

Circuit Court Records Grants Review Board
The Library of Virginia
800 East Broad Street
Richmond, Virginia 23219-8000

MINUTES OF THE MEETING
2010-B Cycle — May 19, 2010

The members of the board present by conference call were the Honorable Circuit Court Clerks Paul F. Ferguson, Arlington County; Karen A. Butler, New Kent County; and Thomas E. Roberts, City of Staunton. Board member Carl Childs, Director of Local Records Services, was present from the Library of Virginia. Suzy Szasz Palmer, Interim State Archivist, was absent. Glenn Smith, Grants Coordinator, moderated the meeting. The meeting was called to order at 1:35 PM.

There were forty applications submitted from thirty-seven localities totaling \$349,930.80. The grants review board evaluated and discussed all of the applications, and awarded thirty-seven projects to thirty-five localities in the amount of \$291,799.10. Requests from Essex, King William, and Russell Counties were declined. The amounts requested from Augusta, Bland, Charles City, Fairfax, Floyd, Franklin, Madison, Mecklenburg, Prince George, Southampton, and Stafford Counties were cumulatively adjusted downward \$44,220.70 in order to meet the reduced amount available for funding this cycle. This was the first competitive grants cycle in the past ten years.

Due to the competitiveness in this cycle, there was significant discussion on the priority of each category, as well as the soundness of the applications. There was a consensus among the members that several applications appeared to have little clerk involvement in their development, and that this is an issue that needs addressing. One potential change that was discussed was eliminating the sole-source allowance for Item Conservation projects that are quoted for less than \$5,000. Of the twenty-nine conservation applications, only five were quoted a cost higher than \$5,000; the remaining twenty-four requests averaged \$4,631. Program staff agreed to work on a policy change before the next grant cycle.

The board members were advised by the Grants Coordinator that their services may be required before their term expires to evaluate urgent requests from three clerks who were previously awarded funding for microfilm reader-printers, but were unable to purchase those before the state contract expired. A new state contract was just finalized in the past two weeks, and the pricing is likely to exceed the amount originally awarded for each project.

A full list of the awarded projects follows below.

There being no further business by this board, the meeting adjourned at approximately 3:30 PM.

By:

Glenn T. Smith
Grants Coordinator

**Virginia Circuit Court Records Preservation Grant Program
Awards for 2010-B Cycle**

<u>Locality</u>	<u>Project Type</u>	<u>Awarded</u>
Mecklenburg County	Security System - Camera	25,000.00
Augusta County	Processing - Marriages	1,573.95
Lunenburg County	Reformatting - Paper to Digital	3,463.00
Augusta County	Reformatting - Plats to Digital	52,487.00
Craig County	Reformatting - Plats to Digital	13,199.00
Giles County	Reformatting - Plats to Digital	9,760.00
Hanover County	Reformatting - Plats to Digital	3,872.75
Highland County	Preservation - Indexing	626.00
Rockingham County	Preservation - Storage	8,492.00
Alleghany County	Item Conservation - Book	4,076.00
Bland County	Item Conservation - Book	4,435.50
Botetourt County	Item Conservation - Book	4,874.00
Charles City County	Item Conservation - Book	4,649.00
Cumberland County	Item Conservation - Book	4,348.00
Fairfax County	Item Conservation - Book	9,682.00
Floyd County	Item Conservation - Book	3,935.00
Franklin County	Item Conservation - Book	4,413.00
Goochland County	Item Conservation - Book	4,256.00
Halifax County	Item Conservation - Book	4,933.00
Lee County	Item Conservation - Book	4,509.00
Loudoun County	Item Conservation - Book	10,983.00
Louisa County	Item Conservation - Book	4,962.00
Lynchburg City	Item Conservation - Book	4,983.00
Madison County	Item Conservation - Book	4,242.00
Montgomery County	Item Conservation - Book	10,639.00
Pittsylvania County	Item Conservation - Book	4,415.00
Powhatan County	Item Conservation - Book	4,594.00
Pulaski County	Item Conservation - Book	4,993.00
Roanoke County	Item Conservation - Book	12,588.00
Rockingham County	Item Conservation - Book	15,816.00
Russell County	Item Conservation - Book	4,892.00
Southampton County	Item Conservation - Book	3,049.00
Stafford County	Item Conservation - Book	4,632.00
Washington County	Item Conservation - Book	2,903.00
Wise County	Item Conservation - Book	4,970.00
Sussex County	Item Conservation - Paper	4,995.00
Prince George County	Reader/Printer	<u>15,558.90</u>
		\$291,799.10