

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

SUMMARY OF BOARD MINUTES
Library Board Meeting of November 17, 2003
10:30 a.m. Meeting Room 2M.020 (Floor 2M)

- I. Call to Order/Quorum Peter E. Broadbent, Jr., Chair
- II. Approval of Agenda The Board
Charles W. Sydnor, Jr. moved for the approval of the agenda, which was seconded and unanimously passed by the Board.
- III. Welcome to Visitors and Staff Peter E. Broadbent, Jr.
- IV. Announcements
There were no announcements.
- V. Public Comment
The director of the Pamunkey Regional Library, who is also president of the Virginia Public Library Directors Association, advised the Library Board of the action taken by the association to endorse the Certification Task Force's recommendation that the American Library Association's approved Master of Library Science degree remain the standard for the certification of public librarians in Virginia. The association also endorses the continuing education component of the Task Force's recommendation.

The director of the Fairfax County Public Library, who is also the president of the Virginia Library Association (VLA), briefly described VLA's role in representing librarians and libraries as well as their desire to work with and support the Library of Virginia.
- VI. Consent Agenda The Board
- Approval of the Library Board Minutes of September 22, 2003
 - Approval of a Resolution of Thanks to Louella S. Greear
 - Approval of a Resolution of Thanks to David H. Harpole, Sr.
 - Approval of a Resolution of Thanks to R. Chambliss Light, Jr.
 - Approval of a Resolution of Thanks to Sharon Grove McCamy
- Peter E. Broadbent, Jr., chair, asked if any Board members had changes to the consent agenda as a whole and there were none. Mr. Broadbent requested a change to the September 22 minutes under "Action Items" to include the Board's approval of the appointment of the committee citizen members in addition to the appointment of the two Library of Virginia Foundation committee members. Mr. Sydnor moved to amend the minutes to reflect the chair's addition to the minutes, which motion was seconded and unanimously approved by the Board. F. Claiborne Johnston, Jr. moved for acceptance of the entire consent agenda including the approval of the resolutions for Louella S. Greear, David H. Harpole, Sr., R. Chambliss Light, Jr. and Sharon Grove McCamy. The motion was seconded and the Library Board voted unanimously for approval of the entire Consent Agenda.*

VII. Information Items

A. Reports from Other Organizations

The president of the Friends of the Virginia State Archives announced that the recent Richard Slatten fall seminar was successful, and he gave details for next year's seminar. He also updated the Board on the Friend's projects and activities.

B. Committee Reports

- Archival and Information Services Committee

F. Claiborne Johnston, Jr.

The division director commented on a demonstration the committee viewed of the new integrated library system. The description services archivist explained to the committee the World War II Separation Notices recently made available on Veterans' Day 2003. The director provided an update of the Library's current visitation and use statistics, as well as a report on the status of current projects. This included [AskItVirginia](#), the microfilming of the Brock Collection at the Huntington Library, contacts made with legislators encouraging them to donate their legislative and campaign files to the Library, and the Library's agreement with Barter Theatre concerning the Barter Archives.

- Collection Management Services Committee

Franklin E. Robeson

The committee heard a detailed report from the division director and the director of technical services describing the role and impact of technology on the Technical Services department. This included online resources, online electronic cataloging, the new integrated library system, collection acquisitions, collection maintenance and the eVA (Virginia's electronic commerce initiative) procurement system. The new technology has also affected how the Library purchases materials. The Collection Management Services and Publications division lost thirty-nine staff members due to the recent hiring freeze and budget reductions. Recruitment has begun for several of the critical positions with newly defined position descriptions that reflect the increasing importance of technology.

- Legislative and Finance Committee

Wendy C. Sydnor

The division director highlighted the Library's budget development for the 2004-2006 biennium. Three of the Library's critical issues were submitted to the Secretary of Education and the Department of Planning and Budget; however, only one request was accepted for consideration in the Governor's budget. No word has been received if it was accepted. The Library's Statement of Financial Condition as of October 31, 2003 was also highlighted. The facilities director updated the Board on the status of the Library's environmental conditions, specifically temperature and humidity, and the efforts to improve these conditions.

- Public Library Development Committee

Fran M. Sadler

Fran M. Sadler reported that the committee voted to reappoint Fran Freimarck and to appoint Edwin S. Clay III as citizen members. The committee received updates on the many activities of the public libraries in Virginia including the Summer Reading Program, E-rate training sessions, Library Trustee Workshops, and the database programs [FindItVirginia](#) and [AskItVirginia](#). The division's assistant director reviewed the status of state aid and the estimates for fiscal year 2004-2005. Mrs. Sadler, on behalf of the committee, moved that the citizen appointees to the Public Library Development Committee be approved. The motion was seconded and unanimously approved by the Board.

- Publications and Educational Services Committee

Christopher M. Marston

The division director reported on the Library's conference, "Unboxing the Past" that was held in conjunction with the recently published Unboxing of Henry Brown. He also commented on the Library's collection resources available for researching nineteenth-century African-American history. The Library's forthcoming publication, The Little Parliament, will go to the printer the week of November 17. Several newspapers reported on the Virginia Roots Music concert at the Carpenter Center held on November 8, 2003. A schedule of future exhibitions at the Library was distributed.

• Records Management Committee

Charles W. Sydnor, Jr.

The division director described how a new pilot program will preserve chancery court records, particularly those prior to 1913. The Circuit Court Records Preservation Program also funds security programs to protect these documents, especially since some of them have appeared for sale via the Internet. Committee members also met two new staff members. A resolution will be introduced in the next legislative session to do a two-year study of the Public Records Act.

• The Library of Virginia Foundation Committee

Franklin E. Robeson

Franklin E. Robeson commented on the Literary Awards Celebration held November 15, 2003 and announced the winners of each category for those Board members who were unable to attend. The Foundation sponsored a number of events at the Library, and Mr. Robeson updated the Board on the activities associated with the Annual Fund drive. Upcoming Foundation events were also announced. The Foundation Board voted to change its operating year to match the Foundation's fiscal accounting year, and the current Board members will remain the same until June 30, 2004. The Foundation's portfolio has shown improvement this year. The executive director thanked the Board for their support, and each Board member received a 2003 Library of Virginia ornament.

C. Report of the Executive Committee

Peter E. Broadbent, Jr.

The Executive Committee met the morning before the November 17 Board meeting and discussed various long term planning issues and the Library building issues. A Nominating Committee will be appointed in January 2004. There were no action items from the Executive Committee.

D. Report of the Chair

Peter E. Broadbent, Jr.

The chair summarized the activities and meetings he has attended as chair of the Library Board. He updated the Board on activities associated with the Circuit Court Records Preservation Program funds and the environmental conditions at the Library.

E. Report of the Librarian of Virginia

Nolan T. Yelich

Nolan T. Yelich, the Librarian of Virginia, welcomed the newest Board member and thanked all those who attended the Literary Awards Celebration. Board members were invited to attend the Library's service awards and the annual holiday breakfast. Mr. Yelich explained the Board's role in the area of advocacy and ways to enhance the Library's profile to the public and to the General Assembly members. The Library is updating its Strategic Management Plan and focusing on its vision and purpose. Board members were encouraged to promote the Library's services and collections. The publication, The Little Parliament, will coincide with the legislative reception scheduled for January 2004. Pictures of new Board members will be taken after the meeting, and a Board Handbook was presented to the newest Board member. A tour of the Records Center will be available after the Board meeting and lunch.

VIII. Old or New Business

There was no old or new business.

IX. Action Items

• Certification Recommendation

Fran M. Sadler

Mrs. Sadler, chair of the Public Library Development Committee, introduced the chair of the Certification Task Force who briefed the Library Board on the process and results of their study. Mrs. Sadler summarized the Secondary Certification Model, which explains the definition of certification for professional librarians in Virginia. Mr. Sydnor moved that the Board accept the report of the committee. The motion was seconded and unanimously accepted by the Library Board for discussion. Mr. Sydnor, as the mover of record, requested a roll call vote. The Board, by a ten to three vote, adopted the report of the Public Library Development Committee of the Library Board calling for a professional librarian's certificate with renewable certification based on continuing education credits "be issued by the Board of the Library of Virginia to any applicant who has received either a master's degree or doctoral degree in library and/or information science from a school that had a program accredited by the American Library Association at the time the degree was awarded." There was discussion on how to communicate the Board's action to the legislative services community, and it was the consensus that a letter should be sent to legislators from Mr. Yelich and in addition, a press release would be issued.

X. Adjournment

Peter E. Broadbent, Jr.

There being no further business, Christopher M. Marston moved for adjournment of the meeting. The motion was seconded and the meeting adjourned at 12:50 p.m.

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**Full Board Minutes will be posted within three working days following the
Library Board Meeting on January 23, 2004.**