

**MINUTES**  
**THE LIBRARY BOARD MEETING**  
**The Library of Virginia**

November 17, 2008

The Library Board met on Monday, November 17, 2008, in the Board Meeting Room of the Library of Virginia located at 800 East Broad Street, Richmond, Virginia.

**I. CALL TO ORDER/QUORUM**

Valerie Jean Mayo, chair, called the meeting to order and announced that there was a quorum present. The following members were in attendance:

Christopher R. Clarke	Lewis F. Powell III
Mary G. Haviland	David Poyer
Ronald S. Kozlowski	Stephen E. Story
Marc Leepson	Carole M. Weinstein
George E. Lovelace	Clifton A. Woodrum III
Valerie Jean Mayo, chair	
John S. DiYorio, vice-chair	

Mark D. Romer, Charles W. Sydnor, Jr., and Henry Wiencek were absent.

**II. APPROVAL OF AGENDA**

It was moved and seconded to accept the agenda. The motion was passed unanimously.

**III. WELCOME TO VISITORS AND STAFF**

Ms. Mayo welcomed the staff and the following visitors: Alan Bernstein, Virginia Library Association (VLA) representative; Peter Broadbent, Virginia Genealogical Society (VGS) past president; Alison Paige Landry, Senior Assistant Attorney General; and Peter B. Schwartz, Library of Virginia Foundation president.

**IV. ANNOUNCEMENTS**

There were no announcements.

**V. PUBLIC COMMENT**

There was no public comment.

**VI. CONSENT AGENDA**

- **Approval of the Library Board Minutes of June 16, 2008, and September 22, 2008**

The Consent Agenda consisting of the minutes of the Library Board meeting on June 16, 2008, and the meeting on September 22, 2008, were approved as submitted.

## VII. INFORMATION ITEMS

### A. Reports from Other Organizations

Peter E. Broadbent, Jr., past president of the Virginia Genealogical Society (VGS), gave a brief update on behalf of the genealogical community. The VGS Fall Conference at Christopher Newport University was a success. The VGS will meet at the Library of Virginia in April for its Spring Conference. The Friends of the State Archives held its annual Slatten Lecture at the Library in October 2008.

### B. Committee/Division Reports

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

In the absence of Henry Wiencek, committee chair, Stephen E. Story reported on the Digitizing and Digital Projects Policy Statement which will be presented to the Board for consideration at the January meeting. The document summarizes the Library's approach to creating digital collections, outlines its objectives for providing online access to digital versions of items in Library collections, and defines considerations when digitizing for public access.

The committee asked the Board to adopt the proposed "Archival Audio and Moving Image Collection Guidelines" as an addition to the Library's "Collection Development Policy" (previously approved by the Board). The guidelines are in response to a growing body of "audiovisual collections" or "audiovisual records" received from Virginia's state government agencies, local government entities, and resources from individuals and businesses associated with Virginia. The motion was passed unanimously.

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

George E. Lovelace, committee chair, reported on the 2009 exhibitions of "African-American Trailblazers" and the "Virginia Women in History" programs. He pointed out that the content for the educational materials and traveling exhibitions will reach libraries and schools across the state. He mentioned this will be the fifth year for the "Virginia Women in History" exhibit celebrating nine honorees. He spoke of a new training program for public librarians to help them understand and better use the online Legislative Information System (LIS). Mr. Lovelace also reported that the Library continues to develop content for the Library's new Web site, "Virginia Memory," including capsular biographies for "This Day in Virginia History" and that it is developing future plans for the new quarterly magazine—*Broadside*.

- **Legislative and Finance Committee**

Ronald S. Kozlowski, committee chair, reviewed with the Board the FY 2009 Adjusted General Fund Budget and the Board discussed legislative strategies for the 2009 General Assembly Session. Ann N. Harris, director, Finance and Administrative Services Division, reviewed the Library's Statement of Financial Condition as of October 31, 2008.

Sandra G. Treadway, Librarian of Virginia, explained it will be difficult to make plans until the Governor announces his budget on December 17, 2008. There was general discussion

about the upcoming Legislative Reception scheduled for January and about the ramifications of receiving more budget cuts.

- **Public Library Development Committee**

Clifton A. Woodrum III, committee chair, reported on the status of the state-aid program which included an update on Nottoway County. Elizabeth M. Lewis, director of the Library Development and Networking Division, reported on the status of the federal aid program, under the Library Services and Technology Act (LSTA). Lewis also reported that the committee reviewed the edited copy of the “Public Library Standards,” a report from the Virginia Public Library Directors Association (VPLDA) meeting at the Virginia Library Association conference in October, and a preliminary staff recommendation for a recognition program. Mr. Woodrum updated the Board on online opportunity hardware grants from the Bill & Melinda Gates Foundation and possible online opportunity Broadband grant program participation also from the Bill & Melinda Gates Foundation.

- **The Library of Virginia Foundation**

Peter B. Schwartz, president, Library of Virginia Foundation, reported on the excellent sponsorship and response to the Literary Awards Celebration in October. Membership renewal letters will be mailed in November. The Foundation received a \$25,000 grant to be used in connection with the Learning Lab. Grant requests totaling \$60,000 have been submitted for funds to underwrite the Poe exhibit. The Library Foundation will partner with the State Fair to host the annual legislative reception.

### **C. Report of the Chair and Executive Committee**

Ms. Mayo commended the Library on a very successful Literary Awards event. She announced that the Joint Strategic Committee, consisting of both boards, would meet after lunch. On behalf of the executive committee, she moved for the acceptance of the three members who were submitted for the nominating committee—Mary G. Haviland, Valerie Jean Mayo, and Carole M. Weinstein. The motion was passed unanimously. In closing she acknowledged and thanked Alan Bernstein, director of Heritage Public Library, for his attendance for years and his reporting on the Library Board meetings for the VLA Newsletter. He will be retiring in January.

### **D. Report of the Librarian of Virginia**

Dr. Treadway reminded the Board the Governor’s budget will be released on December 17. Meanwhile, there have been departmental meetings to strategize ways to make budget adjustments until and after the budget outcome is known. She assured the Board they will be advised when information regarding the budget is announced.

## **VIII. Old or New Business**

There was no old or new business.

## **IX. Action Items**

- **Approval of the Executive Committee Recommendations for the Nominating Committee**

The Board voted in favor of these recommendations during the Report of the Chair and Executive Report.

## **X. Adjournment**

There being no further business, it was the consensus of the Board to adjourn the meeting.

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### **Library Board Meeting Schedule**

Thursday Evening, January 29, 2009

*Legislation Reception*

Friday, January 30, 2009

Monday, March 23, 2009

Monday, June 22, 2009

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**Full Board Minutes will be posted within three working days following acceptance at the Library Board Meeting on Friday, January 30, 2009**