

**MINUTES  
THE LIBRARY BOARD MEETING  
The Library of Virginia  
September 21, 2009**

The Library Board met on Monday, September 21, 2009, in the Board Meeting Room of the Library of Virginia, located at 800 East Broad Street, Richmond, Virginia.

**I. CALL TO ORDER/QUORUM**

John S. DiYorio, chair, called the meeting to order at 10:35 a.m., and announced the presence of three new Board members: Cynthia V. Bailey, Jon Bowerbank, and Meyera E. Oberndorf. There was a quorum present.

|                       |                                 |
|-----------------------|---------------------------------|
| Cynthia V. Bailey     | Meyera E. Oberndorf             |
| Jon Bowerbank         | David Poyer                     |
| Christopher R. Clarke | Mark D. Romer                   |
| Marc Leepson          | Charles W. Sydnor, Jr.          |
| George E. Lovelace    | Carole M Weinstein              |
| Valerie Jean Mayo     |                                 |
|                       | John S. DiYorio, chair          |
|                       | Ronald S. Kozlowski, vice chair |

Clifton A. Woodrum III was absent and one of the Board seats remains vacant.

**II. APPROVAL OF AGENDA**

There was no action taken.

**III. WELCOME TO VISITORS AND STAFF**

Dr. DiYorio welcomed Alison Page Landry, Assistant Attorney General, Clay Dishon, the reporter for the Virginia Library Association (VLA); Peter E. Broadbent Jr., representing the Virginia Genealogical Society (VGS); and Peter B. Schwartz, President of the Library of Virginia Foundation.

**IV. ANNOUNCEMENTS**

There were no announcements.

**V. PUBLIC COMMENT**

Dr. DiYorio called on Peter E. Broadbent, Jr., who reported the Friends of the Virginia State Archives (VGS) will have the annual fall Slatten Conference at the Library on November 7. The VGS will be having its upcoming fall conference in Winchester, October 10, with a variety of speakers focusing on migration issues. The annual conference will be at the Library next

spring. Mr. Broadbent reported the VGS was successful in obtaining a \$9,500 grant from the National Park Service which was presented to the Library of Virginia. He advised VGS is looking at further grant opportunities with the National Park Service that would potentially benefit the Library. Mr. Broadbent added that VGS will be making available a significant number of its published genealogical and historical books free of charge to any public library system in Virginia. This information will be publicized and books made available at the upcoming library meeting in Williamsburg.

## **VI. CONSENT AGENDA**

- Approval of the Library Board Minutes of June 22, 2009

A motion to accept the Consent Agenda, consisting of the minutes of the Library Board meeting on June 22, 2009, was made by Charles W. Sydnor, Jr., seconded by Mark Leepson, and unanimously approved by the Board.

## **VII. INFORMATION ITEMS**

### **A. Reports of other Organizations**

Dr. DiYorio acknowledged the Agenda had been followed out of order, but there were no reports from other organizations.

### **B. Attorney General Office Overview of Board Responsibilities**

Alison Paige Landry, Assistant Attorney General, introduced herself and briefly provided an overview of the Board's duties and powers as a "policy board" and explained the Board's legal relationship with the Office of the Attorney General. She reviewed the Board's liabilities and responsibilities as well as the procedures the Board should follow regarding the Freedom of Information Act (FOIA), and the Conflict of Interest Act (COIA). Board members are obliged to take Conflict of Interest training which can be accessed through an interactive portal on the web site of the Attorney General or the Library of Virginia. She reminded the Board that the most common pitfall of the act is when Board members meet in violation of the act through informal means. Three or more members talking together can be considered an open meeting and subject to the act if they are discussing public business. If any Board member wishes to contact Ms. Landry, she requested that member to go to the Librarian of Virginia first.

### **C. Committee /Divisions Reports**

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

Conley L. Edwards, director of the Archival Records Management Services division, announced October is Archives Month. He invited the Board to join in the celebration, "To Choose Our Better History," and to share the Archives Month poster created from images submitted from seventeen archival repositories across the state highlighting Virginia's rich history of public service, volunteerism, conservation, philanthropy, and civil protests. Mr. Edwards announced the Friends of the State Archives will hold their annual meeting November 7

with Richard G. Sayre as the speaker. The archival collection is approaching 110 million items including 45,000 maps, 12,000 architectural drawings, and 48,000 microforms. The Chancery Records Index now indexes over 177,000 individual cases and includes almost 3 million, high-quality, digital images, added during the past year. Mr. Edwards briefly reviewed several important areas the archival staff will be actively working on during the coming months.

John Metz, director of the Collection Management Services division, reported that in 2006 the former state art curator was at the Library of Congress when it was planning to discard several plaster casts. One item he was able to acquire was a plaster cast by Thomas Hubbard, a well-known artist from Richmond in the 1830's, of the George Washington statue by France's Jean Antoine Houdon now standing in Virginia's state Capitol. When the Jamestown Yorktown Foundation was looking for new centerpiece for their new visitors' center, the cast statue was a perfect fit.

Mr. Metz reported that The Library of Virginia was one of the first institutions to become involved in a program to microfilm all historic newspapers that circulated within the state of Virginia. The Virginia Newspaper Project developed into the National Digital Newspaper Project in 2006 with a goal of digitizing 100,000 pages. Mr. Metz reported Phase I has been completed and 140,000 pages have been contributed to the Library of Congress which will be posted next year on their web site—Chronicling America. We are well into Phase II with a 100,000-page goal and we have completed 20,000 pages. This project is supported by federal funding.

Mr. Metz reported the Edwards family of northern Virginia, whose land was later developed into Tyson's Corner, made a generous donation of the personal library of Edmund Flagg, one of their ancestors. Edmund Flagg was an incredible, prolific-newspaper man who started several well-known newspapers in St. Louis, Cincinnati, and Louisville. It is estimated the collection consists of 55 boxes which contain thousands of volumes ranging from the 18th century through his lifetime which ended in the late 19th century.

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

Before he began his report Gregg D. Kimball, director of the Education and Outreach division, thanked Mr. Broadbent for his help in getting the National Park Service money through VGS.

Dr. Kimball gave some statistics involving the expanded electronic access in the reading rooms. With the recent economic downturn the demand for computer use has risen exponentially in the last year. In fiscal year 2009 patrons logged in for 46,947 internet sessions or 22,358 hours of free access. In addition to patrons using the internet for job applications, filing for unemployment, or for other general purposes, many are using other workstations in the reading room dedicated to subscription databases, for 157,366 user sessions. One of the issues facing the Library is that the computer workstations on the second floor are six years old. In order to meet the increased demand, and with Library Services and Technology Act (LSTA) funding in fiscal year 2009, 52 existing work stations are being replaced and 8 more workstations are being added. Already installed in the last month is a new Internet Management System

(CASSIE) which has features to deal with patrons waiting in line to access an Internet station and to allow staff to monitor patron activity from the Reference desk. This new system provides time and session management, print management with an unlimited number of printers, reservations (fixed date/time), waiting-lists support; centralized statistics collection, and linking to the Library's online catalog system for patron authentication. The patron base continues to grow—up 9.5 percent in the last year to over 215,000 visits.

Mr. Kimball invited the Board to experience the Poe: Man, Myth, or Monster exhibition focusing on Edgar Allan Poe, whose influence on writers and artists was profound. Poe was a master of the macabre, an acclaimed poet, and a well-known literary critic. To celebrate the 200th anniversary of Edgar Allan Poe's birth, the Library of Virginia, in partnership with the Poe Museum, is presenting this major exhibit to explore the myths and legends surrounding Poe — America's first internationally renowned author

- **Legislative and Finance Committee**

Dr. DiYorio called on Ann N. Harris, director of Finance and Administrative Services division, who reviewed the June 30, 2009, and the August 30, 2009, budget versus expenditures. In late June the Library received instructions from the office of the Governor, to submit budget reduction plans for 5 percent, 10 percent, and 15 percent on July 22. In preparation for the budget cut, the executive management team reviewed everything done at the Library. After a very hard look at the reductions that needed to be made, a painful decision was made to close the Virginia Shop. Ms. Harris then reviewed each item on the graphs projected on the overheard slides, which tracked the decline in the Library's budget during the past twelve years expressed in constant dollars. There were questions and discussion between the Board members and the staff.

- **Public Library Development Committee**

Dr. DiYorio called on Elizabeth M. Lewis, director of Library Development and Networking division, who introduced Kim Armentrout, the new public library consultant. Ms. Lewis called attention to the Library Services and Technology Act (LSTA) Grant Proposals 10/01/09 to 09/30/10 Budget Summary in the Board packets. She explained that the report format had been changed as directed by the LSTA staff. Ms. Lewis reviewed each item with an explanation. Marc Leepson moved to accept the LSTA Grant Proposal Budget; George E. Lovelace seconded the motion; and the Board voted unanimously to approve the budget.

Ms. Lewis reported the Library hosted the annual public library directors meeting again this fall. Eighty-two percent of the public library systems were represented. The conference was well received and the speakers and presentations received high evaluations. The summer program and training is complete. Materials are being ordered and planning for the summer of 2011 has begun. The libraries can now order materials for the winter reading program with Peter Rabbit. Public library trustee workshops are scheduled for Amherst, Montgomery-Floyd, Culpeper, Portsmouth, and Loudoun County. The workshop at the Library of Virginia will be on October 7. Ms. Lewis reported the Library held a national conference for continuing education

consultants and twenty-six states were represented. She reported to the Board that the libraries were pleased that state aid was cut by only 5 percent.

#### ● **The Library of Virginia Foundation Committee**

Mary Beth McIntire called attention to the tickets for the 12th Annual Literary Awards Celebration on October 17. Less than 50 seats are left. There will be an outstanding lineup of authors this year—John Grisham is receiving a lifetime achievement award, Adriana Trigiani is hosting again, and five Pulitzer Prize winners are among the finalists. The Foundation relies on the generosity of its sponsors who help to underwrite this event. The event does raise money to provide support back to the Library. Dominion is the signature sponsor this year, Weinstein Properties continues to be our awards sponsor, and Media General continues to be a sponsor of the event. The Community Idea Station and the Richmond Times Dispatch provide invaluable in-kind media sponsorships and the Richmond Times Dispatch has added to their gift-in-kind this year so the value of their in-kind sponsorship is almost \$85,000 this year.

The Page Turners Society continues to grow. The names on the list are constantly being updated and will be reprinted and placed in the program the night of the Awards. The list is also used in the full-page advertisement in the *Richmond Times Dispatch*.

Ms. McIntire shared with the Board that the Foundation is considering the proposal to take over management of the Virginia Shop. The Foundation Development team has taken over the book talk duties, ordering the books, and taking care of the sales. The three staff members will be staffing the booth at the annual Shoppers Fair beginning on Thursday, November 5, and continuing through Friday and Saturday at the Lewis Ginter Botanical Gardens.

The total funds raised last fiscal year including unrestricted, restricted, grants, and special event income exceeded \$490,000. The Foundation Board was pleased to provide more than \$400,000 to support the Library's programs and collections. The Foundation has provided over \$30,000 for conservation efforts, \$16,000 for general acquisitions, \$28,000 in the archives area that includes an awarded grant, \$5,000 in support for maps for the Fry-Jefferson Map Society, almost \$45,000 to support the signature programs of Women in History and African American Trailblazers programs, and \$175,000 for various library programs—advertising, public relations to support the publication of the Broadside, paid internships, book talks, exhibition support, lectures, opening events for exhibits, educational programming for teachers, family, and students, a little support for the winter and summer reading programs; and finally, an endowment fund for education was added last year to provide support for teacher fellowships and some workshops.

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

Sandra G. Treadway, Librarian of Virginia, spoke of the drastic cuts to the budget. She explained that during the course of the next several weeks, each division will be looking at everything they do, including the way they serve each other and the public, to ensure that everything is being done as effectively and efficiently as possible.

Dr. Treadway said eight positions were cut and she shared the news that three of the Executive Management Team will be taking early retirement—the director of the Finance and Administrative Services division, Ann N. Harris, the State Archivist and director of Archival and Records Management division, Conley L. Edwards III, and the director of the Library Development and Networking division, Elizabeth M. Lewis. Each will be leaving on November 1. The Executive Management Team will develop an operating plan to make sure that all areas will be covered and will be strongly managed as the Library moves forward.

#### **E. Report of the Chair**

Dr. DiYorio reported that the Executive Committee met in the morning and appointed a Nominating Committee to prepare a slate of candidates for office for next year. The committee will consist of Valerie Jean Mayo, Charles W. Sydnor, Jr., Carole M. Weinstein, and Clifton A. Woodrum III. The committee's report will be due to the Board at the March meeting and the vote will be in June. The Executive Committee also approved the Goals of the Librarian of Virginia for 2009-2010.

Dr. DiYorio stated that the major goal of the Board should be to become more active in contacting our legislators to let them know we are here, to let them know we appreciate everything they have done, and to be up front with them so that when and if the funds are restored the Library will get its fair share. Dr. DiYorio then read a resolution for Valerie Jean Mayo to acknowledge her work and guidance as chair of the Library of Virginia Board and for her service to the commonwealth. The Board stood to acknowledge their acceptance of the resolution.

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

There was no old or new business.

#### **IX. Action Items**

- Approval of 2009–2010 LSTA Budget

The budget had been approved during the Public Library Development Committee meeting.

#### **X. Adjournment**

There being no further business, the meeting was adjourned at 12:30 p.m.