



THE LIBRARY BOARD

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

(804) 692-3535

MEETING AGENDA

(file copy)

Monday
September 18, 2023

**THE LIBRARY BOARD
of
THE LIBRARY OF VIRGINIA**
MONDAY, SEPTEMBER 18, 2023

AGENDA

10:00 am The Library Board Meeting *Electronic Meeting*

*The public may view the meeting at: <https://www.youtube.com/@LibraryofVa>
For assistance during the meeting, please call the Office of the Librarian at 804-692-3535*

- I. Call to Order *C. Paul Brockwell Jr., Chair*
- II. Approval of Consent Agenda *The Board*
- *Approval of Meeting Agenda and Minutes of June 26, 2023*
 - *Approval of Nominating Committee Members*
 - *Approval of amended 2023-2024 Meeting Schedule*
- III. Welcome to Visitors and Staff *C. Paul Brockwell Jr., Chair*
- IV. Information Items
- A. Committee/Division Reports
- Archival, Collections, and Records Management Services Committee *Peter E. Broadbent Jr.*
 - Education, Outreach, and Research Services Committee *Robert L Canida II*
 - Legislative and Finance Committee *L. Preston Bryant Jr.*
- Action Item:** *Approval of 2023-24 LSTA Budget*
- Public Library Development Committee *Blythe Ann Scott*
 - Library of Virginia Foundation *Pia Trigiani / Scott Dodson*
- B. Report of the Librarian of Virginia *Sandra G. Treadway*
- C. Report of the Chair *C. Paul Brockwell Jr.*
- The Library Board will enter into closed session to receive a progress report from the Librarian Search Committee pursuant to VA. Code § 2.2-3711.A.1.*
- V. Old or New Business
- VI. Adjournment

Next Meeting: November 16, 2023 – Joint Retreat with Foundation Board, 12:30-4 p.m.

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

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

Date: Monday, September 18, 2023

Place: The Library of Virginia (*Electronic Meeting*)

Committee Members: Peter E. Broadbent, *Chair*
Shelley Viola Murphy, *Vice Chair*
C. Paul Brockwell, Jr.
Carol G. Finerty
Barbara Vines Little
Leonard C. Tengco
VACANT
VACANT

John Metz, Greg Crawford, Kathy Jordan – *Staff Liaisons*

AGENDA

1. Ancestry.com Partnership Update – Kathy Jordan
2. Transcribe-a-versary – Kathy Jordan
3. New archival staff in State Records – Greg Crawford
4. FY2024 CCRP grant cycle – Greg Crawford
5. Diseased Microfilm Update – John Metz
6. Virginia Depository Library Program Celebration – John Metz

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: **PUBLIC LIBRARY DEVELOPMENT COMMITTEE**

Date: **Monday, September 18, 2023**

Place: **The Library of Virginia (*Electronic Meeting*)**

Committee Members: Laura L.L. Blevins, *Chair*
Lana Real, *Vice Chair*
L. Preston Bryant Jr.
Robert L. Canida II
Maya Castillo
Suzette Denslow
Blythe Ann Scott

Nan Carmack – *Staff Liaison*

AGENDA

1. State Aid Update – Kim Armentrout
2. ~~State Aid Waiver Updates – Kim Armentrout~~

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: **LEGISLATIVE AND FINANCE COMMITTEE**

Date: **Monday, September 18, 2023**

Place: **The Library of Virginia (*Electronic Meeting*)**

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

Daniel Hinderliter – *Staff Liaison*

AGENDA

1. Statement of Financial Condition (Close out of FY 23) – Dan Hinderliter
2. Update on General Assembly budget negotiations (\$1.436 M) – Dan Hinderliter
3. Update on Capital Outlay efforts – Dan Hinderliter
4. LSTA Proposed Budget for Federal fiscal year beginning October 1, 2024 – Dan Hinderliter

Committee Action Items:

None

Board Information Items:

Report of the Committee Chair

Board Action Items:

Vote on Federal LSTA budget

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

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

Date: **Monday, September 18, 2023**

Place: **The Library of Virginia (*Electronic Meeting*)**

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

Gregg Kimball, Angela Flagg – *Staff Liaisons*

AGENDA

1. Brown Fellows and Teachers Institute (Catherine Fitzgerald Wyatt)
2. Indigenous Perspectives Exhibition Update (Gregg Kimball)
3. 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

June 26, 2023

ARCHIVAL, COLLECTIONS, AND RECORDS MANAGEMENT SERVICES COMMITTEE

The Archival, Collections, and Records Management Services Committee met at 8:30 a.m. on Monday, June 26, 2023, in Conference Room A at the Library of Virginia. The following committee members were in attendance: Robert L. Canida II, *chair*; Peter E. Broadbent Jr., *vice-chair*; C. Paul Brockwell Jr.; Carol G. Finerty; Barbara Vines Little; and Blythe Ann Scott. Also in attendance were John D. Metz, Deputy for Collections and Programs; Greg Crawford, State Archivist and Director of Government Records Services; and Kathy Jordan, Digital Initiatives and Web Presence Director. Committee member Leonard C. Tengco was absent.

Ms. Jordan reported that she spent nearly a year working with Ancestry to finalize a 5-year agreement between the Library and the company to digitize, index and make publicly available materials from the Library's collections. In the first year of the project, collection materials scheduled for digitization and indexing include 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); and Virginia Department of Military Affairs Organization Cards, 1876-1947. Annually, Ms. Jordan will work with our Ancestry representative, Lisa Pearl, to identify additional collections to include in this project. As each collection is completed, Virginians will have free access to the indexes and images through our Ancestry for Virginians page, as will subscribers to Ancestry's products. 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. There 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.

Ms. Little asked if the Library would receive electronic copies of the images and indexes created by Ancestry. Ms. Jordan answered that the Library could request those items at any time after three years, but there were no current plans to do so since they would be available online and accessible for free for state residents through the Ancestry for Virginians portal. Mr. Broadbent asked about the time frame for collections to become available online. Ms. Jordan answered that digitization would take about three months while an additional six months would be needed to process the digital material for online access.

Mr. Crawford reported that the Records Analysis staff have drafted new Electronic Records Guidelines for state and local government agencies. The draft is currently being reviewed by records officers in these agencies for feedback. Last updated in 2009, the guidelines were in dire need of updating given the tremendous increase in the number of electronic records since then.

The new guidelines will help agencies properly identify and preserve permanent electronic records as well as properly dispose of nonpermanent electronic records.

Mr. Crawford also reported that the NHPRC grant the Library received for the Virginia Untold project came to a successful conclusion on April 30. The Library was successful in attaining the primary of objectives of the project. 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, and her position will remain in Government Records Services. The NHPRC grant was truly a collaborative project involving multiple departments at the Library, all of whom played an important role in project's success.

Dr. Metz provided an update on the State Records Center Expansion Project. The conceptual planning phase for the expansion was completed 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 scheduled to begin 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. This April the Library received permission to proceed with increased funding to cover the cost of inflation. Since April, Dr. Metz; Paul Casalaspi, Information Technology Director; and David Wilson, Facilities Director; 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 with the goal 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.

Dr. Metz also provided an update on the Diseased Microfilm Replacement Project. Since the April board meeting, the Imaging Services team lost a member who accepted another position within the Library, leaving three vacancies which will undoubtedly have an impact on the speed with which the Imaging Services team can tackle the diseased film issue. The total number of reels evaluated as of June 2023 totaled 27,147, and nearly 71 percent of those needed replacement. To date, we have sent 21 shipments to Backstage Library Works, starting in November 2019. The first 10 shipments totaled 2,377 reels, while the last 10 shipments totaled 5,785 reels. A total of 1,135 reels have been sent to Backstage since April 3, 2023. We continue working to refine the inspection process to increase the volume of film being delivered to Backstage. Given the chronic shortage of Imaging Service technicians, we are considering pushing more of the diseased film identification to Backstage and using in-house staff to enter the reels into Infolinx once the new reels have been returned to the Library.

The final topic discussed during the meeting concerned the recommendation to revise the Regulations Governing the Destruction of Public Records Containing Social Security Numbers [17 VAC 15 120]. These regulations 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. A preliminary survey of records managers regarding the change indicates overwhelming support for this change. The Library is seeking Board approval to pursue the elimination of the agency witness requirement in records destruction through the Regulatory Town Hall in FY24.

Dr. Canida called for a vote from the committee to recommend that the full Board to authorize the Library to formally pursue the elimination of the agency witness requirement in records destruction through the Regulatory Town Hall in FY24. Ms. Scott made a motion to approve the recommendation and Mr. Broadbent seconded the motion. The vote of the committee members present was unanimous.

PUBLIC LIBRARY DEVELOPMENT COMMITTEE

The Public Library Development Committee met at 8:30 a.m. on Monday, June 26, 2023, in the Orientation Room at the Library of Virginia. The following committee members were in attendance: Marcy Sims, *chair*; Laura L.L. Blevins; L. Preston Bryant Jr.; Maya Castillo; and Shelley Viola Murphy, who attended virtually over Zoom. Also in attendance were Nan Carmack, Library Development and Networking Director, and Kim Armentrout, State Grants and Data Coordinator. Committee members Lana Real, *vice-chair*, and Suzette Denslow were absent.

The first item on the agenda, Update on Book Challenges, was tabled in deference to the many business items needing attention.

Ms. Armentrout presented the State Aid allocations and recommended the committee approve the allocations, noting that if the General Assembly votes upon a different budget this may change. Ms. Blevins moved that the allocations be approved and that any changes based on the General Assembly's actions be approved, based on the State Aid formula. Ms. Castillo seconded this motion, and the committee passed it unanimously.

In presenting the State Aid Waiver recommendations, Ms. Armentrout began with three different sets of waivers. The first set were technical waivers, in which libraries experienced a decrease in local funding due to the cost of doing business. These included vacancy savings, one-time capital expenditures in the previous year, and a reduction in contractual and travel costs. Mr. Bryant moved that these waivers be granted. Ms. Castillo seconded this motion, and the committee passed the motion unanimously.

The second set of waivers were Non-Technical Waivers. The first two of these waivers were from the Chesapeake Public Library and Mathews Public Library requesting a waiver from the three consecutive hours after 5:00 pm requirement, citing low door count and difficulty staffing. After much discussion, Ms. Blevins moved that the Mathews waiver be granted contingent on additional documentation being provided at the September meeting. Ms. Murphy seconded the motion, and the committee approved it unanimously. In regard to Chesapeake, Ms. Blevins

moved that the waiver be granted contingent on additional documentation being provided at the September meeting. Ms. Sims seconded the motion, and it was unanimously approved by the committee.

Ms. Armentrout presented the next set of Non-Technical Waivers, which dealt with missing audits. She explained that regulatory changes on the state level have caused many localities to be backlogged in accommodating the changes. Ms. Blevins moved to approve the waiver requests from Amherst, Blue Ridge Regional, Buchanan, Clifton Forge, Pamunkey Regional, Petersburg, Rockbridge Regional, Russell, and Wythe-Grayson Regional libraries contingent upon receiving the audits. Ms. Castillo seconded the motion, and it was unanimously approved by the committee.

The final Non-Technical Waiver addressed the failure to meet the Two-Thirds Requirement by Northumberland County, demonstrating a downward trend in local funding for the library. Mr. Bryant moved to approve the waiver, with the recommendation that staff provide the Northumberland County Library with a five-year plan to increase local funding to bring the library into compliance with the Board's regulations. Ms. Castillo seconded the motion, and it was unanimously approved.

Dr. Carmack presented the next agenda item, the Regulatory Reduction Proposal Discussion. Pursuant to the request of the board in the April meeting, Dr. Carmack conducted a survey of libraries to evaluate the burden placed on libraries by the three consecutive hours after 5:00 p.m. requirement. Seventy-five of 94 directors responded, with only 26 percent reporting the requirement to be a burden. Thus, this regulation was deemed relevant and not in need of changing. The Library of Virginia will ensure that all libraries are familiar with the waiver process and necessary documentation for those who do find it a burden. The second regulation considered was that of a five-year plan. The proposed regulatory change is to allow libraries who serve populations under 15,000 (approximately one third of libraries) to plan based on targets selected from the *Planning for Library Excellence* standards instead of performing a strategic planning process. Ms. Sims made a motion to acceptance this change. Ms. Blevins seconded the motion, and it was unanimously approved.

LEGISLATIVE AND FINANCE COMMITTEE

The Legislative and Finance Committee met at 9:30 a.m. on Monday, June 26, 2023, in Conference Room A at the Library of Virginia. The following committee members were in attendance: L. Preston Bryant Jr., *chair*; Laura L.L. Blevins; C. Paul Brockwell Jr.; Maya Castillo; and Blythe Ann Scott. Also in attendance was Sandra G. Treadway, Librarian of Virginia, and Dan Hinderliter, Deputy for Finance and Administrative Services. Committee members Suzette Denslow, *vice-chair*, and Leonard C. Tengco were absent.

Mr. Bryant opened the meeting with a summary of the General Assembly's historic turnover anticipated for the upcoming session. Mr. Hinderliter then provided the Statement of Financial Condition as of May 31, 2023. In summary, the Library, with one month remaining in the fiscal year, has expended 93 percent of all funding. The spend pattern is consistent with complete or

almost complete utilization of funds by year end close. The planned spending for the anniversary year reflects full utilization of funds, leaving very little, if any, for pre-payments at year-end. This sets up a 2023-2024 fiscal year that will require conservative budget levels.

Mr. Hinderliter advised the committee of the General Assembly budget negotiations. The negotiations were reported to be impacted by redistricting, anticipation of recession, and primary elections among other factors. As of the Board Meeting, no resolution is imminent. The negotiators began with the House Budget, which included additional funding for local libraries as well as funding for the Library of Virginia's IT needs, and thus a resolution is desired but not expected.

Mr. Hinderliter provided an overview of the Capital Outlay Decision Package that was offered to the Youngkin Administration for inclusion in the Governor's Proposed Budget, which is the starting point for the General Assembly Appropriation Act. This submission proposes a project for the renovation and update of the Library's public spaces and requests funds for the detailed design stage of the project. The preliminary design work is being completed by designLAB LLC via Library Foundation funding. The later stages of the capital project are proposed as split funding with the Commonwealth and the Foundation each contributing fifty percent of the costs.

Mr. Hinderliter discussed the other potential decision briefs for which Secretarial approval will be requested. The submission date for non-capital requests is August 21 and, if approved by the Secretary, September 5 for the Department of Planning and Budget.

The last item discussed was the Library IT decision package. Dr. Treadway discussed the various components and factors that prompted the request.

EDUCATION, OUTREACH, AND RESEARCH SERVICES COMMITTEE

The Education, Outreach, and Research Services Committee met at 9:30 a.m. on Monday, June 26, 2023, in the Orientation Room at the Library of Virginia. The following committee members were in attendance: Robert L. Canida II, *vice-chair*; Peter E. Broadbent Jr.; Carol G. Finerty; Barbara Vines Little; Marcy Sims; and Shelley Viola Murphy, who attended virtually over Zoom. Also in attendance were Gregg D. Kimball, Public Services and Outreach Director; Angela Flagg, Marketing and Communications Director; Catherine Fitzgerald Wyatt, Education and Outreach Manager; Cara Griggs, Reference Archivist; and Ashley Craig, Community Engagement and Partnerships Specialist. Committee member Lana Real was absent.
Marcy Sims

Ms. Griggs and Ms. Craig, co-chairs of the Library's planning committee, reported on the annual conference of the National Genealogical Society (NGS) held at the Greater Richmond Convention Center between Thursday, June 1 and Saturday, June 3, with preconference activities on Wednesday, May 31. Attendance at the conference was about 1,000, down substantially from the 2,500 attendees in 2014 when the NGS conference was last held in Richmond. Still, the Library served 859 patrons in the reading rooms while the conference was in town. The co-chairs described the advance planning that took place to ensure the Library was prepared. The committee adapted workflows and redeployed staff to minimize bottlenecks at critical service points. The committee also recruited and trained non-public service staff and volunteers to help

visitors. This included 34 Library staff, 20 volunteers recruited by the Virginia Genealogical Society, 4 retired staff members, and 2 current Library volunteers. Several board members involved with NGS conveyed the many accolades they received from attendees on behalf of the Library. It was also noted that the Library received NGS's 2023 Genealogy Tourism Award at the Wednesday morning plenary session.

Ms. Wyatt reported on the second cohort of the Transforming the Future of Libraries & Archives Internship Program. As part of the Library's commitment 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 and 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.

Ms. Wyatt reported on LVA on the Go events and future travels. The Library received the "On the Go" vehicle on April 20, 2023, and immediately took it on the road. To date, the vehicle and staff have visited seven public libraries: Washington County Public Library in Abingdon; Halifax County-South Boston Public Library, Halifax; Montgomery-Floyd Regional Library, , Shawsville; Essex Public Library, Tappahannock; Northumberland Public Library at the Heathsville Farmers Market; Botetourt County Public Library, Fincastle; and Prince William Public Libraries, Chinn Park Library, Prince William. We are looking forward to visiting seven more destinations this calendar year beginning with the Lynchburg Public Library on July 22. Staff members have registered event participants for Library cards, staffed children's activities, and delivered short introductory talks on genealogy, local history, Virginia Untold, and Virginia Chronicle. The reception has been overwhelmingly positive.

Ms. Flagg reported on several efforts to market ongoing programs especially the upcoming Celebration of Virginia Folklife, a two-day event cosponsored by the Virginia Folklife Program. The folklife event is one of the signature 2023 events tied to the Library's 200th anniversary. In addition to standard print and social media advertising, Ms. Flagg's team has also employed some bolder approaches including an electronic billboard on I-95 and TV spots on NBC affiliate stations in the Richmond, Charlottesville and Hampton Roads regions. Ms. Flagg also mentioned ongoing features that have spanned the 200th anniversary such as use of the "200 Years/200 Stories" biographies in social media and the Library's "Question of the Week" which rewards members of the public who take time to learn about the history and purpose of the Library.

THE LIBRARY BOARD MEETING

Library of Virginia

June 26, 2023

The Library Board met on June 26, 2023, in the Board Meeting Room at the Library of Virginia, 800 East Broad Street, Richmond, Virginia.

I. CALL TO ORDER

C. Paul Brockwell Jr., *chair*, called the meeting to order at 10:30 a.m. The following members were in attendance:

C. Paul Brockwell Jr., *chair*
Laura L.L. Blevins
Peter E. Broadbent Jr.
L. Preston Bryant Jr.
Dr. Robert L. Canida II
Maya Castillo
Carol G. Finerty
Barbara Vines Little
Blythe Ann Scott
Marcy Sims

Shelley Viola Murphy attended virtually but had to disconnect early due to technical difficulties. Suzette Denslow, Lana Real, and Leonard C. Tengco were absent.

II. APPROVAL OF AGENDA

Mr. Brockwell asked for a motion to approve the agenda. The motion was made by Mr. Broadbent, seconded by Dr. Canida, and passed unanimously.

III. WELCOME TO VISITORS AND STAFF

Mr. Brockwell welcomed all visitors, staff, and special guests including Crystal Jackson, Special Assistant and Project Manager in the Secretary of Education's office; Deborah A. Love, Senior Assistant Attorney General; and Abigail Gump, Assistant Attorney General and soon-to-be primary counsel for the Board. Mr. Brockwell acknowledged that Robert D. Aguirre, formerly the Board's vice-chair, had officially resigned from the Board in order to accept a position as Provost and Vice-President of Academic Affairs at the University of Windsor in Ontario, Canada. He then announced that the Board had reached 100 percent participation in terms of member donations to the Library of Virginia Foundation in the current fiscal year, for a total of just over \$9,000. Finally, he recognized and congratulated Dr. Murphy for her recent appearances on CNN and NBC's Today Show highlighting her genealogy research for segments celebrating the Juneteenth holiday. Mr. Brockwell shared a message from Dr. Murphy thanking Dr. Crawford for an article he wrote that helped inform the research behind her media appearances.

IV. PUBLIC COMMENT

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

V. APPROVAL OF MINUTES

Mr. Brockwell asked if Board members had any additions or corrections to make to the minutes for the April 17 meeting. Ms. Little pointed out a grammar error on page three and asked that it be corrected. Mr. Brockwell asked for a motion to approve the minutes with Ms. Little's correction. The motion was made by Ms. Scott, seconded by Ms. Sims, and passed unanimously by the Board.

VI. INFORMATION ITEMS

A. Reports from Other Organizations

Conley Edwards, President of the Friends of the Virginia State Archives, reported that the Friends are planning their 23rd annual Fall Slatten Lecture program in early November. The program honors the memory of Dr. Richard Slatten, one of the founders of the Friends and the organization's first president. The Facilities staff at the Library have been helpful in identifying a date for the program and the Friends are making arrangements with a potential speaker, who was just recently on the program at the National Genealogical Society (NGS) conference in Richmond. More information will be forthcoming.

At the Friends' board meeting earlier in June, the board confirmed its commitment to support the conservation of The Virginia Convention of 1776 Records. Last year, the Friends donated \$10,000 to this project and plan to donate an additional \$10,000 this year. The Friends are pleased to join with the Roller-Bottimore Foundation, the Virginia Law Foundation, and others in this worthwhile effort.

Since January 2023, through the extremely dedicated efforts of Mr. Broadbent, the Friends have expended \$12,500 for the acquisition of printed genealogy and family history materials for the Library collections. An additional \$5,000 for book purchases was authorized at the last Friends board meeting, which will bring the total support to approximately \$83,000 since 2019.

Mr. Edwards thanked the Library's staff for their help and cooperation during the NGS annual meeting in early June.

B. Committee/Division Reports

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

Dr. Canida, committee chair, reported that the agreement between the Library and Ancestry has been signed and that scanning of the first group of records should begin soon. He also reported that the Library's records analysts have drafted a revision to the Electronic Records Guidelines, which will soon be reviewed by records officers in other state and local agencies. With regard to Virginia Untold, Dr. Canida stated that the Project Manager position associated with the program is now a permanent funded

position at the Library, rather than an NHRPC grant-funded position. He also noted that the State Records Center project is anticipating construction to begin in spring 2024 with a move-in date in 2025 should everything proceed according to plan.

Speaking on the diseased microfilm project, Dr. Canida reported that since the April Board meeting the Imaging Services team lost a member, which leaves a total of three vacancies. This will have a negative impact on the speed with which they can process the diseased reels. As of June 2023, the total number of reels evaluated for replacement need is 27,147, and nearly 71 percent of those were identified as needing replacement. To date, the Library has sent 21 shipments to Backstage Library Works, starting in November 2019. The team continues working to refine the inspection process to increase the volume of film being delivered to Backstage. Given the chronic shortage of Imaging Service technicians, they are considering pushing more of the diseased film identification to Backstage and using in-house staff to enter the reels into Infolinx once the new reels have been returned to the Library.

Mr. Brockwell, a member of the AGRMS Committee, reminded the Board that the Library has been reviewing all of its regulations in order to support an initiative from the Governor's Office which seeks to reduce the regulatory burden on state and local governments. One of the recommendations the committee considered regards requirements concerning destruction of documents. Acting on this recommendation, Dr. Canida made a motion for the Board to authorize the Library to formally pursue the elimination of the agency witness requirement in records destruction through the Regulatory Town Hall in FY24. Mr. Brockwell noted that because the motion came from a committee it did not need a second, and asked if there were any questions or discussion. Ms. Love reminded Mr. Brockwell that per the Board's bylaws he should recognize virtual participants when taking votes. He did so, but Dr. Murphy was experiencing technical difficulties and was not responsive, so Mr. Brockwell noted that she would not be participating in the vote. There being no questions or discussion, Mr. Brockwell called for a vote on the motion, and it passed unanimously.

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

Dr. Canida, committee vice-chair, reported that the Library received the National Genealogical Society's Genealogical Tourism Award during the NGS conference in Richmond. He applauded Dr. Kimball and his team for the program and outreach work they do that contributed to the Library receiving this honor. At the committee meeting, Ms. Wyatt discussed the Transforming the Futures of Libraries and Archives internship program, which is currently in its second year. She also shared that the LVA On the Go bus made its eighth stop recently, and that in 2024 they hope to take the bus to all of the Pow Wows held throughout the Commonwealth. Ms. Flagg updated the committee on communications and marketing activities, including recent news reports and multimedia advertisements highlighting the 200th anniversary and related events and programs.

Mr. Brockwell noted that Dr. Murphy had, at this point, disconnected from Zoom due to technical issues and was therefore no longer participating in the Board meeting.

- **Legislative and Finance Committee**

Mr. Bryant, committee chair, reported that the Statement of Financial Conditions shows the Library is on track and contains nothing out of the ordinary. He also noted that primary elections for the General Assembly were just held and as a result there will be a lot of new faces in the House and Senate, and the Library will need to begin reaching out to form relationships with new members. He suggested the Library reach out to both Clerks' offices to see if we could be of assistance during new member orientation after the November elections. New committee assignments will be revealed in January 2024. Additionally, the General Assembly may be coming back for a special session to address lingering budget issues, and the Library has a few items that may be affected including funding for IT and state aid. Mr. Bryant reported that planning continues on the State Records Center project, and that the groundbreaking is anticipated to occur sometime next spring.

Mr. Hinderliter reported that the Library is spending a lot to promote the 200th anniversary, but it is resulting in a lot of attention, and so the efforts are paying off. While we have spent 95 percent of our general funds with one month remaining in the fiscal year, this was planned and is nothing to be concerned about. Overall, the Library is at 93 percent spent across all of our funding types, but we never get to 100 percent because of the difference in the closing dates for the state and federal fiscal years. Additionally, a large portion of what we spend is Circuit Court Records Preservation (CCRP) dollars that are paid out based on grants from local circuit courts, which means these payments are not necessarily aligned with total spend each year. Mr. Hinderliter reviewed the Statement of Financial Condition and reiterated that everything is as it should be.

Mr. Hinderliter reported that the House Appropriations and Senate Finance negotiators are working on the budget. During the initial negotiations the House had included \$1.4 million in their budget for the Library, and the House and Senate had both included additional money for state aid. Mr. Hinderliter noted that if both houses agree to a budget, then it is likely that we would see that additional money for state aid. The potential \$1.4 million is there to enable the Library to pay for the services it provides and for administrative items like rent to DGS, but mainly it is meant to offset IT needs, particularly online subscriptions that are not really funded through legislation. We remain hopeful that the budget negotiations produce a good result for the Library.

The final item discussed in committee were possible decision briefs that the Library would be submitting to the Governor's Office requesting additional dollars for the Library be included in the budget bill for the 2024-2026 biennial budget. Mr. Hinderliter reported that the Library currently has three items identified for potential decision briefs. One item would not be needed if the General Assembly approves the funding for IT needs. Since the starting point of negotiations is always the House budget, the \$1.4 million is guaranteed to be a point of discussion. Another potential decision brief deals with the Library's capital needs. Mr. Hinderliter noted that the

Library building is outdated in terms of design which negatively impacts patron experience. The architectural firm designLAB will be speaking during the coming luncheon about ways to redesign the building for better use, and the Library has already submitted a request to the Governor's Office to move from our preliminary design documents to detailed design planning. If approved, this request would go on as part of the introduced budget for General Assembly negotiations. The third and final decision brief deals with the aligning of our future plans and resources from an administrative and operational standpoint. This would involve hiring a consultant to develop a plan around our operations that would also support the capital construction.

- **Public Library Development Committee**

Committee chair Marcy Sims reported that the committee had seven motions to bring to the Board relating to State Aid waiver requests and FY 24 State Aid allotments. She then asked Ms. Armentrout to proceed with the report, and she began by recognizing Scott Firestine, Director of the Richmond Public Library, who was visiting and wanted to be available as a subject matter expert in the field to answer any questions the Board may have.

Ms. Armentrout started with technical waiver requests received from several public libraries who were not in compliance with the Library Board's requirement that "local operating expenditures from taxation or endowment for any library or library system, shall not fall below that of the previous year." The first category of waivers to this requirement involved revenue decreases due to one-time expenditures in the previous fiscal year. Galax-Carroll had extensive repairs done, Jamerson had computer hardware expenditures, Manassas Park City opened a new library, and Samuels purchased computer hardware and furniture.

The second category related to common government decreases, which are decreases in in-kind expenses from a locality to help maintain a library, such as grounds maintenance or janitorial services. There were several libraries last year that were recognized as having met the cap in the formula. When that happens and they continue to claim these additional in-kind expenses, they do not benefit from reporting those expenses, but the per capita lines for the entire state go up. This results in smaller libraries having much more difficulty trying to meet minimum levels because that number keeps climbing. The libraries requesting technical waivers in this category have backed out those common government figures, and so granting the waivers will do no harm to them and will help smaller library systems bring the per capita number back down. The 12 libraries requesting this category of waiver were listed in the Board packet.

The third category is position vacancies / lower salary hires, and there were four libraries impacted by that. The final category is other, which encompasses everything else. Central Virginia had lower traveling expenses, Iris Brammer had lower maintenance costs, and Nottoway had reductions in contractual pricing. Ms. Sims, on behalf of the committee, moved that the Board approve all technical waivers as presented. Mr. Brockwell, noting no need for a second, asked if there were any

questions or discussion. There being none, he asked for a vote, and the motion passed unanimously.

Ms. Armentrout then addressed the non-technical waivers, which have to be looked at on a case-by-case basis. One of the requirements for State Aid is that libraries must 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, which are defined as the hours after 5:00 p.m. Two libraries applied for a waiver from this requirement: Chesapeake Public Library and Mathews Memorial Library. Ms. Armentrout confirmed that the Board would have to vote on each of these waivers separately. Ms. Sims moved that a contingent waiver be granted to Chesapeake pending receipt of additional survey data and analysis, since the committee was confused by some of the initial data presented to them and wanted further clarification. Ms. Armentrout noted that Chesapeake has the data but recently changed to a new system and do not have access to the data, but as soon as they regain access, they will provide it. Mr. Brockwell, noting no need for a second, asked for a vote, and the motion passed unanimously. Ms. Sims stated there were similar data questions from Mathews, specifically that they surveyed for the month of December, which the committee felt was not an appropriate month to survey because of fluctuations in attendance during the holidays. As such, she moved that a contingent waiver be granted pending receipt of specific hours of operation and additional survey data on library traffic patterns. There being no questions or discussion, Mr. Brockwell asked for a vote, and the motion passed unanimously.

The next non-technical waiver category concerned missing audits. Ms. Armentrout stated that library systems in Virginia are required to submit statistical and financial reports including audits and progress on planning as requested. Normally we might see one or two library systems who have not yet submitted an audit; however, this year was an exception. Because this was so unusual Ms. Armentrout reached out to the Auditor of Public Accounts (APA) and according to their staff there were two main reasons for so many audits being late this year: 1) there was significant turnover among finance and accounting staff as well as key management positions, and 2) there was a new GASB 87 accounting standard for reporting, which created a delay for localities since many did not have expertise reporting according to this standard. Ms. Sims moved that the missing audit waivers be approved contingent upon receipt of the audits. Mr. Brockwell asked for clarification about how that contingency would affect State Aid. Ms. Armentrout responded that if the motion were approved, we would hold the state aid payments until we receive the audits, and then the libraries would receive their full State Aid amount. With no questions or discussion, Mr. Brockwell called for a vote, and the motion passed unanimously.

Ms. Armentrout reported that an additional requirement for state Aid is that libraries must have local operating expenditures of at least 50 percent of the median statewide and local operating expenditures per capita. Two-thirds of these expenditures must come from taxation or endowment. She explained that the purpose of this requirement is to ensure that libraries are not relying on bake sales, for example, or other means of

private funding. The only library being considered for a waiver on this requirement was Northumberland. Ms. Sims noted that each Board packet contains a copy of a letter to the Northumberland library detailing a plan for meeting this requirement. She moved, on behalf of the committee, to approve the waiver and encourage the use of the plan provided by the Library of Virginia to increase their percentage of local funding over five years. There being no questions or discussion, Mr. Brockwell called for a vote, and the motion was passed unanimously.

Ms. Armentrout stated that the final State Aid item was approval needed for this year's state aid allocations. While both houses of the General Assembly proposed increases to State Aid in their respective budgets, the conference committee did not reach an agreement on a final budget so State Aid funding for FY 24 remains the same as for this current year. Dr. Treadway asked whether the proposal for State Aid allocations before the Board today should include language allowing for adjustment according to the formula should additional money be appropriated by the General Assembly during the summer. Ms. Armentrout replied that it would be a good idea. On behalf of the committee, Ms. Sims moved to approve the State Aid allocations as presented with an amendment that if additional state funds are received, then the allotments would be adjusted accordingly. There being no questions or discussion, Mr. Brockwell asked for a vote, and the motion passed unanimously.

Ms. Sims reported that the committee was asked to review two regulatory recommendations from the Library. The first pertains to the requirement that all public libraries prepare and submit a five-year plan. She said that smaller libraries throughout the state have voiced concern that, due to their smaller staffs and budgets, this requirement puts an undue burden on them. As a result, Ms. Sims, on behalf of the committee, moved that the Board approve a change to this requirement that would allow libraries serving a population of less than 15,000 to have an alternate approach to planning based on improvement metrics found in *Planning for Library Excellence*. Mr. Bryant asked to confirm that the libraries affected by this change would amount to about one-third of all public libraries in Virginia, and Ms. Sims agreed that was accurate. Mr. Brockwell asked for a vote on the motion, and it passed unanimously.

The second regulatory recommendation dealt with the evening hours requirement. Ms. Sims stated that the committee recommended there be no change to this regulation, and that any libraries that cannot meet the requirement continue to seek a waiver from the Board. Mr. Bryant asked if there was a particular process for reporting these regulatory reviews back to the Governor's Office, since this is an initiative of the Youngkin administration. Dr. Treadway responded that the Governor had created an Office of Regulatory Management and that the Library reports regularly to them.

- **Library of Virginia Foundation**

Pia Trigiani, President of the Library of Virginia Foundation, reported that the Foundation has had a very successful year. Highlights include supporting the 200th anniversary by funding the LVA On the Go vehicle, hosting numerous cultivation

events, grossing \$130,000 from the 2022 Literary Awards, investing significant time and resources into the space planning study, bringing food back to the Library via the Can Can Café, and securing grant funding. In FY23 the Foundation submitted over 26 grant applications and the Library was awarded \$206,000 with an additional \$150,000 outstanding. These grants fund Library programs like the Transforming the Future of Libraries and Archives internship, conservation of the Virginia Convention of 1776 records, digitization of WWII separation notices, the Brown Teacher Institute, and the upcoming Indigenous Perspectives exhibit.

Ms. Trigiani stated the Foundation had revenues of \$1.4 million, compared to \$2.7 million last year which was due to an unusually large gift and a sizable bequest. This year, the Foundation has \$4.9 million in investment funds, \$1.5 million in operational expenditures with a deficit of \$28,000, though the latter figure depends on where expenses are because in FY23 the Foundation absorbed roughly \$538,000 in bicentennial activities and WWII records expenses. The Virginia Shop is currently operating in the black, despite the Capitol location remaining closed due to construction. The Foundation hosted nine different events at the Library, ranging from donor collection events, affinity group coffee, and professional groups. The last Collections Up Close event had more than 50 people in attendance. The Foundation also hosted five out-of-town cultivation events in Fairfax, Norfolk, Alexandria, Wytheville, and Washington DC.

VII. REPORT OF THE LIBRARIAN OF VIRGINIA

Dr. Treadway reported that since the April Board meeting, LVA On the Go has participated in events in Halifax, South Boston, Montgomery, Floyd, Essex, Northumberland, Botetourt, and Prince William, and at the end of July will be at another event in Lynchburg. We have had excellent engagement during these events, as both Virginians who are familiar with the Library and others who have never heard of us stop by the vehicle to see what we are about. Events for the 200th anniversary continue to roll out, and the efforts of our marketing and communications team, led by Ms. Flagg, continue to pay off in terms of attendance numbers. The Library will host the Virginia Folklife Festival on July 7 and 8 in partnership with Virginia Humanities.

Dr. Treadway highlighted the Transforming the Future of Libraries and Archives paid internship program, which is funded by the Foundation and gives young men and women who come from backgrounds not traditionally well-represented in the library profession the opportunity to work in a library setting and, hopefully, inspire them to pursue this work professionally. She recently met the seven interns the Library is hosting this year and was very impressed by them.

The Library is working hard to address funding needs through the Governor's budget process. Dr. Treadway is hopeful for a positive outcome because of the ambitious goals the Library has set for the next few years, and noted that the budget conferees will be returning to Richmond soon to resume negotiations.

VIII. REPORT OF THE CHAIR

Mr. Brockwell reported that the Executive Committee met on June 13 to review recommendations from a selection committee for the Library's honorary Patron of Letters degree. Since the 1980's, the Library Board has had the authority to award this degree to individuals who have made outstanding contributions to the fields of history, library, or archival science. Following the policy the Board adopted in September, the selection committee reviewed nominations that were submitted through the online portal this spring before forwarding recommendations to the Executive Committee. The Executive Committee worked with Dr. Treadway to confirm the proposed recipients could attend the Literary Awards this fall to receive this honor in person and voted unanimously to recommend that the Library Board award the honorary degree to the following individuals: David Baldacci, Michelle Baldacci, Nikki Giovanni, and Meg Medina. Mr. Brockwell pointed the Board to the short biographies of these individuals included in their packets and briefly highlighted their respective accomplishments. Mr. Brockwell moved for the Board to accept the Executive Committee's recommendation to award the degree to these four individuals. There being no questions or discussion, the Board voted unanimously to approve the motion.

Mr. Brockwell stated that at their meeting, the Executive Committee also conducted their annual evaluation of the Librarian of Virginia. The committee concluded that Dr. Treadway has served the Library with distinction and has strengthened the agency's reputation for excellent service and positioned the Library to have productive and trusting relationships with our partners across state and local government and the public that we serve. It is belief of the Executive Committee that the Library has been extraordinarily fortunate to have her steady leadership at the helm since 2007. After a brief discussion, the committee voted unanimously to recommend the Board exercise its right to award a one-time discretionary bonus of 5 percent pursuant to the Librarian's contract and the Code of Virginia. The committee strongly recommended the Board consider this as a small way to recognize her tremendous service and dedication to the Library. Mr. Brockwell moved to approve the committee's recommendation, and the Board voted unanimously to do so.

Mr. Brockwell then reported that Dr. Treadway informed the Executive Committee that she plans to retire by the end of the calendar year. She shared this information with the Library's Executive Management Team last week and will be informing all Library staff via email shortly after the Board meeting. Mr. Brockwell expressed his gratitude for Dr. Treadway's many years of service to the Library. He stated that one of the Board's most important duties is hiring the Librarian of Virginia, and that the Executive Committee is committed to conducting a national search to find the next Librarian. The committee has begun to organize for the search and in doing so has reviewed research on compensation for the role as well as how other states have handled the hiring process. They discovered that the current level of compensation is very competitive with comparable positions across the country. The committee believes that they, along with human resources and other key staff, are well equipped to handle the search internally, without the need to bring in an outside firm.

Mr. Brockwell appointed the following Board members to serve on the Librarian Search Committee: L. Preston Bryant Jr., Peter E. Broadbent Jr., Robert L. Canida II, Blythe Ann Scott, and himself. He noted that all of these members, with one exception, had served as Library Board Chair, and that the other has been a key member on the Executive Committee. He also invited Aimee Rogstad Guidera, Secretary of Administration, to serve on the committee or have a designee stand in. Typically, in searches like this, the relevant section chief from the Office of the Attorney General serves as counsel to the committee, and Mr. Brockwell confirmed that Ms. Love will be doing so. The Library will be issuing a press release by the end of the week to publicly announce Dr. Treadway's coming retirement. After that goes out, Mr. Brockwell plans to hold an organizational meeting of the Search Committee to prepare the position announcement for distribution, and then he will send out an agency-wide message to update Library staff on the search process. The search will be conducted in two phases: 1) advertising the position in at sixteen different places, collecting applications for review of applicants' qualifications, and initial screening of candidates, then 2) interviewing finalists, inviting them to visit the Library as part of the process, and identifying the top candidate for the job. Mr. Brockwell reiterated his thanks for Dr. Treadway's service, and the Board gave her a round of applause. Ms. Little stressed the importance of having a Librarian that values both the library collections as well as our wealth of archival records. Dr. Canida asked if the Library has an equity advocate program whereby an individual sits on search committees to help guide them and ensure the search is conducted in an equitable way. Dr. Treadway responded that policies and procedures for ensuring equitable recruitment practices are followed are built into the state hiring process already, but as the Librarian is hired directly by the Board this recruitment is outside the standard process. Mr. Brockwell said that he would speak with Vanessa Anderson, Human Resources Director, about equitability concerns.

Mr. Brockwell then presented two resolutions of appreciation for outgoing Board members Robert D. Aguirre and Marcy Sims for the Board's consideration. He asked Ms. Scott to read aloud the Resolution for Ms. Sims:

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 Ralph Northam; 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.

Mr. Brockwell asked for vote, and the Board voted unanimously to approve the resolution. He then noted that he would be waiving the reading of the resolution for Dr. Aguirre, due to his absence at the meeting. The resolution reads as follows:

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

Mr. Brockwell asked for a vote, and the Board voted unanimously to approve the resolution for Dr. Aguirre.

IX. NOMINATING COMMITTEE

Ms. Sims, chair, recognized and thanked the other members of the committee: Laura L.L. Blevins, L. Preston Bryant Jr., Robert L. Canida II, and Blythe Ann Scott. She then presented the committee's proposed slate of officers for FY24: 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 asked if there were any additional nominations from the floor. There being none, she asked for a vote to approve the slate of officers, which passed unanimously.

X. OLD OR NEW BUSINESS

Mr. Brockwell briefly discussed the proposed Board meeting dates for FY24, which were included in the Board packet. He then asked for a motion to approve the proposed dates. The motion was made by Ms. Scott, seconded by Ms. Blevins, and approved unanimously by the Board.

XI. ADJOURNMENT

There being no further business, Mr. Brockwell asked for a motion to adjourn. Ms. Scott made the motion and asked that the Board adjourn in honor of Dr. Treadway's tremendous service to the Library and the Commonwealth of Virginia. Ms. Sims seconded the motion, the Board voted unanimously to approve it, and the meeting adjourned at 12:31 p.m.

Library of Virginia

STATEMENT OF FINANCIAL CONDITION As of June 30, 2023

SOURCE	BUDGET	PAYROLL	OPERATIONS	SUBRECIPIENTS	TOTAL EXPENDITURES	AVAILABLE BALANCE	PERCENT SPENT
General Fund	\$ 37,603,000	\$ 9,803,000	\$ 5,529,000	\$ 22,205,000	\$ 37,537,000	\$ 66,000	100%
Federal Funds	\$ 6,151,000	\$ 1,481,000	\$ 4,389,000	\$ -	\$ 5,870,000	\$ 281,000	95%
Special Funds	\$ 1,849,000	\$ 587,000	\$ 849,000	\$ -	\$ 1,436,000	\$ 413,000	78%
CCRP Funds	\$ 5,500,000	\$ 936,000	\$ 296,000	\$ 3,414,000	\$ 4,646,000	\$ 854,000	84%
Total	\$ 51,103,000	\$ 12,807,000	\$ 11,063,000	\$ 25,619,000	\$ 49,489,000	\$ 1,614,000	97%

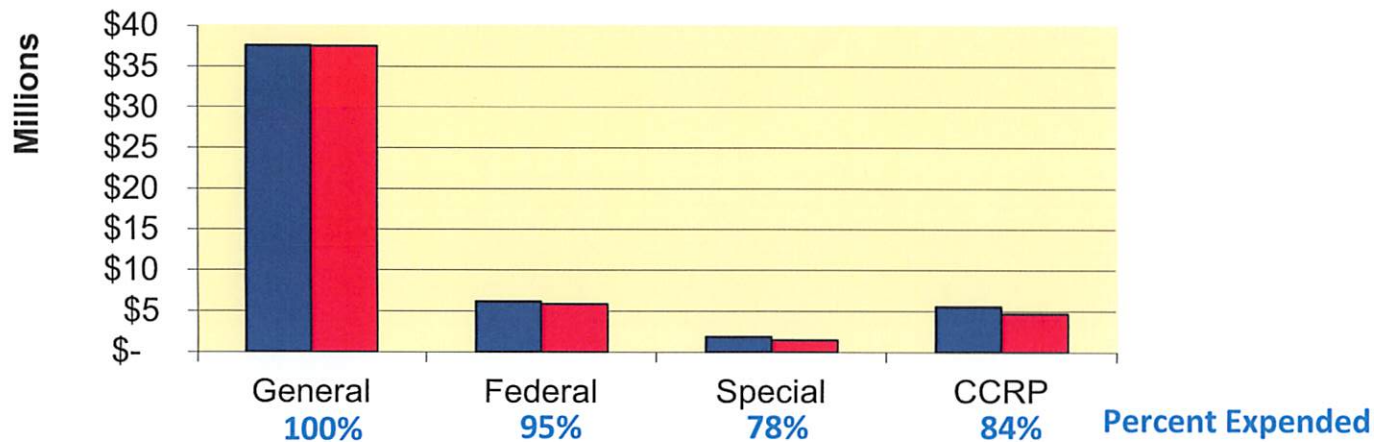
STATEMENT OF FINANCIAL CONDITION As of June 30, 2022

SOURCE	BUDGET	PAYROLL	OPERATIONS	SUBRECIPIENTS	TOTAL EXPENDITURES	AVAILABLE BALANCE	PERCENT SPENT
General Fund	\$ 32,919,515	\$ 8,676,380	\$ 6,007,811	\$ 18,233,584	\$ 32,917,775	\$ 1,740	100%
Federal Funds	\$ 4,652,749	\$ 1,322,236	\$ 3,031,475	\$ -	\$ 4,353,711	\$ 299,038	94%
Special Funds	\$ 1,329,231	\$ 480,196	\$ 610,645	\$ -	\$ 1,090,841	\$ 238,390	82%
CCRP Funds	\$ 3,342,561	\$ 812,264	\$ 441,048	\$ 1,682,782	\$ 2,936,094	\$ 406,467	88%
Total	\$ 42,244,056	\$ 11,291,076	\$ 10,090,979	\$ 19,916,366	\$ 41,298,421	\$ 945,635	98%

STATEMENT OF FINANCIAL CONDITION YTD COMPARISON 6.30.23 to 6.30.22

SOURCE	BUDGET	PAYROLL	OPERATIONS	SUBRECIPIENTS	TOTAL EXPENDITURES	AVAILABLE BALANCE	PERCENT SPENT
General Fund	\$ 4,683,485	\$ 1,126,620	\$ (478,811)	\$ 3,971,416	\$ 4,619,225	\$ 64,260	0%
Federal Funds	\$ 1,498,251	\$ 158,764	\$ 1,357,525	\$ -	\$ 1,516,289	\$ (18,038)	-2%
Special Funds	\$ 519,769	\$ 106,804	\$ 238,355	\$ -	\$ 345,159	\$ 174,610	4%
CCRP Funds	\$ 2,157,439	\$ 123,736	\$ (145,048)	\$ 1,731,218	\$ 1,709,906	\$ 447,533	3%
Total	\$ 8,858,944	\$ 1,515,924	\$ 972,021	\$ 5,702,634	\$ 8,190,579	\$ 668,365	1%

The Library of Virginia Budget to Expenditures Comparison as of June 30, 2023



STATEMENT OF FINANCIAL CONDITION As of June 30, 2023

SOURCE	BUDGET	PAYROLL	OPERATIONS	SUBRECIPIENTS	TOTAL EXPENDITURES	AVAILABLE BALANCE	PERCENT EXPENDED
General Fund	\$ 37,603,000	\$ 9,803,000	\$ 5,529,000	\$ 22,205,000	\$ 37,537,000	\$ 66,000	100%
Federal Funds	\$ 6,151,000	\$ 1,481,000	\$ 4,389,000	\$ -	\$ 5,870,000	\$ 281,000	95%
Special Funds	\$ 1,849,000	\$ 587,000	\$ 849,000	\$ -	\$ 1,436,000	\$ 413,000	78%
CCRP Funds	\$ 5,500,000	\$ 936,000	\$ 296,000	\$ 3,414,000	\$ 4,646,000	\$ 854,000	84%
Total	\$ 51,103,000	\$ 12,807,000	\$ 11,063,000	\$ 25,619,000	\$ 49,489,000	\$ 1,614,000	97%

As of June 30, 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

Period 10.1.2023 - 9.30.2024		<u>Salary</u> <u>Dollars</u>	<u>Operating</u> <u>Budget</u>	<u>Total</u> <u>Budget</u>
<u>Project Title</u>	<u>Task</u>			
21st Century Work Skills	21WS	88,816	134,300	223,116
Adult Services Consulting	ASC	48,607	25,000	73,607
Cultural Heritage Access and Engagement	CHAE	265,331	120,000	385,331
Document Bank	DBANK	31,029	3,000	34,029
E-Rate	ERATE	9,714	4,500	14,214
Electronic Records and Open Data	EROD	141,380	23,000	164,380
Find It Virginia	FIVA	30,521	1,574,007	1,604,528
Interlibrary Loans	ILL	84,104	20,000	104,104
Technology Infrastructure	ITS	149,154	521,557	670,711
Lifelong Learning	LLP	133,828	1,500	135,328
Leadership and Stakeholder Development	LSD	84,688	115,140	199,828
Newspaper Program	NP	34,118	35,000	69,118
Public Library Data	PLD	42,595	56,725	99,320
Public Library Infrastructure	PLI	35,545	158,600	194,145
Youth Services Coordinator	YSC	85,088	115,883	200,971
TOTAL Proposals	Project totals	1,264,516	2,908,212	4,172,728
Administrative Costs	ADM	\$ 140,000	\$ 3,500	\$ 143,500
GRAND TOTAL	Grand Totals	\$ 1,404,516	\$ 2,911,712	\$ 4,316,228
Available Grant Funding				\$ (0)
Total Award				\$ 4,316,228

State Aid for Virginia Public Libraries		
	FY2024 (before increase)	FY2024 (after \$3.5 million increase)
Full Funding	\$27,547,006	\$27,547,006
Actual Funding	\$20,543,514	\$24,297,584
Difference	\$7,003,492	\$3,249,422

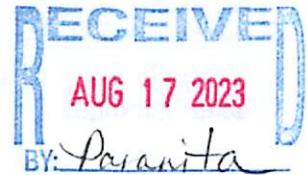
Mathews Memorial Library

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



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

August 14, 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:

The Mathews Memorial Library has completed a survey to determine whether library patrons find the current operating hours sufficient for their needs or whether extending the opportunity to visit the library would be beneficial. The survey results are enclosed along with supporting documentation.

I would be happy to answer any questions or engage in a discussion of alternative methods of serving the public in Mathews. I can be reached at 804.725.5747.

Sincerely,

A handwritten signature in black ink that reads "Bette H. Dillehay".
Bette H. Dillehay
Director

BD
Attachments

**Evening Hours Waiver Request
Mathews Memorial Library
Mathews, Virginia**

In January, 2023, Mathews Memorial Library submitted a request for a waiver of the requirement to be open at least three consecutive evening hours after 5 pm. This request was based on information collected during December, 2022, documenting the number of visitors to the library from 5 to 8 pm at least one evening each week. While the data clearly demonstrated the small number of patrons visiting the library during that period, it was concluded that the time frame chosen to collect the information may have been a factor affecting its validity. It was thus determined that a more comprehensive study would be appropriate.

A survey questionnaire (attached) was developed and widely distributed during the latter part of July through the end of August 2023. The survey questionnaire was posted on the library website, patrons received an electronic version urging them to participate and hard copies were available to library visitors. The objective was to document what services patrons utilized and the hours most convenient to them for doing so.

We received 34 responses. Seventy-nine percent (79%) indicated their purpose in visiting the library was to check out materials while 27% use library computers and 33% other services such as copy machine and newspapers. When asked if the current hours met their needs, 82% responded "yes." The library is currently open 7 days a week and 78% (7) reported they would welcome extended weekend hours while only 56% (5) would favor extending evening hours. The majority (63%) of the 5 individuals responding in favor of evening hours favored Wednesday to 8 pm while the remainder chose Monday and Wednesday until 6 pm.

Based on current data, Mathews County has a population of 8,548 people. In recent years, it has witnessed a migration of young people moving out of the county seeking greater employment opportunities. The median age is 53.4 years. The library patron count currently stands at 10,738, including community members and visitors to the county. Daily visits to the library average 94 visitors with the majority coming during the week. .

Based on the data collected and the comments provided, it appears that the large majority of Mathews Memorial Library patrons can be adequately served during a seven day period with Monday to Friday open from 9 to 5 pm, Saturday 10 am to 2 pm and Sunday 1 to 3 pm for a total of 46 hours. It is, therefore, requested that a waiver of the requirement to be open from 5 to 8 pm at least one evening each week be approved.

**MATHEWS MEMORIAL LIBRARY
SURVEY QUESTIONNAIRE**

The library staff is reviewing and evaluating services offered to the public.

The library is currently open seven days a week – Monday-Friday 9 am to 5 pm., Saturday 10 am to 2 pm and Sunday 1 pm to 3 pm. We would like your help in determining if the current operating hours are sufficient for your needs or would extending the opportunity to visit the library be of benefit.

Please respond to the following questions. Your assistance is appreciated.

How frequently do you visit the library?

☐ Daily ☐ Weekly ☐ Frequently ☐ Occasionally

Do you usually?

☐ Check out materials ☐ Use library computers ☐ Other

If Other, please specify:

Do you access the online resources of the library: ☐ Yes ☐ No

If yes, which of the following resources or services do you access?

☐ E-Books ☐ E-Audiobooks ☐ Music ☐ Online classes ☐ Research databases

Do current hours of services meet your needs? ☐ Yes ☐ No

If no, what changes to the library schedule, would enhance your use of the library

Extending weekend hours: ☐ Yes ☐ No

Extending evening hours: ☐ Yes ☐ No

If yes, which of the following would you recommend

Wednesday to 8 pm ☐ Yes ☐ No

Wednesday to 6 pm ☐ Yes ☐ No

Monday/ Wednesday to 6 pm ☐ Yes ☐ No _____

Name _____

Contact email/telephone _____

Date _____

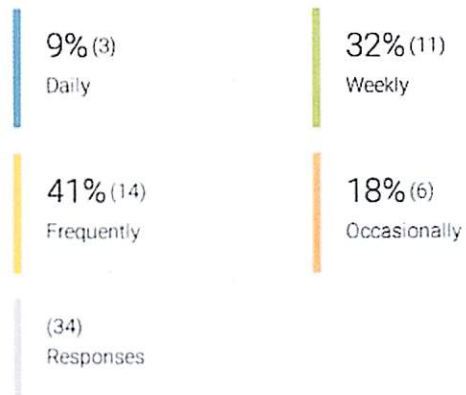
Patron Services Questionnaire

The library staff is reviewing and evaluating services offered to the public.

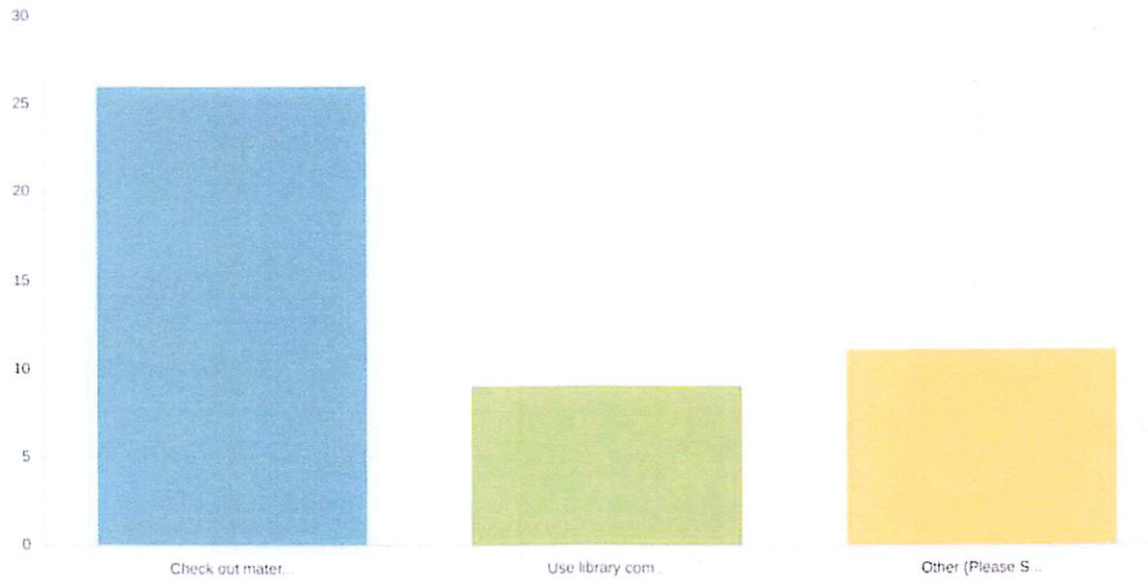
The library is currently open seven days a week - Monday-Friday 9 am to 5 pm, Saturday 10 am to 2 pm and Sunday 1 pm to 3 pm. We would like your help in determining if the current operating hours are sufficient for your needs or would extending the opportunity to visit the library be of benefit.

Please respond to the following questions. Your assistance is appreciated.

1 How frequently do you visit the library?



2 Do you usually...



79% (26)

Check out materials

27% (9)

Use library computers

33% (11)

Other (Please Specify)

(46)

Responses

copy machine

And go to the used book store

volunteer

ebooks e-audiobooks

speeches, company

Reading

genealogy research

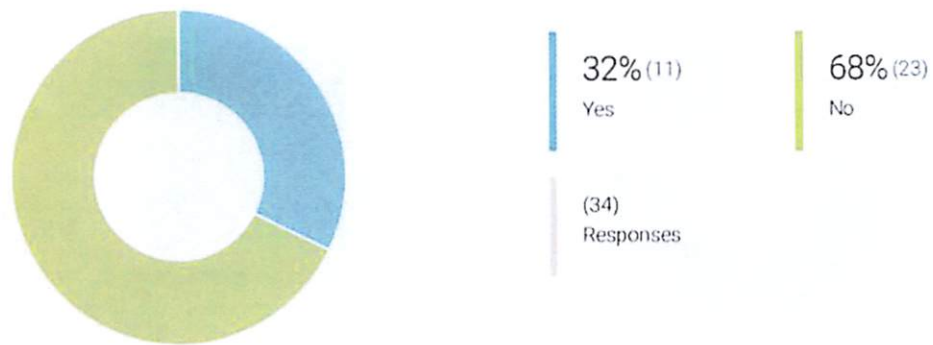
Classes

Read Wall Street Journal

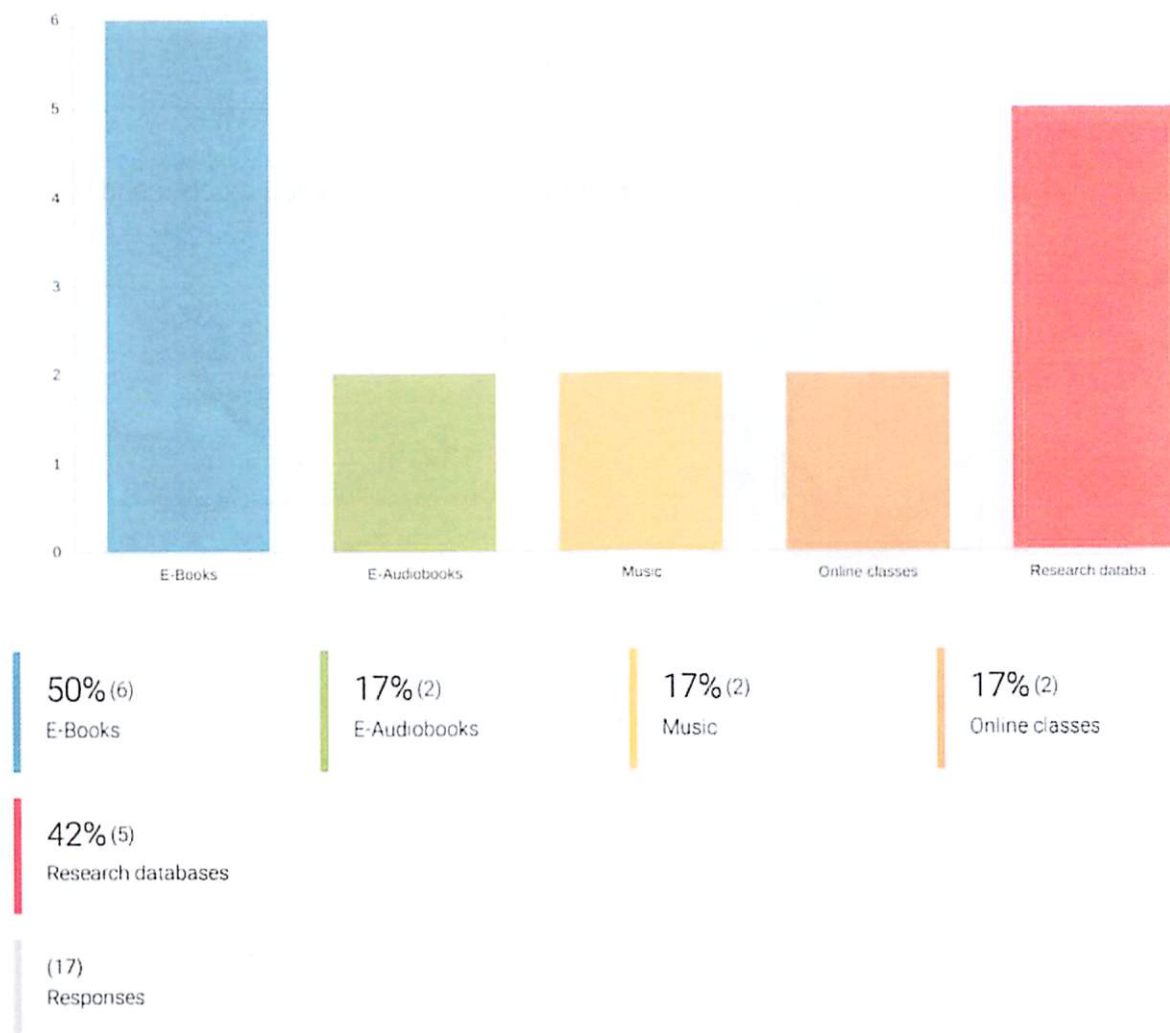
FAX

Play in the kids section

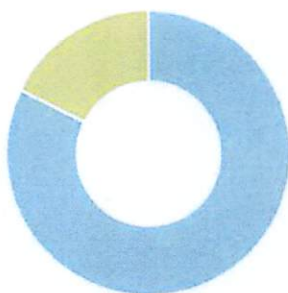
3 Do you access online resources at the library?



4 If yes, which of the following resources or services do you access?



5 Do the current hours of service meet your needs?



82% (28)

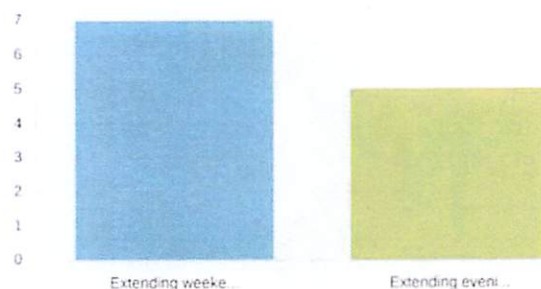
Yes

18% (6)

No

(34)
Responses

6 If no, what changes to the library schedule would enhance your use of the library?



78% (7)

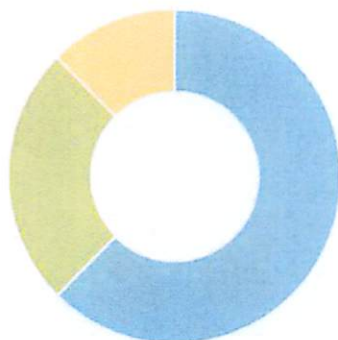
Extending weekend hours

56% (5)

Extending evening hours

(12)
Responses

7 If you chose "extending evening hours", which of the following would you recommend?



63% (5)

Wednesday to 8 pm

25% (2)

Wednesday to 6 pm

13% (1)

Monday and Wednesday to 6 pm

(8)
Responses

CL - Central Library- July 2019

[illegible]

CL - Central Library- July 2020

		Wed		Thu		Fri		Sat		Sun		Mon		Tue		Wed		Thu		Fri												
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
10:00 AM		55	44				76	52	48	48	63	38		66	84	52	35	49	43	43	67	77	72	61	60		65	89	49	55	55	
11:00 AM		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
		42	37				45	44	34	38	54	59		61	25	29	28	44	28		24	77	62	73	41	50		52	46	50	31	44
12:00 PM		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
		56	39				36	58	40	32	37	32		49	85	48	56	42	28		49	68	45	118	32	41		56	59	45	36	44
1:00 PM		1	2	3	4	5	6	7	8	9	10	12	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
		55	30				48	53	54	54	51	51	52	35	59	64	51	37	25	36	44	45	58	41	47	45	52	34	54	40	48	36
2:00 PM		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
		52	35				25	39	50	38	38	47	31	27	36	48	37	39	32	30	21	51	40	39	52	48	51	40	54	47	49	55
3:00 PM		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
		58	43				26	40	42	49	24	40	20	28	51	39	27	27	47	28	16	56	49	31	59	46	46	28	55	37	68	42
4:00 PM		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
		39	35				23	36	37	38	25	34	27	22	33	45	29	18	30	34	19	31	37	40	50	35	36	17	26	29	32	43
5:00 PM		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
		29	34				6	21	23	29	17	15	17	9	17	29	25	23	26	14	12	36	24	20	11	31	9	11	23	12	32	28
6:00 PM		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
		4	3				7	2	4	1	4	1			5	4	2				4	5	2	3				2	3	2	4	1
7:00 PM		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
		Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri
Jul-20		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
		390	300	0	0	128	353	362	334	274	345	276	121	372	424	302	265	295	241	112	339	425	357	485	339	345	130	387	362	376	330	290
		Brany Closed																														
		Total																														
		9,058																														

	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat							
9:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	66	56	21		68	49	31	52	32	63	68	42	78	65	212	65	212	65	54	51	53	43	67	30	117	41	40	55	21		
10:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	71	85	47		74	78	103	73	49	144	118	88	80	52	202	52	202	76	95	51	50	76	249	58	132	83	61	46	35		
11:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	75	139	37		76	61	61	77	69	83	104	78	67	58	147	58	147	76	103	83	68	47	360	46	101	81	84	89	60		
12:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	107	72	56		146	74	42	51	61	58	61	144	81	74	45	141	57	75	89	71	33	69	413	61	85	130	64	70	68	54	
1:00 PM	1	2	3	4	5	6	7	8	9	10	12	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	72	100	32		79	33	47	50	52	71	68	80	69	54	58	89	51	69	58	58	71	68	344	47	54	63	68	66	55	35	
2:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	64	73	39		68	57	39	54	45	40	55	68	54	83	66	45	67	83	62	68	56	52	241	35	63	45	35	88	49	44	
3:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	87	88	35		55	62	35	46	40	38	46	68	68	40	89	54	36	46	31	48	42	61	146	22	44	64	55	32	54	44	
4:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	42	72	17		41	51	39	38	43	16	38	41	46	49	45	22	34	53	43	16	50	48	122	27	48	39	39	21	33	29	
5:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	22	28	25		32	26	14	18	22	12	22	24	34	42	28	21	14	45	36	39	22	19	66	20	31	15	29	36	33	10	
6:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	16				20	20	2			27	17	29	31					19	18	49	19					19	18	49	19		
7:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	13				19	21	7					9	26	12	20			12	15	19	13				7	10	18	13			
Jul-21	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	635	713	309	0	0	678	530	420	459	413	235	616	760	601	599	504	933	259	585	621	518	472	483	2008	212	465	734	562	530	482	332
Library Closed																															

CL - Central Library- July 2022																																	
	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun									
9:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	9:00 AM	
	115	29			112	82	99	165	44		98	160	78	81	128	162		131	168	76	69	174	223		66	100	73	66	157	105	5		
10:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	10:00 AM	
	150	77			139	127	82	213	90		76	141	113	62	231	168		111	162	96	96	225	305		103	154	91	107	244	206			
11:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	11:00 AM	
	64	74			144	101	77	71	75		98	132	76	102	80	160		86	119	77	85	73	387		93	166	66	80	82	162	3		
12:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	12:00 PM	
	70	76			110	146	163	71	95	7	88	108	89	86	76	131		119	146	79	82	79	405		81	129	71	81	134	148	24		
1:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1:00 PM	
	47	65			119	131	256	104	136	128	92	147	91	113	74	98	1	79	137	76	79	82	286	307	86	113	59	51	117	121	220		
2:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	2:00 PM	
	45	69			88	133	91	73	99	101	108	108	111	67	92	66	88	89	66	68	84	52	231	356	50	83	92	71	76	96	143		
3:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	3:00 PM	
	78	59			79	104	89	76	60	87	71	107	57	55	129	41	66	72	68	111	43	101	278	155	80	80	83	73	68	118	132		
4:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	4:00 PM	
	72	36	3		56	73	73	47	68	55	88	55	59	55	53	26	66	71	67	54	78	64	199	206	44	80	50	70	72	53	87		
5:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	5:00 PM	
	2	2	5		48	74	37	4	0	4	74	39	38	36	7	6	45	50	30	73	35	165	38	34	35	44	53	32	16	3	12		
6:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	6:00 PM	
					30	46	27				30	26	17	27			3	37	44	39	28				49	27	20	17	1				
7:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	7:00 PM	
	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun									
Jul-22	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total	
	643	487	8	0	925	1017	994	824	668	382	823	1023	739	684	870	868	269	845	1007	751	679	1015	2337	1098	727	976	858	648	987	1012	826	24,560	
Library Closed																																	

Library Closed

CL - Central Library- October 2019

	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu							
10:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	127	148	95	95	382		121	131	176	130	98	89			105	151	63	77	231		134	93	115	119	114	112		124	108	109	104
11:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	67	99	86	78	470		82	84	104	93	70	111		1	101	59	64	78	155		125	94	103	83	83	51		48	67	71	59
12:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	71	75	81	59	498		84	62	84	82	38	67			125	60	61	69	220		84	73	62	55	73	163		57	53	74	48
1:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	51	67	75	73	629	194	105	64	108	124	56	118	58		69	53	91	56	166	153	65	74	100	202	114	99	218	45	76	53	38
2:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	70	69	57	94	513	179	82	53	100	99	41	86	135		81	42	55	67	169	105	56	68	86	102	176	97	126	75	42	60	67
3:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	64	63	66	96	408	128	60	56	100	92	54	41	109		96	51	71	70	196	99	88	53	75	78	95	85	90	96	67	88	43
4:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	65	68	69	101	323	61	99	99	67	79	59	52	48		84	84	70	94	291	71	103	76	102	88	85	39	92	88	86	116	37
5:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	90	51	61	68	198	3	82	99	48	112	24	10	1		105	57	48	34	159	3	103	117	73	68	136	3	5	76	68	73	23
6:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	86	50	71	90			56	84	70	37	4				104	58	128	5		80	73	40	76	1			91	85	84	15	
7:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	17	12	27				18	26	30	41					41	14	39				33	24	28	16			24	23	32	10	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Totals	709	702	688	752	3419	565	789	758	887	889	444	574	351	1	911	629	696	550	1587	431	871	745	790	887	877	649	531	724	675	760	444

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CL - Central Library- October 2020

	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat							
10:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	134	164	50		145	127	126	137	200	33			98	213	251	301	105		302	172	265	271	273	208		392	357	413	405	517	441
11:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	118	119	40		121	116	117	127	112	48			82	238	145	287	82		301	159	215	183	288	203		329	281	348	342	419	340
12:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	104	105	61		122	89	107	117	139	54			69	180	112	221	62		205	139	148	139	278	185		233	232	295	249	358	368
1:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	119	102	34	46	127	130	104	133	149	46	44		128	173	155	173	59	28	144	165	168	111	299	184	31	210	161	271	233	378	368
2:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	109	89	45	34	115	89	151	99	124	30	38		144	264	118	161	64	37	174	203	133	137	312	182	38	299	217	333	306	355	315
3:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	111	153	35	45	116	105	126	107	110	55	31		167	165	114	278	45	39	161	164	160	229	230	182	25	290	235	296	319	424	194
4:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	56	50	11	19	67	38	76	51	70	16	16		80	64	58	69	22	27	67	62	52	69	81	103	25	99	85	116	95	216	124
5:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	17	12	16	5	20	20	19	23	27	9	12		42	31	35	9	12	11	13	34	38	27	24	23	10	29	36	19	38	49	33
6:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	2				4	6	3	2	2				1	2		6			1	5	2	2	4			5	2	3	3	3	
7:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Totals	770	794	292	149	837	720	829	796	933	291	141	0	811	1328	988	1505	451	142	1369	1103	1181	1169	1790	1280	129	1886	1606	2094	1990	2719	2181

99

CL - Central Library- October 2021

	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun							
9:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	42	204		53	62	48	50	77	27			86	80	49	185	130		145	84	54	74	104	141		100	92	58	70	81	288	
10:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	83	294		39	75	75	93	83	40			122	82	61	107	163		86	75	88	97	142	143		130	109	162	139	195	243	
11:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	63	373		67	65	61	93	76	48			113	117	93	108	93		81	80	136	93	108	153		104	128	109	171	159	195	
12:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	76	534	57	56	61	88	81	50	48	68		82	82	86	87	114	66	104	107	92	84	78	135	64	81	129	125	119	168	212	47
1:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	85	544	73	70	51	72	80	54	47	74		100	78	67	135	75	65	110	60	104	89	153	140	36	61	157	125	150	168	190	38
2:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	75	443	34	73	69	57	74	61	43	39		95	64	63	68	41	39	108	94	80	76	132	93	37	103	134	140	122	195	178	26
3:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	82	333	35	50	63	74	58	73	37	27		86	101	56	108	28	40	107	66	74	75	87	146	22	108	102	153	157	196	184	16
4:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	120	221	31	35	45	68	46	48	22	31		60	64	48	86	26	22	63	53	63	45	48	72	18	94	85	95	67	70	138	24
5:00 PM	1	2	3	4	5	6	2	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	71	235	14	25	24	25	29	31	16	15		45	36	41	18	9	10	51	50	85	13	11	33	20	39	78	77	29	34	21	10
6:00 PM	1	2	3	4	5	6	1	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
				17	24	20	17					24	62	65		33	52	30	24					24	45	31	20				
7:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
				8	11	5	8					20	23	17				10	17	10	9				26	13	3	14			
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	Total
	707	3181	244	493	550	591	629	553	328	25	0	833	789	648	882	679	242	896	738	826	679	863	1056	197	870	1072	1118	1058	1286	1627	161
																															24,030

CL - Central Library- October 2022																												97				
	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	
9:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	9:00 AM
	210		81	79	93	58	62	41			91	110	124	182	144		125	101	108	56	66	72		102	93	88	80	73	94		89	
10:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	10:00 AM
	314		111	113	178	118	48	46			310	111	64	151	171		90	85	79	98	59	40		130	129	157	134	168	106		113	
11:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	11:00 AM
	334		68	92	98	61	61	75			76	73	64	66	140		59	63	92	70	61	65		134	102	111	107	127	153		107	
12:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	12:00 PM
	383			102	99	54	65	53			74	49	74	56	134		62	58	49	63	123	100		88	110	120	101	128	101		132	
1:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1:00 PM
	479	94		67	100	59	85	67	98		63	50	37	54	97	2	73	69	82	72	75	117	119	87	113	98	74	117	125	68	120	
2:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	2:00 PM
	379	87		65	103	58	50	47	65		58	50	51	36	103	167	82	55	66	53	46	80	44	114	99	92	76	116	112	44	90	
3:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	3:00 PM
	280	53		95	86	49	58	41	52		67	109	91	120	57	110	73	70	43	63	70	49	74	106	121	97	111	106	79	51	86	
4:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	4:00 PM
	265	41		79	58	67	39	40	33		95	81	76	43	42	54	66	59	73	82	35	32	49	95	83	86	113	36	67	17	67	
5:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	5:00 PM
	131	3		42	47	52	1	2	4		81	50	50	3	2	54	52	44	55	75	3	10		60	67	69	56	4			56	
6:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	6:00 PM
	7			31	34	19					42	36	23			5	18	27	32	31				26	26	42	28				18	
7:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	7:00 PM

Fire Prevention Week																												28				
	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total
Early Closed	2782	278	260	765	884	584	595	469	412	252	0	957	699	654	711	890	392	700	661	679	663	538	565	268	942	943	960	860	875	837	160	887
Monitor																																
Early Closed																																
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CL - Central Library-January 2020

	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri							
10:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
		109	126	165		93	66	129	104	129	180		128	89	164	115	1	289			164	131	142	144	50	164	119	169	141	150	
11:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
		91	82	74		74	82	93	76	56	100		104	114	74	99		224			113	93	88	105	21	100	81	92	89	40	
12:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	28	28	29	30	31
		54	86	79		85	137	90	71	54	105		77	72	62	94		205			122	69	83	89	31	81	69	86	91	63	
1:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	28	28	29	30	31
		76	72	107	135	66	151	88	57	42	109	168	94	69	97	67		109	171		122	51	133	94	17	158	79	85	85	126	70
2:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
		49	84	126	108	64	97	63	85	44	145	123	75	62	81	60		149	169		76	58	105	99	34	136	67	65	85	90	55
3:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
		48	103	84	58	56	115	77	62	46	100	92	66	73	74	61	3	103	136		70	76	90	66	33	71	78	59	95	106	49
4:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
		73	67	84	38	66	84	98	72	67	42	44	83	78	76	82	3	74	65		84	73	93	77	19	53	119	97	88	107	68
5:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
		77	80	10	3	89	56	67	45	35	3	1	67	105	67	81	2	4	4		75	84	62	46	4	5	67	70	65	102	27
6:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
		45	25			58	58	52	64	2		63	67	34	150						67	39	46	7		50	115	67	108	7	
7:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
		15				17	16	15	19				9	21	28	30					16	16	14				18	27	21	12	

	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri							
Dec-19	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Totals	0	637	725	729	342	708	842	772	655	475	794	556	766	750	759	839	9	1157	545	0	919	690	856	729	209	423	823	795	883	972	529

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CL - Central Library- January 2021

	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun							
10:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
		36		334	43	40	43	34	53		22	54	34	21	25	38			41	72	48										10:00 AM
11:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
		41		32	35	20	35	44	40		48	53	15	26	17	41			30	37	45										11:00 AM
12:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
		62		29	36	24	36	41	30		27	40	31	20	37	42			46	26	37										12:00 PM
1:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
		45	38	37	48	23	48	36	39	34	30	82	49	25	26	48	38		34	40	35										1:00 PM
2:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
		45	32	41	41	41	41	41	49	41	36	31	54	41	30	36	33	22		29	32	40									2:00 PM
3:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
		39	35	27	33	29	33	52	42	16	36	48	32	27	44	32	37		39	44	29										3:00 PM
4:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
		17	22	36	36	32	36	40	26	7	27	45	36	24	38	27	23		28	30	36										4:00 PM
5:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
		16	9	14	15	23	15	24	14	4	23	23	29	19	11	7	3		16	28	28										5:00 PM
6:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
		2	3	7	2	3	2	1			2	3	2	3	6	3			3	6	0										6:00 PM
7:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
				0	0	0	0	0			0	0	0	0	0				0	0											7:00 PM
Pandemic - Closed to Public																															
Jan-21	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	0	301	136	557	289	235	289	321	285	97	246	402	269	195	240	268	123	0	266	315	296	0	0	0	0	0	0	0	0	0	5,130
Main: Open, Closed to Public: Pandemic																															

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CL - Central Library- January 2022

	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun							
Jan-21	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	0	301	136	557	289	235	289	321	285	97	246	402	269	195	240	268	123	0	266	315	296	0	0	0	0	0	0	0	0	0	5,130

Main Library Closed to Public - Pandemic

Pandemic - Closed to Public

	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon							
9:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
			54	8	42	25	31	9		73	67	46	38	28			58	51	58				32	49	52	54	45			67	
10:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	28	27	28	29	30	31
			29	68	74	39	50	50		59	68	51	52	59	67		75	78	61				64	54	62	60	40			78	
11:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
																														69	
12:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
		40	24	37	24	40	56	63	77	46	66	33	52	66	58	2	53	68	60				40	64	47	36	75			73	
1:00 PM	1	2	3	4	5	6	7	8	9	10	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
		57	29	42	29	33	34	70	45	66	60	54	40	49	42	83	63	41	76				51	46	49	45	76			60	
2:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
3:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
		37	35	56	44	47	58	46	22	64	61	53	29	41	47	28	48	47	55				62	60	60	40	63			73	
4:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	36	21	63		52	37	35	39	36	74	41	39	29	40	27	28	52	52	37				65	48	54	48	41			55	
5:00 PM	1	2	3	4	5	6	6	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
		21	11	32	38	41	11	38	7	42	33	42	26	3	4	3	35	32	27				60	45	36	44	8			62	
6:00 PM	1	2	3	4	5	6	1	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
			5	14	18	25					19	15	16	30			16	21	13				21	14	24	24				40	
7:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
			0	9	8	6	6			6	4	3	3				3	4	5				4	4	4	3	3			4	

Library Close

Indicent Weather Closure

CL - Central Library- January 2023																															
	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue							
9:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
			66	76	80	54	49		46	59	71	57	27	160		88	82	88	208	313		58	61	119	70	43	18		66	57	
10:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16			19	20	21	22	23	24	25	26	27	28	29	30	31
			54	102	152	93	72		73	97	82	93	25	285		96	119	95	168	455		66	102	89	63	72	56		103	116	
11:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
			74	51	73	49	85		45	47	53	35	30	512		78	65	79	57	245		91	65	118	76	27	64		76	111	
12:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
			73	84	74	47	74		47	64	36	42	23	574		78	73	63	96	91		31	103	135	68	57	61		88	93	
1:00 PM	1	2	3	4	5	6	7	8	9	10	12	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
			85	57	60	35	87	120	40	72	42	52	49	400	139	56	60	72	72	90	174	50	51	72	47	54	59	78	67	90	
2:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
			50	35	63	47	72	89	43	73	40	45	29	463	80	48	67	59	89	97	73	59	59	67	46	92	77	83	90	64	
3:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
			70	67	69	71	36	66	48	61	71	45	28	232	73	37	74	65	76	81	53	61	49	62	72	76	55	76	74	56	
4:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
			61	65	51	39	36	44	67	57	56	59	33	142	58	45	82	108	67	46	41	64	63	63	62	41	66	90	54	64	
5:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
			28	51	43				42	35	59	64		56		38	35	51				52	59	29	38			38	37		
6:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
			16	9	22					14	19	26		2		25	19	22				22	20	21	28			16	21		
7:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue							
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	0	0	567	597	687	435	511	319	465	584	627	518	244	2826	350	0	589	676	702	829	1418	341	554	832	775	570	462	456	327	672	709
	Total																										18,332				

CL - Central Library- January 2023

CL - Central Library- April 2021

	Th	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri							
9:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
					29	17	15	55	19	9		27	22	21	21	12	112		47	37	28	30	46	47		30	23	23	20	17
10:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
					71	40	57	62	39	36		48	19	22	27	32	104		41	33	45	52	64	81		39	29	45	27	18
11:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
					48	28	54	54	19	28		47	36	37	33	27	83		31	42	50	37	45	64		34	34	19	51	51
12:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
					59	32	38	73	31	39	23	33	46	38	16	33	56	37	28	46	48	40	79	55	48	28	47	31	27	37
1:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
					43	57	36	52	33	28	19	38	40	25	22	34	34	39	33	27	39	41	63	35	28	35	32	38	19	46
2:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
					47	29	31	69	43	34	27	33	23	55	23	31	44	39	33	33	51	32	42	65	41	32	9	53	20	36
3:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
					26	18	19	28	27	37	16	24	25	44	33	71	14	31	54	43	29	43	35	25	44	24	37	35	50	29
4:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
					17	20	20	25	20	25	25	30	30	12	13	37	20	11	36	24	30	25	36	26	30	32	33	39	46	35
5:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
					17	6	21	13	19	12	3	17	18	17	10	29	13	5	15	24	14	20	48	12	9	15	14	13	17	18
6:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
					7	3	7	2				12	4	5	10			19	10	5	12					2	24	4	16	
7:00 PM	1	2	3	4	7	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
					7	5	8	6				10	7	6	6				11	5	6	7				8	6	5	4	

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CL - Central Library- April 2022

	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Mo								
9:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	9:00 AM
	40	48		54	73	69	47	47	20		71	50	43	72	55	122		69	43	261	62	33	56		42	51	62	79	73	57		
10:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	10:00 AM
	56	55		76	71	68	88	61	97		131	79	52	111	50	102		68	59	120	37	65	48		57	65	59	60	106	131		
11:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	11:00 AM
	43	39		44	54	50	61	44	88		128	63	49	40	35	87		67	50	171	57	33	45	31	33	62	73	108	128			
12:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	12:00 PM
	56	68	1	57	83	38	60	73	118	1	81	63	71	44	72	69		47	37	79	34	54	55	4	40	46	57	50	69	82		
1:00 PM	1	2	3	4	5	6	7	8	9	10	12	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1:00 PM
	51	36	91	51	69	60	83	74	101	101	73	67	88	50	53	42		38	57	57	37	59	58	111	35	46	57	54	56	88		
2:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	2:00 PM
	58	33	55	68	76	57	64	61	108	69	86	46	66	53	50	30		32	69	34	52	42	28	50	53	49	37	54	54	39		
3:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	3:00 PM
	75	58	48	57	88	55	74	67	54	64	51	44	56	32	55	34		61	61	80	41	24	46	44	53	63	56	65	71	32		
4:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	4:00 PM
	54	44	23	61	54	50	100	60	38	33	46	52	59	42	51	32		35	48	47	65	50	35	44	48	43	58	62	45	68		
5:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	5:00 PM
	4	4	4	45	45	39	71	2	4	2	61	48	22	21	5	2		44	41	47	26	15	3	3	50	55	32	15	5	68		
6:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	6:00 PM
7:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	7:00 PM
				14	2	3	20				8	2	2	2				5	1	3	3					2	4	3	6			

65

5

Total	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total
	437	385	222	551	646	509	690	489	628	270	770	534	525	482	426	500	0	486	499	934	444	375	374	256	435	474	511	584	595	705	0	14,726

CL - Central Library- April 2023

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			
9:00 AM	61		119	74	68	63				104	54	68	33	47	143		93	87	104	75	64	92		71	107	105	74	51	67				9:00 AM	
10:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			
	77		85	90	76	170				112	91	92	61	69	208		77	63	122	99	63	91		87	41	63	85	170	125				10:00 AM	
11:00 AM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			
	88		64	135	55	95				103	129	74	72	93	147		60	52	89	102	38	64		110	65	82	52	61	130				11:00 AM	
12:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			
	62		41	72	66	77				92	80	82	66	110	123		48	49	60	50	54	131		83	71	51	62	101	133				12:00 PM	
1:00 PM	1	2	3	4	5	6	7	8	9	10	12	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			
	58	136	34	53	37	78				120	104	65	59	86	63	117	62	50	54	38	52	94		115	63	93	34	39	39	94	282		1:00 PM	
2:00 PM	1	2	3	4	5	6	7	8	9	10	12	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			
	64	98	71	63	68	63				88	40	72	45	113	73	79	20	66	56	58	57	75		97	61	83	55	47	66	150	110		2:00 PM	
3:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			
	59	34	49	81	87	128				80	86	70	62	60	51	71	84	95	57	75	52	45		56	84	85	93	96	72	111	122		3:00 PM	
4:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	16	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			
	39	53	54	60	202	104				58	67	38	41	37	47	27	69	109	75	50	53	35		45	84	65	63	66	71	81	72		4:00 PM	
5:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			
										50	45	48	28				54	52	46	41					57	107	74	59					5:00 PM	
6:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			
										31	18	32	21				47	37	17	46					54	48	33	45					6:00 PM	
7:00 PM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			
																																		7:00 PM

	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Total							
508	321	603	741	862	902	0	0	0	838	714	641	488	615	855	294	514	660	680	634	431	627	313	754	765	654	625	631	591	586	0	17,247

Library Closed
Closed to Public-Reservations

**FY 2023 STATE AID TO LOCALITIES & FY 2024 STATE AID
ADOPTED**

Library	\$20,543,514 State Aid 2023	\$24,107,514 State Aid 2024	Variance FY 2023 and FY 2024
COUNTY			
Amelia (Hamner)	88,904	99,410	10,506
Amherst	196,590	231,210	34,620
Appomattox (Jamerson)	56,519	84,397	27,878
Arlington	240,248	281,263	41,015
Augusta	210,227	247,664	37,437
Bland	49,300	70,166	20,866
Botetourt	197,505	232,370	34,865
Buchanan	167,201	189,612	22,411
Campbell	202,124	237,824	35,700
Caroline	140,073	163,343	23,270
Charlotte	69,381	80,537	11,156
Chesterfield	268,352	319,639	51,287
Craig	10,762	12,598	1,836
Culpeper	200,498	236,060	35,562
Cumberland	47,394	56,601	9,207
Essex	77,407	103,519	26,112
Fauquier	206,627	243,715	37,088
Fluvanna	130,552	157,192	26,640
Franklin	203,596	239,068	35,472
Gloucester	195,860	230,853	34,993
Henrico	261,629	309,142	47,513
Highland	37,813	43,174	5,361
King George (Smoot)	176,087	206,907	30,820
Lancaster	143,619	141,510	(2,109)
Loudoun	283,245	334,970	51,725
Lunenburg	67,347	68,557	1,210
Madison	59,716	71,341	11,625
Mathews	104,326	131,750	27,424
Mecklenburg	173,667	200,751	27,084
Middlesex	58,249	77,416	19,167
Northumberland	83,186	104,405	21,219
Nottoway	76,113	87,574	11,461
Orange	196,591	231,319	34,728
Pittsylvania	206,806	243,073	36,267
Powhatan	154,752	169,869	15,117
Prince William	293,064	359,763	66,699
Pulaski	195,524	228,681	33,157
Rappahannock	74,176	79,767	5,591
Richmond County	35,089	46,386	11,297
Roanoke County	208,842	246,329	37,487

Russell	113,367	128,394	15,027
Shenandoah	199,391	234,922	35,531
Smyth	196,014	230,483	34,469
Tazewell	199,063	233,776	34,713
Warren (Samuels)	196,513	231,437	34,924
Washington	202,097	237,919	35,822
York	202,312	238,175	35,863

REGIONAL

Appomattox Regional	517,113	614,920	97,807
Bedford	226,453	266,748	40,295
Blackwater (W C Rawls)	569,082	677,951	108,869
Blue Ridge	422,012	488,492	66,480
Central Rappahannock	875,878	1,027,399	151,521
Central Virginia (Buck-Farmv)	252,382	326,916	74,534
Charles P. Jones	95,430	113,452	18,022
Eastern Shore	275,613	292,133	16,520
Fairfax	415,837	489,207	73,370
Galax-Carroll	202,345	237,700	35,355
Halifax-South Boston	148,945	169,716	20,771
Handley Library	536,923	598,785	61,862
Heritage Library	126,152	132,835	6,683
Jefferson-Madison	867,151	1,026,150	158,999
Lonesome Pine	527,205	613,058	85,853
Massanutten (Rockingham)	480,600	617,807	137,207
Meherrin	165,774	273,950	108,176
Montgomery-Floyd	329,364	388,374	59,010
Pamunkey	592,112	662,509	70,397
Rockbridge	415,676	474,964	59,288
Williamsburg	402,646	474,670	72,024
Wythe-Grayson	234,895	258,076	23,181

CITY

Alexandria	221,603	260,576	38,973
Bristol	189,870	223,414	33,544
Chesapeake	243,728	287,472	43,744
Colonial Heights	189,858	195,640	5,782
Danville	195,211	230,345	35,134
Falls Church (Styles)	189,222	222,639	33,417
Hampton	216,834	255,098	38,264
Lynchburg	204,449	240,231	35,782
Manassas Park	161,730	125,195	(36,535)
Newport News	226,975	267,973	40,998
Norfolk	241,259	281,770	40,511
Petersburg	193,178	227,628	34,450
Poquoson	188,851	222,211	33,360
Portsmouth	207,425	244,773	37,348
Radford	190,068	223,318	33,250

Richmond City	237,512	278,809	41,297
Roanoke City	208,539	245,385	36,846
Salem	191,757	225,496	33,739
Staunton	191,702	225,753	34,051
Suffolk	210,115	247,524	37,409
Virginia Beach	289,176	341,207	52,031
Waynesboro	191,067	224,776	33,709

TOWN

Clifton Forge	50,048	56,714	6,666
Narrows (Brammer)	13,584	14,732	1,148
Pearisburg	62,447	78,192	15,745

TOTALS	20,543,514	24,107,514	3,564,000
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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.

LIBRARY OF VIRGINIA

Strategic Plan Assessment

2018-2023

Collecting the New Virginia

Reimagine a collection model that is cooperative and proactive, builds relationships that bring value, helps build capacity where possible, and reflects those who are shaping 21st -century Virginia.

Strategy 1 A: Create a future-focused collection policy with provisions for expanding collections in the areas of family and community history, civic life, government, and literature in Virginia, along with provisions for refining existing collections.

- The effort to create a comprehensive, future-focused collection policy is still very much a work in progress. A collections strategy group was appointed in 2018 to begin this work. The group revised collection loan policies, collected information on best practices followed by other similar libraries, and created a template for an updated collections policy. The departure of the staff member coordinating the group in 2020 and the pandemic that followed brought these efforts to a temporary standstill. Plans are to renew this work this fall. Conversations were initiated with Virginia Commonwealth University and the Virginia Museum of History and Culture to assess mutual collecting priorities and potential areas of duplication, but they have not yet led to any formal understandings or agreements.
- The Library made progress on internal inventory and assessment of our current collection strength. The most notable accomplishment to date is the identification of bound items that are no longer needed and that can be deaccessioned from the collection. The Library Board was briefed on deaccessioning plans at its April 11, 2022, meeting and pallets containing these volumes have been removed following the state's surplus property procedures. Staff also secured a price quote from Backstage Library Works for assistance in preparing low-use items for relocation to the new storage pod at the State Records Center (SRC), which would make room to shift collections on the 3rd Stack in the main Library building allowing for more efficient use of that space. The quote from Backstage also included the cost for their assistance in conducting a comprehensive inventory of the archival materials held at the SRC, which has not been done since the facility opened. Funding to proceed with Backstage on this work has not been secured, however.

- The Library made a concerted effort to diversify its collections during the past five years. Among the most significant acquisitions are the multi-ethnic Columbia Pike photograph collection (ca. 30,000 items) documenting the extraordinary cultural diversity found along the Columbia Pike corridor in northern Virginia; a large collection of photographic negatives (ca 30,000) taken by L.H. Freeman, Jr. (1914-1982), a freelance photographer who captured images of weddings, sporting and school events, social activities, public ceremonies, and African American community life in the greater Richmond area; and the papers of Roland J. “Duke” Ealey, a Civil Rights-era lawyer from Jackson Ward in Richmond (100+ cu. ft.). The Library also accessioned the City of Richmond Protest Collection -- documents, photographs, videos, and body camera footage documenting protests against racial injustice that took place at the Lee Monument on the evening of June 1, 2020, and the police response. These materials were assembled in connection with a suit filed against the city and given to the Library in 2022 as part of the mediated settlement of the case.
- The Library has continued to explore new collecting models that build positive connections with users and stakeholder groups. Between 2018 and the present, the Library has added hundreds of scanned pages from grade school and high school yearbooks and made them accessible through the popular Yearbooks Digital Collection. These images become part of the Library’s digital holdings while the “donors” maintain physical control of the originals. This project has also facilitated donations of physical yearbooks from people who might otherwise have thought they had nothing historically significant to offer us. Diversifying the digital collections we provide to public libraries through LSTA funds has also been a priority. The Welcoming Library, for example, is a curated collection of picture books that celebrates diversity through the lens of modern migration, resettlement, and new generation experience. Through an impact-grant process, nine Virginia libraries received a collection of 30 books housed in a display case that can travel throughout their library systems and communities. New electronic resources added to Find It Virginia include language learning for more than 140 languages through the Transparent Languages database, as well as American Sign Language training.
- To enhance the agency’s ability to identify, collect, and process collections that reflect the richness and diversity of Virginia’s past, the Library made a strong case for a new Communities and Culture Archivist, whose primary responsibility is to ensure that the Private Papers Collection represents the full diversity of Virginia’s citizenry. The budget passed by the General Assembly in 2022 contained the funding to support this position. This position will sharpen our focus on acquiring historical documents and other print and visual materials reflecting unrepresented/under-represented aspects of Virginia’s past. The Communities and Culture Archivist will proactively reach out to new communities to invite them to deposit their documentary history with the Library, and once these new collections are acquired, will be responsible for describing, cataloging, and making these collections widely accessible.

Strategy 1 B: Plan and begin the expansion and improvement of collections storage facilities at the State Records Center.

- In 2019, the Library began serious planning to expand the State Records Center (SRC) by adding a third wing, or pod, to the existing structure. By fall of that year, a draft of a capital outlay budget request had been developed, and the Library secured approval from the Secretary of Education and the Department of Planning and Budget to submit a decision package requesting funding for the project. Included in the plan is was badly needed storage space for Virginia Commonwealth University Libraries, which had agreed to pay rent to the Library to help finance the ongoing operations costs. Funding for the project was included in the 2020-2022 budget for the Department of General Services (DGS) to manage the planning and construction. Once the additional property needed for the expansion was procured and environmental and other assessments occurred, DGS issued a Request for Proposals to hire an architectural and engineering firm to design and oversee the expansion project. A firm was selected in September 2021, and the design work was completed by summer 2022, when work was suspended to address a funding shortfall caused by increased costs on a variety of DGS projects. The General Assembly provided additional capital outlay funding in the FY 24 budget and the SRC project moved forward again in spring 2023. Groundbreaking is anticipated in spring 2024, with the building opening projected for late 2025 or early 2026. The new wing will allow twenty years' additional growth for the Library's collections.

Dynamic Digitization

Set the Library's collections free through a robust digitization program that includes data sharing, citizen engagement, cross-collection connections, and attention to the research goals and issues of importance to the people of Virginia and beyond.

Strategy 2 A: Create digital resources that connect personal narratives, newspapers, and archival photographic, geographic, and architectural materials to promote a full picture and greater understanding of family, community, and civic life in Virginia.

- Just as we were launching our 2018-2023 strategic plan, the Library acquired several new tools for managing digital content -- Alma, Primo and Rosetta (all products offered by our primary library management vendor, Ex Libris). Each of these required an adjustment period as staff learned how best to deploy these resources to meet our needs and those of our users. Our Digital Initiatives and Web Presence (DIWP) team spent a good deal of time optimizing the workflows involved with each of these tools and then applied the new tools to projects that had been temporarily suspended during the transition. These included digitizing the Virginia inmate glass plate negatives, the Foster and Lorraine photographic studio negatives, and the Board of Public Works maps. The DIWP also took on several new projects that connect a variety of collection materials organized around a particular topic. Probably the best

example of this is the Virginia Constitutions Project undertaken in 2021 in connection with the 50th anniversary of the Constitution of 1971. The team created a robust website linking information about all of Virginia's constitutions with the special programs and events commemorating the 50th anniversary and an exploration of how well Virginia's current constitution serves the needs of Virginians today. Projects such as these make connections between many of the Library's resources and historical context provided by staff (including interns) to promote a richer understanding of Virginia's past for our users.

- Virginia Untold is one of the most important digital resources created by the Library and is a success story for both collections and digitization. The project has significantly expanded access to records of enslaved, free Black, and multiracial people and has become an invaluable source of information for individuals seeking their personal or family story as well as for researchers trying to understand the African American experience in 18th and 19th century Virginia. The project, which was launched in 2013 with a one-time donation from Dominion Energy, began slowly with existing staff squeezing time from their regular duties to identify and add material to the project's database but it became clear that a project manager to coordinate the work was essential if significant progress was to be made. In 2020, the Library was successful in securing a \$175,000 grant from the National Historical Publications and Records Commission (NHPRC) to fund the position for three years and after nearly a year's delay following the outbreak of COVID, a project manager was hired and the project took off. Between 2021 and 2023, digital images of twenty registers of free Blacks kept by localities prior to 1865 were added to Virginia Untold in addition to thousands of records of free people of color who lived in the city of Richmond. In 2022, the Library requested ongoing state funding to cover the ongoing cost of the project manager, and the General Assembly appropriated the funds in its 2022-2024 budget.

In partnership with the Virginia Museum of History and Culture (VMHC), we have incorporated data from the VMHC's "Unknown No Longer" initiative into the database. We have not yet found other institutional partners, in part because few other organizations have undertaken similar projects. We have been very proactive in promoting Virginia Untold with both the research community and the general public. Project Manager Lydia Neuroth has spoken to numerous audiences, made presentations at professional meetings (such as the Best Practices Exchange and Digital Library Forum), and engaged members of the public who have attended our LVA On The Go events in 2023. Virginia Untold has also partnered with enslaved.org, a project that provides access to digital information about enslaved people and the slave trade, connecting researchers to the Virginia Untold site through the enslaved.org portal. Our Library Development team also developed a series of trainings for Virginia public library staff on how to access and use the Library's digital collections (including Virginia Untold) when working with public library users. This training, conducted in August and September 2022, reached more than 1,200 participants. Finally, in response to feedback from many of our users, we redesigned the Virginia Untold landing page making it more intuitive and easy to use.

- The Virginia Newspaper Program's (VNP) Virginia Chronicle continues to be one of the Library's most popular and heavily used online resources. In the past year, for example, the VNP added more than 1,500,000 pages to Virginia Chronicle, bringing the total number of accessible pages to 3,612,585. Virginia Chronicle receives more than 850 user sessions and 2,000 to 3,000 searches each day. The Virginia Chronicle staff actively promotes use of the online collection and seeks ways to share content widely. The project has partnered with History Unfolded and the U.S Holocaust Memorial Museum, adding our newspaper collection to this national research database via crowdsourcing, engaging volunteers meaningfully with the collection to better understand Virginia during World War II and make connections to the present. The VNP project has been dependent on federal grant funding throughout its history, but since that funding has been significantly reduced in recent years, the Library sought state funding to support two key positions associated with the project. This funding was secured in the 2022-2024 budget passed by the General Assembly.
- The Chancery Records Index is another popular online resource. The collection consists of indexed court cases dating back to the early 18th century. Created by Virginia's circuit courts, chancery causes contain considerable genealogical and research information. They also document the lived experiences of free and enslaved individuals; women; children; people living with physical disabilities or mental health struggles; people living in poverty; defunct institutions and corporate entities; or those that may not have otherwise left traditional written histories. During the strategic plan period, over 2.7 million images from 30 localities were added to the Chancery Records Index.

Strategy 2 B: Expand public access to the electronic archival records of Virginia's government, continuing our leadership among state archives and ensuring that citizens are able to engage knowledgeably as civic actors in their communities.

- The Library is a national leader among state archives in making electronic records accessible to the public, but we continue to face ongoing challenges caused by the exponential growth of these collections and limited staffing and financial resources to devote to this work. In 2019 we made a strong case for additional funding and the following year we received an increase of \$400,000 a year, which was helpful but considerably less than we had asked for.

Our State Records archivists have made considerable progress in reducing the processing backlog in government records, but the quantity of electronic records we receive from outgoing gubernatorial administrations continues to increase faster than we can work through them. In 2010, for example, the Library received 690 gigabytes of electronic records from the Kaine administration. In 2022, we received 6,020 gigabytes from the Northam administration. Using innovative artificial intelligence technology, our State Government Records staff were able to significantly reduce the time they spend identifying electronic records containing privacy-protected information in order to remove that prior to public release. During the period covered by this plan, all 1.5 million emails received from Governor McDonnell's administration and the nearly 1.3 million

from Governor McAuliffe's administration have been processed – a tremendous accomplishment. As of this writing, none of these have yet been made available to researchers as our DIWP team has encountered unanticipated issues with ingesting this volume of electronic records into Rosetta, our new digital asset management system. They are working hard to resolve the technical issues and hope soon to release these gubernatorial records to the public.

- To increase public access to records in our collections that are so voluminous that we will never have the resources to digitize and index them ourselves, the Library has entered into a five-year agreement with Ancestry.com to accomplish this work. The first records they are scanning, indexing, and making available online are personal property tax records, birth and death records for several major cities, and records of the Virginia Department of Military Affairs. We will add other record groups once these are accessible. Ancestry retains exclusive access to the digitized records for three years, then they will provide the digital records and indexes to the Library for its use. During the three-year restricted period, Virginia residents will have access to these digital records free of charge through the Ancestry for Virginians site.
- Development of a long-term digital preservation plan is still in progress, in large measure dependent on how the technical issues related to full implementation of Rosetta are resolved.

Strategy 2C: Continue to grow our legions of devoted volunteers for Making History: Transcribe, expanding their opportunities to enhance our digital collections and encouraging them to create their own meaning and stories from the collections while facilitating access and understanding for others.

- Transcribe remains incredibly popular as an online resource and an in-person activity. During the pandemic, we saw a huge uptick in the number of transcribers and transcriptions produced as Making History was accessible to the public even during the months that the Library was closed and staff who teleworked during the first few weeks of COVID took this work on from home as well. Online participants continue to engage with the content, but the in-person transcription events held in the Library every month also remain well attended and supported. The DIWP team have incorporated different kinds of materials into the mix to peak new interest, adding cemetery records and free negro registers, for example, continuing to widen our audience. During the 2022 and 2023 General Assembly sessions, 90 young House of Delegates pages participated in Making History as their designated service project. In addition we have conducted training in using Making History for public library staff, who are interested in hosting transcription events in their localities.
- In 2020, the Library joined with other state archives in a Council of State Archivists-sponsored project to improve the quality of crowd-sourced transcriptions. The Library contributed funds and staff expertise to the effort to enhance the results generated by From the Page, an open-source transcription platform. Enhanced

metadata, more robust quality control, and the incorporation of a review process to verify the transcriptions were among the enhancements that have made Making History much more useful. The DWIP team developed advanced applications aimed at importing transcribed material from From The Page, autonomously generating visuals for patrons, and performing bulk updates on content within Rosetta. These applications significantly increased operational efficiency and improved accessibility to Making History content.

- To advance learning and understanding through Making History, the Library collaborated with James Madison University Professor Gianluca De Fazio's Justice Studies 2022 Senior Seminar on Lynching and Racial Violence in Virginia. The Library contributed digitized documents from our collections related to lynchings in Virginia for student study and transcription through Making History and Professor DeFazio's project site, Racial Terror: Lynchings in Virginia. The Library also has a partnership with the library at the Maggie Walker Governor's School to engage students with the documents contained in Virginia Untold history through Making History.

Civic Leadership

Foster civic engagement throughout the commonwealth by collaborating to facilitate civil public discourse, build stronger communities, and realize the power of democracy.

Strategy 3 A: Make civic engagement a focus of the Library of Virginia's programming and outreach across a diverse range of opportunities.

- The Library is deeply committed to fostering public engagement with the commonwealth's history and the Library's collections to increase knowledge and understanding of the past but also to facilitate constructive dialog about moving from that past toward a future in which all Virginians thrive. This has been evident in much of our programming over the past five years.

Between 2018 and 2023, many of our programs focused on books and authors that addressed themes that connect history to issues of concern to Virginians today. Among the speakers whose work challenged audiences to think about contemporary problems in new ways were: Khizr Khan (*An American Family: A Memoir of Hope and Sacrifice*), Tom Kapsidelis (*After Virginia Tech: Guns, Safety, and Healing in the Era of Mass Shootings*), Michael Twitty (*The Cooking Gene*), Beth Macy (*Raising Lazarus: Hope, Justice, and the Future of America's Opioid Crisis*), and Gregory Smithers (*Reclaiming Two-Spirits: Sexuality, Spiritual Renewal & Sovereignty in Native America*). We also featured talks by two long-time public servants – former Governor and U.S. Senator Charles Robb and Bill Leighty, former head of the Virginia Retirement System and chief of staff to two governors – about their memoirs based on their long careers in Virginia politics. The engaged audiences at all of these talks bore witness to the public's interest in these topics. In 2020 we

launched a monthly discussion series called Civic Conversations focused on a contemporary and often controversial topic affecting Virginia today, with Library staff bringing an informed historical perspective to the conversation. This in-person series was temporarily disrupted by the onset of the COVID-19 pandemic but resumed as a virtual program several months afterwards. Attendees were invited to share their perspectives on topics such as Monuments, Freedom Riders and Nonviolent Activism, Feminism, Xenophobia, LGBTQ+ identities, and Equity in Education.

In 2021, the Library partnered with the JXN Project and the Richmond Public Library to offer a virtual lecture on the history of Jackson Ward as part of the neighborhood's 150th anniversary. The lecture explored the arc of Jackson Ward as a neighborhood that was gerrymandered in the 1870s, redlined in the 1950s, and gentrified in the 2000s, with accompanying disruption of families, communities, and businesses.

- The Library's exhibitions and publications have also addressed themes that invite civic engagement and reflection. During the period covered by this plan, the Library presented *New Virginians: 1619- 2019 and Beyond* (December 2018-December 2019), dealing with the topic of immigration and what it means to be a new citizen; *We Demand: Women's Suffrage in Virginia* (January 2020 – May 2021), on the campaign to achieve the vote for Virginia and American women; *Unfinished Business* (February 2020 – May 2021), which focused on all those who were still unfranchised after women's suffrage was achieved; *Columbia Pike: Through the Lens of Community* (August 2021-January 2022), a photographic exhibition documenting the rich, cultural diversity of a vital northern Virginia thoroughfare; and *Your Humble Petitioner: Legislative Petitions Gave Voice to Virginians* (February-November 2022), highlighting early Virginians interactions with their representatives in the General Assembly. The Library's current exhibition in observance of our 200th anniversary – *200 Years, 200 Stories* – invites engagement with the wide variety of people from across the past four centuries who have lived and worked in Virginia and whose contributions have made our commonwealth what it is today. *Broadside* magazine and the *Uncommonwealth* blog regularly feature articles that tie our collections to issues that are making headlines or are forefront in the minds of Virginians today.
- Partnerships of all kinds played an important part in our work during the past several years. In terms of public policy and public history programs at Virginia universities, we worked closely with Norfolk State University, James Madison University, the University of Richmond, and the University of Virginia on programming connected to the Library's observance of the 50th anniversary of Virginia's current constitution. The first two cohorts of summer interns in our Transforming the Future of Libraries and Archives came from area colleges and universities as well. We also engaged in a variety of other partnerships that relate to civic leadership.

During the period covered by this plan, the Library hosted five Virginia Datathons cosponsoring these events with the Office of Data Governance and Analytics. We have partnered with private companies, other state agencies, government officials,

and universities, hosting hundreds of teams of high school and college students, state and corporate employees, and private citizens both in-person and virtually. The Datathon topics between 2018 and 2023 related to the challenges posed by the opioid crisis, equity in education, communities & Covid-19, hunger, and maternal mortality. Participant teams used publicly available datasets related to these topics to develop practical solutions to address the problems head on. Prizes were awarded for the top solutions as voted on by a panel of expert judges.

In 2022, the Library partnered with Made by Us, a coalition of history museums and civic education organizations, on a program called Civic Challenges, designed to inspire and empower young Virginians in seeking out trusted information and becoming more active citizens. LVA staff developed an informational series for the general public on the topics of the rights and duties of citizenship and the importance of voting. The series was introduced at a special event held at Monticello and promoted through Virginia's public libraries and by adult services librarians.

- In 2019, the Library hosted two naturalization ceremonies in connection with our *New Virginians* exhibition and planned on continuing to serve as a site for these important events going forward. The pandemic made gatherings such as these impractical in our space, but we resumed doing this in spring 2023 and hope to continue working in cooperation with the U.S. District Court for Eastern Virginia. Another Library initiative that encourages civic engagement is our Common Ground Book Club, which hosts conversations about new works in Virginia history, culture and politics.
- The Library secured funding in the 2022 state budget to support a newly created Community Engagement & Partnerships position that will allow us to be focused and intentional in building relationships with Virginia communities who can benefit from our services and our holdings but who may not know about the Library and how it can help them.
- Our Library Development team has initiated a vigorous training program to increase the capacity of public library staff and board members to stay abreast of key issues within their communities and strengthen their capacity to fulfill their civic responsibilities. We partnered with United for Libraries to acquire a Statewide Access Membership, which is available to all library staff and administrative stakeholders across the Commonwealth. Among the resources included are *LearningLIVE* (live access sessions held the second Tuesday of every month covering a hot topic of interest to Trustees, Friends, and Foundations), *On-Demand Webinars* (40+ webinars conducted on a variety of topics such as recruitment, advocacy, marketing, etc.), *Short Takes for Trustees* (10 short videos that can be shown during Trustee meetings, or gone through on one's own, to stimulate discussion about the role Trustees play in the governance of libraries), and *Trustee Academy* (online courses to help Trustees become exceptionally proficient in their roles on behalf of their libraries).

Library as Place

Create inviting, comfortable, safe, and enjoyable environments throughout the Library's public spaces where people can explore the collections and engage in meaningful interactions.

Strategy 4 A: Develop a comprehensive space plan for the first two floors of the Library that maximizes accessibility, visitor experience, engagement and interaction.

- For the past ten years, the Library has identified transforming the public spaces on the first two floors of the Library building as a priority but the path forward to a final design, cost estimation, and funding stream has been long and challenging. Between 2019 and 2020, staff gathered information and discussed which parts of architectural plans that had been commissioned in 2013 were still relevant. In 2021 the Library Board and the Library of Virginia Foundation Board became actively engaged in the effort. This issue was a key agenda item for the Joint Board Retreat in November 2021, with board members affirming the need to make the exterior of the building and the lobby more welcoming and inviting; to align our spaces to the social needs of users; to ensure that the space changes helped to make the collections more accessible to the public, both physically and digitally; to add more helpful, interactive, and multilingual wayfinding; to reconfigure the spaces to make them more appealing to younger audiences; and to reintroduce a vibrant café to the first floor. Following the retreat, the Library and Foundation Board chairs created a small working group of members from each board to set a timeline and put a strategy in place to accomplish the changes.

The working group met several times during 2022, set parameters for the planning project, and issued an RFP through the Library of Virginia Foundation to hire a firm to review our current space, understand what needs to happen or what we would like to happen in our public spaces in the future, redesign our spaces to align with our needs, and project the costs associated with these changes. The Boston firm of designLAB began this work in February 2023 and submitted their plan and cost estimates in early August. The Library has asked for capital outlay funding to begin this work be included in the Governor's upcoming biennial budget, and the Foundation is currently assessing how best to approach private fund-raising to carry this plan across the finish line.

Strategy 4 B: Identify and implement short-term opportunities to reconfigure the Library's first and second floors in order to increase public access and provide semi-private work and study spaces for the public and staff.

- In 2019, the Library explored short-term options for altering some of the spaces in the East Reading Room on the second floor (new furniture, installing several smaller modular meeting/conference rooms, etc.) but the cost associated with these were not insignificant and might have affected future interest in or funding for a permanent

solution to our larger space needs, so plans to create an interim solution were put aside in favor of pursuing a longer-term, more holistic and permanent approach.

Strategy 4 C: Explore new ways to activate the first and second floors in order to engage the public and amplify our collections, exhibitions, and expertise.

- With technology so critical to everything that the Library does and to the public's engagement with us, the Library focused on making a number of important technology enhancements to the first and second floors. We have upgraded all the audio-visual equipment used in our public meeting spaces, including new cameras, display monitors and sound systems. We have quintupled our network bandwidth and increased the number of WiFi access points to make internet accessibility faster and easier than ever for our patrons. We have also added device charging stations in the Lobby for free public use. In the reading rooms, we have upgraded the heavily utilized microfilm readers to the latest camera technology, we and continue to provide PCs for those who need them. The Computer Classroom has been updated and is being used to foster discussions about historical documents/transcriptions. The clunky exhibit cases on the west wall in the lobby have been removed and been replaced by large video monitors displaying engaging content from our collections.
- The metal detectors that discouraged visitation were removed from the first floor, making the Library much more welcoming. We have added security staff who have been charged with ensuring that the building remains a safe as well as welcoming place to visit.
- The Foundation successfully attracted a celebrated local restaurant, Can Can, to open a café on the first floor of the Library. The café, which began operation in October 2022, is drawing many people who ordinarily would not come to the Library, giving us exposure among new audiences. It is also an amenity for employees and patrons who come here regularly to use Library services.
- As part of its 200th anniversary, the Library planned several educational events that also had an art, music, or other "fun" element -- such as First Fridays and the Virginia Folklife Festival. These events made the lobby space come alive and have attracted both people who already know us as well as new audiences for a fun, engaging cultural experience.

Library Beyond Place

Bring new life to the Library of Virginia's web presence, encompassing our services, collections, programs and projects in ways that open our collections and expertise to our users, allowing them to learn, grow, question, and be active in their communities.

Strategy 5 A: Leverage our overall web presence in ways that expand the discovery and use of our physical and digital collections.

- The Library's robust web presence and vast number of online resources made it possible for us to pivot quickly when the COVID-19 pandemic hit in March 2020 to maintain as many services as we could for our users during the four months the Library building was closed to the public and during the year that followed when many users were not travelling or spending time in public spaces. Our reference librarians and public service archivists were able to assist patrons remotely with little adjustment or downtime, which meant a great deal to researchers who otherwise would not have been able to continue their work. Public services staff also used their time when not serving in-person visitors to improve and update our online research guides and finding aids. The digital collections discovery page and LibGuide pages were updated not only in terms of content but also navigation and aesthetics. A new more use-friendly discovery layer was also added to Virginia Untold. Implementation of Alma/PrimoVE and Rosetta has also modernized our collection management abilities.
- The Find It VA website was also redesigned and streamlined to improve the user experience. The LDND Info Center pages on Find It VA were also improved to add instructions on setting up access, authentication, and collecting statistics to build consistency across public libraries statewide. The Deaf Culture Digital Library was also expanded to include a digital humanities map project and a LibGuide on locating materials on deaf communities in Virginia within the Library's collections. The site, built in collaboration with the Central Rappahannock Regional Library, was awarded the Virginia Public Library Directors website award in 2023.
- Planning for a complete redesign of the Library's website that will improve navigation and functionality has begun. An RFP has been issued to secure an outside assistance in assessing how users experience the site and what changes they would like to see to make it easier for them to navigate. In the meantime, the site has been refreshed with new branding being used by the agency, including branding relating to our 200th anniversary. This has given the most public facing pages on the site a more attractive and cohesive appearance.

Strategy 5 B: Improve our resources and services to help users achieve their research, learning, and professional goals.

- During the pandemic, the Library transitioned quickly to virtual programming to keep audiences engaged and connected. Within a few weeks, staff had figured out how to adapt the technology and spaces we had on hand to make a variety of programs available. Staff offered short Facebook Live presentations focused on interesting collection items, filmed gallery talks in the exhibition area, transitioned book club discussion groups from in-person to virtual, and offered genealogical workshops, Weinstein lectures, and even our annual Literary Awards celebration via Zoom (with recordings available afterwards on YouTube). We even held virtual transcribe-a-thons throughout the pandemic period, which were surprisingly successful. When in-person events resumed in 2021, we realized that online programming would need to continue as an option alongside the programs on site as the public had come to appreciate the convenience and the demand

for digital content would only continue to grow. Preparing for this, the Library designed a digital studio that would allow streaming and video production to be more professional. The Library of Virginia Foundation raised funds to support this project, and the studio is now finished and ready for use.

- We are continually looking for ways to make important collections more accessible to users through our digital initiatives. We have embarked on a major effort to digitize all the separation notices for all military personnel mustered out of service in Virginia following World War II through a substantial National Endowment for the Humanities grant secured by the Foundation. The partnership we recently entered into with Ancestry (referenced earlier) will also enhance public access to several large record groups that the Library will never have the funding to accomplish.
- Our Library Development team has offered a wide variety of training opportunities for Virginia public library staff to enable them to help users achieve their research, learning, and professional goals, both in person and online. They have reached more than 5,000 in the past two years alone. In addition we have offered on-demand training for over 3,700 Virginia library staff to develop their skills and learn new approaches.



- In 2018, when this strategic plan was written, the Library's 200th anniversary was not top of mind, but it has been a major priority for the agency for the past two years. With generous support from the Library of Virginia Foundation and some small amounts of state funding we were able to carve out of our existing budget, we were able to offer a robust series of events here at the Library – beginning with the opening of our anniversary exhibition -- 200 Years, 200 Stories – to book talks, lectures, the Virginia Folklife Festival, and other events that attracted wide attention thanks to the efforts of the Library's marketing and communications team and excellent attendance. Funding from the Foundation made it possible to purchase a specially fabricated vehicle, which we named LVA On The Go, which allowed us to bring a glimpse of the Library and its collections and services to Virginia communities across the state. While an anniversary-year initiative, our intention is to continue the On The Go program for years to come. While our web resources and presence will remain the most far-reaching way that we take the Library beyond our four physical walls, we know that Library Beyond Place must also include meeting people where they are, visiting their communities to build meaningful connections, to hear their stories and to share the Library with them. Building on the momentum of our milestone anniversary is an excellent starting point for a new strategic plan that will launch this amazing organization into its third century.

LIBRARY OF VIRGINIA

Press Coverage | Mid-June through August 2023

The Library was featured in 46 news stories and mentioned in 48 news stories across the state, including:

- 14 on our Celebration of Virginia Folklife events
- 11 on the 2023 Strong Men & Women in Virginia History honorees and contest winners
- 7 on the Virginia Literary Awards and author finalists
- 7 on the LVA On the Go mobile programming vehicle and tour
- 2 on Librarian of Virginia Sandra Treadway's upcoming retirement
- 2 on Carole Weinstein Author Series talks
- 1 on our August First Fridays at LVA event
- 1 on a talk by entrepreneur B.K. Fulton on his book *The Blueprint*
- 1 on the Library's "200 Years, 200 Stories" anniversary exhibition

Below are some examples and highlights:

Richmond Magazine | June 30, 2023

"Preserving Traditions: The Virginia Folklife Program teams up with the Library of Virginia for a celebration of culture"

<https://richmondmagazine.com/arts-entertainment/celebration-of-virginia-folklife-2023/>

Style Weekly (Richmond) | July 3, 2023

"Passing It Down: A celebration of Virginia music and folklife at the Library of Virginia"

<https://m.styleweekly.com/richmond/passing-it-down/Content?oid=20226894>

WTVR CBS 6 (Richmond) | July 7, 2023

"A-List Events: Library of Virginia's 'Celebration of Virginia Folklife' aims to 'get people to participate'"

<https://www.wtvr.com/community/a-list-events/library-of-virginia-celebration-of-virginia-folklife-july-8-9-2023>

Richmond Free Press | June 22, 2023

"Dominion, Library of Virginia honor 'extraordinary people during challenging times'"

<https://richmondfreepress.com/news/2023/jun/22/dominion-library-virginia-honor-extraordinary-peop/>

Peninsula Chronicle (Williamsburg) | July 4, 2023

"Dominion Energy, Library of Virginia Honor Six Strong Men And Women In Virginia History"

<https://peninsulachronicle.com/2023/07/04/dominion-energy-library-of-virginia-honor-six-strong-men-and-women-in-virginia-history/>

The Henrico Citizen | Aug. 8, 2023

"2 with Henrico ties to receive honorary degrees at Virginia Literacy Awards ceremony"

<https://www.henricocitizen.com/articles/2-with-henrico-ties-to-receive-honorary-degrees-at-virginia-literacy-awards-ceremony/>

The Daily Progress (Charlottesville) | Aug. 10, 2023

"Library of Virginia reveals finalists for 26th annual Virginia Literary Awards"

https://dailyprogress.com/life-entertainment/local/events/library-of-virginia-reveals-finalists-for-26th-annual-virginia-literary-awards/article_18c8d4de-35ff-11ee-8652-3b205e76e200.html

Lynchburg News & Advance | July 22, 2023

"Library of Virginia celebrates 200th anniversary by taking resources bus on the road"

https://newsadvance.com/news/local/library-of-virginia-celebrates-200th-anniversary-by-taking-resources-bus-on-the-road/article_b7ddb8c2-28b8-11ee-ad3e-a3dc6152738c.html

CBS 19 News (Charlottesville) | July 27, 2023

"LVA On The Go coming to Nelson Memorial Library"

<https://www.cbs19news.com/story/49276937/lva-on-the-go-coming-to-nelson-memorial-library>

Richmond Free Press | July 13, 2023

"Librarian of Virginia announces retirement plans"

<https://richmondfreepress.com/news/2023/jul/13/librarian-virginia-announces-retirement-plans/>

RVAHub | July 20, 2023

"Librarian of Virginia to Retire, Nationwide Search on for Replacement"

<https://rvahub.com/2023/07/20/librarian-of-virginia-to-retire-nationwide-search-on-for-replacement/>

Richmond Magazine | July 24, 2023

"River City Roundup: Food Findings" (Weinstein Author Series Talk, Erica Abrams Locklear, *Appalachia on the Table*)

<https://richmondmagazine.com/life-style/river-city-roundup-july-24-2023/>

CultureWorks Newsletter | July 27, 2023

"Weinstein Author Series – Kidada Williams | I Saw Death Coming"

<https://mailchi.mp/d3aac6f1cafd/cultureworks-quarterly-newsletter-12616200?e=64fc335b04>

Richmond Magazine | July 31, 2023

"River City Roundup: State, Us Quote" (Storytelling presentation during our First Fridays at LVA event)

<https://richmondmagazine.com/life-style/river-city-roundup-july-31-2023/>

Richmond Magazine | Aug. 21, 2023

"River City Roundup: Plan the Work, Work the Plan" (Book talk by B.K. Fulton on *The Blueprint: Lessons for Living Your Best Life*)

<https://richmondmagazine.com/life-style/river-city-roundup-aug-21-2023/>

LIBRARY OF VIRGINIA

Social Media Metrics | June 15–Aug 31, 2023

Facebook

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

- 14,687 followers = 365 new followers since the last report
- 10,981 page & profile visits total is up 5.4% from the last period
- 1,002,868 total reach (organic & paid) is up 4.8% from the last period (posts organic reach = 226,606)
- 6,697 organic engagement total is up 37% from the last period

Instagram

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

- 4,964 followers = 146 new followers since the last report
- 1,223 profile visits total is up 39.1% from the last period
- 358,719 total reach (organic & paid) is up 87.9% from the last period (posts organic reach = 49,851)
- 3,058 organic engagement total is up 45% from the last period

Twitter

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

- 7,432 followers = 34 fewer followers since the last report
- 76K impressions total is up 22% from the last period
- 2.4% engagement rate is up .2% 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.

- 326 followers = 99 new followers since the last report
- 9,146 impressions total is up 42% from the last period
- 8% engagement rate is up 10% from the last period

Executive Summary

Library of Virginia Activities and Accomplishments

June 2023 – September 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 Private Papers section added a historically significant Civil Rights-era collection to the Library's holdings. A gentleman named Jim Vigeant is renovating a house on East Clay Street in Richmond. During his work, Mr. Vigeant discovered the papers of an African American lawyer and state legislator named Roland Ealey and the papers range from the 1930s to the 1990s. "Duke" Ealey graduated from Virginia Union in 1936 and from the law school at Howard University in 1939. He practiced law in Richmond and played a part in desegregation/integration cases in Richmond and elsewhere in the state, including winning the case for the desegregation of Richmond court rooms. He was on the legal staff of the National Association for the Advancement of Colored People (NAACP). Ealey was prominent in the life of the Jackson Ward community, handling cases for residents including the legal issues resulting from the building of the interstate. Ealey was first elected to the General Assembly to finish an unexpired term in 1983 and served until his death in 1992. The collection is currently 140+ cubic feet and could contain as many as 200,000 pages.

Alicia Starliper, the Library's Registrar, spent the past three months working with First Lady Suzanne Youngkin and her staff to plan, coordinate, and install a new art experience at the Executive Mansion. This dynamic exhibition features artwork and artifacts that portray the spirit of Virginia – its past, its present, its landscape, and its people. The exhibition highlights works from a mix of genres and mediums with particular focus on Virginia artists and themes. The focus of the new rotation opening in September, *Do What You Love in Virginia*, highlights the diversity and wealth of experiences Virginians and other visitors can enjoy. In support of this initiative, Alicia worked diligently to coordinate and execute the movement of more than 100 pieces of artwork and artifacts over the course of one week, 35 pieces which were returned to lenders and 67 new pieces which were installed. Alicia was also responsible for the administration of loans for the 33 art partners in this new rotation which included loan agreements, condition reports, insurance coverage and courier logistics. She was additionally supported by Special Collections (Visual Studies) colleagues, Dale Neighbors, Dana Angell and Christine Brooks, who provided critical assistance with courier trips, installation and exhibition label production.

Errol Somay, Director of the Virginia Newspaper Program (VNP), retired at the end of August, marking the end of an era for the Library of Virginia. Errol arrived in 1993 to begin

work on the newly formed newspaper program when NEH funding became available to identify and microfilm historic newspapers throughout Virginia. The program was immensely popular and switched to a digital focus in the early 2000s, providing free-online access to millions of pages of historic newspapers nationwide. The VNP became one of the nation's most successful programs under Errol's direction, securing a record seven two-year grants since 2006, totaling \$3,500,000.

The NEH-funded National Digital Newspaper Program (NDNP) supports Chronicling America, the Library of Congress's user interface that provides access to millions of grant-funded digital newspaper pages from across the United States. While Virginia has contributed nearly 2,000,000 pages of content to the NEH-funded Chronicling America, Errol also created a Virginia-specific online newspaper repository called Virginia Chronicle that provides free public access to approximately 3,612,585 newspaper pages, much of which falls outside the "scope" of the NDNP. The future of the VNP is in good hands with Errol's longtime colleagues, Kelley Ewing and Henry Morse.

Digital Initiatives & Web Presence

In an update to last quarter's summary, Ancestry and the Library have agreed to add a large number of city directories to the list of items that will be digitized, indexed, and made available to the public via Ancestry's subscription offerings, as well as freely to Virginia residents via Ancestry for Virginians. Digitization has begun on originals in house, and the microfilm is being sent to Utah this month. Hopefully, next quarter will have a status update with additional information on timing for public availability.

Our ninth annual Transcribe-a-versary is scheduled for Saturday, September 23, at the Library. We are very excited to launch the World War II Separation Notices Collection for transcription. The initial group of records that will be released are approximately 500 forms for Marines who served during the conflict. The Marines' forms were selected since this branch of service had only one form throughout the period; forms with variations and revisions require additional analysis before we offer them. Registration for the event is closed, as we've filled all 75 spots (with a waiting list). However, Board members are welcome to stop by if in town that day.

From June to August, The UncommonWealth published 28 articles. The most popular articles during this time period were "The Veney family of the Northern Neck: Sarah's Story" (June), a June 2021 posting that attracted attention following the family's mention during a CNN interview with Shelley Viola Murphy; "The Case of the Phantom Article: Libraries and ChatGPT" (July), and "Incomplete, Unwritten, Unknown and Unrecorded" (August).

Government Records Services

The Library hired two new archival staff in the State Records section - Karen King and Maria Shellman. Karen King started on August 25 and is processing and cataloguing original records from Governor Ralph Northam's administration. She will also process the backlog of governors' electronic records. Maria Shellman's start date is September 25. She will be assigned to the same projects.

The CCRP FY24 grant cycle will begin October 16. The award amount is \$3 million and the deadline for applications is January 12, 2024. The CCRP grant review board will convene in mid-February to award grant funds.

Library Development and Networking

The LDND team continues to engage in our “usual” duties. Sue La Paro, Children’s and Youth Services Consultant, serves on the national Collaborative Summer Learning Program and hosted listening sessions for the group. Sue adds agency support to her regular duties in planning and executing crafts for the Folklife Festival, First Fridays and LVA On the Go. Sue has also been collaborating with the Poe Museum for potential intersections.

Reagan Thalacker, Public Library Consultant, has procured additional trainings for trustees and stakeholders through United For Libraries and is researching bringing the Research Institute for Public Libraries to Virginia. Reagan has collaborated with three new library directors this quarter as they begin their careers in Virginia Public Libraries. Reagan has joined the Advisory Committee for the CX Certificate Program for the University of Richmond.

Cindy Church, Continuing Education Consultant, is working with the ALA’s eRate Task Force to submit an IMLS grant to revive the state library eRate coordinator’s training, based on stakeholder feedback. Cindy had the honor of being invited to a luncheon with FCC Chairwoman Jessica Rosenworcel and was able to share the success of Virginia Public Libraries’ E Rate sustainability program. Cindy is also working to expand the reach of the 21st Century Work Skills spring and summer in-person sessions on Community Collaboration with Aubrey Barbakoff by hosting the training virtually as well.

Along with Sue La Paro and Nan Carmack, Director of Library Development and Networking, Adult Services Consultant Barry Trott worked on collaborations with Blue Star Welcome Week to coordinate welcoming military families into new communities via the library. The trio also met with UVa-Wise’s Healthy Appalachia project manager to see how libraries might support improving health outcomes in that part of the state. Barry also supports the One Small Step Project by connecting them with public libraries across the state. Barry has provided trainings on materials challenges for several libraries, upon request, and has completed the administration of the scholarships for the Reference and User Services Association courses.

Nan and Barry have collaborated on several technology projects. Two libraries were updated to the new WordPress theme and a new-to-WorPress library is being onboarded. Nan and Barry concluded the relationships with OCLC’s First Search, saving \$98,000 which has enabled the Library to retain Accel5 Business Library and Access Video on Demand: Just for Kids was previously purchased with ARPA money. The Department of Education is once again funding the Homework HelpNow product after the vendor reduced the price another \$50,000. All Evergreen libraries have planned exits from the product by December 31, 2023 and this project will be concluded at that time.

Kim Armentrout, State Grants and Data Coordinator, continues to enhance the collaboration of LSTA funded project owners at the Library, hosting quarterly meetings. Kim has improved the transparency of public library data by creating 75 new spreadsheets on Virginia service point

statistics and had them uploaded to the Library of Virginia website. Kim conducted a Public Library Survey ballot review of proposed data elements, submitted the SDC ballot, and gave recommendations to the state librarian for her vote.

The Division is engaging in updating our strategic plan and the team has surveyed our internal and external stakeholders, held focus groups and individual interviews to discern challenges and opportunities. The team is evaluating the resulting data now and plans to have strategic priorities established by the end of the year.

Public Services and Outreach

The Brown Teacher Research Fellowship provides Virginia educators the opportunity to research and study a specific aspect of Virginia history and produce educational resources to support the Library's ongoing exhibition and education programs. The award includes a generous stipend as well as an allocation to cover registration fees and travel for conference presentations. Over the course of the summer, the Brown Fellows worked with Library staff members—including consultation with reference and archival staff members—to pursue research on the selected topics for the year. Their research will be added to the Library's Document Bank of Virginia.

This year's fellows were:

- Andrew Abeyounis, a Social Studies teacher at Grafton High School in Yorktown. He teaches World History for York County and recently created a National History Honors Society at his school which encourages students to create projects to compete in National History Day.
- Lorraine Dresch, a native of Wise County. She taught Africana Studies and English classes for three years at Waynesboro High School before moving back to Wise County to teach history at Ridgeview High School. As a 2022 Virginia Humanities K-12 Educator Fellow, Lorraine created "Counter-Narratives for Resistance," which is available on the Virginia Humanities website [here](#). For the Fellowship, Lorraine researched Black resistance and interracial solidarity in Wise County during the 19th-mid 20th centuries.
- T.J. Hindley, a Social Studies teacher at Broadway High School in Rockingham County. His interest in urban renewal efforts on the city of Harrisonburg led him to widen his research by examining the city of Charlottesville and the razing of Vinegar Hill, a historically Black neighborhood.

The Library also held the fourteenth annual Anne and Ryland Brown Teacher Institute with generous funding from the Library's endowment and support from Virginia Humanities and Peachtree House Foundation. The institute focused on research and projects on local stories and histories that have typically been hidden or neglected from mainstream narratives. Institute participants not only learned about the rich history of Virginia, but also enriched their understanding of how local stories fit into our national history. Teachers explored how to use primary sources to enhance student learning and discover new digital resources. 2022 and 2023 cycles of the teacher institutes were held in each of the eight superintendent's regions. This year's institute regions were two, three, five, and seven: Wise (Region 7), July 24–25, 2023; Fredericksburg (Region 3), July 27–28, 2023; Charlottesville (Region 5), July 31–Aug. 1, 2023; and Hampton (Region 2), Aug. 2–3, 2023.

Pre- and post-institute surveys from attendees indicated that the institutes improved both the ability to use primary sources in their classrooms and gave them more primary sources to incorporate into their lessons. One teacher remarked that “I feel like I’ve been handed a large treasure box full of applicable resources.” Another commented, “Yes, I feel like I have the library at my fingertips now and on numerous topics and people.” Attendees also overwhelmingly expressed that the content, presenters, and institute logistics made for a valuable professional development experience. Our teacher fellows’ presentations were well received, and our local partners at each institute were fantastic. One educator commented, “Everything about this conference was first rate. One of the best that I’ve attended in 37 years of teaching. It was practiced, interesting, and well-presented.”

The exhibition *Indigenous Perspectives* is scheduled to open on Monday, December 4, 2023, and continue through Saturday, August 17, 2024. The focus of the exhibition will be excerpts from the interviews conducted with Virginia’s tribal leaders supplemented by lent material cultural items. The Library has completed site visits to nine of Virginia’s eleven state or federally recognized tribes. We continue to reach out to the other two tribes. The Library has interviewed representatives of the following tribes: Nottoway, Patawomeck, Rappahannock, Cheroenhaka (Nottoway), and Chickahominy. Interviews with the Pamunkey, the Upper Mattaponi, the Mattaponi, and the Chickahominy Eastern Division are being scheduled and will be completed by September. In collaboration with the tribes, we selected two sets of documents to stimulate discussion during the interviews. One set of documents, which includes the 1612 map of Virginia by John Smith and the circular letter of names sent by Walter Plecker to court clerks, is applicable to all tribes. We then suggested other documents from the Library collections that are more specific to a Tribe and invited the Tribes to suggest documents that they have used in their research. The interviews conducted thus far speak not only to the specific documents but also more generally to the themes, suggesting that the exhibition will focus as much on what the Tribal citizens have to say as the documentary evidence. We also asked the Tribes to consider loans of objects and crafts that speak directly to their identity and customs. The Tribes enthusiastically responded to this request, offering evocative objects, from eel pots used in traditional fishing practices to pow wow regalia to quilts crafted by Tribal members. The project is proceeding well and we look forward to the exhibition and continuing our collaboration with the tribes in the future.

The Library has continued to promote anniversary activities and other signature programs through robust, integrated marketing. Our efforts are generating greater awareness of the Library across the metro region and the Commonwealth. One example of this impact is our LVA on the Go social media advertising. To date we have reached more than 1.3 million people in areas the van has visited across the state. Our marketing efforts have also continued to drive high attendance at key events, including our Weinstein book talk series. In addition, the Library has maintained a consistent presence in the media across Virginia and beyond. Since the start of the year, we have been the focus of 117 stories and have been mentioned in 133 stories.

THE LIBRARY BOARD

Standing Committees/Special Committees/Representatives
2023-2024

Executive Committee

C. Paul Brockwell Jr., *Chair*
Blythe Ann Scott, *Vice Chair*
Laura L.L. Blevins

L. Preston Bryant Jr., *Past Chair*
Robert L. Canida II
Suzette Denslow

STANDING COMMITTEES

Archival, Collections and Records Management Services Committee

1. Peter E. Broadbent Jr., *Chair*
2. Shelley Viola Murphy, *Vice Chair*
3. C. Paul Brockwell Jr.
4. Carol G. Finerty
5. Barbara Vines Little
6. Leonard C. Tengco
7. VACANT
8. VACANT

John Metz, Greg Crawford, Kathy Jordan – *Staff Liaisons*

Public Library Development Committee

1. Laura L.L. Blevins, *Chair*
2. Lana Real, *Vice Chair*
3. L. Preston Bryant Jr.
4. Robert L. Canida II
5. Maya Castillo
6. Suzette Denslow
7. Blythe Ann Scott

Nan Carmack – *Staff Liaison*

Education, Outreach, and Research Services Committee

1. Robert L. Canida II, *Chair*
2. Barbara Vines Little, *Vice Chair*
3. Peter E. Broadbent Jr.
4. Carol G. Finerty
5. Shelley Viola Murphy
6. Lana Real
7. VACANT
8. VACANT

Gregg Kimball, Angela Flagg – *Staff Liaisons*

Legislative and Finance Committee

1. L. Preston Bryant Jr., *Chair*
2. Blythe Ann Scott, *Vice Chair*
3. Laura L.L. Blevins
4. C. Paul Brockwell Jr.
5. Suzette Denslow
6. Maya Castillo
7. Leonard C. Tengco

Daniel Hinderliter – *Staff Liaison*

Library of Virginia Foundation Committee

1. C. Paul Brockwell Jr.
2. Suzette Denslow

Bylaws Committee

1. C. Paul Brockwell Jr., *Chair*
2. L. Preston Bryant Jr.
3. Leonard C. Tengco

Nominating Committee

1. Blythe Ann Scott, *Chair*
2. Laura L.L. Blevins
3. L. Preston Bryant Jr.

4. Robert L. Canida II
5. Maya Castillo

AMENDED Library Board Meeting Dates 2023 – 2024

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

Monday, September 18, 2023

Electronic Meeting,

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 15, 2024

8:30 am – 12:00 pm

(Meeting may 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, 2023 – June 30, 2024



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Chair

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Succeeding Marcy Sims; **Seat 4**



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Vacant

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

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