$992,819	\$1,064,397	\$0	\$0	\$1,064,397	107.21%
Poquoson Public Library	\$728,002	\$779,253	\$0	\$0	\$779,253	107.04%
Orange County Public Library	\$878,083	\$934,980	\$0	\$0	\$934,980	106.48%
Radford Public Library	\$663,799	\$704,531	\$0	\$0	\$704,531	106.14%
Culpeper County Library	\$988,289	\$1,001,469	\$46,310	\$0	\$1,047,779	106.02%
Mathews Memorial Library	\$341,972	\$307,290	\$52,163	\$0	\$359,453	105.11%
Tazewell County Public Library	\$856,111	\$898,107	\$0	\$0	\$898,107	104.91%
Lynchburg Public Library	\$1,498,810	\$1,348,260	\$215,312	\$0	\$1,563,572	104.32%
Portsmouth Public Library	\$2,323,396	\$2,291,551	\$129,619	\$0	\$2,421,170	104.21%
Campbell County Public Library	\$1,036,382	\$1,013,736	\$66,117	\$0	\$1,079,853	104.19%
Charlotte County Library	\$212,370	\$221,220	\$0	\$0	\$221,220	104.17%
Staunton Public Library	\$929,073	\$955,814	\$0	\$0	\$955,814	102.88%
Smyth County Public Library	\$718,483	\$730,892	\$0	\$6,308	\$737,200	102.61%
Chesapeake Public Library	\$9,914,989	\$10,156,939	\$0	\$0	\$10,156,939	102.44%
Richmond County Public Library	\$106,219	\$108,160	\$0 N/A		\$108,160	101.83%
Fauquier County Public Library	\$2,397,167	\$2,377,520	\$62,436	\$0	\$2,439,956	101.78%
Suffolk Public Library System	\$3,140,182	\$3,189,224	\$0	\$0	\$3,189,224	101.56%
Richmond Public Library	\$6,526,124	\$6,219,295	\$395,459	\$0	\$6,614,754	101.36%
Pulaski County Library System	\$623,496	\$630,229	\$0	\$440	\$630,669	101.15%
Washington County Public Library	\$1,565,541	\$1,531,354	\$45,383	\$6,308	\$1,583,045	101.12%
Fairfax County Public Library	\$42,130,957	\$29,675,596	\$12,804,872	\$0	\$42,480,468	100.83%
Buchanan County Public Library	\$533,347	\$537,296	\$0	\$0	\$537,296	100.74%
Augusta County Library	\$1,280,358	\$1,287,162	\$0	\$0	\$1,287,162	100.53%
Bedford Public Library System	\$1,657,842	\$1,665,616	\$0	\$0	\$1,665,616	100.47%
Henrico County Public Library	\$18,964,131	\$19,045,099	\$0	\$0	\$19,045,099	100.43%

1.1	19.3	13.3	13.6	13.10		
LibSysName	TotLocComGov	TotLocalGovIncome	TotCommGovIncome	EndowmentIncome	TotLocIncome	
Virginia Beach Public Library	\$18,086,048	\$18,132,402	\$0	\$0	\$18,132,402	100.26%
Amherst County Public Library	\$677,806	\$664,566	\$13,240	\$0	\$677,806	100.00%
Craig County Public Library	\$24,073	\$24,073	\$0	\$0	\$24,073	100.00%
Hampton Public Library	\$2,520,747	\$2,520,747	\$0	\$0	\$2,520,747	100.00%
Iris Brammer Library	\$44,171	\$44,171	\$0	N/A	\$44,171	100.00%
James L. Hamner Public Library	\$280,033	\$280,033	\$0	\$0	\$280,033	100.00%
Pearisburg Public Library	\$207,876	\$207,876	\$0	\$0	\$207,876	100.00%
Pittsylvania County Public Library	\$1,438,360	\$1,435,342	\$3,018	\$0	\$1,438,360	100.00%
Powhatan County Public Library	\$490,884	\$359,544	\$131,340	\$0	\$490,884	100.00%
Roanoke County Public Library	\$3,740,528	\$3,740,528	\$0	\$0	\$3,740,528	100.00%
Waynesboro Public Library	\$876,740	\$876,490	\$0	\$0	\$876,490	99.97%
Franklin County Public Library	\$1,295,165	\$877,464	\$414,401	\$0	\$1,291,865	99.75%
Norfolk Public Library	\$11,924,628	\$11,882,078	\$0	\$0	\$11,882,078	99.64%
Central Virginia Regional Library	\$737,989	\$703,015	\$24,511	\$6,539	\$734,065	99.47%
Colonial Heights Public Library	\$657,852	\$653,274	\$0	\$0	\$653,274	99.30%
Lonesome Pine Regional Library	\$1,736,137	\$1,610,934	\$85,818	\$26,839	\$1,723,591	99.28%
Alleghany Highlands Regional Library	\$266,322	\$263,462	\$0	\$0	\$263,462	98.93%
York County Public Library	\$3,169,872	\$2,345,869	\$789,277	\$0	\$3,135,146	98.90%
Russell County Public Library	\$348,948	\$254,729	\$90,204	\$0	\$344,933	98.85%
Appomattox Regional Library System	\$1,705,629	\$1,522,037	\$141,699	\$21,289	\$1,685,025	98.79%
Gloucester County Public Library	\$1,017,420	\$944,937	\$58,907	\$0	\$1,003,844	98.67%
Arlington Dept. of Libraries	\$14,139,593	\$13,932,825	\$0	N/A	\$13,932,825	98.54%
Roanoke City Public Library	\$4,549,746	\$3,744,017	\$737,229	\$0	\$4,481,246	98.49%
Mary Riley Styles Public Library	\$1,742,647	\$1,716,336	\$0	\$0	\$1,716,336	98.49%
Fluvanna County Public Library	\$411,223	\$337,497	\$67,464	\$0	\$404,961	98.48%
Meherrin Regional Library	\$450,336	\$405,840	\$37,402	\$0	\$443,242	98.42%
Rappahannock County Library	\$237,148	\$207,959	\$0	\$24,969	\$232,928	98.22%
Nottoway County Library System	\$236,310	\$196,369	\$35,652	\$0	\$232,021	98.19%
Chesterfield County Public Library	\$8,929,702	\$8,760,491	\$0	\$0	\$8,760,491	98.11%
Blackwater Regional Library	\$1,904,611	\$1,689,558	\$153,988	\$23,910	\$1,867,456	98.05%
Salem Public Library	\$1,001,864	\$981,543	\$0	\$0	\$981,543	97.97%
Jefferson-Madison Regional Library	\$8,012,861	\$7,817,108	\$0	\$0	\$7,817,108	97.56%

1.1	19.3	13.3	13.6	13.10		
LibSysName	TotLocComGov	TotLocalGovIncome	TotCommGovIncome	EndowmentIncome	TotLocIncome	
Loudoun County Public Library	\$19,190,792	\$18,673,975	\$0	\$0	\$18,673,975	97.31%
Wythe-Grayson Regional Library	\$677,540	\$659,021	\$0	\$0	\$659,021	97.27%
Bland County Public Library	\$151,946	\$147,752	\$0	\$0	\$147,752	97.24%
Newport News Public Library System	\$6,246,054	\$4,872,820	\$1,191,823	\$0	\$6,064,643	97.10%
Mecklenburg County Public Library	\$544,806	\$495,359	\$33,499	\$0	\$528,858	97.07%
Lewis Egerton Smoot Memorial Library	\$567,625	\$445,072	\$78,160	\$26,839	\$550,071	96.91%
Massanutten Regional Library	\$1,837,546	\$1,739,700	\$0	\$26,776	\$1,766,476	96.13%
Caroline Library, Inc.	\$434,720	\$348,589	\$68,666	\$0	\$417,255	95.98%
Shenandoah County Library	\$905,833	\$817,209	\$12,660	\$37,826	\$867,695	95.79%
Alexandria Library	\$7,373,735	\$7,063,029	\$0	\$0	\$7,063,029	95.79%
Clifton Forge Public Library	\$165,560	\$139,430	\$18,880	\$0	\$158,310	95.62%
Prince William Public Library System	\$17,023,586	\$16,248,671	\$0	\$0	\$16,248,671	95.45%
Cumberland County Public Library	\$144,381	\$115,450	\$22,251	\$0	\$137,701	95.37%
Bristol Public Library	\$1,803,181	\$1,708,333	\$0	\$0	\$1,708,333	94.74%
Essex Public Library	\$245,584	\$204,058	\$14,871	\$13,475	\$232,404	94.63%
Blue Ridge Regional Library	\$1,402,675	\$1,311,633	\$15,370	\$0	\$1,327,003	94.61%
Central Rappahannock Regional Library	\$12,888,569	\$12,177,596	\$0 N/A		\$12,177,596	94.48%
Montgomery-Floyd Regional Library	\$2,493,484	\$1,971,996	\$379,813	\$0	\$2,351,809	94.32%
Samuels Public Library	\$1,063,766	\$991,758	\$0	\$0	\$991,758	93.23%
Williamsburg Regional Library	\$6,412,377	\$5,837,601	\$0	\$13,500	\$5,851,101	91.25%
Rockbridge Regional Library	\$1,250,206	\$1,131,624	\$0	\$0	\$1,131,624	90.52%
Halifax County-South Boston Library System	\$404,697	\$306,610	\$58,573	\$0	\$365,183	90.24%
Galax-Carroll Regional Library	\$607,768	\$386,266	\$154,405	\$0	\$540,671	88.96%
Eastern Shore Public Library	\$832,125	\$565,790	\$170,464	\$72	\$736,326	88.49%
Handley Regional Library	\$2,712,550	\$1,878,370	\$16,652	\$489,402	\$2,384,424	87.90%
Heritage Public Library	\$364,187	\$315,744	\$0	\$0	\$315,744	86.70%
Madison County Library, Inc.	\$182,656	\$143,600	\$0	\$3,458	\$147,058	80.51%
Lunenburg County Public Library System, Inc	\$206,368	\$152,039	\$1,729	\$0	\$153,768	74.51%
Middlesex County Public Library	\$184,464	\$125,000	\$1,350	\$0	\$126,350	68.50%
Lancaster Community Library	\$471,291	\$130,000	\$0	\$190,000	\$320,000	67.90%
Highland County Public Library	\$115,013	\$71,440	\$0	\$0	\$71,440	62.11%
Northumberland Public Library	\$265,722	\$157,600	\$0	\$0	\$157,600	59.31%

**FY 2021 STATE AID TO LOCALITIES & FY 2022 PROPOSED STATE AID
DRAFT**

Library	\$18,043,514 State Aid Estimate	\$18,043,514 State Aid Estimate	Variance FY 2021 and
	2021	2022	FY 2022
COUNTY			
Amelia (Hamner)	76,634	77,822	1,188
Amherst	166,220	173,325	7,105
Appomattox (Jamerson)	51,999	50,655	(1,344)
Arlington	212,520	211,774	(746)
Augusta	185,987	185,254	(733)
Bland	32,394	39,066	6,672
Botetourt	174,866	174,110	(756)
Buchanan	144,085	141,720	(2,365)
Campbell	178,992	178,187	(805)
Caroline	131,068	121,912	(9,156)
Charlotte	60,331	60,121	(210)
Chesterfield	235,974	235,765	(209)
Craig	9,213	9,276	63
Culpeper	177,356	176,688	(668)
Cumberland	39,892	44,036	4,144
Essex	79,082	80,687	1,605
Fauquier	182,857	182,109	(748)
Fluvanna	106,924	113,679	6,755
Franklin	180,362	179,473	(889)
Gloucester	173,490	172,680	(810)
Henrico	230,908	230,251	(657)
Highland	30,679	31,549	870
King George (Smoot)	141,969	140,596	(1,373)
Lancaster	112,503	119,395	6,892
Loudoun	248,452	248,735	283
Lunenburg	59,388	41,879	(17,509)
Madison	53,295	54,042	747
Mathews	98,146	85,740	(12,406)
Mecklenburg	154,083	162,352	8,269
Middlesex	84,652	63,142	(21,510)
Northumberland	80,128	69,574	(10,554)
Nottoway	61,512	63,621	2,109
Orange	173,996	173,269	(727)
Pittsylvania	183,290	182,330	(960)
Powhatan	132,563	121,446	(11,117)
Prince William	266,822	266,032	(790)
Pulaski	152,358	165,444	13,086
Rappahannock	62,912	70,773	7,861
Richmond County	31,187	34,182	2,995
Roanoke County	184,878	184,062	(816)

COUNTY (continued)

Russell	86,116	90,649	4,533
Shenandoah	176,570	175,775	(795)
Smyth	173,704	172,835	(869)
Tazewell	176,431	175,502	(929)
Warren (Samuels)	173,952	173,220	(732)
Washington	179,097	178,168	(929)
York	178,992	178,310	(682)

REGIONAL

Alleghany Highlands Regional	87,050	88,632	1,582
Appomattox Regional	458,264	455,862	(2,402)
Bedford	200,413	199,566	(847)
Blackwater (W C Rawls)	488,590	497,671	9,081
Blue Ridge	374,829	367,551	(7,278)
Central Rappahannock	766,588	763,384	(3,204)
Central Virginia (Buck-Farmv)	210,458	255,013	44,555
Eastern Shore	237,939	227,695	(10,244)
Fairfax	368,364	366,486	(1,878)
Galax-Carroll	177,039	174,056	(2,983)
Halifax-South Boston	119,215	131,358	12,143
Handley Library	447,833	448,383	550
Heritage Library	86,529	87,670	1,141
Jefferson-Madison	745,469	757,102	11,633
Lonesome Pine	486,848	496,167	9,319
Massanutten (Rockingham)	457,558	459,902	2,344
Meherrin	155,768	164,169	8,401
Montgomery-Floyd	293,816	290,729	(3,087)
Pamunkey	568,060	572,194	4,134
Rockbridge	376,613	343,522	(33,091)
Williamsburg	356,410	354,858	(1,552)
Wythe-Grayson	194,479	202,553	8,074

CITY

Alexandria	196,640	195,371	(1,269)
Bristol	168,124	167,386	(738)
Chesapeake	215,156	214,547	(609)
Colonial Heights	168,233	167,394	(839)
Danville	173,015	172,098	(917)
Falls Church (Styles)	167,580	166,792	(788)
Hampton	191,859	191,010	(849)

CITY (continued)

Lynchburg	181,109	180,175	(934)
Manassas Park	69,170	70,057	887
Newport News	200,956	200,017	(939)
Norfolk	213,636	212,528	(1,108)
Petersburg	171,136	170,294	(842)
Poquoson	167,250	166,503	(747)
Portsmouth	183,694	182,784	(910)
Radford	168,341	167,575	(766)
Richmond City	209,956	208,984	(972)
Roanoke City	184,764	183,788	(976)
Salem	169,888	169,048	(840)
Staunton	169,777	169,003	(774)
Suffolk	185,669	185,043	(626)
Virginia Beach	255,960	254,644	(1,316)
Waynesboro	169,206	168,416	(790)

TOWN

Clifton Forge	46,217	45,382	(835)
Narrows (Brammer)	15,810	14,628	(1,182)
Pearisburg	53,407	54,312	905

TOTALS

18,043,514	18,043,514	0
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NOTE:

Fairfax will receive an additional \$190,070 to supplement the state formula aid distribution provided in Title 42.1, Code of Virginia, for libraries or library systems serving populations greater than 600,000. The supplement is added to the Fairfax County allocation, the only library to exceed 600,000 population. The amount is not included in this worksheet.

17VAC15-110-10. Requirements.

In order to qualify for grants-in-aid, all libraries serving more than 5,000 persons must meet the following requirements by July 1, 1992:

1. Be organized under the appropriate section of the Code of Virginia. Not more than one library in a county or regional library system or a municipal governmental unit may receive a grant.
2. Submit to the State Library Board:
 - a. Charter, resolution, or other legal papers under which they are organized;
 - b. A copy of the by-laws of the board of trustees, a list of trustees, revised as changes occur;
 - c. A five-year plan, adopted by the governing body of the library service in the area (areas) served. In order to receive continuing grants, this plan must be updated annually;
 - d. A written statement of policy covering such items as: service, personnel, and maintenance of book collections and other materials;
 - e. Statistical and financial reports including audits and statements of progress of the plan as requested;
 - f. A copy of the budget for the expenditure of local funds, not including anticipated state and federal funds. This must be submitted annually.
3. Have local operating expenditures of at least 50% of the median statewide local operating expenditures per capita, two-thirds of which must be from taxation or endowment. The median shall be recalculated each biennium. Libraries obtaining aid for the first time or those falling below the 50% median must meet the requirement within five years. Libraries which fall below 50% of the median in local expenditures per capita must submit a plan to the State Library Board for reaching the minimum requirement. The plan must include a schedule of annual increases in local expenditures of not less than 20% of the amount needed to attain local per capita expenditures of 50% of the median within five years.

Local operating expenditures from taxation or endowment for any library, or library system, shall not fall below that of the previous year. In cases where the budgets of all the departments of the local government are reduced below those of the previous year, the library's state grant-in-aid would be reduced. The State Library may require that the

amount of such reduction in the library's total expenditure be subtracted from the library's eligibility and that the state grant be reduced accordingly. If the library's budget is reduced and other agencies' budgets are not, then the library would receive no state grant-in-aid and would be ineligible for one until local expenditures shall have again reached or exceeded the local effort at the time of the last previous grant.

The library would be ineligible for any federal funds if local funds are reduced below that of the previous year.

Grants-in-aid shall be used as supplements to local funds.

The amount of any undesignated balance in the local operating budget at the end of the fiscal year which exceeds 10% will be subtracted from the grant which is based on that year's expenditures.

4. Have certified librarians in positions as required by state law. Libraries failing to employ a certified librarian in the position of director will have their state aid grant reduced by 25%.

5. Keep open a headquarters library or centrally located branch at least 40 hours a week for a full range of library services. This schedule must include at least three consecutive evening hours and appropriate weekend hours. Evening hours are defined as the hours after 5 p.m.

6. Maintain an up-to-date reference collection and set up procedures for securing materials from other libraries through interlibrary loan.

Organize materials for convenient use through shelf arrangement, classification and cataloging, and provide a catalog of its resources.

Stimulate use of materials through publicity, displays, reading lists, story hours, book talks, book and film discussions and other appropriate means.

Lend guidance in all outlets to individuals in the use of informational, education, and recreational materials.

Lend assistance to civic, cultural, and educational organizations in locating and using materials for program planning, projects, and the education of members.

Maintain a collection of currently useful materials by annual additions and systematic removal of items no longer useful to maintain the purposes of quality of its resources.

Have a telephone and the number of the telephone listed in the local telephone directory.

Provide the basic services listed in this section free of charge to the public as required by law.

7. Every regional, county, and city library serving an area of more than 400 square miles, or more than 25,000 persons, must provide some form of extension service acceptable to the board.

8. If a library system has two or more service units, either branches or stations, it must maintain a scheduled, frequent delivery system.

9. The Library Board may, at its discretion, make exceptions for a specified period of time to any single requirement listed above. The exception will be made only if the library can show that a real effort has been made to meet the requirement and that significant progress has been made toward meeting this requirement.

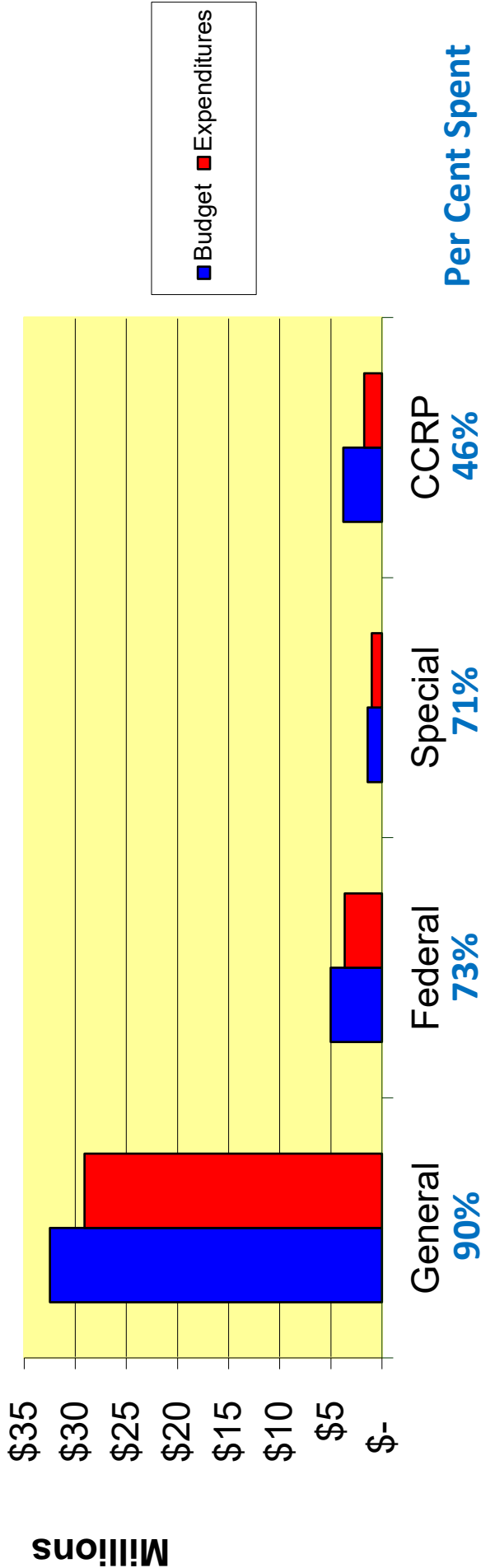
Statutory Authority

§§ 42.1-8 and 42.1-52 of the Code of Virginia.

Historical Notes

Derived from VR440-02-01, eff. July 1, 1992.

The Library of Virginia Budget to Expenditures Comparison as of April 30, 2021



STATEMENT OF FINANCIAL CONDITION						
As of April 30, 2021						
SOURCE	BUDGET	PAYROLL	OPERATIONS	SUBRECIPIENTS	TOTAL EXPENDITURES	AVAILABLE BALANCE
General Fund	\$ 32,480,501	\$ 6,971,314	\$ 3,910,420	\$ 18,233,584	\$ 29,115,318	\$ 3,365,183
Federal Funds	\$ 5,004,565	\$ 942,784	\$ 2,693,935	\$ -	\$ 3,636,719	\$ 1,367,846
Special Funds	\$ 1,400,234	\$ 421,674	\$ 569,226	\$ -	\$ 990,900	\$ 409,334
CCRP Funds	\$ 3,793,632	\$ 665,874	\$ 230,814	\$ 843,509	\$ 1,740,197	\$ 2,053,435
Total	\$ 42,678,932	\$ 9,001,646	\$ 7,404,395	\$ 19,077,093	\$ 35,483,134	\$ 7,195,798
						83%

As of April 30,2021 the financial condition of the Library of Virginia is in accordance with the Appropriation Act and the intent of the General Assembly.

Connie B. Warne
Deputy of Administration

Library of Virginia

STATEMENT OF FINANCIAL CONDITION As of April 30, 2020

SOURCE	BUDGET	PAYROLL	OPERATIONS	SUBRECIPIENTS	TOTAL EXPENDITURES	AVAILABLE BALANCE	PERCENT SPENT
General Fund	\$ 31,045,644	\$ 7,073,510	\$ 3,632,397	\$ 17,233,584	\$ 27,939,491	\$ 3,106,153	90%
Federal Funds	\$ 4,470,075	\$ 853,563	\$ 2,258,590	\$ -	\$ 3,112,153	\$ 1,357,922	70%
Special Funds	\$ 1,300,934	\$ 429,187	\$ 826,625	\$ -	\$ 1,255,812	\$ 45,122	97%
CCRP Funds	\$ 2,922,170	\$ 624,323	\$ 274,809	\$ 608,979	\$ 1,508,111	\$ 1,414,059	52%
Total	\$ 39,738,823	\$ 8,980,583	\$ 6,992,421	\$ 17,842,563	\$ 33,815,567	\$ 5,923,256	85%

STATEMENT OF FINANCIAL CONDITION As of April 30, 2021

SOURCE	BUDGET	PAYROLL	OPERATIONS	SUBRECIPIENTS	TOTAL EXPENDITURES	AVAILABLE BALANCE	PERCENT SPENT
General Fund	\$ 32,480,501	\$ 6,971,314	\$ 3,910,420	\$ 18,233,584	\$ 29,115,318	\$ 3,365,183	90%
Federal Funds	\$ 5,004,565	\$ 942,784	\$ 2,693,935	\$ -	\$ 3,636,719	\$ 1,367,846	73%
Special Funds	\$ 1,400,234	\$ 421,674	\$ 569,226	\$ -	\$ 990,900	\$ 409,334	71%
CCRP Funds	\$ 3,793,632	\$ 665,874	\$ 230,814	\$ 843,509	\$ 1,740,197	\$ 2,053,435	46%
Total	\$ 42,678,932	\$ 9,001,646	\$ 7,404,395	\$ 19,077,093	\$ 35,483,134	\$ 7,195,798	83%

STATEMENT OF FINANCIAL CONDITION YTD COMPARISON 04/30/20 VS 04/30/21

SOURCE	BUDGET	PAYROLL	OPERATIONS	SUBRECIPIENTS	TOTAL EXPENDITURES	AVAILABLE BALANCE	PERCENT SPENT
General Fund	\$ 1,434,857	\$ (102,196)	\$ 278,023	\$ 1,000,000	\$ 1,175,827	\$ 259,030	0%
Federal Funds	\$ 534,490	\$ 89,221	\$ 435,345	\$ -	\$ 524,566	\$ 9,924	3%
Special Funds	\$ 99,300	\$ (7,513)	\$ (257,399)	\$ -	\$ (264,912)	\$ 364,212	-26%
CCRP Funds	\$ 871,462	\$ 41,551	\$ (43,995)	\$ 234,530	\$ 232,086	\$ 639,376	-6%
Total	\$ 2,940,109	\$ 21,063	\$ 411,974	\$ 1,234,530	\$ 1,667,567	\$ 1,272,542	-2%

Executive Summary

Library of Virginia Activities and Accomplishments April to June 2021

The Library of Virginia continues to implement its strategic plan with initiatives that focus on collecting the new Virginia, dynamic digitization, civic leadership, the Library as a place, and the Library beyond place. Below are highlights of our activities during the past quarter.

Collections Access and Management Services

It is not very often that the Library is offered a period portrait of a nineteenth-century legislator, and it's even rarer still for it to be of the small cadre of African American legislators who served in the Virginia House or Senate. So, we were delighted when we were contacted by James Manning about a portrait that had hung in the home of his grandfather, George Washington Irving Robinson, who worked as a master blacksmith and wheelwright in Emporia. Mr. Manning knew the portrait was of a friend who was dear to his grandfather, so took it back to his home in Seattle. The subject of the portrait remained unknown to him until he found an identified image of the man among his mother's photographs some years later. That man was Henry Smith.

Henry D. Smith, a farmer and distiller, was born a slave in Greenville County in 1834. He was self-educated. He amassed an estate of 965 acres and purchased "Merry Oaks," the farm and residence of his former owner. He supplemented his income from his farm by manufacturing brandy and whiskey in his distillery. He married three times and was the father of seventeen or more children. He represented Greenville and Sussex Counties in the Virginia House of Delegates from 1879 to 1880. Mr. Smith died in 1901. The portrait is an overpainted photograph still in its original frame. While the condition of the painting is generally good, it will require some light conservation to prepare it for exhibition. We are always excited to add significant and relevant pieces to the State Art Collection, especially pieces related to Virginia's African American heritage.

The Virginia Newspaper Project continues to expand the diversity of offerings available online for free. These are all small-run titles that are hard to come by normally. The *Northern Virginia Sun* (<https://virginiachronicle.com/?a=cl&cl=CL1&sp=NVS&e>) is the type of smaller community newspaper that is especially popular among genealogists and people who live or once lived in the area. Team VNP is also excited to announce the availability of military/military base publications, which adds a new dimension on the types of publications offered through Virginia Chronicle. These include:

- *Service to the Fleet* (<https://virginiachronicle.com/?a=cl&cl=CL1&sp=STTF&e>)
- *Norfolk Naval Yard* (<https://virginiachronicle.com/?a=cl&cl=CL1&sp=TNMYD&e>)
- *Industrial Additum* (<https://virginiachronicle.com/?a=cl&cl=CL1&sp=IA&e>)
- *Speed Victory* (<https://virginiachronicle.com/?a=cl&cl=CL1&sp=SV&e>)

Digital Initiatives and Web Presence

The relative end of the COVID-19 pandemic is allowing for some renewed movement forward on projects that may have slowed over the past year. The pandemic has slowed production by

many of our partners and vendors, who have experienced staff and supply shortages. Happily, we are moving ahead at long last and will be bringing more digital content to our users in the coming months.

The Virginia Yearbooks Digital Project resumed scanning in March and April with yearbooks from the Bedford and Mecklenburg County public libraries, as well as many from the LVA's own collections. A new guide is available to help users navigate the collections, inform them about the project, and invite them to contact us if they have questions (<https://lva-virginia.libguides.com/yearbooks>).

We have sent or will be sending several collections to Backstage Library Works, including microfilm of the Executive Communications (1776 - 1864), microfilm of the Danville Civil Rights Case Files (1963-1973), studio portrait collections from Visual Studies, Coroner's Inquisitions from local court records, and Naturalization records. Several of these collections will find their way to *Making History: Transcribe* in the near future.

Since the beginning of FY21 (July 2020), the UncommonWealth blog was viewed over 52,000 times, with an average of 6,142 views per month and 202 views per day. One of the most viewed posts from this period - with over 7,500 views to date - is one guest blogger Brynn Silverman contributed about her research on Annie Oakley conducted at the Library of Virginia. Ms. Silverman is a writer and producer developing a series on the life of Annie Oakley, whose legal crusade to save her good name from libelous newspaper articles came to an abrupt halt in Richmond, Virginia. Read more at <https://uncommonwealth.virginiamemory.com/blog/2021/03/17/annie-missed-the-mark-just-once/>.

Digital Engagement and Social Media Coordinator Sonya Coleman continues to participate in a collaborative project with From the Page and seven other state archives to develop new tools and provide enhancement to this transcription platform. A new spreadsheet transcription feature makes transcribing documents with information in lists and ledgers -- like logbooks, tax lists, or census records -- easier by embedding a spreadsheet in the transcription interface so these records can be structured and indexed. While we already have several collections on From the Page, including the World War I History Commission Questionnaires, we have identified the first Library of Virginia collection that will be uploaded to From the Page using this new feature: the Evergreen Cemetery records. Evergreen Cemetery is a historic African-American cemetery in the East End of Richmond, dating from 1891. It fell into disrepair in the second half of the twentieth century but efforts are underway to reclaim this space for descendants. Since many headstones are broken, covered, or missing, these cemetery records may provide the only clues as to where an ancestor is buried. We aim to launch the Evergreen Cemetery record collection on From the Page in late August or early September. We are grateful to the Friends of the Virginia State Archives and the Genealogical Research Institute of Virginia (GRIVA) for their financial contributions that made our participation in the project possible.

We are very excited to start work on the 1971 Constitution intern project we reported on in the April Executive Summary. Due to a generous donation to the Library of Virginia Foundation, we are able to fund the work of two BIPOC student interns. They are Joellen Ciede, a VCU graduate student in History with a focus on the Civil Rights Movement, and Kofi Mason, an accomplished

student and Black Student Union president at Albemarle Lab (Murray) High School, who is interested in the education and empowerment of Black youth as well as technology and coding. We couldn't be more pleased to welcome them to the Library and are looking forward to learning as much from them as they do from us as they move through the project. Board members will be invited to presentations from Joellen and Kofi on their projects in August.

Government Records Services

As reported in April, Mike Strom left the Library of Virginia for a position in the Nevada State Library, Archives, and Public Records. Kathy Jordan has been named Interim State Archivist and director of Government Records Services until a replacement is hired.

On June 15 and 16, Senior State Records Archivists Paige Neal and Renee Savits welcomed staff from Ancestry to the Library to complete digitization of the several dozen original Vital Records that could not be scanned from microfilm. This brings to completion the scanning part of the project, while the indexing portion moves apace. As noted in Paige's post in the UncommonWealth (<https://uncommonwealth.virginiamemory.com/blog/2021/05/24/wanted-volunteers-to-index-virginia-vital-records>), "Ancestry and FamilySearch have partnered to index these vital records and make the images available online. Currently, birth and death registers are available for indexing through the FamilySearch indexing portal, with marriage records coming up in the next few months." A link to sign up for a Family Search account, which is required to volunteer for this project, is available in the blog post.

At long last, we will be recruiting for the additional archivists to support the State Records Services department. Announcements for the positions of State Records Manager and two State Records Archivists will be made in July, and we hope to have the new staff on board by the next Board meeting in September. Adding these positions will help define the strategic direction for the unit, provide guidance and support to the program and the professional development of staff, and position the Library to address more efficiently both the backlog of governor's records, as well as prepare for the onslaught of electronic and paper content we expect in January from Governor Northam.

Previous reports included information about the eRM-3, an online service the Library developed that allows state and local records officers the ability to submit records destruction forms (RM-3) electronically. This saves time at both the agency/locality level, as well as internally for LVA staff. The final module of this service is complete – the eRM-3 for the State Records Center. The records destruction process for agency and locality records stored at the State Records Center is slightly different since Library staff actually carry out destruction services on behalf of our customers. To that end, this process has been further refined and streamlined with the addition of the electronic approval and submission process for Records Center materials. The Records Management staff continues to receive positive feedback on the improved process including comments such as this one received from Doug Harris, Adjudication Officer at the Virginia Department of Health: "I wanted to express my appreciation to you folks at LVA, and whomever else is responsible, for the development of the new eRM3 approval and processing system. It made a chore into a breeze. "

A few other items of note include the completion of the Request for Proposal (RFP) for the state's email and messaging contract, the results of which should be announced by the Virginia

Information Technologies Agency (VITA) soon, and the forward movement to re-establish and reinvigorate the State Historical Records Advisory Board (SHRAB). A survey of statewide stakeholders was conducted in May regarding their needs and expectations of the SHRAB board, and the consultant hired to help us is in the process of reviewing those responses. We are looking forward to getting SHRAB back in action for all of the archival and records agencies across the commonwealth.

In preparation for the next Circuit Court Records Preservation (CCRP) grant cycle, Local Records staff Tracy Harter, Eddie Woodward and Greg Crawford have embarked on a rigorous travel schedule to more than 80 courthouses across the state this summer. Relief from pandemic restrictions is allowing staff to comfortably visit courthouses to assess materials and environmental and physical conditions in order to make recommendations to clerks seeking CCRP grant funds. Grant applications will be due in the fall and can include requests for conservation work, security systems, reformatting, shelving & other storage systems, and preservation supplies. Information on FY21's awards is available in the most recent issue of the CCRP News (<https://www.lva.virginia.gov/agencies/CCRP/newsletter/ccrp-newsletter-no-10-2021-spring.pdf>).

Finally, after a long delay, we have welcomed Lydia Neuroth to the Library as our NHPRC grant-funded project manager for Virginia Untold. Lydia brings much valuable experience, including her time working at Montpelier as a research associate and project assistant for their African American Descendants Project, as well as a project while a graduate student at UNC Chapel Hill called "Untangling the Roots: Surfacing the Lived Experience of Enslaved People in the Archive". We couldn't be more pleased to have her with us.

Library Development and Networking

In addition to our usual work in consulting, technology, youth services, continuing education and management of state and federal aid, LDND has the following outstanding efforts:

Public Library Consultant Reagen Thalacker has implemented multiple workshops for Library Friends, Foundations and Trustees with registrations numbering over 100. This is the first time LDND has been able to achieve this level of engagement with this stakeholder community, crediting both LDND marketing but the increased technological comfort level of individuals. Further, Thalacker is serving internally on the UnCommonwealth blog committee, expanding the visibility of public libraries and LDND work.

Continuing Education Consultant Cindy Church, in addition to her continued excellence in providing development opportunities, is actively supporting public libraries in accessing the Emergency Connectivity Funds as provided by American Rescue Plan Act. In collaboration with our vendor eRate Central, Ms. Church is hosting webinars for questions and answers as well as fielding director queries for this complex process.

State Grants and Data Coordinator Kim Armentrout continues her excellent management of our state aid processes and participated in our RFP review process for hiring the Disaster Planning Workbook consultant. Ms. Armentrout is also providing direct support to a library in search of an interim director.

Children's and Youth Services Consultant Sue La Paro has been organizing the statewide Dial A Story program, to launch July 1st. This program will be a low tech, phone accessible weekly story in English and Spanish via a toll-free number. Ms. La Paro is also working with Alleghany-Highlands Regional Library on an American Library Association grant entitled Libraries Transform Communities. AHRL will be hosting school readiness conversations with parents of at risk children in collaboration with the local Department of Health, Head Start, as well as other community partners. LVA will provide financial management of this grant, as well as provide books to give away and a billboard to be placed in the city of Covington encouraging library usage and school readiness activities, as well as technical support by Ms. La Paro.

Division Director Nan Carmack has been managing the CARES and ARPA grant processes in collaboration with the Library Finance Office. CARES grants are reaching completion and most recipients are drawing their projects to a close. Challenges with supply chain are being encountered by multiple recipients. The Disaster Planning Workbook project has been completed and this workbook is now available to Virginia libraries for download and completion. ARPA funds have been allocated 30 percent to statewide assets and 70 percent to sub grants to localities. Statewide assets are focused on employment, career development, early literacy, and school support to ameliorate learning loss and unemployment exacerbated by the pandemic. The ARPA sub grant process was launched last week and libraries must apply by July 28. All consultants will supervise one Virginia region to provide direct communication with recipients, in addition to their usual duties.

Evergreen libraries enjoyed an update to a new edition of their ILS in May; training and support were provided by Dr. Carmack and our Evergreen support vendor. Further, Pearisburg Public Library has begun the process of joining the consortium. Lastly, LVA provided scholarships for all Evergreen libraries to attend the International Evergreen Conference for continuing education purpose.

WordPress libraries and Find It Virginia are in the process of a visual update for their library websites, as well as nearing the launch of DeafLibraryVa.org, a specific resource for Virginia residents with hearing loss.

Finally, LDND anticipates the hire of an Adult Services Consultant this summer, to assume Wordpress, Find It Virginia duties, and expand opportunities for lifelong learning via Find It Virginia products and beyond.

Public Services and Outreach

The Library continues to assess services and hours based on the elimination of COVID restrictions and patron demand. On July 6, 2021, the research areas will go back to a 9:00 a.m. to 5 p.m. schedule although we will remain closed on Mondays to facilitate remote reference and staff training. Beginning in October 2021, we will again offer Saturday hours on selected days.

The *We Demand: Women's Suffrage in Virginia* exhibition closed to the public on Friday, May 28. Mari Julienne and Barbara Batson gave a "one last peek" to thirty-six state employees through OntheSquareRVA on Wednesday, June 2. The final door count was 9,612, despite being closed for five months in 2020. Estimated attendance at exhibition-related programs for the 18 months totaled 761 and included participation in the spring conference of the Mid-Atlantic

Regional Archives Committee and the annual conference of the National Council for Public History.

For the second quarter of 2021, the Library's travelling exhibitions were hosted at the following venues:

We Demand: Women's Suffrage in Virginia.

- Buchanan County Public Library (Grundy). Mari Julienne, Brent Tarter, and Barbara Batson spoke about *The Campaign for Woman Suffrage in Virginia* via Zoom for Buchanan County Public Library on May 27.
- Southside Regional Library (Boydton)
- *The exhibition has bookings through 2022*

Teetotalers & Moonshiners: Prohibition in Virginia, Distilled

- Franklin County Public Library (Rocky Mount)
- Culpeper County Library
- *The exhibition has bookings through 2021*

New Virginians

- Henrico County Public Library (Varina)
- Virginia Beach Museums
- *The exhibition has bookings through Spring 2022*

Strong Men & Women in Virginia

- Pittsylvania County Public Library

The Library of Virginia hosted a virtual program with three of our community partners titled, "The Storytellers: Giving Agency to Your Ancestors.," The program had more than 70 attendees and the recording is available on Youtube. Education and Outreach Specialist Emma Ito continues gave several presentation about engaging diverse audiences during the quarter. She spoke to the Board of the Office of New Americans in April about the New Virginians initiatives at the Library of Virginia. In May, the Secretary of the Commonwealth's office asked Ms. Ito to speak at "A Virtual Event Celebrating AAPI Heritage Month," where she shared historical glimpses of Asian Americans in Virginia using the Library of Virginia's collections. In June, she participated as a facilitator in an Initiatives of Change virtual workshop, "Our Voices: An Honest Conversation on Anti-AAPI Hate," run and led by high school students.

The Library of Virginia had the opportunity to have a virtual booth at this year's National Genealogical Society (NGS) 2021 Family History Conference. The virtual booth provided genealogical resources including research guides and bibliographies, one-on-one meetings with Library of Virginia staff members, and short genealogy videos. In addition to the virtual booth, Community Outreach Specialist Ashley Ramey gave a presentation on genealogical resources available on Virginia Memory during the pre-conference event, NGS SLAM Live. Over the course of the conference, over 248 people visited the Library's virtual booth and 343 people viewed Ashley's NGS SLAM LIVE session. In April, Ms. Ramey presented virtually to the Genealogical Research Institute of Virginia (GRIVA) on remote genealogical resources available on Virginia Memory and through the Library's catalog. The presentation is available on GRIVA's website and had 235 attendees who watched it live.

The Library will shortly be resuming in-person programming, most notably the Anne and Ryland Brown Teacher Institute on August 2-3, 2021. As we balance our offerings between virtual and in-person events, we will bring back programming at the Library that is especially suited to face-to-face interaction and conversation.

Information Technology

The Library of Virginia and the Office of Data Governance and Analytics are preparing for the next Virginia Datathon on October 7 and 8, 2021. The event brings together state agencies, students, localities, non-profits and the private sector to leverage technology and data to develop innovative ideas that advance the Commonwealth of Virginia. The event promotes participants and teams to interpret, analyze, and transform data into real-life solutions presented to a panel of judges to compete for prizes. This year's Datathon will again be a Virtual Event. The theme is Food Insecurity (Working with the Governor's Roadmap to End Hunger).

The Library submitted its biannual Information Technology Strategic Plan (ITSP) to VITA (Virginia Information Technologies Agency). The ITSP provides direction on the agency's IT needs and planned projects and large procurements, while allowing VITA to consolidate this information from all executive branch agencies to provide a more complete view of Virginia's state government technology needs and funding requirements.

The Library completed its required security audits for FY21 with no significant issues and submitted the findings to VITA for review and approval. We are also in progress of tightening internal security overall, as well as implementing multi-factor authentication wherever possible.

On June 24-26, the Library will be upgrading its internal, out-of-scope internet service that serves the public Reading Rooms as well as out-of-scope staff. The current 50Mbps service will be upgraded to 500Mbps, at a lesser monthly cost. In addition, 80 percent of the cost is reimbursed by the federal e-rate program.

On June 25, implementation of LVA's new helpdesk will take place. This up-to-date application will incorporate enterprise-level change management, workflow automation, and will provide LVA staff with a more modern, user-friendly experience.

LIBRARY OF VIRGINIA

Press Coverage & Paid Advertising | April through Mid-June 2021

PRESS COVERAGE

RVAHub.com | April 1, 2021

“Library of Virginia’s Weinstein Author Series celebrates Poetry Month in April”

<https://rvahub.com/2021/04/01/library-of-virginias-weinstein-author-series-celebrates-poetry-month-in-april/>

Times Virginian (Appomattox Country) | April 2, 2021

“As the Page Turns”

A roundup of events includes the 1,000 Things Before Kindergarten free program sponsored by the Library of Virginia.

https://www.timesvirginian.com/opinion/editorials/article_7b78e58c-9305-11eb-bc4d-477f8979ff75.html

The Richmond Times-Dispatch | April 7, 2021

“Future of Virginia’s 113-year-old electric chair and lethal injection gurney in limbo”

The Library of Virginia has the check stub for the “1st & 2nd payments on Electrocution Plant” made to Adams Electric.

https://richmond.com/news/state-and-regional/future-of-virginias-113-year-old-electric-chair-and-lethal-injection-gurney-in-limbo/article_d6707b9c-9276-51a0-9465-9ae398a84437.html

The Franklin News-Post | April 9, 2021

“April kicks off Moonshine Heritage Month”

The Library’s traveling exhibition *Teetotalers & Moonshiners: Prohibition in Virginia, Distilled* visited the Franklin County Public Library’s main branch in Rocky Mount through April 22, and the Westlake branch April 28–May 13.

https://thefranklinnewspost.com/news/april-kicks-off-moonshine-heritage-month/article_d46033b2-97b0-11eb-8baf-3378f4b108e8.html

Richmond Magazine | April 12, 2021

“River City Roundup”

This list of events mentions The JXN Project’s celebration of the 150th anniversary the Jackson Ward neighborhood with virtual events sponsored by the Library of Virginia and the Richmond Public Library.

<https://richmondmagazine.com/life-style/river-city-roundup-april-12-2021/>

Green County Record / The Daily Progress | April 15, 2021

“HISTORY: The allure of court day”

The article mentions history that can be found in records books at the Greene County Clerk of Court’s Office and in transcripts from the Library of Virginia.

https://dailyprogress.com/community/greenenews/lifestyles/history-the-allure-of-court-day/article_fa13ac16-9d3b-11eb-82f8-a77c077afdc2.html

WRIC ABC 8 News | April 16, 2021

“Jackson Ward to celebrate 150th anniversary”

The JXN Project partners with the Library of Virginia and the Richmond Public Library to launch the JXN Project summer lecture series.

<https://www.wric.com/news/local-news/richmond/jackson-ward-to-celebrate-150th-anniversary/>

WY Daily (Southeast Virginia) | April 16, 2021

“A look back at Queen Elizabeth II and Prince Philip’s visits to Jamestown, Williamsburg”

Includes photographs from the Library’s collection of the couple’s 1957 trip to Virginia.

<https://wydaily.com/local-news/2021/04/16/a-look-back-at-queen-elizabeth-ii-and-prince-philips-visits-to-jamestown-williamsburg/>

The Richmond Times-Dispatch | April 17, 2021

“The ‘incubator of Black capitalism’ in the U.S. began with a Jackson Ward cottage”

The article quotes Gregg Kimball, the Library’s director of Public Services and Outreach.

https://richmond.com/news/local/the-incubator-of-black-capitalism-in-the-u-s-began-with-a-jackson-ward-cottage/article_9ee33ecb-935a-5c8a-8647-904ec612871c.html

The Roanoke Times | April 18, 2021

“WOYM: Records from the later days of the Catawba Sanatorium are hard to find”

The article quotes Librarian of Virginia Sandra Treadway.

https://roanoke.com/news/local/woym-records-from-the-later-days-of-the-catawba-sanatorium-are-hard-to-find/article_7fcb99ca-9eec-11eb-b581-3755c18245de.html

Chatham Star Tribune | April 19, 2021

“Pittsylvania County libraries celebrate 25 years of internet access”

During card catalog updates, the county’s libraries “could connect to the Library of Virginia for interlibrary loans and perform research to assist patrons.”

https://www.chathamstartribune.com/news/article_e0c056a4-a116-11eb-ba97-938e63732d9f.html

Smith Mountain Eagle | April 20, 2021

“Library hosts traveling exhibition, ‘Teetotalers & Moonshiners’”

https://www.smithmountaineagle.com/news/article_5c0b748c-a226-11eb-821e-8b5cd3e5809c.html

Culpeper Star-Exponent | April 20, 2021

“Story of Culpeper family's freedom fight wins Black History Month Historical Marker Contest”

The article cites the Library of Virginia’s Changemakers website.

https://starexponent.com/news/story-of-culpeper-familys-freedom-fight-wins-black-history-month-historical-marker-contest/article_598cc6d4-50c5-5484-8535-a4a16129df60.html

The News & Advance (Roanoke) | April 23, 2021

“Editorial: A forgotten figure in Virginia's civil rights history”

The article mentions the Library’s recognition of Barbara Johns as one of its 2005 Virginia Women in History honorees.

https://newsadvance.com/opinion/editorial/editorial-a-forgotten-figure-in-virginias-civil-rights-history/article_4f3ff6ac-a1d5-11eb-8d83-374befc0b893.html

The Richmond Times-Dispatch | April 26, 2021

"Lohmann: 70 years later, a Richmond writer is trying to solve a Goochland cold case involving the death of a child"

The article mentions the writer's research beginning at the Library of Virginia.

https://richmond.com/news/local/lohmann-70-years-later-a-richmond-writer-is-trying-to-solve-a-goochland-cold-case/article_8497cf6a-c515-54d9-808a-19e1aa923804.html

The Smithfield Times (Isle of Wight) | May 12, 2021

"Ex-WPD officer allegedly erased phone"

"It is absolutely not standard practice for employees to wipe their phones, as it potentially incurs the destruction of documents sooner than the Library of Virginia retention standards dictate."

<https://www.smithfieldtimes.com/2021/05/12/ex-wpd-officer-allegedly-erased-phone/>

The Smithfield Times (Isle of Wight) | May 13, 2021

"Ex-WPD officer allegedly erased phone" UPDATE

"If there was pending action then said deletion would have been done contrary to the VPRA (Virginia Public Records Act)," said Library of Virginia records management coordinator Chad Owen.

<https://www.smithfieldtimes.com/2021/05/13/update-ex-wpd-officer-allegedly-erased-phone/>

In Your Area / Mid Devon Gazette (Mid Devon, UK) | May 14, 2021

"Family historian has first book published in United States"

The article mentions research done in records at the Eastern Shore Public Library and the Library of Virginia, among others.

<https://www.inyourarea.co.uk/news/a-family-historian-has-first-book-published-in-united-states/>

Culpeper Star-Exponent | May 18, 2021

"Traveling moonshine display now on exhibit at Culpeper Library"

https://starexponent.com/news/traveling-moonshine-display-now-on-exhibit-at-culpeper-library/article_d77323b2-ae9f-50a2-858a-3b4477039a06.html

Culpeper Star-Exponent | May 24, 2021

"Creating a record of Culpeper Black history"

The Library's director of Public Services and Outreach, Gregg Kimball, attended the Culpeper Black history documentation session, and recently gave a virtual talk for Culpeper County Library on his research for a book about musician Jim Strother.

https://starexponent.com/news/creating-a-record-of-culpeper-black-history/article_c953dff5-720a-5eb2-9bb1-e510853a1a18.html

Culpeper Star-Exponent | May 26, 2021

"Brewery and library partner for history event"

An event at Belmont Farm & Distillery complemented the Library's traveling exhibition *Teetotalers & Moonshiners* on display at the local library through June 26.

https://starexponent.com/business/brewery-and-library-partner-for-history-event/article_8b7927c5-784b-5232-8d2f-170e952100d6.html

WAVY TV 10 (Norfolk) | May 26, 2021

“Historical highway marker unveiled for Chesapeake civil rights trailblazer”

The idea was formulated in 2011, when the family of Dr. Hugo Armstrong Owens met with the Library of Virginia.

<https://www.wavy.com/news/local-news/chesapeake/historical-highway-marker-unveiled-for-chesapeake-civil-rights-trailblazer/>

City of Virginia Beach News | May 27, 2021

“Expanded Hours, New Exhibition Coming to Thoroughgood House in June”

A traveling version of *New Virginians: 1619-2019 and Beyond*, an exhibition from the Library of Virginia and Virginia Humanities and supported by 2019 Commemoration, American Evolution, visits the Thoroughgood House Education Center, June 14–July 24.

<https://www.vbgov.com/news/pages/selected.aspx?release=5304&title=expanded+hours,+new+exhibition+coming+to+thoroughgood+house+in+june>

Eastern Shore Post | May 27, 2021

“British Author Writes Book About First Northampton County Clerk of Court”

The author used records in England and Virginia, including the archives of the Eastern Shore Public Library, the Library of Virginia, the Northampton County Circuit Court, and the Northampton Historic Preservation Society, among others.

<https://www.easternshorepost.com/2021/05/27/british-author-writes-book-about-first-northampton-county-clerk-of-court/>

Culpeper Star-Exponent | June 1, 2021

“Learning about moonshine becomes a hands-on affair”

The Library’s traveling exhibition *Teetotalers & Moonshiners: Prohibition in Virginia, Distilled* includes a companion event at a brewery.

https://starexponent.com/business/learning-about-moonshine-becomes-a-hands-on-affair/article_b018bf0e-ce50-542f-bed8-1e5362d0a442.html

Style Weekly (Richmond) | June 1, 2021

“A History of Rebellion”

The article promotes the Library’s June 10 virtual Weinstein Author talk by Dr. Vanessa M. Holden on her book *Surviving Southampton: African American Women and Resistance in Nat Turner’s Community*.

<https://www.styleweekly.com/richmond/a-history-of-rebellion/Content?oid=17508693>

Lyme Online (Devon, UK) | June 3, 2021

“Biography of Sea Venture passenger published after years of family history”

The article mentions research done in records at the Eastern Shore Public Library and the Library of Virginia, among others.

<https://lyme-online.co.uk/news/lyme-regis-news/biography-of-sea-venture-passenger-published-after-years-of-family-history/>

The Virginian-Pilot (Norfolk) | June 6, 2021

“Literary Notes: Just who was rebelling in Nat Turner’s Rebellion? A historian explores the question.”

The article promotes the Library’s June 10 virtual Weinstein Author talk by Dr. Vanessa M. Holden on her book *Surviving Southampton: African American Women and Resistance in Nat Turner’s Community*.

<https://www.pilotonline.com/entertainment/books/vp-db-book-literary-notes-060621-20210606-qzbadgvmqjf5fp7tzpxrzmis2q-story.html>

WFXR-TV (Roanoke) | June 8, 2021

“More than 41,000 children’s books donated to Roanoke Public Libraries”

The Library of Virginia provided funding to pilot the READ and READY! project in Roanoke, which will expand to other public libraries and communities in Virginia.

<https://www.wfxrtv.com/news/local-news/roanoke-valley-news/more-than-41000-childrens-books-donated-to-roanoke-public-libraries/>

WWBT-12 (Richmond) | June 16, 2021

“Library of Va. celebrating 50th anniversary of commonwealth’s constitution”

<https://www.nbc12.com/2021/06/16/library-va-celebrating-50th-anniversary-commonwealths-constitution/>

The Roanoke Times | June 19, 2021

“Review: ‘Virginians’ offers a clear understanding of our past”

Book review of *Virginians and Their Histories* by Brent Tarter, a historian, author, and retired editor with the Library of Virginia.

https://roanoke.com/entertainment/books/review-virginians-offers-a-clear-understanding-of-our-past/article_3e111a0e-cadf-11eb-9fc1-0f62a75798d2.html

Shore Daily News (Eastern Shore) | June 21, 2021

“ESPL too Offer 1,000 Things Before Kindergarten Early Childhood Program”

The article mentions that the Eastern Shore Public Library’s program is offered in partnership with the Library of Virginia and funded by the Institute of Museum and Library Services.

<https://shoredailynews.com/headlines/espl-to-offer-1000-things-before-kindergarten-early-childhood-program/>

PAID ADVERTISING

GENERAL ADS

Richmond Times-Dispatch

One-third page ad in the Sunday, June 6, 2021, issue for the Library’s blog, The UncommonWealth.

WEINSTEIN AUTHOR SERIES & OTHER BOOK TALK ADS

Richmond Times-Dispatch

April 2021 *Discover Richmond* magazine section 1/3-page print ad plus digitals for the 2021 Weinstein Author Series.

RT-D “Deck ads” (9.89” x 3”) plus digitals to promote book talk events:

- Joshua D. Rothman, *The Ledger and the Chain: How Domestic Slave Traders Shaped America*, May 13, 2021.
- Weinstein Author Series, Kim Roberts, *By Broad Potomac’s Shore: Great Poems from the Early Days of Our Nation’s Capital*, April 15, 2021.

- Weinstein Author Series, Vanessa Holden, *Surviving Southampton: African American Women and Resistance in Nat Turner's Community*, June 10, 2021

Richmond Free Press

11" x 3" print ad for Weinstein Author Series, Vanessa Holden, *Surviving Southampton: African American Women and Resistance in Nat Turner's Community*, June 10, 2021.

LIBRARY OF VIRGINIA | April–May 2021 Social Media & Email Marketing Metrics

Facebook

April

Posts: 33

Total Page Likes: 10,543

Top Post Performer: 1,670 reach, 148 engagements

- April 14 post about a staff visit to the Kofile Technologies facility to inspect items sent for conservation treatment through Circuit Court Records Preservation Program grants.

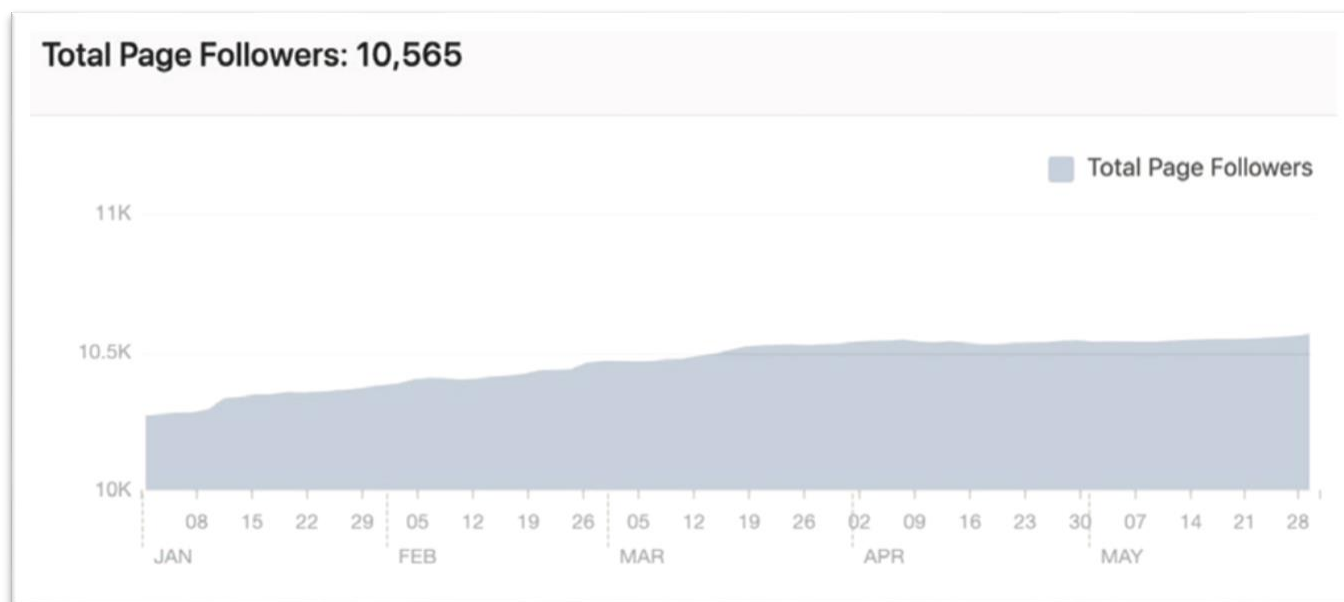
May

Posts: 43

Total Page Likes: 10,566

Top Post Performer: 3,867 reach, 679 engagements

- May 24 UncommonWealth blog post, “Wanted: Volunteers to Index Virginia’s Vital Records!”



Twitter

April

Number of Tweets: 76

Overall Impressions: 76.6K

Followers: 6,819

New Followers: 13

Overall Engagement: 1%

May

Number of Tweets: 79

Overall Impressions: 62.6K
Followers: 6,805
New Followers: -14
Overall Engagement 1.1%

Instagram

April

Posts: 16
Engagements: 742
Number of Followers: 3,635

May

Posts: 16
Engagements: 512
Number of Followers: 3,674

Pinterest

April

Overall Impressions: 11.92K
Total Audience: 7.83K
Engagements: 348
Engagement Rate: 2.92%
Number of Followers: 1.3K

May

Overall Impressions: 14.28K
Total Audience: 7.72K
Engagements: 482
Engagement Rate: 3.37%
Number of Followers: 1.3K

YouTube

May

Subscribers: 4.54K
Total Videos Posted: 269
Number of Videos Posted April–May: 7
Highest Number of Views in April & May: 166 views

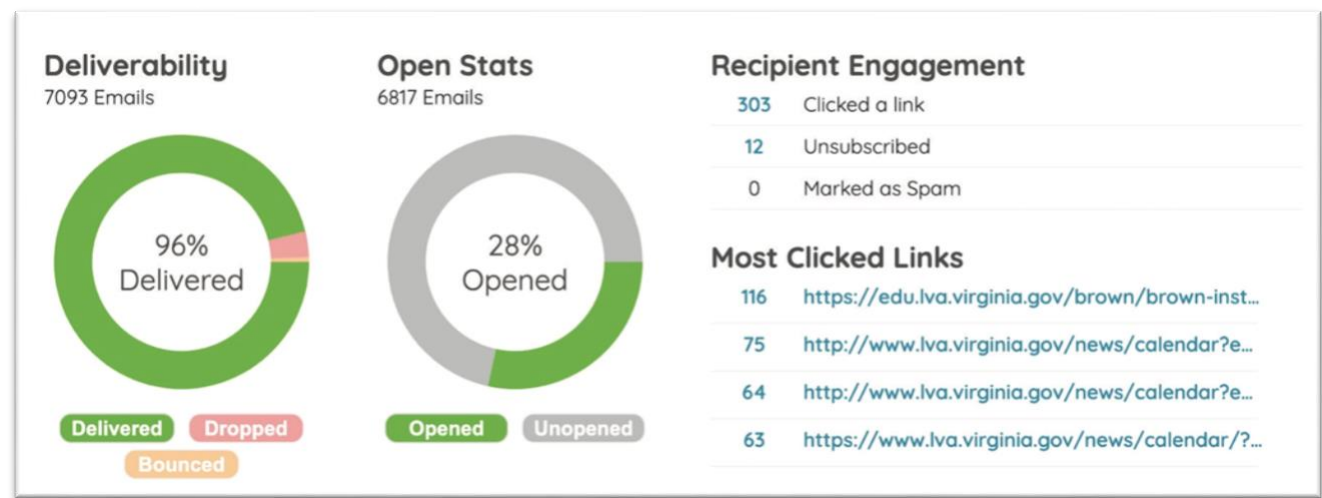
- Virtual conversation with author Joshua D. Rothman on his book *The Ledger and the Chain: How Domestic Slave Traders Shaped America*

Email Marketing Metrics

Monthly Newsletter

May

Open Rate: 28%



“Engage with the Library” emails

April

Open Rate: 31%

May

Open Rate: 26%

Weinstein Author Series promotional emails

April

Open Rate: 24%

May

Open Rate: 25%

THE LIBRARY BOARD
of
THE LIBRARY OF VIRGINIA

Committee Name: **NOMINATING COMMITTEE**

Date: Monday, June 28, 2021

Committee Members: Robert D. Aguirre
Paul Brockwell
Mohammed Esslami
Marcy Sims
Blythe Ann Scott

1. Proposed Slate of Officers for 2021-2022

The Nominating Committee proposes the following slate of officers for the Library Board for July 1, 2021 - June 30, 2022:

Chair: Blythe Ann Scott

Vice-Chair Paul Brockwell

Past Chair L. Preston Bryant, Jr.

In addition to the above-named officers, the Executive Committee shall also include:

R. Chambliss Light, Jr.

Shelley Viola Murphy

Proposed Library Board Meeting Dates

2021 - 2022

Monday, September 13, 2021

Thursday, November 18, 2021

(Joint retreat with Foundation Board, 12:30-4:00 p.m.)

Monday, January 10, 2022

Monday, April 11, 2022

Monday, June 27, 2022

(Annual Meeting and Luncheon)

The Commonwealth of Virginia
A Resolution of the Library Board

WHEREAS Kathy Johnson Bowles was appointed in October 2015 by Governor Terry McAuliffe to a five-year term on the Library Board; and

WHEREAS she served faithfully as a member of the Board during her term and provided the Board and Library staff with sound advice based on her extensive experience working with many cultural and community organizations as well as in the field of higher education; and

WHEREAS during her tenure on the Board, she was an active member of the Education, Outreach, and Research Services Committee, the Archival, Collections, and Records Management Services Committee, and the Legislative and Finance Committee, and served ably as chair of the Education, Outreach, and Research Services Committee from July 1, 2017 through May 2021; and

WHEREAS she has been a strong advocate for the mission of the Library of Virginia and a supporter of its many programs and educational initiatives, now therefore

BE IT RESOLVED by the Library Board on this 28th day of June 2021 that the Library Board recognize Kathy Johnson Bowles for her leadership and service; 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 Kathy Johnson Bowles as a token of the Board's appreciation of her service to the Library and to the Commonwealth of Virginia.

The Commonwealth of Virginia
A Resolution of the Library Board

WHEREAS Mohammed Esslami was appointed in December 2015 by Governor Terry McAuliffe to fill the final months of an unexpired term on the Library Board; and

WHEREAS he was reappointed by Governor McAuliffe in September 2016 to a full five-year term, expiring on June 30, 2021; and

WHEREAS he served faithfully as a member of the Board during this period and provided the Board and Library staff with sound advice based on his more than twenty years experience in public libraries in northern Virginia; and

WHEREAS during his tenure on the Board, he was an active member of the Education, Outreach, and Research Services Committee, serving as the committee's vice chair from July 1, 2017 to June 30, 2019, and the Public Library Development Committee, serving as the committee's vice chair from July 1, 2016 to June 30, 2017, and as a member of the Nominating Committee, July 1, 2020 to June 30, 2021; and

WHEREAS he has been a strong advocate for public libraries and the important role they play in the educational life of the Commonwealth; now therefore

BE IT RESOLVED by the Library Board on this 28th day of June 2021 that the Library Board recognize Mohammed Esslami for his leadership and service; 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 Mohammed Esslami as a token of the Board's appreciation of his service to the Library and to the Commonwealth of Virginia.

LIBRARY OF VIRGINIA RESOLUTION

POLICY ON ELECTRONIC PARTICIPATION IN LIBRARY BOARD MEETINGS

(Originally adopted September 28, 1998; last updated September 24, 2018)

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 pursuant to this policy, 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; due to a family member's medical condition that requires the member to provide care for such family member, thereby preventing the member's physical attendance; or another personal matter may participate in the meeting electronically by notifying 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.

/S/ Sandra G. Treadway
Secretary to the Library Board

July 1, 2021

THE LIBRARY BOARD • July 1, 2021 – June 30, 2022



**L. Preston Bryant Jr.,
Chair**

McGuireWoods Consulting LLC
800 E. Canal Street
Richmond, Virginia 23219
Office: 804-775-1923
pbryant@mwcllc.com
5-year term ending June 30, 2021.
Succeeding Carole Weinstein; **Seat 15**



Maya Castillo

4409 Rockcrest Drive
Fairfax, VA 22032
maya.a.castillo@gmail.com
Cell: 540-870-1677
5-year term ending June 30, 2024.
Succeeding Jon Bowerbank; **Seat 9**



Shelley Viola Murphy

36 Colonial Road,
Palmyra, Virginia 22963
shelleyviola@gmail.com
Cell: 434-806-7433
5-year term ending June 30, 2021.
Succeeding Patricia Thomas Evans;
Seat 14



Robert D. Aguirre

211 Betts Road
Harrisonburg, Virginia 22802
Aguirrrd@jmu.edu
Phone: 586-277-4070
5-year term ending June 30, 2023.
Succeeding Christopher G. Oprison; **Seat 5**



Mohammed Esslami

2916 Cantania Place
Woodbridge, Virginia 22192
esslami@yahoo.com
Phone: 571-484-8360
succeeding incomplete term of Ernestine
Middleton, 2015-2016.
5-year term ending June 30, 2021.
Succeeding Himself; **Seat 13**

Lana Real

294 Rosebud Run
Aylett, VA 23009
(520)232-4361
exlibrislana@gmail.com
5-year term ending June 30, 2025.
Succeeding Kathy Johnson Bowles; **Seat 11**

Laura L. L. Blevins

289 Valley Street NW,
Abingdon, VA 24210
laura@laurablevins.com
Phone: 276-608-5454
5-year term ending June 30, 2024.
Succeeding M. David Skiles; **Seat 7**



R. Chambliss Light Jr.

1505 Linden Avenue
Lynchburg, Virginia 24503
chamlight777@yahoo.com
Cell: 434-384-8515
5-year term ending June 30, 2022.
Succeeding Himself; **Seat 1**

Blythe Ann Scott

536 Redgate Avenue
Norfolk, Virginia 23507
757-406-9843
blythescott@cox.net
5-year term ending June 30, 2023.
Succeeding Carol Hampton; **Seat 6**



Paul Brockwell

1228 E. Broad Street, Box 980234
Richmond, Virginia 23223
Personal address:
1206 E. Broad Street, Apt. 2
Richmond, VA 23223
cpbroc@gmail.com
Cell: 804-614-5589
5-year term ending June 30, 2022.
Succeeding Su Yong Min; **Seat 3**



Barbara Vines Little

P.O. Box 1273
Orange, Virginia 22960
bvlittle@earthlink.net
Phone: 540-832-3473
Cell: 540-222-7600
5-year term ending June 30, 2025.
Succeeding herself; **Seat 12**

Marcy Sims

1160 Cedar Point Drive
Virginia Beach, Virginia 23451
marcysims@cox.net
Home: 757-425-1847
Cell: 757-773-7972
5-year term ending June 30, 2023.
Succeeding Herself; **Seat 4**

Dr. Robert L. Canida II*

P.O. Box 758
Pembroke, NC 28372
(910)736-4713
Robert.Canida.Phd@gmail.com
canida_rl@lynchburg.edu
5-year term ending June 30, 2025.
Succeeding Dr. Mark E. Emblidge;
Seat 10 *use both email addresses



Mark Miller

40511 O'Connors Circle
Leesburg, Virginia 20175
mark.miller@LNF.com
Phone: 703.888.6639
5-year term ending June 30, 2022.
Succeeding Emily O'Quinn; **Seat 2**

Leonard C. Tengco*

2817 Shawn Leigh Drive
Vienna, VA 22181
ltengco@pesner.com
leonardtengco@gmail.com
Cell: 757-647-1985
5-year term ending June 30, 2024.
Succeeding Kristin Cabral; **Seat 8**
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