



THE LIBRARY BOARD

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

(804) 692-3535

MEETING AGENDA

Monday
June 26, 2023

THE LIBRARY OF VIRGINIA
800 East Broad Street
Richmond, Virginia 23219-8000
804-692-3535

AGENDA

MONDAY, June 26, 2023

8:00 a.m.

Continental Breakfast

Conference Room A

8:30 a.m. – 9:25 a.m.

Conference Room A

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

Robert L. Canida II, *Chair*
Peter E. Broadbent Jr., *Vice Chair*
C. Paul Brockwell Jr.
Carol G. Finerty
Barbara Vines Little
Blythe Ann Scott
Leonard C. Tengco

John Metz, Greg Crawford – *Staff Liaisons*

Orientation Room

Public Library Development Committee

Marcy Sims, *Chair*
Lana Real, *Vice Chair*
Laura L. L. Blevins
L. Preston Bryant Jr.
Maya Castillo
Suzette Denslow
Shelley Viola Murphy

Nan Carmack – *Staff Liaison*

9:30 a.m. – 10:20 a.m.

Conference Room A

Legislative and Finance Committee

L. Preston Bryant Jr., *Chair*
Suzette Denslow, *Vice Chair*
Laura L. L. Blevins
C. Paul Brockwell Jr.
Maya Castillo
Blythe Ann Scott
Leonard C. Tengco

Daniel Hinderliter – *Staff Liaison*

Orientation Room

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

Robert L. Canida II, *Vice-Chair*
Peter E. Broadbent Jr.
Carol G. Finerty
Barbara Vines Little
Shelley Viola Murphy
Lana Real
Marcy Sims

Gregg Kimball, Angela Flagg – *Staff Liaisons*

**THE LIBRARY BOARD
of
THE LIBRARY OF VIRGINIA**

MONDAY, JUNE 26, 2023

AGENDA

10:30 a.m.

The Library Board Meeting

Meeting Room 2M.020

- | | | |
|-------|--|-------------------------------------|
| I. | Call to Order | <i>C. Paul Brockwell Jr., Chair</i> |
| II. | Approval of Agenda | <i>The Board</i> |
| III. | Welcome to Visitors and Staff | <i>C. Paul Brockwell Jr., Chair</i> |
| IV. | Public Comment | |
| V. | Approval of the Library Board Minutes of April 17, 2023 | <i>The Board</i> |
| VI. | Reports from Other Organizations | |
| VII. | Committee/Division Reports | |
| | <ul style="list-style-type: none">• Archival, Collections, and Records Management Services Committee <i>Robert L. Canida II</i>
<i>Action Item: Approval of Change in the Regulation Governing the Destruction of Public Records Containing Social Security Numbers</i>• Education, Outreach, and Research Services Committee <i>Robert L. Canida II</i>• Legislative and Finance Committee <i>L. Preston Bryant Jr.</i>• Public Library Development Committee <i>Marcy Sims</i>
<i>Action Items: Approval of State Aid Waiver Requests</i>
<i>Approval of FY 23 State Aid Allotments</i>
<i>Approval of Change in the Regulation Relating to Five-Year Plans</i>• Library of Virginia Foundation <i>Scott Dodson</i> | |
| VIII. | Report of the Librarian of Virginia | <i>Sandra G. Treadway</i> |
| IX. | Report of the Chair | <i>C. Paul Brockwell Jr.</i> |
| | <ul style="list-style-type: none">• Report of the Executive Committee
<i>Action Items: Approval of Recommendations from June 13 Executive Committee Meeting</i>
<i>Approval of Resolutions for Board Service</i> | |
| X. | Report of the Nominating Committee | <i>Marcy Sims</i> |
| | <i>Action Item: Approval of Proposed Slate of Officers for 2023-2024</i> | |
| XI. | Old or New Business | |
| | <i>Action Item: Approval of Proposed Meeting Dates for 2023-2024</i> | |
| XII. | Adjournment | |

***** The Annual Luncheon will take place in the first-floor conference rooms beginning at 12:30 p.m.*****

**THE LIBRARY BOARD
of
THE LIBRARY OF VIRGINIA**

Committee Name: **ARCHIVAL, COLLECTIONS, AND RECORDS
MANAGEMENT SERVICES**

Date: **Monday, June 26, 2023 – 8:30 a.m. – 9:25 a.m.**

Place: **The Library of Virginia – *Conference Room A***

Committee Members: Robert L. Canida II, *Chair*
Peter E. Broadbent Jr., *Vice Chair*
C. Paul Brockwell, Jr.
Carol G. Finerty
Barbara Vines Little
Blythe Ann Scott
Leonard C. Tengco

John Metz, Greg Crawford – *Staff Liaisons*

AGENDA

1. Ancestry.com Partnership Update – Kathy Jordan
2. Revision of Electronic Records Guidelines – Greg Crawford
3. Completion of the Virginia Untold NHPRC Project – Greg Crawford
4. State Records Center Update – John Metz
5. Diseased Microfilm Update – John Metz
6. Requirement in the Regulations governing the Destruction of Public Records Containing Social Security Numbers – John Metz

Committee Action Items:

Approval of Change in the Regulation Governing Destruction of Public Records Containing Social Security Numbers

Board Information Items:

Report of the Committee Chair

Board Action Items:

Approval of Committee Recommendation on Change in the Regulation Governing the Destruction of Public Records Containing Social Security Numbers

**THE LIBRARY BOARD
of
THE LIBRARY OF VIRGINIA**

Committee Name: **PUBLIC LIBRARY DEVELOPMENT COMMITTEE**

Date: **Monday, June 26, 2023 -- 8:30 a.m. – 9:25 a.m.**

Place: **The Library of Virginia – *Orientation Room***

Committee Members: Marcy Sims, *Chair*
Lana Real, *Vice Chair*
Laura L. L. Blevins
L. Preston Bryant Jr.
Maya Castillo
Suzette Denslow
Shelley Viola Murphy

Nan Carmack – *Staff Liaison*
Kim Armentrout

AGENDA

1. Update on Book Challenges – Nan Carmack
2. **State Aid Waiver Requests and Recommendations** – Kim Armentrout
3. **State Aid Allocation Review and Recommendations** – Kim Armentrout
4. Regulatory Reduction Proposal Discussion – All

Committee Action Items:

Approve/deny State Aid waiver applications
Approve/deny State Aid allocations
Recommendations Relating to Proposed Change/Changes in two Library Board Regulations

Board Information Items:

Report of the Committee Chair

Board Action Items:

Approve/deny State Aid waivers
Approve State Aid allocations
Approve Committee Recommendations on Changes to Library Board Regulations

**THE LIBRARY BOARD
of
THE LIBRARY OF VIRGINIA**

Committee Name: **LEGISLATIVE AND FINANCE COMMITTEE**

Date: Monday, June 26, 2023 – 9:30 a.m. – 10:20 a.m.

Place: The Library of Virginia – *Conference Room A*

Committee Members: L. Preston Bryant Jr., *Chair*
Suzette Denslow, *Vice Chair*
Laura L. L. Blevins
C. Paul Brockwell Jr.
Maya Castillo
Blythe Ann Scott
Leonard C. Tengco

Daniel Hinderliter – *Staff Liaison*

AGENDA

1. Review of Statement of Financial Condition – Dan Hinderliter
2. Update from General Assembly Sessions to Date – Dan Hinderliter
3. Potential Budget Decision Packages – Dan Hinderliter
 - a. Alignment of Future Resources Study (new operating funding request)
 - b. IT Needs (request previously supported by House... held up by process)
 - c. Detailed Drawing, Planning (capital request for building updates)

Committee Action Items:

None

Board Information Items:

Report of the Committee Chair

Board Action Items:

None

**THE LIBRARY BOARD
of
THE LIBRARY OF VIRGINIA**

Committee Name: **EDUCATION, OUTREACH, AND RESEARCH SERVICES
COMMITTEE**

Date: **Monday, June 26, 2023 – 9:30 a.m. – 10:20 a.m.**

Place: **The Library of Virginia – *Orientation Room***

Committee Members: Robert L. Canida II, *Vice Chair*
Peter E. Broadbent Jr.
Carol G. Finerty
Barbara Vines Little
Shelley Viola Murphy
Lana Real
Marcy Sims

Gregg Kimball, Angela Flagg – *Staff Liaisons*

AGENDA

1. Library activities during the National Genealogical Society meeting in Richmond –
Cara Griggs, Ashley Craig
2. “Transforming the Future of Libraries and Archives” Internship Program – Catherine
Fitzgerald Wyatt
3. Update on “LVA on the Go” – Catherine Fitzgerald Wyatt
4. Update on Communications and Marketing – Angela Flagg

Committee Action Items:

None

Board Information Items:

Report of the Committee Chair

Board Action Items:

None

THE LIBRARY BOARD COMMITTEE MEETING MINUTES

Library of Virginia

April 17, 2023

EDUCATION, OUTREACH, AND RESEARCH SERVICES COMMITTEE

The Education, Outreach, and Research Services Committee met at 1:00 p.m. on Wednesday, April 5, 2023, virtually over Zoom. The following committee members were in attendance: Robert L. Canida II, *vice chair*; Peter E. Broadbent Jr.; Barbara Vines Little; Shelley Viola Murphy; Lana Real; and Marcy Sims. Also in attendance were Gregg D. Kimball, Director of Public Services and Outreach; Catherine Fitzgerald Wyatt, Education and Outreach Manager; Angela Flagg, Marketing and Communications Director; and C. Paul Brockwell Jr., Library Board Chair. Committee members Robert D. Aguirre, *chair*, and Carol G. Finerty were absent.

Dr. Kimball reported on planning for a potential Library project for the 250th Anniversary of the American Revolution. Mr. Broadbent had shared his thoughts with the Library's staff about a possible crowdsourcing project to document the signers of the so-called "10,000 name petition" to the General Assembly which advocated for religious freedom. Sandra G. Treadway, Librarian of Virginia, brought together several senior managers to assess this proposal. Staff members reviewed the petition collection and consulted with historians, digital humanities scholars, and Library staff. The Library has more than 2,000 petitions from 1776 to 1786. While religious petitions are the third largest category of total petitions, many others cover topics significant to the Revolution: land grants and pensions, war materiel, manumission and slavery, etc. All the content lends itself well to the themes articulated as a "Revolution of Ideas" by Virginia's American Revolution 250 Commission. As a totality, the collection paints a compelling picture of Revolutionary Virginia with petitions from every region of the state. Programming and educational offerings based on the petitions will also be developed. The Library plans to have a draft of the proposal in the coming weeks, which will be vetted with Commission staff in advance of a possible presentation at the Commission's July meeting.

Dr. Kimball and Ms. Wyatt described the Library's project to collaborate with Virginia's 11 state and federally recognized Indian tribes on an exhibition exploring the Library's collections. The Library held an initial organizational meeting with the tribes in the summer of 2022. During the second phase of the project, Library staff members visited eight of the 11 tribes at their headquarters/reservations. We continue to reach out to the other three tribes. These wide-ranging conversations not only yielded useful ideas for the exhibition but also identified areas where the Library could support the tribes in the future, such as developing a digital archive of indigenous materials from its collections. The third phase of the project is now beginning. The Library will videotape representatives from each tribe as they reflect on materials from the Library's collections that are significant to them. Each tribe will also identify key artifacts from their own collections for display. The exhibition will feature the interviews in digital interactives, foregrounding the voices of tribal members just as the Library did with the "New Virginians" exhibition. Several board members asked about the development of a land acknowledgement

statement for the Library. Staff members noted that this has been a point of conversation with the tribes and that such a statement would flow out of this process.

Ms. Wyatt and Ms. Flagg described progress to date on 2023 activities. The opening of the signature exhibition “200 Years / 200 Stories” was a resounding success. The exhibition has garnered significant interest including numerous tours and favorable press coverage. Signature programs have also been well attended and continued the exhibition’s storytelling theme. Brent Tarter’s talk on the origins of the Library’s book collection drew excellent reviews and about 130 participants. The panel discussion “The First Civil Rights: Black Political Activism After Claiming Freedom” garnered an enthusiastic audience, highlighting the 92 Black men who served in the General Assembly between 1869 and 1890. The program was co-sponsored by Virginia Humanities. For Women’s History Month, the Library hosted a panel discussion entitled “A Woman’s Place is in the House... of Delegates” on March 29, commemorating the 100th anniversary of women serving in the House of Delegates. Jennifer L. Lawless, Commonwealth Professor of Politics at the University of Virginia, moderated the distinguished panel that included Delegates Carrie E. Coyner, Charniele L. Herring, and Vivian E. Watts. All programs were recorded and are available on the Library’s YouTube channel. The launch for “LVA On the Go” occurred on March 25 at the Suffolk Library. Participants gave strong reviews to the Library’s programming and activities that featured genealogy, digital resources, and children’s activities. The Library’s specially designed “On the Go” vehicle will travel on its maiden voyage to Washington County Public Library on April 15.

ARCHIVAL, COLLECTIONS, AND RECORDS MANAGEMENT SERVICES COMMITTEE

The Archival, Collections, and Records Management Services Committee met at 11:00 a.m. on Friday, April 7, 2023, virtually over Zoom. The following committee members were in attendance: Robert L. Canida II, *chair*; C. Paul Brockwell Jr., Carol G. Finerty, and Barbara Vines Little. Also in attendance were John D. Metz, Deputy for Collections and Programs; Kathy Jordan, Digital Initiatives and Web Presence Director; Greg Crawford, State Archivist and Director of Government Records Services; and Roger Christman, Senior State Records Archivist. Committee members Robert D. Aguirre, Peter E. Broadbent, Jr., Blythe Ann Scott and Leonard C. Tengco were absent.

Mr. Christman updated the committee on a change to the Virginia Public Records Act related to the confidentiality of certain archived records. The Library asked for this language change after the Office of the Attorney General discovered a loophole in the law’s privacy protections. All permanent archival records deposited in the state archives at the Library must be open to the public unless otherwise restricted by law. Medical or student records transferred to the archives remain closed per HIPPA or FERPA but only if they are deposited in the archives directly from a covered entity, i.e., a state hospital or educational institution. When individuals share their own medical or educational information with a state agency or the Governor’s Office the privacy protection is lost when those records come to the archives. Thus, information that an individual shared with the government under the expectation it would be private becomes public upon transfer to the state archives. The General Assembly passed, and Governor Youngkin signed, legislation to revise the Virginia Public Records Act to close the

loophole. HB1844 codifies the privacy protection for sensitive records such as these to convey with the records when they are transferred to the archives for the same period they are protected when held by a covered entity.

Ms. Jordan reported that the Library is working with Ancestry to create an agreement to digitize and index several of the Library's large, important, and in-demand collections. Under the proposed agreement, the Library and Ancestry will agree on the collections to pursue and the indexing parameters of each project on a yearly basis. For the first phase of the project, the Library and Ancestry have agreed to the following collections, all of which meet the Library's needs, while also supporting strategic collection development for Ancestry: 1) Virginia Personal Property Tax Records, 1782-1927 (microfilm); 2) Birth and Death records, 1897-1911/12, for the cities of Richmond, Norfolk, and Portsmouth (original & microfilm); 3) Organization cards of the Virginia Department of Military Affairs, 1876-1947 (microfilm); and 4) Records of Virginians killed, missing, or wounded in action during the Korean War (tentative, originals). Microfilmed records will be sent to Ancestry for digitization, but Ancestry staff will work at the Library or State Records Center when digitizing original material. All indexed images will be freely available to Virginians via the Ancestry for Virginians portal, and this access will continue as long as the materials are available online via ancestry.com. This agreement also supports the current free subscription to the Ancestry Institution that the Library currently offers onsite visitors and staff. The agreement should be finalized by May 2023.

Dr. Metz provided an update on the progress of the Diseased Microfilm Replacement Project. Since the project began, Imaging Services staff have pulled, inspected, and entered into Infolinx approximately 22,530 reels. To date, Imaging Services, has evaluated 11,633 reels to determine the need for duplication and determined that 8,144 of them needed replacement. We have sent a total of 7,534 reels from the Media Vault to Backstage for duplication, including 513 sent in December 2022 and 499 sent in February 2023. We have also prepared a shipment of 625 reels for replacement the second week of April, including a batch of 15 reels that were requested by Henrico County, since the requested film was acetate.

Dr. Metz also alerted the committee that the Board will asked to vote on potential draft regulations at their June 2023 meeting. The administration announced last year a statewide effort to ease the regulatory burden on the citizens of the Commonwealth. To that end, the Governor asked that each agency review their regulations and determine whether any could be eliminated or changed to achieve deregulatory goals. The Library has eight regulations listed in the Regulatory Town Hall. After a review of each regulation, it was determined that three could be modified to ease requirements in certain circumstances. Two of these relate to Library Development and Networking requirements for public libraries. A report on these two regulations will be presented by the Public Library Development Committee. One of the regulations falls under this committee. The Regulations Governing the Destruction of Public Records Containing Social Security Numbers currently requires an agency representative be on hand at the secure destruction of records containing privacy-protected information like social security numbers. This is redundant and, in some cases, unrealistic given that the entity retained

to perform the secure destruction is already required to certify or provide written assurance of the destruction. The Library would like to eliminate this requirement and will be asking the Library Board support our moving forward with this change at the June Board meeting. Approved changes will be pursued through the Virginia regulatory process in FY 2024.

PUBLIC LIBRARY DEVELOPMENT COMMITTEE

The Public Library Development Committee met at 4:00 p.m. on Tuesday, April 11, 2023, virtually over Zoom. The following committee members were in attendance: Lana Real, *vice chair*; Laura L.L. Blevins; Preston L Bryant Jr.; Maya Castillo; Suzette Denslow; and Shelley Viola Murphy. Also in attendance were Nan Carmack, Director of Library Development and Networking; Kim Armentrout, State Data and Grants Consultant; and C. Paul Brockwell Jr., Library Board Chair. Committee member Marcy Sims, *chair*, was absent.

As a standing agenda item, Dr. Carmack updated the committee on various public library challenges. She noted that most seem to be related to titles that explore the perspective of marginalized communities for young adult audiences. She reported that libraries' positions are based on supporting an individual's choice of reading materials, and that librarians are extensively trained for collection development and focus on presenting balanced collections for all community members.

Ms. Armentrout reviewed the various scenarios for the allocation of state aid funding next year, based on the potential increases proposed by both houses of the General Assembly. She noted, however, that until a final state budget passes, these numbers were tentative.

In response to the Governor's request to examine regulatory burdens placed on citizens and sub-units of government, the Library has chosen three regulations to examine, two of which relate to requirements of state aid. The "three consecutive hours after 5:00 p.m." requirement is intended to provide working people with an opportunity to use public libraries. This requirement has been the subject of numerous waivers from both suburban and rural communities. The waivers have indicated that door count after 7:00 p.m. makes the third hour a waste of resources, in terms of both staff time and wages. Approved waivers have been supported by door count data. After much discussion, staff were directed to survey the library community to establish the broader environment in regard to this requirement. The requirement of a five-year strategic plan was also discussed, based on the difficulty of small libraries to have the staff and financial capacity to conduct a plan every five years. Library staff are working on a template that would alleviate this burden and will report back in June.

LEGISLATIVE AND FINANCE COMMITTEE

The Legislative and Finance Committee met at 10:30 a.m. on Monday, April 17, 2023, in Conference Room 417 at the Roanoke Higher Education Center. The following committee members were in attendance: L. Preston Bryant Jr., *chair*; Laura L.L. Blevins; C. Paul Brockwell Jr.; Blythe Ann Scott; and Leonard C. Tengco. Also in attendance were Dan Hinderliter, Deputy for Finance and Administrative Services; Sandra G. Treadway, Librarian of Virginia; and Scott

Dodson, Executive Director of the Library of Virginia Foundation. Committee members Suzette Denslow, *vice chair* and Maya Castillo were absent.

Mr. Bryant provided an update on the historic change in membership coming to the General Assembly in the next session. Mr. Hinderliter shared that the General Assembly passed by SB 1528 indefinitely with a letter that directs the Library to study the proposed bill by November 2023.

Mr. Bryant then requested Mr. Hinderliter provide an update on the Statement of Financial Condition for the Library as of March 31, 2023. In summary, the Library concluded the third quarter of the fiscal year with general fund expenditures at 90% and all funds combined at 87% expended. Mr. Hinderliter explained that the spending pattern for FY 2023 is in alignment with the spending plan. The fourth quarter of the fiscal year has one fewer pay period, which occurs in the first quarter of each fiscal year.

Mr. Dodson reported on the space planning study being conducted by DesignLAB of Boston Massachusetts. This project will conclude in September 2023 and is being coordinated through a steering committee comprised of Library Board members, Foundation Board members, and select staff at various levels of the Library. Preliminary conceptual themes were presented to the Steering Committee, and DesignLAB will present their preliminary findings at the June Board meeting.

THE LIBRARY BOARD MEETING

Library of Virginia

April 17, 2023

The Library Board met on Monday, April 17, 2023, in Conference Room 418 at the Roanoke Higher Education Center, 108 North Jefferson Street, Roanoke, Virginia.

I. CALL TO ORDER

C. Paul Brockwell Jr., *chair*, called the meeting to order at 10:30 a.m. He noted there was a quorum of the Library Board physically present. The following members were in attendance:

C. Paul Brockwell Jr., *chair*

Laura L.L. Blevins

L. Preston Bryant Jr.

Robert L. Canida II

Barbara Vines Little

Shelley Viola Murphy

Blythe Ann Scott

Leonard C. Tengco

Peter E. Broadbent Jr., Lana Real, and Marcy Sims attended virtually. Carol G. Finerty attended by phone. Robert D. Aguirre, *vice chair*; Maya Castillo; and Suzette Denslow were absent.

II. APPROVAL OF AGENDA

Mr. Brockwell asked for a motion to approve the agenda. The motion was made by Robert L. Canida II, seconded by Blythe Ann Scott, and passed unanimously.

III. APPROVAL OF MINUTES

Mr. Brockwell asked if Board members had any additions or corrections to make to the minutes for the January 23 meeting. There being none, he asked for a motion to approve the minutes. The motion was made by Laura L.L. Blevins, seconded by Shelley Viola Murphy, and passed unanimously.

IV. SPECIAL REMARKS

Before welcoming visitors and staff, Mr. Brockwell recognized and turned the meeting over to Sherman P. Lea Sr., Mayor of the City of Roanoke, who had been invited to attend the meeting and provide remarks. Mayor Lea greeted the Board and welcomed them to Roanoke, noting that it is a seven-time All-America City as declared by the National Civic League (NCL) and that it is the first city in the country to be inducted into the NCL's Hall of Fame, a feat of which he is very proud. He then recognized Bob Cowell, Roanoke's City Manager, and Sheila Umberger, Roanoke's Director of Libraries, both of whom were in attendance. Mayor Lea stated that he was honored the Board chose to hold its meeting in Roanoke and wished all of the members a pleasant visit. He also congratulated the Board and, by extension, the Library on its 200th anniversary.

Mayor Lea touted Roanoke's long-standing success in addressing local issues with regard to civic engagement, collaboration, inclusiveness, and innovation. He highlighted Star City Reads, a coalition led by the Roanoke Public Libraries working to help all Roanoke children learn to read, which he said has been a shining example of success. The coalition partnered with the Carilion Clinic, a local hospital, to provide a book to the family of each child born there. They also worked with city's transportation department to provide books to every city bus so that passengers can read while they ride. Initiatives such as these demonstrate the importance Roanoke places on reading and literacy.

The Mayor spoke highly of the Roanoke Public Library under the leadership of Ms. Umberger. The library's work enriches the quality of life for city residents and creates and sustains a culture of lifelong learning and community engagement. The library's six branches are spread across the city and in the heart of downtown to ensure easy access to all residents. This also allows each branch library to better understand the needs of their primary neighborhood as they develop their collections, programs, and activities. He stated that the Melrose Branch, which the Board toured earlier that morning, has hosted more events than any department in all of Roanoke city government. He noted that Melrose is located in a neighborhood which faces a lot of challenges, and that the library represents a place where the residents can go to enlighten themselves, use their public computers, talk with each other, hold community meetings, and more. He declared that

Roanoke's libraries lead the way in serving the city and its citizens through compassion and innovation. Mayor Lea concluded by again thanking the Board for choosing Roanoke as the host of their meeting and wishing the Board a great stay in the Star City.

V. WELCOME TO VISITORS AND STAFF

Mr. Brockwell thanked everyone for traveling to be present at the Board's meeting on the road in Roanoke. He welcomed all guests in attendance, including Mayor Lea, Mr. Cowell, and three directors of local public library systems: Ms. Umberger of the Roanoke Public Library; Julie Phillips, Director of the Botetourt County Public Library, and Ann Tripp, Director of the Salem Public Library. Mr. Brockwell said that the Board had a wonderful time earlier that morning touring Roanoke's Melrose and Gainsborough Branches. He invited each of the library directors to introduce themselves and provide brief remarks.

Ms. Phillips thanked the Board for visiting and shared that the Botetourt library system, just north of Roanoke, is comprised of four branches with an additional satellite location for drop-offs and pick-ups. Their libraries, she said, serve more of a small-town suburban and rural population than Roanoke. In light of this and the fact that they serve a large farming community, one of their current initiatives is a focus on agricultural education. To this end, Ms. Phillips noted that they have just hired their first agricultural educator to serve as one of their branch managers. She added that Botetourt is experiencing a fair amount of book banning attempts, as are many libraries across the country, but that the community at large and the other libraries in their consortium have been very supportive.

Ms. Tripp shared that the Salem Public Library is a single-branch system serving the small city of Salem just outside of Roanoke. She noted she has been with the Salem Public Library for just over nine years, though she grew up in Richmond and her father, Donald Gunter, worked at the Library of Virginia. She said she always held the Library in high esteem, and her father's experience helped steer her into library work once she got to college. In light of the current challenges facing public libraries, Ms. Tripp thanked the staff of the Library generally and the Library Development and Networking Division in particular for all their support.

Ms. Umberger thanked the Library's staff and Board members for visiting and, in particular, for taking time to tour two of the branches earlier that morning. She said their staff were very excited to meet and speak with everyone and that the visit really meant a lot to them. She highlighted the Roanoke Valley Library Consortium, comprised of the Roanoke City; Roanoke County; Botetourt; and Salem Public Libraries; which has been in existence since 1988. There are a total of 21 library branches within the consortium, and as a testament to how well the four systems work together Ms. Tripp noted that they often have people from one system visit a branch from a different system thinking that they are one in the same. Mr. Brockwell thanked all the directors for coming and invited them to stay for lunch after the meeting.

VI. PUBLIC COMMENT

There were no members of the public present who wished to make public comment.

VII. INFORMATION ITEMS

A. Reports from Other Organizations

Conley Edwards, President of the Friends of the Virginia State Archives, reported that the Friends held their annual spring program, "Straight to the Source," at the Library on March 31. Now in its 29th year, this program features members of the Library's professional staff discussing their findings in the course of researching the archival collections. The program is a wonderful opportunity for participants to learn directly from staff and for staff to have an exchange with those who use records in the collection.

The presentations this year were especially timely. Mr. Edwards said, with lots of new information for participants. Topics included researching records of enslaved and free Virginians in Virginia Untold by Lydia Neuroth; discoveries using the organizational cards of the Virginia Department of Military Affairs, 1876-1947, by Bill Bynum; and navigation tips and tricks for the Library catalog by Ginny Dunn. Gregg D. Kimball led participants on a look at the 200th anniversary exhibit and the interesting personal stories it highlights. Mr. Edwards opined that, without hesitation, the reference staff is among the most valuable resources at the Library, as they use their experience working with the resources and the public to make connections that are beyond what even the best technology can do. On behalf of the Friends, he thanked them for sharing their knowledge during these programs.

Mr. Edwards reported that late spring and early summer promises to be a busy time at the Library. He highlighted the annual meeting of the National Genealogical Society which is being held in Richmond from May 31 to June 3. The theme for this year's meeting is "Virginia: Deep Roots of a Nation." The conference will feature three days of concentrated learning for everyone interested in family history from beginners to professional genealogists.

In closing, Mr. Edwards noted that during his time at the Library he worked closely with the staff in the Virginia Room at the Roanoke Public Library, and with Carol Tutwiler in particular. He said that they worked hard to build a collection that brought local researchers and people with Roanoke Valley roots to the area to use their resources, and that he wanted to highlight their work in light of the location of today's Board meeting.

B. Committee/Division Reports

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

Robert L. Canida II, committee vice chair, provided the report in light of the absence of Robert D. Aguirre who chairs the committee. Dr. Canida reported that Gregg D. Kimball, Director of Public Services and Outreach, discussed with the committee planning for a potential Library project for the 250th Anniversary of the American Revolution. Peter E. Broadbent Jr. had shared his thoughts with the Library's staff about a possible crowdsourcing project to document the signers of the so-called "10,000 name petition" to the General Assembly which advocated for religious

freedom. Sandra G. Treadway, Librarian of Virginia, brought together several senior managers to assess this proposal. Staff members reviewed the petition collection and consulted with historians, digital humanities scholars, and Library staff. The Library has more than 2,000 petitions from 1776 to 1786. All the content lends itself well to the themes articulated as a “Revolution of Ideas” by Virginia’s American Revolution 250 Commission. As a totality, the collection paints a compelling picture of Revolutionary Virginia with petitions from every region of the state.

Dr. Canida reported that Dr. Kimball and Catherine Fitzgerald Wyatt, Education and Outreach Manager, described the Library’s project to collaborate with Virginia’s 11 state and federally recognized tribes on an exhibition exploring the Library’s collections. These wide-ranging conversations not only yielded useful ideas for the exhibition but also identified areas where the Library could support the tribes in the future, such as developing a digital archive of indigenous materials from its collections. Several board members asked about the development of a land acknowledgement statement for the Library. Staff members noted that this has been a point of conversation with the tribes and that such a statement would flow out of this process.

Dr. Canida reported that Ms. Wyatt and Angela Flagg, Director of Marketing and Communications, shared the progress to date on 2023 activities. The opening of the signature exhibition “200 Years / 200 Stories” was a resounding success. The exhibition has garnered significant interest including numerous tours and favorable press coverage. For Women’s History Month, the Library hosted a panel discussion entitled “A Woman’s Place is in the House...of Delegates” on March 29, commemorating the 100th anniversary of women serving in the General Assembly. All programs were recorded and are available on the Library’s YouTube channel.

Dr. Canida stated that the launch for “LVA On the Go” occurred on March 25 at the Suffolk Library. Participants gave strong reviews to the Library’s programming and activities that featured genealogy, digital resources, and children’s activities. The Library’s specially designed “On the Go” vehicle will take its maiden voyage as staff members travel to Washington County Public Library on April 15.

- **Archival, Collections, and Records Management Services Committee**
Committee Chair Dr. Canida reported that Roger Christman, Senior State Records Archivist, shared with the committee an update to the Virginia Public Records Act related to the confidentiality of certain archived records. It provides that medical and educational records made confidential by law shall remain so after being archived by the Library of Virginia. All permanent archival records deposited in the state archives at the Library must be open to the public unless otherwise restricted by law. Medical or student records transferred to the archives remain closed per HIPPA or FERPA.

Dr. Canida said that Kathy Jordan, Digital Initiatives and Web Presence Director, reported that the Library is working with Ancestry on an agreement under which Ancestry will digitize and index several of the Library’s large, important, and in-

demand collections. During the initial five-year term of the proposed agreement, the Library and Ancestry will agree on the collections to pursue and the indexing parameters of each project on approximately a yearly basis. For the first phase of the project, the Library and Ancestry have agreed to the following collections: Virginia personal property tax records; birth and death records; organization cards from the Virginia Department of Military Affairs; and records of Virginians killed, missing, or wounded in action during the Korean War.

Dr. Canida reported that John D. Metz, Deputy for Collections and Programs, provided an update on the progress of the Diseased Microfilm Replacement Project. Since the project began, Imaging Services Staff have pulled, inspected for content and deterioration, and entered into Infolinx around 22,530 reels. To date, Imaging Services, has evaluated over 11,000 reels to determine the need for duplication, and determined that over 8,100 of them needed replacement.

Dr. Metz also alerted the committee that the Board will asked to vote on a review of regulations at their June 2023 meeting. The administration announced last year and state-wide effort to ease the regulatory burden on the citizens of the Commonwealth. To that end, the Governor asked that each agency review their regulations and determine whether any could be eliminated or changed to achieve deregulatory goals.

Dr. Canida asked Dr. Metz if he had anything to add. Dr. Metz responded that the State Records Center expansion project is on again after a yearlong delay. The Library received notice from the Department of General Services that construction can resume, and Facilities Director David Wilson and Information Technology Director Paul Casalaspi will be attending a meeting with them to discuss the details.

Leonard C. Tengco asked for further information on the deregulatory actions. Dr. Metz stated that the Library has eight regulations listed in the Regulatory Town Hall. After a review of each regulation, it was determined that three could be changed to ease requirements in certain circumstances. Two of these relate to Library Development and Networking requirements for public libraries. A report on these two regulations will be presented by the Public Library Development Committee. The third regulation requires an agency representative be on hand at the secure destruction of records containing privacy-protected information like social security numbers. This is redundant and, in some cases, unrealistic given that the entity retained to perform the secure destruction is already required to certify or provide written assurance of the destruction. The requirement will be reviewed and proposed changes will be vetted by the Board. Approved changes will be pursued through the Virginia regulatory process in FY 2024.

- **Legislative and Finance Committee**

Committee Chair L. Preston Bryant Jr. stated that the upcoming November election is the first since redistricting. In the 100-member House of Delegates more than 40 seats have been impacted in some way, and in the 40-member Senate more than half of the seats have been affected. In Roanoke, for example, Delegate Christopher T. Head is

running for a nearby open Senate seat, and Senator John S. Edwards is retiring. Mr. Bryant stated that we will see dramatic change, as 10 state senators are retiring and another 10 are facing nomination challenges. In the House, 18 members are retiring and 19 are facing challenges or running for other offices. This means that a lot of legislative veterans that the Library has built relationships with will be gone.

In terms of the budget, Mr. Bryant reported that the Library has more money this year than we had last year, and we are spending it. Looking at the budget comparisons, this year over last year everything is largely normal. There are a couple of outstanding budget items before the legislature, which has not yet fully adopted an amended budget. There is \$2 million in the House budget for additional state aid, while the Senate budget contains \$5 million in additional state aid, so these differences will have to be reconciled. There is also \$1.5 million for Library IT in one budget and zero in the other, and this too will need to be reconciled. Mr. Bryant asked Dan Hinderliter, Deputy for Finance and Administrative Services, to provide more details.

Mr. Hinderliter reported that this year the Library is spending at a greater rate than we have in prior years, which is planned and expected. In prior years, the Library ended the year with extra money and pre-paid our rent, while this year we are expecting to close the year out without any additional funds. This, Mr. Hinderliter said, is a financially responsible place to be. He assured the Board that the Library will not spend any more than what has been appropriated. The additional spending this year is due in part to expenses related to the 200th anniversary, such as advertising, which we have not done in the past.

- **Public Library Development Committee**

Committee Chair Marcy Sims had not been able to attend the virtual Public Library Development Committee meeting, so she deferred the report to Vice Chair Lana Real. Ms. Real stated that the committee discussed book challenges, state aid, and some regulatory reduction proposals. She asked Nan Carmack, Director of Library Development and Networking, to provide further details. Dr. Carmack first addressed the book challenges, some of which were in Botetourt, and noted that all of the libraries that are dealing with them are well-prepared to meet them. These libraries have all done a great job updating their policies, having those policies readily available, and getting their staff on board. It continues to be the case that the vast majority of these challenges are initiated by a very small number of people. A few regions are really struggling, but most, including Botetourt, are in very good shape and have been able to ward off any effectual censorship attempts.

Dr. Carmack reported that at the committee meeting State Grants and Data Coordinator Kim Armentrout presented a preview of potential waiver situations with regard to state aid. She reminded the Board that they will be voting on state aid allocations for public libraries at their upcoming June meeting. The Library has received one waiver for a reduction of hours. We have two libraries that are in the second year of a five-year plan because their local funding had fallen below what was required. Both libraries are making great progress and the Library expects them to be

able to get off their five-year plans in a timely fashion. The rest of the waivers are related to the normal course of business, such as reductions in funding due to past capital expenses that have now been completed or to staff vacancies. Ms. Armentrout is currently reviewing all waiver requests and will present them to the Board in June.

Addressing the Governor's goal of reducing the regulatory burden on state and local agencies, Dr. Carmack noted that one of the regulations targeted for review requires public libraries to be open one night a week for three hours past 5:00 p.m. Many libraries, she said, operate well past 8:00 p.m., however in most small rural communities the hour between 7:00 and 8:00 p.m. sees very few, if any, patron visits. After speaking with local library directors, the Library will be identifying certain parameters under which staying open for this hour would not be an effective use of resources, and recommending that the libraries that fall under those parameters be exempted from that regulatory requirement. The regulation was intended to make sure that working people would have access to public libraries, but in practice, few library visits occur in that hour and it has created a challenge for smaller, rural libraries.

The other regulation targeted for review is the strategic plan requirement for public libraries. Dr. Carmack noted that many libraries are run by just a handful of people, and as a result it is quite difficult for them to do strategic planning at the kind of scale that is often envisioned at the state level. The Library will therefore propose to amend this regulatory requirement to allow for alternative planning methods for libraries under a certain population threshold. Both regulatory actions will be formally proposed to the Board for a vote at the June meeting.

- **Library of Virginia Foundation**

Pia Trigiani, President of the Library of Virginia Foundation Board of Directors, reported that the Foundation has recently hosted a number of successful cultivation events across the Commonwealth. Through the third quarter of the fiscal year, the Foundation has received \$1.4 million in gifts as compared to \$2.1 million at this time last year. While this year's total is less than last year's, she noted that the FY22 numbers did include an unexpected, significant bequest as well as a large gift from David and Michelle Baldacci. The Virginia Shop continues to perform very well, though the shop in the Capitol remains closed due to ongoing construction. Once the Capitol Shop can reopen, those revenues should bounce back. Can Can Café in the Library lobby is doing very well and has led to increased visitation to the Library. The Foundation Board is working on recruiting two new members, being mindful of trying to increase regional diversity with ideally one of the two hailing from Southwest Virginia. Ms. Trigiani called on the Library Board for suggestions if any of the members knew someone who would be a good fit. The Foundation continues to seek funding through grants, which has been a very successful initiative thus far. This success, she noted, is a reflection of the partnership between the Library and Foundation staff. Ms. Trigiani stated that the grant funding initiative as well as the space planning efforts have generated a lot of collaboration and brainstorming about the future of the Library.

Scott Dodson, Executive Director of the Library of Virginia Foundation, said that the Foundation is seeing a lot of increased revenue and, with that, increased attention from public and private foundations and organizations. The next step for the Foundation is not only to pursue long-range planning, but to also work with the Library to determine what business as usual can be funded through these mechanisms.

Mr. Dodson reported that the Foundation has earned \$1.4 million in revenue for the year to date, with about \$1.2 million coming from fundraising efforts. Even though they are ahead of their budgeted goal, the Foundation would still like to raise another \$150,000 by June 30 in order to stay on target with their fundraising planning. The Foundation has around \$650,000 in requests outstanding, both on the Foundation level and the corporate level, in addition to \$75,000 they are still seeking from individual donors to finish out the fiscal year. The Foundation is currently working with Library staff on a National Endowment for the Humanities (NEH) grant which, if received, would help fortify their internship program and potentially add some fellowships to the program.

Mr. Dodson stated that, from a cultivation standpoint, the Foundation has been focused on in-town and out-of-town cultivation events, having hosted eight this fiscal year-to-date. He thanked Ms. Trigiani for hosting one in Alexandria earlier in the year, and Laura L.L. Blevins for co-hosting one in Wytheville the week prior. The Foundation will be hosting a "Collections Up Close" event at the Library on May 17 where Kristen Green will discuss her book *The Devil's Half-Acre* and the research materials she took from the Library to help write it. They are also working on an event scheduled for June 11 in Washington D.C., hosted by Katherine Neville, which will be focused on raising funds for the Mary Lynn Kotz Art in Literature Award.

In terms of the space planning efforts, Mr. Dodson reported that the Foundation has had many productive meetings with designLAB, the architectural design firm they hired for this project. designLAB spent the past month developing AutoCAD plans of the Library facility to assist them with their recommendations, and holding five different focus groups with Library staff as well as individual interviews with members of the Library's leadership team in order to collect ideas and feedback. These efforts will help them develop plans for the facility as well as determine the cost. Mr. Dodson stated that last week designLAB met with the space planning taskforce to provide a report on their planning efforts thus far. The report revealed that they are primarily focused on the first and second floors of the Library with regard to how we can serve the public and the local community from a physical standpoint. Mr. Dodson noted that the Library is located at the heart of Richmond's city center development, and there have been conversations as to how our space plan will relate to this new environment. designLAB is also looking at the fifth floor with eye toward using that space more efficiently.

Mr. Brockwell stated that from the Library Board, he, Blythe Ann Scott, and Maya Castillo have been involved in the conversations with designLAB, and that those

conversations have been collaborative and productive. He said that it is exciting to see how designLAB has helped address certain questions that Library staff and boards need to collectively resolve in order to take the Library to the next level and help make the space more welcoming, inviting, and vital. In the coming years, he said, the community around the Library will be changing as a lot more residential properties will be added to the surrounding area, particularly to the north, so it is important to build a space that is future-focused with an eye toward the next couple of decades, rather than simply making due with what our needs are now. Ms. Trigiani noted that designLAB has prior experience working with other libraries that have gone through the same thought process in terms of becoming more embedded in the surrounding community. She said that they are moving at a remarkable pace, and Mr. Dodson added that they plan to have the final cost estimates ready by the end of August. The space planning process will take place between now and August, and a feasibility study on what the improvements will cost will take place possibly in the fall, with a goal of making an initial request to the General Assembly for capital planning and improvements in September. Mr. Dodson said that hopefully over the next 10 months we will have a better idea of what a campaign and public and private investment would look like.

Mr. Brockwell noted that one of the Board's annual goals is to have each member provide some financial support to the Library Foundation. He announced that as of now the Board has 11 of 15 members have contributed to the annual fund, and that he will follow up with the rest to ensure that the Board has 100 percent participation.

- **Nominating Committee**

Chair Marcy Sims first thanked her fellow committee members Laura L.L. Blevins, L. Preston Bryant Jr., Robert L. Canida II, and Blythe Ann Scott, and then reminded the Board that their task, per the Board's bylaws, is to present a slate of officers and Executive Committee members at the April meeting to be voted on at the following meeting in June. She then announced the committee's nominations: C. Paul Brockwell Jr. for Chair; Blythe Ann Scott for Vice Chair; and Laura L.L. Blevins, L. Preston Bryant Jr., Robert L. Canida II, and Suzette Denslow for the Executive Committee. Ms. Sims reiterated that the Board will vote on those nominations in June and noted that nominations from the floor will also be considered if there are any.

VIII. REPORT OF THE LIBRARIAN OF VIRGINIA

Dr. Treadway thanked the Board members who were able to attend the Roanoke meeting in person and commented that the idea of "being here" is one whose importance has been particularly reinforced to her over the past couple of days. On Friday she attended the Foundation's cultivation event in Wytheville, on Saturday the LVA on the Go event in Washington County, and earlier this morning the tours of the two Roanoke library branches with the rest of the Board. Throughout these visits she was struck by how grateful folks in this part of the Commonwealth are that the Library made the time to visit. While Library departments like the Library Development and Networking Division and the Circuit Court Records Preservation Program are already well aware of the importance of being there for the whole of the Commonwealth, Dr. Treadway plans to

take this lesson home with her and hopes the rest of the Library's staff and the Board will take it to heart as well. She thanked Ms. Umberger for arranging the library tours and expressed the Library's gratitude for the warm welcome.

Dr. Treadway said that the Library is focused on listening to the community at these types of outreach events, and that she learned a lot from the people who turned out for the Washington County LVA On the Go visit. Some of the ideas and feedback she received can potentially be implemented back home in Richmond to help the Library better serve all of Virginia. She noted that the next On the Go event is in Halifax County, and that the Library has a very full schedule of similar events throughout the summer. On June 1, while the National Genealogical Society (NGS) is holding its annual conference a few blocks away, the Library will be staying open late to host its second First Fridays event of the year. Additionally, in July the Library will be hosting a two-day Virginia Folklife program in partnership with Virginia Humanities. Events like these represent attempts to do something different and bring new audiences to the Library. Dr. Treadway stated that the more people the Library reaches, the more opportunities there are for partnerships, connections, and new relationships. She hopes that this will be a result of LVA On the Go, and thanked the Board and the Foundation for their support of the project. She also thanked local libraries across the Commonwealth for serving as inspiration, noting that the On the Go vehicle was modeled on the Petersburg Public Library's bookmobile.

IX. REPORT OF THE CHAIR

Mr. Brockwell reported that the process for evaluating Patron of Letters nominations is moving forward, and that he hopes to present the final slate of nominees for the Board's approval at the June meeting. He also thanked the local library directors for their hospitality and stated that it was a joy for him and for the Board to visit and tour the Roanoke branches earlier that morning. He reiterated the importance of getting out in the community and in regions of the Commonwealth beyond Richmond, and highlighted the passion that local libraries and their staff have for their patrons and their communities. Mr. Brockwell added that to express their appreciation in a more official manner, the Board drafted a Resolution and he asked Ms. Blevins to read it aloud:

WHEREAS the citizens of the Roanoke Valley have the great fortune to be served by four outstanding library systems dedicated to meeting their information and life-long learning needs; and

WHEREAS the Roanoke City Public Library, the Roanoke County Public Library, the Salem Public Library, and the Botetourt County Public Library together serve a population of nearly 260,000 individuals who move freely across city and county boundaries for both work and recreation; and

WHEREAS recognizing this and wishing to facilitate residents' access to the holdings of all the area's libraries, these library systems formed a consortium to share their catalog and physical and digital collections while developing shared policies that promote convenient access; and

WHEREAS the libraries participating in the consortium have agreed to eliminate all fines for overdue materials, removing yet another barrier to use; and

WHEREAS they each offer an impressive array of programs – from early childhood reading and school readiness to STEM activities and summer reading programs for older children, from computer classes to book clubs and activities that promote healthy aging – and meaningful engagement to all in the region who connect with them in person and online; now therefore

BE IT RESOLVED by the Library Board on this 17th day of April 2023 that the Library Board recognize and thank the Roanoke Valley area libraries for their exemplary commitment and service to the citizens of the Roanoke Valley and to the Commonwealth; 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 the Roanoke City Public Library, the Roanoke County Public Library, the Salem Public Library, and the Botetourt County Public Library as a token of the Board's gratitude and esteem.

Mr. Brockwell asked for a motion to approve the Resolution. The motion was made by Shelley Viola Murphy, seconded by several members simultaneously, and approved unanimously by the full Board.

X. OLD OR NEW BUSINESS

There was no old or new business.

XI. ADJOURNMENT

There being no further business, Mr. Brockwell adjourned the meeting at 11:42 a.m.

Library of Virginia

STATEMENT OF FINANCIAL CONDITION As of May, 31, 2023

SOURCE	BUDGET	PAYROLL	OPERATIONS	SUBRECIPIENTS	TOTAL EXPENDITURES	AVAILABLE BALANCE	PERCENT EXPENDED
General Fund	\$ 37,185,282	\$ 9,006,067	\$ 5,326,722	\$ 21,083,584	\$ 35,416,373	\$ 1,768,909	95%
Federal Funds	\$ 4,471,564	\$ 1,292,100	\$ 2,757,919	\$ -	\$ 4,050,019	\$ 421,545	91%
Special Funds	\$ 1,375,000	\$ 535,293	\$ 809,061	\$ -	\$ 1,344,354	\$ 30,646	98%
CCRP Funds	\$ 5,500,000	\$ 850,243	\$ 292,256	\$ 3,264,374	\$ 4,406,873	\$ 1,093,127	80%
Total	\$ 48,531,846	\$ 11,683,703	\$ 9,185,958	\$ 24,347,958	\$ 45,217,619	\$ 3,314,227	93%

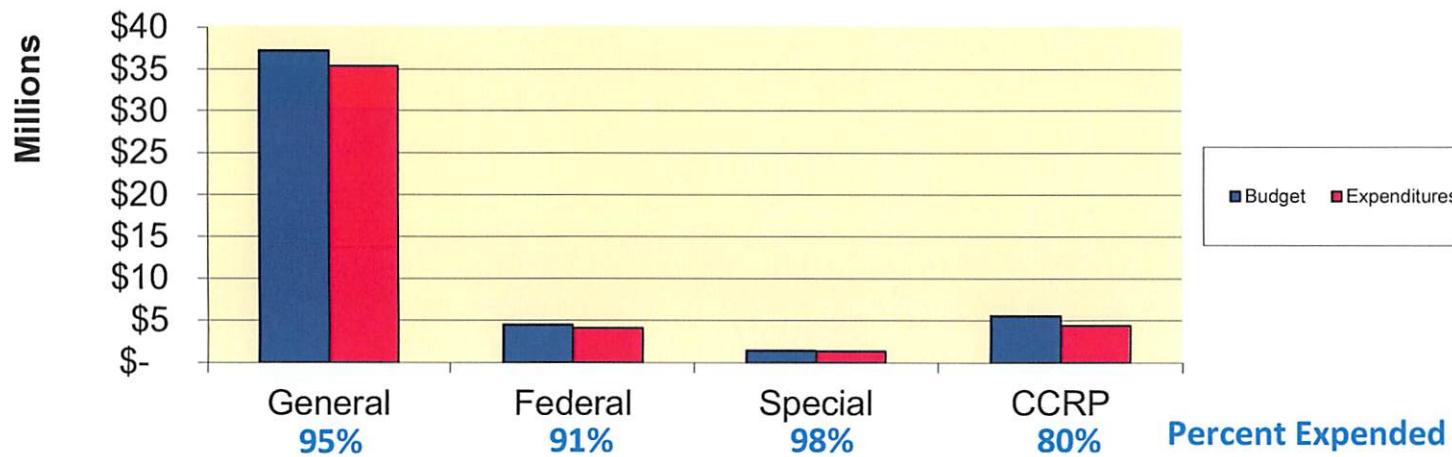
STATEMENT OF FINANCIAL CONDITION As of May 31, 2022

SOURCE	BUDGET	PAYROLL	OPERATIONS	SUBRECIPIENTS	TOTAL EXPENDITURES	AVAILABLE BALANCE	PERCENT EXPENDED
General Fund	\$ 32,919,515	\$ 8,343,820	\$ 4,367,904	\$ 18,233,584	\$ 30,945,308	\$ 1,974,207	94%
Federal Funds	\$ 4,652,749	\$ 1,292,100	\$ 2,757,919	\$ -	\$ 4,050,019	\$ 602,730	87%
Special Funds	\$ 1,329,231	\$ 475,732	\$ 560,300	\$ -	\$ 1,036,032	\$ 293,199	78%
CCRP Funds	\$ 3,342,561	\$ 779,947	\$ 390,656	\$ 1,452,000	\$ 2,622,603	\$ 719,958	78%
Total	\$ 42,244,056	\$ 10,891,599	\$ 8,076,779	\$ 19,685,584	\$ 38,653,962	\$ 3,590,094	92%

STATEMENT OF FINANCIAL CONDITION YTD COMPARISON 5.31.23 to 5.31.22

SOURCE	BUDGET	PAYROLL	OPERATIONS	SUBRECIPIENTS	TOTAL EXPENDITURES	AVAILABLE BALANCE	PERCENT EXPENDED
General Fund	\$ 4,265,767	\$ 662,247	\$ 958,818	\$ 2,850,000	\$ 4,471,065	\$ (205,298)	-1%
Federal Funds	\$ (181,185)	\$ -	\$ -	\$ -	\$ -	\$ (181,185)	-4%
Special Funds	\$ 45,769	\$ 59,561	\$ 248,761	\$ -	\$ 308,322	\$ (262,553)	-20%
CCRP Funds	\$ 2,157,439	\$ 70,296	\$ (98,400)	\$ 1,812,374	\$ 1,784,270	\$ 373,169	-2%
Total	\$ 6,287,790	\$ 792,104	\$ 1,109,179	\$ 4,662,374	\$ 6,563,657	\$ (275,867)	-2%

The Library of Virginia Budget to Expenditures Comparison as of May 31, 2023



STATEMENT OF FINANCIAL CONDITION As of May 31, 2023

SOURCE	BUDGET	PAYROLL	OPERATIONS	SUBRECIPIENTS	TOTAL EXPENDITURES	AVAILABLE BALANCE	PERCENT EXPENDED
General Fund	\$ 37,185,282	\$ 9,006,067	\$ 5,326,722	\$ 21,083,584	\$ 35,416,373	\$ 1,768,909	95%
Federal Funds	\$ 4,471,564	\$ 1,292,100	\$ 2,757,919	\$ -	\$ 4,050,019	\$ 421,545	91%
Special Funds	\$ 1,375,000	\$ 535,293	\$ 809,061	\$ -	\$ 1,344,354	\$ 30,646	98%
CCRP Funds	\$ 5,500,000	\$ 850,243	\$ 292,256	\$ 3,264,374	\$ 4,406,873	\$ 1,093,127	80%
Total	\$ 48,531,846	\$ 11,683,703	\$ 9,185,958	\$ 24,347,958	\$ 45,217,619	\$ 3,314,227	93%

As of May 31, 2023, the financial condition of the Library of Virginia is in accordance with the Appropriation Act and the intent of the General Assembly.

Dan Hinderliter

Deputy of Finance and Administrative Services

Virginia Administrative Code

Title 17. Libraries and Cultural Resources

Agency 15. Library of Virginia (Library Board)

Chapter 110. Requirements Which Must Be Met in Order to Receive Grants-In-Aid

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.

Technical Waivers

Decreases Due To One-Time Expenditures:

Galax-Carroll
Jamerson

Manassas Park City
Samuels

Common Government Decreases:

Blackwater
Campbell
Central Rappahannock
Franklin
Lynchburg
Meherrin

Montgomery-Floyd
Newport News
Pamunkey
Portsmouth
Roanoke
Virginia Beach

Position Vacancies/Lower Salary Hires:

Lonesome Pine
Pulaski

Smyth
Waynesboro

Other:

Central Virginia (lower travel expenses)
Iris Brammer (lower maintenance costs)
Nottoway (reductions in contractual pricing)

Non-Technical Waivers

Hours After 5:00PM:

Chesapeake Public Library

Mathews Memorial Library

Missing Audits:

Amherst

Blue Ridge Regional

Buchanan

Clifton Forge

Pamunkey

Petersburg

Rockbridge Regional

Russell

Wythe-Grayson Regional

Two-Thirds Requirement:

Northumberland

Library of Virginia Board:

I am requesting exception to item 5 of the State Aid requirements on behalf of the Chesapeake Public Library System.

The CPL offers services to our community 24/7 via online databases as well as two freestanding library holds' lockers and two freestanding kiosks. The library also offers free expanded Wi-Fi at all 7 of our locations, available 24 hours a day, and at the aforementioned freestanding kiosks.

The Library evaluates our traffic usage annually; a practice we began in 2018. In order to ensure we are operating with the utmost attention to fiscal responsibility, we review door counts at all of our locations for trends and changes in library usage. It was this review that led us to increase operating hours at 3 of our locations in the mornings, moving from a 10 am opening time to a 9 am opening time. Current review of our operating hours at our Central Library shows our average traffic at 9 am to be 82. The average traffic at 7 pm is only 22. As you know, the Library must be staffed similarly, regardless of the number of people coming into our building, in order to maintain equity in services and for safety considerations. Opening at 9 am provides a 400% return on investment, compared to staying open later.

It is for these reasons that we ask for an exemption to the requirement related to evening hours. Through data and qualitative research, as well as alternative solutions for library services, we believe we more than meet the needs of our community.

Additionally, as the current President of the Virginia Public Library Directors Association, I implore you to reconsider this requirement for State Aid. This was a requirement instituted in 1991, a time before the mass use of internet services and databases, both of which greatly changed the needs of our community. It is imperative that libraries in Virginia remain responsive to the evolution of their communities in order to maintain relevance in a changing society. It would be far more beneficial for this requirement to encourage libraries to evaluate services and usage and adapt operations as necessary. This would allow both the public libraries and the Library of Virginia to provide a flexible metric for public service.

Thank you for your consideration,

Amanda B. Jackson
Chesapeake Public Library Director
VPLDA 2023/2024 President

Amanda B. Jackson <ajackson@chesapeakelibrary.org>

Armentrout, Kim (LVA)

Good afternoon. I'm looking at putting this together. I can physically send those door count spreadsheets, but that seems like a lot. I can also break it down into averages by FY, which would be much more manageable.

For example-

FY 23- Central Library -Average traffic 7pm hour= 30 patrons

Average traffic 9am hour = 93 patrons

FY22- Central Library- Average traffic 7pm hour = 11 patrons

Average traffic 9am hour = 37 patrons

At a low end employee hourly wage of 25.00 per hour, needed a minimum of 6 staff to safely cover the Central Library, the ROI to be open at 7pm for FY23 is 5.00 per patron v/s the 1.61 per patron at 9am.

Is that kind of what you are looking for? I have that back 4 years at least.

Amanda

Amanda B. Jackson

Director

Chesapeake Public Libraries

Office (757) 410-7101

Direct (757) 410-7102

www.CityOfChesapeake.net

www.ChesapeakeLibrary.org

Mathews Memorial Library

251 Main Street
P.O. Box 980
Mathews, Virginia 23109-0980



Phone: 804-725-5747
FAX: 804-725-7668

January 3, 2023

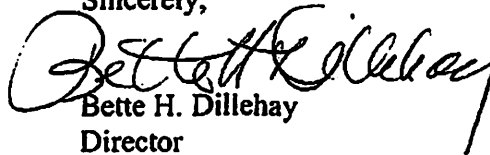
Ms. Kimberley Armentrout
Grants and Data Coordinator
Library Development and Networking Division
Library of Virginia
800 East Brad Street
Richmond, Virginia 23219

Dear Ms. Armentrout:

As you suggested, we have monitored patron activity at the Mathews Memorial Library to determine the extent to which maintaining a schedule that includes being open 3 hours after 5 pm at least one day a week would be of benefit to patrons/citizens. The data collected is attached for your review.

I would be happy to answer any questions or engage in a discussion of alternative methods of serving the public in Mathews. At present, we are exploring various methods of reaching out to older citizens that would serve to meet their intellectual and pleasure reading needs. I can be reached at 804.725.5747.

Sincerely,


Bette H. Dillehay
Director

BD
Attachments

Demographics Profile Mathews County, Virginia

The county of Mathews is one of the smallest in Virginia (252 sq. miles) with more miles of shoreline than highway. A peninsula, it has no public transportation. The following data was obtained from the latest Census survey (2020).

“With 8,548 people, Mathews County is the 118th most populated county in the State of Virginia.” A quiet community popular with retirees, 31.6% of the population is over 65 and a median age of 53.4 years.

An informal survey of patron visits shows that the busiest time of the day is 10 am to noon. In addition to its five day schedule, the library is open both Saturday and Sunday when the most frequent visitors are non-resident individuals on short visits to the county.

The attached document, “Wednesday Evening Patron Count,” reflects activity on four evenings, December 7-28, 2022, when the facility was open until 8 pm. During the 4 evenings, a total of 5 individuals visited the library. Of the total, 3 were non-patrons visiting family in the county, and of the remaining 2, no materials were checked out with the visitors utilizing the library Internet services.

Total

	5:00 PM - 6	6:00 PM - 7	7:00 PM - 8	Total
12/7	# 2	# 1	0	3
12/14	# 11(2)	0	0	2
12/21	0	0	0	0
12/28	0	0	0	0
1/4				
1/11				
1/18				
1/25				
2/1				
2/8				
2/15				
2/22				
3/1				
3/8				
3/15				
3/22				
3/29				
4/5				
4/12				
4/19				
4/26				

	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022
Library										
Alleghany Highlands Regional Library				59.50%						
Craig Public Library						59.84%				
Halifax-South Boston Public Library						65.94%				
Highland County Public Library							61.36%	62.11%	64.83%	60.73%*
Lancaster Community Library	60.00%	36.00%	62.36%	47.31%	48.36%	50.09%	66.27%			
Lunenburg Public Library						64.53%				64.17%
Madison County Library, Inc.	59.00%	36.90%	66.37%	55.64%	60.74%	54.71%				
Massanutten Regional Library		66.49%								
Middlesex	64.09%	52.00%	65.84%	46.27%	54.27%	57.74%	52.45%			58.35%
Northumberland Public Library	56.00%	51.60%	55.97%	52.05%	40.72%	40.39%	56.98%	59.31%	57.57%	49.02%
Rockbridge Regional Library					66.35%					
Shenandoah Public Library						63.35%				
Southside Regional Library		65.20%								

Note: Data elements used in these calculations were re-examined and adjusted in FY2019 to more accurately reflect the language in the Requirements.

Total Local Government Income was changed to Total Local Government Expenditures, and Total Income was changed to Total Local Income.

*Put on Plan



LIBRARY OF VIRGINIA

Sandra Gioia Treadway
Librarian of Virginia

June 26, 2023

Jane Blue
Northumberland Public Library
7204 Northumberland Hwy
Heathsville, VA 22473

Dear Jane:

On June 26, 2023, the Library of Virginia Board met to review state aid grant applications from public libraries in Virginia. Northumberland Public Library repeatedly has failed to meet the two-thirds local expenditures per capita requirement.

The Requirements Which Must Be Met In Order To Receive Grants-in-Aid state:

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.***

	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022
Library										
Northumberland	56.00%	51.60%	55.97%	52.05%	40.72%	40.39%	56.98%	59.31%	57.57%	49.02%

Note: Data elements used in these calculations were re-examined and adjusted in FY2019 to more accurately reflect the language in the Requirements.

The Library of Virginia has granted Northumberland Public Library a waiver for this requirement for the past several years, especially for fiscal years 2020 and 2021 so heavily impacted by the pandemic.

The Board takes seriously its directive to distribute state aid as required by law. As the economic markers continue to indicate improvement in the fiscal environment, the Library of Virginia emphasizes the need for local expenditure levels to strive for compliance with state aid requirements and contractual arrangements.

800 East Broad Street
Richmond, Virginia 23219

www.lva.virginia.gov

804.692.3500 *phone*
804.692.3976 *tty*

Therefore, NPL must work to reach the minimum funding levels as stipulated in the above requirement. NPL will need to demonstrate sufficient increases over the next five years to continue to receive state aid. A suggested chart has been included to reflect the latest financial data for Northumberland.

If you have any questions, please contact me at 804-692-3601 or by email, kim.amentrout@lva.virginia.gov.

Very truly yours,

Kim Armentrout
Public Library Consultant
Library Development and Networking Division

Cc: Sandra G. Treadway, Librarian of Virginia
Nan Carmack, Director, Library Development and Networking Division

Northumberland Public Library

Five-Year Plan for Meeting State Aid Requirements

June 8, 2023

Administrative Code. 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:

*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.***

*Based on Northumberland's reported FY2022 data:

Total Local Income = \$178,655

Total Common Government Income = \$0

Endowment Income = \$0

Total Local Expenditures = \$364,447

Public/Private Funding Percentage = 49.02%

Funding Level Needed to Reach 66.66% = \$242,940

Funding Difference Total = \$64,285

Incremental Increase Amounts = \$12,857

FY2024	+ 20%	\$191,512
FY2025	+20%	\$204,369
FY2026	+20%	\$217,226
FY2027	+20%	\$230,083
FY2028	+20%	\$242,940

**FY 2023 STATE AID TO LOCALITIES & FY 2024 PROPOSED STATE AID
DRAFT**

Library	\$20,543,514 State Aid 2023	\$20,543,514 State Aid 2024	Variance FY 2023 and FY 2024
COUNTY			
Amelia (Hamner)	88,904	84,713	(4,191)
Amherst	196,590	197,028	438
Appomattox (Jamerson)	56,519	71,920	15,401
Arlington	240,248	239,682	(566)
Augusta	210,227	211,050	823
Bland	49,300	59,793	10,493
Botetourt	197,505	198,017	512
Buchanan	167,201	161,581	(5,620)
Campbell	202,124	202,665	541
Caroline	140,073	139,195	(878)
Charlotte	69,381	68,631	(750)
Chesterfield	268,352	272,384	4,032
Craig	10,762	10,735	(27)
Culpeper	200,498	201,161	663
Cumberland	47,394	48,234	840
Essex	77,407	88,215	10,808
Fauquier	206,627	207,685	1,058
Fluvanna	130,552	133,953	3,401
Franklin	203,596	203,724	128
Gloucester	195,860	196,724	864
Henrico	261,629	263,439	1,810
Highland	37,813	36,791	(1,022)
King George (Smoot)	176,087	176,318	231
Lancaster	143,619	120,590	(23,029)
Loudoun	283,245	285,449	2,204
Lunenburg	67,347	58,422	(8,925)
Madison	59,716	60,794	1,078
Mathews	104,326	112,272	7,946
Mecklenburg	173,667	171,073	(2,594)
Middlesex	58,249	65,971	7,722
Northumberland	83,186	88,970	5,784
Nottoway	76,113	74,628	(1,485)
Orange	196,591	197,121	530
Pittsylvania	206,806	207,138	332
Powhatan	154,752	144,756	(9,996)
Prince William	293,064	306,577	13,513
Pulaski	195,524	194,874	(650)
Rappahannock	74,176	67,975	(6,201)
Richmond County	35,089	39,528	4,439
Roanoke County	208,842	209,913	1,071

Russell	113,367	109,412	(3,955)
Shenandoah	199,391	200,192	801
Smyth	196,014	196,409	395
Tazewell	199,063	199,215	152
Warren (Samuels)	196,513	197,222	709
Washington	202,097	202,746	649
York	202,312	202,964	652

REGIONAL

Appomattox Regional	517,113	524,012	6,899
Bedford	226,453	227,313	860
Blackwater (W C Rawls)	569,082	577,724	8,642
Blue Ridge	422,012	416,275	(5,737)
Central Rappahannock	875,878	875,509	(369)
Central Virginia (Buck-Farmv)	252,382	278,585	26,203
Charles P. Jones	95,430	96,680	1,250
Eastern Shore	275,613	248,944	(26,669)
Fairfax	415,837	416,884	1,047
Galax-Carroll	202,345	202,559	214
Halifax-South Boston	148,945	144,626	(4,319)
Handley Library	536,923	510,262	(26,661)
Heritage Library	126,152	113,197	(12,955)
Jefferson-Madison	867,151	874,446	7,295
Lonesome Pine	527,205	522,425	(4,780)
Massanutten (Rockingham)	480,600	526,472	45,872
Meherrin	165,774	233,450	67,676
Montgomery-Floyd	329,364	330,958	1,594
Pamunkey	592,112	564,565	(27,547)
Rockbridge	415,676	404,746	(10,930)
Williamsburg	402,646	404,496	1,850
Wythe-Grayson	234,895	219,923	(14,972)

CITY

Alexandria	221,603	222,053	450
Bristol	189,870	190,385	515
Chesapeake	243,728	244,973	1,245
Colonial Heights	189,858	166,717	(23,141)
Danville	195,211	196,291	1,080
Falls Church (Styles)	189,222	189,725	503
Hampton	216,834	217,385	551
Lynchburg	204,449	204,716	267
Manassas Park	161,730	106,686	(55,044)
Newport News	226,975	228,356	1,381
Norfolk	241,259	240,114	(1,145)
Petersburg	193,178	193,976	798
Poquoson	188,851	189,359	508
Portsmouth	207,425	208,586	1,161
Radford	190,068	190,303	235

Richmond City	237,512	237,590	78
Roanoke City	208,539	209,108	569
Salem	191,757	192,159	402
Staunton	191,702	192,378	676
Suffolk	210,115	210,931	816
Virginia Beach	289,176	290,764	1,588
Waynesboro	191,067	191,545	478

TOWN

Clifton Forge	50,048	48,329	(1,719)
Narrows (Brammer)	13,584	12,553	(1,031)
Pearisburg	62,447	66,632	4,185

TOTALS	20,543,514	20,543,514	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.

Unified Regulatory Plan of the Library of Virginia for State Fiscal Year 2023

Agency Summary – using the summaries provided in the VAC, provide a brief description of the agency and each board that is anticipated to undertake an action in the fiscal year.

The Library Board of the Library of Virginia (17VAC15. VAC Agency No. 15) is authorized to provide direction and establish policy for The Library of Virginia, which is the state library agency, the reference library at the seat of government, and the archival agency of the Commonwealth, and to make regulations for its governance and use. Code of Virginia, Title 42.1, Chapter 1, Article 1. The board is directed to establish guidelines for the management, preservation, and destruction of public records of the Commonwealth and its political subdivisions. Code of Virginia, Title 42.1, Chapter 7. It is authorized to prescribe standards of eligibility of local and regional public library systems to receive state aid and to allocate to such systems available state and federal funds. Code of Virginia, Title 42.1, Chapter 3. The board is authorized to establish qualifications required to hold a professional library position. Code of Virginia, Title 42.1, Chapter 1, Article 2. Any changes to the regulations for which the Library is responsible must be vetted with and approved by the Library Board. Therefore the regulatory actions taken by the Library of Virginia will focus on reviewing each regulation or guidance document for opportunities to clarify and to eliminate overly burdensome requirements.

Title of Proposed Regulatory Action or Guidance Document Requirements Which Must be Met By Libraries Serving a Population of Less than 5,000 in Order to Receive State Grants-in-Aid [17 VAC 15 - 90]	
Brief Overview In order to receive their state aid funding allocation each year, all public libraries in Virginia are required to submit a five-year plan, the charter/resolution under which they are organized, by-laws of the board of trustees, a list of trustees, an annual budget, and a written statement of policy covering such items as service, personnel, and maintenance of book collections and other materials. Smaller libraries, in particular, find it difficult to meet the five-year plan requirement due to limited staff and funds. The requirement will be reviewed and proposed changes will be vetted with the Library Board by the end of Fiscal Year 2023. Changes approved by Library Board will be pursued through the Virginia Regulatory process in Fiscal Year 2024.	
Regulatory Stage (check one box)	<input type="checkbox"/> NOIRA <input checked="" type="checkbox"/> Proposed Rule <input type="checkbox"/> Final Rule <input type="checkbox"/> Emergency Rule <input type="checkbox"/> Fast-Track Rule
Additional Description	<input type="checkbox"/> Expedited Rule <input type="checkbox"/> Exempt Rule <input type="checkbox"/> Guidance Document
Legal Authority	<input type="checkbox"/> Action required by federal statute <input type="checkbox"/> Action required by state statute <input checked="" type="checkbox"/> Discretionary action
Deregulatory Component	Public libraries serving smaller populations often have difficulty meeting the reporting standards required to receive their allocation of state aid funding. The Library of Virginia would like to find easier, alternate ways for even the smallest library with limited staffing and funds to meet the reporting requirements to receive state aid.
Expected Date	June 2023

Title of Proposed Regulatory Action or Guidance Document	
Revise the specific evening and weekend service hours obligation to the Requirements Which Must Be Met in Order to Receive Grants-In-Aid [17 VAC 15 - 110] .	
Brief Overview	
This standard establishes the requirements that must be met by libraries serving a population of more than 5,000 in order to qualify for state grants-in-aid. It currently mandates that service include three consecutive evening hours. The Library will review this provision to see if there is a way to allow for more discretion among the public libraries to arrange their hours over the course of a week to meet the specific needs and use patterns of their patrons. The requirement will be reviewed and proposed changes will be vetted with the Library Board by the end of Fiscal Year 2023. Changes approved by Library Board will be pursued through the Virginia Regulatory process in Fiscal Year 2024.	
Regulatory Stage (check one box)	<input type="checkbox"/> NOIRA <input checked="" type="checkbox"/> Proposed Rule <input type="checkbox"/> Final Rule <input type="checkbox"/> Emergency Rule <input type="checkbox"/> Fast-Track Rule
Additional Description	<input type="checkbox"/> Expedited Rule <input type="checkbox"/> Exempt Rule <input type="checkbox"/> Guidance Document
Legal Authority	<input type="checkbox"/> Action required by federal statute <input type="checkbox"/> Action required by state statute <input checked="" type="checkbox"/> Discretionary action
Deregulatory Component	Revise requirement from “at least three consecutive evening hours” to a directive that allows the locality to define their evening and weekend hours based on the needs and use-patterns of their patrons.
Expected Date	June 2023

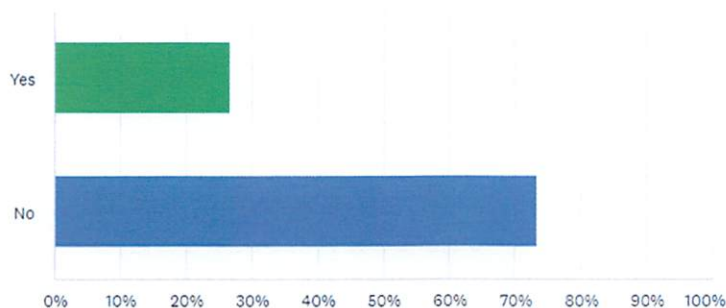
Title of Proposed Regulatory Action or Guidance Document	
Revise the requirement in the Regulations Governing the Destruction of Public Records Containing Social Security Numbers [17 VAC 15 - 120] requiring the presence of an agency witness in the certified destruction of records.	
Brief Overview	
The Regulations Governing the Destruction of Public Records Containing Social Security Numbers currently require an agency representative be on hand at the secure destruction of records containing privacy-protected information like social security numbers. This is redundant and, in some cases, unrealistic given that the entity retained to perform the secure destruction is already required to certify or provide written assurance of the destruction. The requirement will be reviewed and proposed changes will be vetted with the Library Board. Changes approved by Library Board will be pursued through the Virginia Regulatory process in Fiscal Year 2024.	
Regulatory Stage (check one box)	<input type="checkbox"/> NOIRA <input checked="" type="checkbox"/> Proposed Rule <input type="checkbox"/> Final Rule <input type="checkbox"/> Emergency Rule <input type="checkbox"/> Fast-Track Rule
Additional Description	<input type="checkbox"/> Expedited Rule <input type="checkbox"/> Exempt Rule <input type="checkbox"/> Guidance Document
Legal Authority	<input type="checkbox"/> Action required by federal statute <input type="checkbox"/> Action required by state statute <input checked="" type="checkbox"/> Discretionary action
Deregulatory Component	Eliminating the requirement that an agency representative be present to witness the secure destruction of records containing privacy-protected information is redundant and overly burdensome. The requirement will be reviewed and proposed changes will be vetted with the Library Board by the end of Fiscal Year 2023. Changes approved by Library Board will be pursued through the Virginia Regulatory process in Fiscal Year 2024.
Expected Date	June 2023

Regulatory Reduction Proposals

1. We propose to offer libraries under 15,000 (to match the director degree and hours after 5 exemption) the opportunity to complete the [Planning for Library Excellence checklists](#) and pick 5 items (1 per year) to work on to complete or improve their rating.
2. In regards to hours after 5, we have 75 respondents now that demonstrate 1 quarter of them reporting a burden:

Does the three hours after 5 pm cause a burden for your library?

Answered: 75 Skipped: 0



ANSWER CHOICES	RESPONSES
Yes	26.67% 20
No	73.33% 55
TOTAL	75

Of those reporting a burden, the majority cite low door count as the problem:

ANSWER CHOICES	RESPONSES
Low door count	88.89% 16
Difficult to justify (staff time and fund wages)	66.67% 12
Safety and security are at risk in the evening.	16.67% 3
Other (please specify)	Responses 33.33% 6
Total Respondents: 18	

Given this response, we will recommend no change but make sure libraries are educated on the waiver process to request a reduction (with data backing the reduction).

LIBRARY OF VIRGINIA

Press Coverage | April through mid-June 2023

The Library was featured in 26 news stories and mentioned in 34 news stories across the state, including:

- 10 on the LVA On the Go mobile programming vehicle and tour
- 4 on Carole Weinstein Author Series talks
- 3 on the Library's anniversary and the "200 Years, 200 Stories" exhibition
- 2 on the 2023 Strong Men & Women in Virginia History honorees
- 2 on a talk by historian Janira Teague, a Virginia Humanities Historically Black Colleges & Universities Scholars Fellow
- 2 on the Digital Map of Virginia's Deaf Communities
- 1 on the upcoming Celebration of Virginia Folklife events
- 1 on the Library welcoming attendees of the National Genealogical Society's 2023 Family History Conference in Richmond
- 1 on a Transcribe-a-thon event

Below are some examples and highlights:

Richmond Times-Dispatch | April 24, 2023

"Library of Virginia launches on-the-go mobile truck"

https://richmond.com/news/local/library-of-virginia-launches-on-the-go-mobile-truck/article_e27a4878-e06c-11ed-8f42-3b9eb8773f57.html

Daily News-Record (Harrisonburg) | April 21, 2023

"Library Of Virginia Launches State-Of-The-Art Mobile Programming Vehicle"

https://www.dnronline.com/news/library-of-virginia-launches-state-of-the-art-mobile-programming-vehicle/article_c04c8e8a-ecd9-542c-9c27-c3ffd96aa566.html

Roanoke Times | April 19, 2023

"Meadowbrook Library welcomes Library of Virginia on April 29"

https://roanoke.com/entertainment/books/meadowbrook-library-welcomes-library-of-virginia-on-april-29/article_9cac8f44-def1-11ed-b0ee-777220c0e910.html

Style Weekly (Richmond) | May 8, 2023

"Trail to Justice: A new book explores the unsolved murders of hiker couple in Shenandoah National Park"

<https://m.styleweekly.com/richmond/trail-to-justice/Content?oid=20031707>

RVAHub | May 18, 2023

"Author Sadeqa Johnson discusses 'The House of Eve' on June 8 as part of the Library of Virginia's 2023 Carole Weinstein Author Series"

<https://rvahub.com/2023/05/18/author-sadeqa-johnson-discusses-the-house-of-eve-on-june-8-as-part-of-the-library-of-virginias-2023-carole-weinstein-author-series/>

Virginia Living | April 19, 2023

"200 Years of Stories: The Library of Virginia holds our community history"

<https://www.virginaliving.com/culture/library-of-virginia/>

SWVA Today | May 15, 2023

"Strictly Observing: Celebrating the Library of Virginia"

https://swvatoday.com/article_465bc024-f32d-11ed-90fa-3799c8d83f5b.html

StreetInsider.com | June 16, 2023

"Dominion Energy and the Library of Virginia Honor Six Leaders as 'Strong Men & Women in Virginia History'"

<https://www.streetinsider.com/PRNewswire/Dominion+Energy+and+the+Library+of+Virginia+Honor+Six+Leaders+as+Strong+Men+%26amp%3B+Women+in+Virginia+History/21808825.html>

Style Weekly (Richmond) | June 7, 2023

"Beyond Black Radicalism: Library of Virginia hosting Morehouse scholar for lecture on how American's Great Migration to New York City shaped electoral politics"

<https://www.styleweekly.com/richmond/beyond-black-radicalism/Content?oid=20133692>

Daily News-Record (Harrisonburg) | May 1, 2023

"Library of Virginia Creates a Digital Map of Virginia's Deaf Communities"

https://www.dnronline.com/news/library-of-virginia-creates-a-digital-map-of-virginia-s-deaf-communities/article_d6162c7d-9a69-5217-b7de-4be2d6d10266.html

Richmond Free Press | June 15, 2023

"Library of Virginia, Virginia Folklife Program hosts 'Celebration of Virginia Folklife'"

<https://richmondfreepress.com/news/2023/jun/15/library-virginia-virginia-folklife-program-hosts-c/>

National Genealogical Society Conference Blog | April 29, 2023

"The Library of Virginia Welcomes NGS 2023 Attendees"

<https://conference.ngsgenealogy.org/the-library-of-virginia-welcomes-ngs-2023-attendees/>

WHSV 3 News (Harrisonburg) | May 1, 2023

"Waynesboro Public Library, Library of Virginia host Transcribe-A-Thon"

<https://www.whsv.com/2023/05/01/waynesboro-public-library-library-virginia-host-transcribe-a-thon/>

LIBRARY OF VIRGINIA

Social Media Metrics | April through mid-June 2023

Facebook

The Library's Facebook page continues to show growth and engagement.

- 14,322 followers = 287 new followers since the last report
- 10.2k page & profile visits total is up 10.3% from the last period
- 980k organic reach total is up 186% from the last period
- 4.9k organic engagement total is down 22% from the last period

Instagram

The Library's Instagram page continues to show growth and engagement.

- 4,818 followers = 119 new followers since the last report
- 856 profile visits total is up 22.6% from the last period
- 210k organic reach total is up 2.5k% from the last period
- 1.7k organic engagement total is down 41% from the last period

Twitter

The Library's Twitter page continues to show growth and engagement.

- 7,466 followers = 33 new followers since the last report
- 62.1k impressions total is up 8.7% from the last period
- 2.2% engagement rate (average per month) is down .1% from the last period

LinkedIn

The Library's LinkedIn page has shown growth and engagement since we began using it as a marketing tool last fall. This is our third report.

- 237 followers = 68 new followers since the last report
- 5.3k impressions total is up 29% from the last period
- 7.2% engagement rate is up 9.1% from the last period



Find Your Story in Virginia's History

GENEALOGY WORKSHOPS AT THE LIBRARY OF VIRGINIA

For more information, contact Ashley Ramey Craig at ashley.ramey@lva.virginia.gov or 804.692.3001. Learn more at lva.virginia.gov/public/genealogy_workshops.

TIPS & TRICKS FOR NAVIGATING THE LIBRARY OF VIRGINIA'S WEBSITE

Friday, March 10, 2023 | 10:00–11:00 a.m.

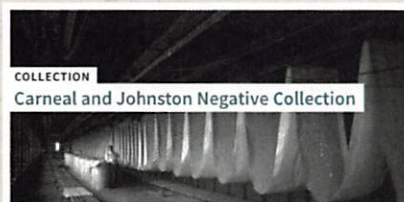
Place: Online

Cost: Free

Registration required: lva-virginia.libcal.com/event/10176906

The Library of Virginia's website is a powerful tool for anyone researching their Virginia roots. In this presentation, reference librarian Becky Schneider will walk through strategies for effectively searching and browsing the Library's digital collections and online catalog, as well as options for help if you hit a brick wall.

◀ *More on the reverse*



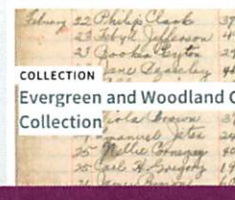
COLLECTION
Carneal and Johnston Negative Collection



COLLECTION
City of Richmond 1 June 20
Collection



COLLECTION
County & City Records



COLLECTION
Evergreen and Woodland C
Collection



COLLECTION
Charles F. Gillette Virginia Photograph
Collection



COLLECTION
Hamblin Studio Photograph
Collection

VIRTUAL EVENT



**LIBRARY
OF VIRGINIA**
1823 – 2023

MILITARY GENEALOGY: VIRGINIANS IN THE FIRST & SECOND WORLD WARS

Friday, June 9, 2023 | 9:30–11:30 a.m.

Place: Library of Virginia Conference Rooms

Cost: \$25 (\$20 for Library of Virginia Foundation members)

Registration required: bit.ly/LVA-military-genealogy

Explore the methods and resources for finding ancestors that fought in World Wars I & II with reference archivists Bill Bynum and Kenneth Forest. Over 100,000 Virginians served in World War I in the U.S. Army, Navy and Marines; over 3,700 died while in service. In World War II, over 300,000 Virginians served and over 8,700 died in service. This workshop explores Library of Virginia records in original, microfilm and digital formats related to the World Wars — as well as selected National Archives records — and offers advice on how to use them in your genealogical research.



EVERY HOUSE TELLS A STORY: HOW TO RESEARCH THE HISTORY OF YOUR HOME & NEIGHBORHOOD

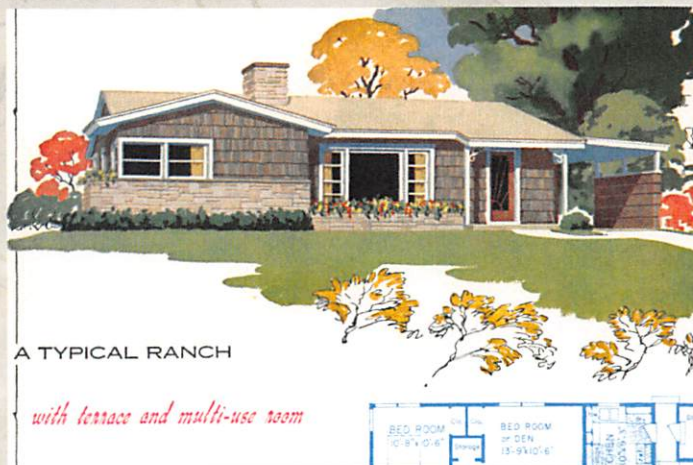
Friday, Aug. 4, 2023 | 9:30 a.m.–12:30 p.m.

Place: Library of Virginia Conference Rooms

Cost: \$25 (\$20 for Library of Virginia Foundation members)

Registration required: bit.ly/LVA-house-story

Would you like to discover the history of the place where you live or perhaps the history of the homes of your ancestors? This workshop will provide research strategies for discovering the history of a particular building, including architecture, ownership, location and historical context. Focusing on records and resources available at the Library of Virginia, such as governmental records, maps, newspapers, directories and other lesser-known sources, this workshop will offer guidelines on conducting and recording your research.



FINDING YOUR AFRICAN AMERICAN FEMALE ANCESTOR

Friday, Oct. 6, 2023 | 9:30 a.m.–12:30 p.m.

Place: Library of Virginia Conference Rooms

Cost: \$25 (\$20 for Library of Virginia Foundation members)

Registration required: bit.ly/LVA-AfAm-female-ancestor

Library of Virginia reference archivist Cara Griggs provides an overview of researching African American women in Virginia from 1619 to 1920. This workshop will cover records that are commonly used for African American genealogical research — free registers, cohabitation registers, local court records, federal census records, petitions to remain in the commonwealth and Freedmen's Bureau records — as well as the unique challenges of finding information about women in records that often focus on men, such as business, tax and military records.



**THE LIBRARY BOARD
of
THE LIBRARY OF VIRGINIA**

Committee Name: **NOMINATING COMMITTEE**

Committee Members: Marcy Sims, *Chair*
Laura L. L. Blevins
L. Preston Bryant Jr.
Robert L. Canida II
Blythe Ann Scott

1. Proposed Slate of Officers for 2023-2024

The Nominating Committee proposes the following slate of officers for the Library Board for July 1, 2023 - June 30, 2024:

Chair: Paul Brockwell Jr.

Vice-Chair Blythe Ann Scott

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

Laura L. L. Blevins
L. Preston Bryant, Jr.
Robert L. Canida II
Suzette Denslow

Board Action Items:

Approve a slate of officers for 2023-2024

Board Information Items:

None

Committee Action Items:

Recommended above slate of officers for 2023-2024 at the April 17 Library Board meeting

Nominees for Honorary Patron of Letters Degree

David Baldacci

David Baldacci is an American author who has written 47 novels, all of which have been national and international bestsellers. His books have been published in more than 45 languages in 80 countries, with 150 million copies sold worldwide. In addition to being an internationally recognized writer, he is an ardent philanthropist. Early in his career, David and his wife Michelle founded the Wish You Well Foundation to focus on family and adult literacy. Since its inception, Wish You Well has supported hundreds of family and adult literacy programs across the United States. David and Michelle have also been extremely generous to his alma mater, Virginia Commonwealth University, and the Library of Virginia. His most recent gift to the Library made many of the activities connected with the Library's 200th anniversary possible.

A lifelong Virginian, David Baldacci received his bachelor's degree from Virginia Commonwealth University and his law degree from the University of Virginia. He is a three-time winner of the Library's People's Choice Award for Fiction, and in 2017 he received the Library's Literary Lifetime Achievement Award.

Michelle Collin Baldacci

As Adriana Trigiani recently described them, Michelle and David Baldacci are Virginia's own national treasures. They work very much as a team, especially in terms of their philanthropic work. The Wish You Well Foundation, which began with a focus on improving family and adult literacy programs, has expanded since its founding in 2002 to include working with food banks sharing food as well as books with at risk families and after school programming. It has quietly and generously lifted up a vast array of Virginia community-based programs and libraries for more than 20 years. This mission evolved from a world view that Michelle articulates beautifully: If you can read, you will thrive. If you can read, you can feed your family. If you can read, you will make decisions in your best interests and elect people who serve your community's needs. She believes that literacy lies at heart of so many challenges our society faces today and has a direct impact on a family's ability to survive. As she reviews every grant request made to the Wish You Well Foundation, no matter how large or small, she weighs the potential impact on the community the organization serves but also considers how the program or project being proposed might change one life for the better.

Nikki Giovanni

Nikki Giovanni is an American poet, activist, and educator who has published more than 14 volumes of poetry and numerous other works, among them 11 illustrated books for children. As a young writer, she was active in the Black Arts Movement, and throughout her career she has avidly supported the work of writers of color.

Born in Tennessee and raised in Ohio, she has lived in Virginia for more than 36 years. She joined the faculty at Virginia Tech in 1987 where she taught writing, poetry, and literature and was eventually named a University Distinguished Professor. Giovanni received her

bachelor's degree from Fisk University and studied at the University of Pennsylvania's School of Social Work and the School of Fine Arts at Columbia University..

Her latest book, *A Library*, offers some of her fondest memories of a childhood librarian who inspired her and helped her thwart segregation's limitations on the books available to a young Black girl. In 2008, she was commissioned by National Public Radio to pen an inaugural poem for President Barack Obama. Named one of Oprah's 25 Living Legends, she has been awarded an unprecedented seven NAACP Image Awards, in addition to being nominated for a Grammy and as a finalist for the National Book Award. Giovanni has written three *New York Times* and *Los Angeles Times* best sellers, which is highly unusual for a poet. To read a list of her honors is to read a catalog of the nation's highest praise for literature.

Nikki Giovanni has spoken powerfully during some of Virginia's hardest and triumphant moments. Her poetry in the aftermath of Virginia Tech's mass shooting were a healing and powerful balm for a community torn apart by tragedy. And when Virginia dedicated a Capitol Square monument to the Civil Rights Movement, she was there to reflect on the progress made and the work still left undone in a future where all people are valued, loved, and treated equally.

Meg Medina

Meg Medina is a New York Times Bestselling children's book author of Cuban descent whose books celebrate Latino culture and the lives of young people. She is the 2023–2024 National Ambassador of Young People's Literature, a program sponsored by the Library of Congress and Every Child A Reader.

Medina is the author of fourteen works of middle-grade and young adult fiction. *Merci Suárez Changes Gears*, the first of three books in a trilogy about the Suárez family, received the prestigious Newbery Medal in 2019 and was named a notable children's book of the year by the *New York Times Book Review*. Medina's books explore how culture and identity intersect through the eyes of young people.

Medina was born in Alexandria, Virginia, but grew up in New York City where she taught for ten years in the city's public schools. Moving to Florida in 1988, she worked for a number of years as a free-lance journalist. After relocating to Richmond, Virginia, in 1998, she devoted herself to writing for children and published her first book, *Milagros: A Girl from Away*, in 2008. In addition to her writing, Medina advocates for more diversity in children's literature, supports emerging authors, and promotes a variety of literacy initiatives aimed at the Latino community. She is a founding member of We Need Diverse Books and is a faculty member of the Hamline Masters in Fine Arts for Children's Writing program.

Executive Summary

Library of Virginia Activities and Accomplishments

April 2023 – June 2023

The Library of Virginia continues to make progress on our strategic planning goals relating to the development of and access to collections and services; leadership in the records management, library, and archival communities; increased outreach, engagement, and education for the citizens of the Commonwealth; and nimbleness as an organization that empowers its staff to lead. Below are highlights of our activities during the past quarter.

Collections Access and Management Services

The State Records Center Expansion Project got permission to proceed in April with increased funding to cover the cost of inflation. This project completed the conceptual planning phase last July, and the drawings were submitted to the Department of Engineering and Buildings (DEB) for review along with a request to bring the budget in line with current costs. While the next phase of planning (working drawings) was supposed to commence in September 2022, this project, along with all other capital projects statewide, was placed on hold pending a review of the overall revenue/funding situation. Since April, John Metz, Paul Casalaspi, and David Wilson have been meeting weekly with Gil Entsminger of Enteros Design and Chris Porras of the Department of General Services (DGS) to complete the working drawings for DEB review in July. Once approved, the design team would begin the construction/bid documents phase of the project in December with hopes of putting the project out to bid near the end of the calendar year. With this new timeline in mind, the hope is to break ground next spring and complete the project in mid-to-late 2025.

ProQuest, the Library's current newspaper reformatting vendor, brought a seventy-year collaboration with the Library to an end in 2021 when it ceased microfilming newspapers. While this partnership was at no cost to the Library in exchange for the right to market and sell copies of the microfilm to interested libraries, this strategy was no longer profitable to ProQuest due to the decline of microfilm usage. This forced the Library to develop a strategy for filming the considerable backlog of physical copies of current news titles using state funds. We are happy to announce that the preservation microfilming of the backlog by Backstage has been completed. The Acquisitions and Access Management team will begin prepping the 2022 newspapers in August. The volume of this material will be considerably less. We will also assess the feasibility of sunsetting the program to create preservation copies of current newspapers as the number of dailies and weeklies continue to disappear.

Prints & Photographs Collection specialist Dana Angell completed a Masters in Library and Information Science degree this Spring at Valdosta State University.

Digital Initiatives & Web Presence

DIWP Director Kathy Jordan spent nearly a year working with Ancestry to finalize an agreement between the Library and the company to digitize, index and make publicly available materials

from the Library's collections. After an initial five-year agreement, Kathy will work with our Ancestry representative, Lisa Pearl, to annually identify collections to include in this project. When each annual project is complete, Virginians will have free access to the indexes and images through our Ancestry for Virginians page, as will subscribers to Ancestry's products. The initial batch of collection materials includes the following: Virginia Personal Property Tax Records, 1782-1900; Richmond City birth and death records, 1897-1912 (June 30); Norfolk City birth and death records, 1900-1912 (June 30); Portsmouth City birth and death records, 1897-1912 (June 30); Virginia Department of Military Affairs Organization Cards, 1876-1947.

Original records will be scanned on-site at the Library, while microfilm will be sent to Utah for digitization. All scanning should be starting by July 1, 2023. This is no financial cost to the Library for this project, which will make very large and very valuable collections available to the public. This is a wonderful opportunity for the Library to expand digital access to collections that we would otherwise not have the resources to digitize and index ourselves.

In other exciting news, DIWP will welcome Lauren Caravati to the fold as the Library's project manager for our NEH-funded World War II Separation Notices digital project. Lauren received her B.A. in History and Political Science with a concentration in International Relations from VCU and her MLIS from University College Dublin. Her past experience includes stints at Disney as a College Program Intern and as a paralegal for McCandlish Holton. Lauren currently works in Imaging Services for the Library, but she will officially start in DIWP on June 25, 2023. The collection is very large and will attract much public interest. She will be digging into piles of metadata; tracking collection delivery to/from Backstage of original records as well as digital image output; managing the content as it flows through our crowdsourcing platform, From the Page; and engaging the public and other interested partners who we know will be absolutely over the moon to help us crowdsource these materials. We do anticipate offering the Separation Notices as the focus collection for our September 2023 Transcribe-a-versary, which will surely be a huge draw.

Between April 1 and June 20, 2023, The UncommonWealth published 29 articles with more than 30,000 views. The most popular articles during this time period were "Thomas/In Hall: Subverting the Gender Binary in Colonial Virginia" (April) and "There and Back Again: The Return of Liber A to Prince William County" (May).

Government Records Services

Records Analysis staff have drafted a new Electronic Records Guidelines for state and local government agencies. The draft is currently being reviewed by record officers from state and local government agencies for feedback. Last updated in 2009, it was in dire need of revision given the tremendous increase in the amount of electronic records created by government since then. The guidelines will provide state and local agencies with the information they need to properly identify and preserve permanent electronic records as well as properly dispose of nonpermanent electronic records.

The NHPRC grant LVA received for the Virginia Untold project came to a successful conclusion on April 30. We were successful in attaining the primary objectives of the project:

1. Conserve and digitize Free Black registers stored at LVA. Make the registers available on our crowdsourcing site *From the Page* for indexing by the public.
2. Collaborate with circuit court clerks to conserve and scan registers stored in their offices.
3. Make the registers accessible to the public on the Virginia Untold site. 40 registers from around the Commonwealth are accessible on Virginia Untold. The public's response to our social media announcement about the availability of the registers was overwhelming!
4. Examine 250+ boxes of pre-1861 City of Richmond Hustings Court records to identify records that involved enslaved and free Blacks records for processing, indexing, conservation, and scanning. The examination turned up a large collection of records that will be added to Virginia Untold. They include freedom suits, petitions to remain, apprenticeship indentures, registrations, jail reports involving free Blacks who did not have their registration, and commonwealth causes.
5. Promote the grant work through outreach and social media.

Last year, the General Assembly appropriated funding to make the Virginia Untold Project Manager a permanent position. That means Lydia Neuroth will continue to be the Project Manager for Virginia Untold. Her position will remain in Government Records Services. The NHPRC grant was truly a collaborative project involving multiple departments at LVA, all of which had an important role in making the grant a success.

Library Development and Networking

The LDND team continues to engage in our “usual” duties. Please note that all ARPA grants have been completed.

Grant applications were solicited for up to twelve impact grants for Welcoming Library traveling collections. The Every Welcoming Library Collection contains a core collection of 30 acclaimed immigrant and new generation picture books. Nine libraries were awarded grants: Fairfax County Public Library, Fluvanna County Public Library, Massanutten Regional Library, Mathews Memorial Library, Montgomery-Floyd Regional Library, Prince William Public Libraries, Richmond Public Library, Virginia Beach Public Library, and Waynesboro Public Library.

Children’s and Youth Services Consultant Sue La Paro met with JMU’s Center for Economic Education about pilot of financial literacy program and/or kits for public libraries. They are doing a small pilot of economic concept kits featuring picture books with Massanutten Regional and Waynesboro. She also met with Paul Ronca, Community Systems Coordinator, Injury and Violence Prevention Program, Office of Family Health Services, Virginia Department of Health, about Project Patience and how to share information about infant safety with public libraries.

Four new public library directors began this quarter: Charlotte County Library, James L. Hamner Public Library, Eastern Shore Public library, and Middlesex County Public Library.

Continuing Education Consultant Cindy Church created a Virginia Niche User's Group with the mission is to bring Virginia public library Niche Academies together to network, educate, and share experiences and best practices. Ms. Church conducted Community Collaboration Training that provided a practical yet rich exploration of community collaboration, ranging from initiating relationships to creating a partnership agreement to dealing with failure. She, along with LDND Director Nan Carmack, presented "Check It Out: Libraries and Digital Literacy" to broadband stakeholders, local authorities, and vendors at the Broadband Everywhere Conference.

Barry Trott, Adult Services Consultant, in his role as editor of Reference and User Services Quarterly, worked on appointing an advisory board and other projects related to the journal re-launch. He also chaired the Dartmouth Medal award committee, participated in a virtual advisory board meeting with the Catholic University Department of Library and Information Science to review accreditation process and strategic planning, and met with the new editor of reference reviews at Library Journal to discuss the future of reference publishing and plans for a summit on reference publishing.

With regard to partner projects, LDND staff worked with Judy Deichman at the Virginia Association of School Libraries (VAASL) to promote the Marketing Find It VA series to school librarians and to solicit input on trends and challenges for school librarians as part of the LDND strategic plan. They also began planning for Blue Star Welcome Week promotion to support public libraries connecting with military families in their community, and accepted an offer to present on Find It VA at the Richmond Public Schools Literacy Institute in August

Mr. Trott and Dr. Carmack worked on several technology projects including updates, improvements, and educational opportunities with Find It Virginia; transferring libraries to WordPress; and helping several libraries plan their transition from Evergreen to a new ILS.

State Grants and Data Coordinator Kim Armentrout received data edit checks from American Institutes for Research (AIR), made corrections and annotations and resubmitted the data to the Public Library Survey (Federal) by deadline. She also received project edits from IMLS for the FY2021 LSTA report, revised and resubmitted by deadline.

Dr. Carmack attended the Government Innovation conference, Governor Youngkin's Conference on Aging, and the Broadband Together Conference.

The LDND team developed a strategic plan process to update our activities for the next 5 years. Surveys, interviews, and stakeholder focus groups are underway by all consultants. Data will be analyzed in the summer and a plan drafted in the fall. The team also presented at multiple strategic planning workshops for individual libraries and the VLA Professional Associates Conference on Emotional Intelligence; and conducted research on public libraries' role in mental health and engagement for older adults.

Public Services and Outreach

The Library is pleased to welcome the second cohort of the Transforming the Future of Libraries & Archives Internship Program. As part of the Library's commitment to the principles of Diversity, Equity, Access, and Inclusion and to encourage diversity in the future workforce

within libraries and archives, the Library of Virginia Foundation provides paid internship opportunities to college students from diverse backgrounds who are currently underrepresented in the library, archives, and public history fields. This summer we have seven undergraduate and graduate students working across the Library on a variety of projects from June to August. Working with their supervisor, interns will gain both work experience and skill development in their area of interest. They will also get a chance to connect with various members of the Library's staff to learn about their roles as well as their career paths at potential examples. Our cohort will also visit with professionals at the American Civil War Museum at Historic Tredegar and Black History Museum & Cultural Center of Virginia.

The National Genealogical Society (NGS) held its annual conference at the Greater Richmond Convention Center between Thursday, June 1 through Saturday, June 3, with pre-conference activities on Wednesday, May 31. During that time, the Library of Virginia had 859 patrons in the reading rooms May 30 – June 3, including the evening on Thursday, June 1. The Library created a liaison committee with representation from all public service departments and deployed methods such as adding extra staff and coordinating volunteers for those three days. Additionally, the National Genealogical Society honored the Library's commitment to excellence in public service and the promotion of family history at the meeting's plenary session. Dr. Gregg Kimball gratefully accepted the Society's 2023 Genealogy Tourism Award on behalf of the entire staff of the Library.

The Commonwealth of Virginia
A Resolution of the Library Board

WHEREAS Robert D. Aguirre was appointed to a five-year term on the Library Board in 2018 by Governor Ralph Northam; and

WHEREAS he served faithfully as a member of the Board during his term and provided the Board and Library staff with sound advice based on his more than twenty-five years' experience in university teaching and administration; and

WHEREAS during his tenure on the Board, he was a member of all of the Board's committees, serving as chair of the Education, Outreach, and Research Services Committee from July 1, 2022 to June 30, 2023, as a member of the Executive Committee, and as the Board's vice chair from July 1, 2022 to June 30, 2023; and

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

BE IT RESOLVED by the Library Board on this 26th day of June 2023 that the Library Board recognize Robert D. Aguirre for his 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 Robert Aguirre as a token of the Board's appreciation of his service to the Library and to the Commonwealth of Virginia.

The Commonwealth of Virginia
A Resolution of the Library Board

WHEREAS Martha J. “Marcy” Sims was appointed to a five-year term on the Library Board in 2013 by Governor Robert F. McDonnell and reappointed to a second term on the Board in 2018 by Governor Terence R. McAuliffe; and

WHEREAS she has served with distinction over the past decade as a member of each of the Board’s committees and several times as chair of the Public Library Development Committee; and

WHEREAS she was elected chair of the Library Board by her peers, serving as chair from July 1, 2017, through June 30, 2018, during which time she led the Board in developing a successful legislative strategy that secured funding to restore public service hours following a reduction in the Library’s state appropriation; and

WHEREAS prior to joining the Library Board, Marcy was the director of the Virginia Beach Public Library for thirty-seven years and just weeks before her retirement opened a pioneering state-of-the-art new library jointly operated by the city of Virginia Beach and Tidewater Community College; and

WHEREAS throughout her career Marcy has been a strong advocate for public libraries, literacy, and the humanities across Virginia and has been recognized for her advocacy with the Liberty Bell Award given by the Virginia Beach Bar Association and the Award for Excellence in the Humanities by Virginia Humanities; and

WHEREAS both as a community leader, a Library Board member and as chair of the Library Board, she has been an enthusiastic, knowledgeable, and effective supporter of library ethics and values; now therefore

BE IT RESOLVED by the Library Board on this 26th day of June 2023 that the Library Board recognizes Marcy Sims for her dedicated and thoughtful leadership; 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 Marcy Sims as a token of the Board’s gratitude for her service to the Library and to the Commonwealth of Virginia.

Proposed Library Board Meeting Dates 2023 – 2024

*(Meetings unless otherwise noted will be held at
the Library of Virginia in Richmond)*

Monday, September 18, 2023
8:30 am – 12:00 pm

Thursday, November 16, 2023
(Joint retreat with Foundation Board, 12:30-4:00 pm)

Monday, January 8, 2024
8:30 am – 12:00 pm

Monday, April 8, 2024
8:30 am – 12:00 pm
(Meeting will be held in Norfolk; site TBD)

Monday, June 24, 2024
(Annual Meeting and Lunch)
8:30 am – 12:00 pm

THE LIBRARY BOARD • July 1, 2022 – June 30, 2023



**C. Paul Brockwell Jr.,
Chair**

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5-year term ending June 30, 2027.
Succeeding Himself; **Seat 2**



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Succeeding Kathy Johnson Bowles; **Seat 11**
**use both email addresses*



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5-year term ending June 30, 2026.
Succeeding Herself; **Seat 14**

Vacant, Vice-Chair

Succeeding Robert D. Aguirre; **Seat 5**



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Succeeding Jon Bowerbank; **Seat 9**



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Succeeding Dr. Mark E. Emblidge;
Seat 10



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Succeeding M. David Skiles; **Seat 7**



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Succeeding Mohammed Esslami; **Seat 13**



**Blythe Ann Scott, Past
Chair**

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Succeeding Mark Miller; **Seat 3**



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Succeeding Herself; **Seat 4**



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Succeeding Himself; **Seat 15**



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Succeeding Herself; **Seat 12**



Leonard C. Tengco

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5-year term ending June 30, 2024.
Succeeding Kristin Cabral; **Seat 8**

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Vacant
Collection Management Services Director

Vacant
Counsel – Office of the Attorney General