

## THE LIBRARY BOARD

**800 E. Broad Street, Richmond, VA 23219**

**November 21, 2024**

**2:00 p.m.**

### MEETING MINUTES

**Members Attending:** C. Paul Brockwell Jr. (Chair); Peter Broadbent Jr., L. Preston Bryant Jr., Robert L. Canida II, Chelle Davis, Suzette Denslow, Elizabeth “Betsy” Fowler, Samuel Hayes III, Barbara Vines Little, Mary Prentice, Blythe Ann Scott and Malfourd W. “Bo” Trumbo;

**Members Absent:** Carol Finerty, Lana Real, and Shelley Viola Murphy

- I. **Call to Order:** C. Paul Brockwell Jr., chair, called the meeting to order at 2:05 p.m.
- II. **Approval of Agenda:** Mr. Brockwell asked for a motion to approve the agenda. Suzette Denslow moved the approval, and the motion was seconded. The Board approved the agenda.
- III. **Welcome to Visitors and Staff:** Mr. Brockwell extended a warm welcome to Library Board members, to the Library management team, to members of the Library of Virginia Foundation Board and to guests including Abigail Gump, board counsel and assistant attorney general; and to Conley Edwards, president of the Friends of the Virginia State Archives,
- IV. **Public Comment:** No public comment was offered.
- V. **Approval of the Library Board Minutes from September 20, 2024:** Mr. Brockwell asked if there were any additional edits. Hearing none, he asked for a motion to approve the minutes as amended. The motion was made by Ms. Denslow and seconded. The board approved the minutes.
- VI. **Strategic Plan Development:** Mr. Clark provided an update on the process to develop the Library’s next strategic plan and shared four emerging themes. He expressed his vision that the Library’s strategic framework should prioritize broad, ambitious goals for the future rather than specific internal tasks. The strategic planning committee is actively developing the framework and plans to share preliminary outcomes with staff before the end of the calendar year. The framework is grounded in the Library’s mandates as outlined in the *Code of Virginia*.
- VII. **Capital Projects:** Mr. Clark reminded everyone the Library has two ongoing capital projects; 1) the State Records Center expansion will break ground early in 2025 and 2) the redesign of the Library’s public spaces at 800 East Broad. The Department of General Services (DGS), the building’s owner, will post a Request for Proposals to develop schematic designs for the ground floor. Once all bids are reviewed and a firm is selected, the schematic design development will take 12-18 months.

VIII. **Proposed Collections Development Statement:** Mr. Brockwell offered a brief introduction to the Library's process for updating the Collections Development Statement and shared that because the document is undergoing an update for the first time, he wanted to ensure all members had the opportunity to learn about the document, how it is used and to be able to share feedback or questions with staff through an inclusive and transparent process. Mr. Clark expressed his appreciation to Dr. John Metz, Deputy for Collections and Programs, and his working group members for reviewing and editing the previous document. While all Board members are welcome to review and provide feedback, the Archives Committee is tasked with examining the document closely and providing recommendations to the Board. A brief period of discussion followed.

IX. **Reports from Other Organizations**

- A. **Library of Virginia Foundation:** Scott Dodson provided an update on the foundation's recent board meeting, highlighting the selection of a new café provider. Board President Pia Trigiani expressed gratitude for everyone's support of the Literary Awards, noting its significant financial success benefits the Library. The date for the next year's Literary Awards has been scheduled for September 20, 2025, and she encouraged everyone to attend.
- B. **Friends of the Virginia State Archives:** Conley Edwards, president of the Friends of the Virginia State Archives, provided an update on recent activities including the sale of Transcrib-a-versary merchandise.

X. **Report of the Librarian of Virginia:** Mr. Clark reported that a Library of Virginia Annual Report will be presented as upcoming issue of the *Broadside* magazine. He also encouraged everyone to visit the Library's two ongoing exhibits "Mapping the Commonwealth, 1816-1826" and "Home to Frontline, Virginia's WWII Story."

XI. **Report of the Chair:** Mr. Brockwell reported on last month's Executive Committee meeting. He asked everyone to note the meeting location of the April board meeting was changed from Abingdon to Richmond.

XII. **Adjournment:** Hearing no additional business, Mr. Brockwell adjourned the meeting at 3:10 p.m. He thanked everyone for their engagement and encouraged board members to see the exhibits downstairs. The next board meeting will be Monday, Jan. 6, 2025, at the Library of Virginia.

Chair:

  
C. Paul Brockwell Jr., Chair

Secretary:

  
Dennis T. Clark, Librarian of Virginia