



## THE LIBRARY BOARD MEETING MINUTES

*Wednesday, February 5, 2025*

*Electronic Meeting*

*1:00 p.m.*

**Board Members Attending:** C. Paul Brockwell Jr. (Chair); Peter E. Broadbent Jr., L. Preston Bryant Jr., Robert L. Canida II, Chelle Davis, Suzette Denslow, Elizabeth “Betsy” Fowler, Samuel Hayes III, Shelley Viola Murphy, Mary Prentice, Lana Real and Malfourd W. “Bo” Trumbo (Vice Chair)

**Board Members Absent:** Carol Finerty; Blythe Ann Scott; Barbara Vines Little

**LVA Staff and Guests Attending:** Dennis T. Clark (Librarian of Virginia); Daniel Hinderliter (Deputy for Finance and Administration); John Metz (Deputy for Collections); Greg Crawford (State Archivist); Tracy Molnar, Angela Flagg, Vanessa Anderson, Sarah Falls, Kim Armentrout

**State Officials Attending:** Emily Anne Gullickson, Deputy Secretary of Education; Abigail Gump, Assistant Attorney General and Board Counsel

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- I. **Call to Order:** C. Paul Brockwell Jr., chair, called the meeting to order at 1:00 p.m.
- II. **Approval of Consent Agenda:** Mr. Brockwell asked for a motion to approve the consent agenda, which included the November 21 Meeting Minutes and two amended policies with technical updates regarding all-electronic meetings and electronic participation in Board and committee meetings. Mr. Trumbo moved the approval, and the motion was seconded. The Board approved the consent agenda with the following roll-call vote:

Broadbent – Aye

Bryant – Aye

Canida – Aye

Davis – Aye

Denslow – Aye

Fowler – Aye

Hayes – Aye

Murphy – Aye

Prentice – Aye

Real – Aye

Trumbo – Aye

Brockwell - Aye

- III. **Welcome to Visitors and Staff:** Mr. Brockwell extended a warm welcome to Library Board members, to the Library leadership, to staff of the Library of Virginia Foundation and to guests including Abigail Gump, board counsel and assistant attorney general (OAG); and Emily Anne Gullickson, Deputy Secretary for Education.
- IV. **Public Comment:** No public comment was offered.
- V. **Report from Partner Organizations:** Conley Edwards, president of the Friends of the Virginia State Archives, could not attend, but shared a written report that Mr. Brockwell summarized.
- VI. **Report of the Librarian of Virginia:** Mr. Clark shared the Library's new Strategic Goals and provided several updates on the Library's strategic activities including:
- a. Project Manager Chinh Vu is leading both the State Records Center (SRC) Expansion and the Library of Virginia Renovations. The SRC Expansion is ahead of schedule, aiming for substantial completion by December 2026. The RFP for the renovations to 800 East Broad Street is expected to be released soon, with a contract start date of July 1, 2025.
  - b. The Library will work with the Department of Education which is managing a \$10 million federal grant to place digital navigators around the Commonwealth focusing on workforce development. The extent of the Library's participation remains fluid.
  - c. The Library is recruiting for its first chief technology officer, a new position which will oversee information technology strategy and digital initiatives, supporting LVA's goal of being a national leader as a digital-first library.

Following the presentation of the strategy and goals, Mr. Trumbo made a motion to affirm the board's approval for the Library's newly adopted Strategic Goals for 2025-2029. The motion was seconded, and the Board recorded a unanimous roll-call vote:

Broadbent – Aye	Hayes – Aye
Bryan – Aye	Murphy – Aye
Canida – Aye	Prentice – Aye
Davis – Aye	Real – Aye
Denslow – Aye	Trumbo – Aye
Fowler – Aye	Brockwell – Aye

After the Librarian's Report, Mr. Trumbo moved that the Library Board convene in a closed meeting pursuant to § 2.2-3711 A(1) and A(8) of the *Code of Virginia* to discuss personnel matters and to consultation with legal counsel. The motion was seconded and approved by roll-call vote:

Broadbent – Aye	Hayes – Aye
Bryan – Aye	Murphy – Aye
Canida – Aye	Prentice – Aye
Davis – Aye	Real – Aye
Denslow – Aye	Trumbo – Aye
Fowler – Aye	Brockwell – Aye

The board entered a brief closed session and upon conclusion of the discussions resumed the open session of the meeting. Mr. Trumbo offered the following motion for the Board:

*Because the Library Board convened in a closed session today pursuant to a recorded vote to be included in the minutes and in accordance with the Virginia Freedom of Information Act and because Section 2.2-3712(d) requires that we certify that such a Closed Meeting was conducted in conformity with the law, I'd like to move that the Board certify by roll-call vote that, to the best of each members' knowledge: 1. Only public business matters lawfully exempted from open business meeting requirements under this chapter; and 2. Only such public business matters as were identified in the motion by which the Closed Meeting was convened were here, discussed or considered in the meeting by the public body.*

The motion was duly seconded. Mr. Brockwell asked that any member of the Board who believes there was a departure from the requirement of the clauses of the motion shall so state prior to the vote, indicating the substance of the departure that has, in his or her judgment, taken place. Hearing no concerns, the Board certified its closed session unanimously by a roll-call vote:

Broadbent – Aye  
Bryant – Aye  
Canida – Aye  
Davis – Aye  
Denslow – Aye  
Fowler – Aye  
Hayes – Aye

Murphy – Aye  
Prentice – Aye  
Real – Aye  
Trumbo – Aye  
Brockwell – Aye

- VII. **Report of Chair:** Mr. Brockwell thanked the board members for completing their financial disclosure forms and encouraged them to complete the online Conflicts of Interest Training before the April 11 meeting. He reminded the Board that nominations for the 2025 Patron of Letters Award recipients are open through the end of February. He continues to work on board relations and succession planning. This spring, Mr. Brockwell expects the Bylaws Committee to convene prior to the April meeting, and he hopes to see other members at upcoming events like the Strong Men and Women in Virginia History event. Finally, he reported that the updates to the Library's Patron of Letters degree appear to be on a smooth track through the current General Assembly. He ended by thanking Board members for their positive engagement and thoughtful comments on the updates to the Collections Development Statement.

VIII. **Committee/Division Reports:**

- a. **Archival, Collections, and Records Management Services Committee:** Dr. Metz provided milestones for the State Records Center (SRC) expansion project and shared that the committee will have an electronic meeting on February 21 at 10 a.m. to discuss the latest revisions to the Collections Development Statement. State Archivist Greg Crawford explained the Circuit Court Records Program (CCRP) and reviewed the Annual Report on Reducing the Archival Backlog. A brief period of questions followed.

- b. **Communications, Education, Outreach and Research Services Committee:** Sarah Falls highlighted the incredible reach provided by the Library's digital programming while acknowledging the impact of in-person engagement at events and exhibitions. She recommended everyone attend a special afternoon performance of *Loving v. Virginia* by the Virginia Opera Company on Wednesday, March 5 at 2 p.m. She also reported that the public services division has recently been undergoing training.
  - c. **Legislative and Finance Committee:** Dan Hinderliter shared details of Library's financial condition and recent expenditures. A brief period of questions and discussion followed.
  - d. **Public Library Development Committee:** No report was offered as the committee moved all business to the next board meeting on April 11. It does expect to have early evaluations of potential state waiver requests at this meeting.
  - e. **Library of Virginia Foundation:** Scott Dodson described recent fundraising activities led by the foundation, including preparations for the 2025 Literary Awards. He shared that nominations for this year's awards will close March 1. Mr. Brockwell congratulated Mr. Dodson for the foundation's work to bring Whisk, the new café vendor on board. He asked everyone to mark calendars for Saturday, Sept. 20, 2025, for the Literary Awards.
- IX. **Communications and Marketing Updates:** Angela Flagg, Director of Marketing and Communications, provided a recap of her division's work in 2024 including more than 5,000 new followers in social media, more 3 million impressions from marketing campaigns and 153 news stories statewide.
- X. **Human Resources Updates:** Vanessa Anderson, Director of Human Resources, provided an update on recent personnel changes at the Library.
- XI. **Adjournment:** Hearing no additional business, Mr. Brockwell adjourned the meeting at 2:45 p.m. He thanked everyone for their engagement and encouraged board members to see the "Mapping the Commonwealth" exhibit when on site for the next board meeting on Friday, April 11, 2025.