

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

SUMMARY OF BOARD MINUTES
Library Board Meeting of January 27, 2006
10:30 AM Meeting Room 2M.020 (Floor 2M)

- I. Call to Order/Quorum Christopher M. Marston, Chair
Christopher M. Marston, chair, called the meeting to order and announced that a quorum was present.
- II. Approval of Agenda The Board
F. Claiborne Johnston, Jr., moved to approve the agenda, which motion was seconded and unanimously passed by the Board.
- III. Welcome to Visitors and Staff Christopher M. Marston
Mr. Marston welcomed the new Board members, Lydia J. Johnson and Mark D. Romer, and he presented them with their Board handbooks.
- IV. Announcements
There were no announcements.
- V. Public Comment
There was no public comment.
- VI. Consent Agenda The Board
 - Approval of the Library Board Minutes of November 14, 2005
 - Resolution to Mathews Memorial Library
 - Resolution to Dr. Samuel E. Massenberg
 - Resolution to Dr. Franklin E. Robeson
 - Resolution for Mr. James B. Walthall
 - Resolution for Mr. Alan M. Voorhees*Stephen E. Story moved for acceptance of the Consent Agenda consisting of the November 14, 2005, Library Board minutes and the resolutions. The motion was seconded and the Library Board voted unanimously to accept the Consent Agenda including the November minutes and the resolutions.*
- VII. Information Items
 - A. Reports from Other Organizations
G. William Thomas, Jr., immediate past president of the Friends of the Virginia State Archives, highlighted the Friends programs planned for 2006. These include the spring seminar, Straight to the Source, on March 31, 2006. The fall program, the Richard Slatten Lectures, will be held on October 14 in connection with Archives Week. The Friends submitted an application to the Community Foundation to purchase Kentucky records comparable to the recently purchased West Virginia records.
 - B. Staff Reports

- Archival and Records Management Services

Conley L. Edwards

State Archivist Conley L. Edwards reported that the revisions proposed by the subcommittee studying the Virginia Public Records Act (House Bill 209) passed the House of Delegates on January 20, and he reviewed the key features of the bill. Other pertinent legislation includes House Bill 959 and Senate Bill 461 relating to the timing of destruction of records. The director updated the Board on the results of the survey sent to the local circuit court clerks about the Library's services. Responses to the survey were good with the majority being very satisfied to satisfied with the Library's services. The microfilming of the Brock Collection has reached a milestone. All of the manuscript collections have been microfilmed. Work will now begin on the bound volumes.

- Collection Management Services

Edward D. C. Campbell, Jr.

Edward D. C. Campbell, Jr., division director, updated the Board on House Bill 210, which proposes to codify under one section of the Code of Virginia the parameters, administration, and oversight responsibilities of the Library's long-standing State Publications Depository Library System. State agencies will be required to submit copies of their paper and electronic publications to the Library. Reports on the costs of their publications will be submitted only to the Department of Accounts. Agencies are printing paper copies of their publications in addition to having the same publications in electronic format, which adds additional work to the cataloging process.

The director showed examples of old, long, panoramic photographs that have undergone the conservation-preservation process. He also provided details of the Library's photography collection.

- Finance and Administrative Services

Ann N. Harris

Division director Ann N. Harris announced that for the Library's five budget proposals not counting State Aid, the Library received 48 percent of the monies requested, and she provided details for each budget request. Nolan T. Yelich, Librarian of Virginia, encouraged Board members to continue their support for the Library's recommendations regarding State Aid and Find It Virginia with the General Assembly. The Board also reviewed the Statement of Financial Condition as of December 31, 2005, and it is on target.

C. Anson Matthews, Human Resources director, reported that the compensation study for the Librarian Classification series of positions is progressing. He explained that although the Human Resources Department reviews all classifications periodically, the study was necessary to ensure the Library is in line with the current market in terms of classification and salary for this group. The librarian series encompasses many positions including archivists, records managers, historians, and librarians, and he detailed the steps the study will follow.

Jim Davis, facilities director for the Library, updated the Board on the status of the environmental conditions of the Library building and other building-related issues. One of the outstanding issues is condensation on windows in the stacks areas. The Department of General Services is working with the contractor to resolve this problem. The chillers, which are necessary for cooling and humidity control, are also being overhauled. Conditions have generally improved with these few exceptions.

Mr. Davis commented on the problems that have developed with the bus stop in front of the Library after several stops were consolidated because of the construction downtown. Problems

have resulted because of large numbers of people not only waiting for the bus outside, but also inside the Library. Fights, arrests, and assaults in front of the building as well as abuse in the building have occurred. The facilities staff has also had to address the problems of all types of unsightly waste left in front of the building. The Senior Managers are working to try to resolve this issue.

- **Library Development and Networking Services** Elizabeth M. Lewis
Elizabeth M. Lewis, division director, distributed the estimate of State Aid funding for public libraries. Task forces are being formed to develop action plans for the specific recommendations from the Himmel & Wilson Study. Since there are a series of recommendations for continuing education, a position will be advertised for a continuing education consultant.

Ms. Lewis reported on the Library Services and Technology Act conference. The five-year plan is due to be revised in two years. The annual report is due December 31. The budget appropriation amount for 2006 is up \$62,000 with a total of \$3,913,359.

The Library is again working with three other states on the artwork for the Summer Reading Program, and the director showed examples. Use of the Find It Virginia database has steadily grown and is now about 18,000 uses per day. This reflects an increase of 223 percent in the last two years. Two Virginia public libraries have recently won national awards and Ms. Lewis gave details.

- **Publications and Educational Services** Gregg D. Kimball
Gregg D. Kimball, division director, reported that advertisement will begin for a new position for an education coordinator. Dr. Kimball reported on the Library's adoption of an ongoing education project of the Virginia Foundation for Women that celebrates notable Virginia women. The Library, in collaboration with the Library of Virginia Foundation, is producing and distributing a poster and traveling exhibition with images and biographies of the eight honorees for 2006 with a reception scheduled for March 2, 2006. April is the targeted publication date for Volume 3 of the Dictionary of Virginia Biography (DVB). The Library should hear by April whether the National Endowment for the Humanities will continue to fund three of the current research fellows helping with the DVB. Dr. Kimball also advised the Board of the status of other current projects.

- **Research and Information Services** Sandra G. Treadway
Sandra G. Treadway, deputy librarian, elaborated on the search for a division director. The reference department held a briefing for the legislative aids to advise them of the services available at the Library of Virginia for the General Assembly members.

- **The Library of Virginia Foundation** Mary Beth McIntire
Future events include the February 15 Richmond premier of "Down in the Old Belt," an hour-long documentary film chronicling nearly four hundred years of tobacco growing in Virginia. A reception is scheduled on March 2 for the eight honorees of the Virginia Women in History. The 2006 Alan M. & Nathalie P. Voorhees Lecture on the History of Cartography will be held on March 11. Mr. Voorhees, a longtime supporter of the Foundation, passed away in mid-December, and a special exhibition is planned in his honor for March 6–13. The 1823 Council composed of former Library Board members and Foundation members will meet on March 30. The Foundation's next fund-raising event will be a re-creation of the Miller & Rhoads Tea Room on May 13, 2006.

C. Report of the Executive Committee

Christopher M. Marston

The Executive Committee met on January 27, 2006, before the Board meeting and voted to recommend the following members for the Nominating Committee. The committee consists of Clifton A. Woodrum III as chair, Gilbert E. Butler, Jr., Valerie Jean Mayo, Stephen E. Story, and Charles W. Sydnor, Jr. The Board voted unanimously to accept the Nominating Committee as proposed by the Executive Committee. A slate of nominees will be presented at the March Board meeting.

D. Report of the Chair

Christopher M. Marston

Mr. Marston reminded the Board of the dates of future Board meetings. He attended the Foundation Board meeting on January 26, and he encouraged the Board to participate in the Foundation's annual giving program, the Semper Virginia Society. Mr. Marston described the activities he has attended on behalf of the Board. Members were asked to submit their suggestions for future topics for workshops before the Board meetings and there was discussion on possible topics.

E. Report of the Librarian of Virginia

Nolan T. Yelich

Mr. Yelich welcomed the new members to the Library and to the Board. He also welcomed Elizabeth M. Lewis to the Senior Management Team as the new director of Library Development and Networking. He introduced Alison Paige Landry, Senior Assistant Attorney General, to the new Board members and advised that Ms. Landry will contact them with information they will need as new members. He reminded the Board that the weekly bill tracker for the General Assembly will be sent on Fridays. He expressed appreciation to Mr. Marston for his willingness to appear before the General Assembly on issues related to the Library.

Mr. Yelich commented on the changes in leadership nationally for state libraries and state archives over the past 10–15 years because of retirements and other factors. In order to prepare individuals better to assume these roles, the Chief Officers of State Library Agencies is creating an executive institute to begin in the summer of 2006 at the University of Wisconsin. It will help train newly appointed state librarians and those who have been in office for 2–3 years, plus individuals who wish to learn more about state library agencies. Mr. Yelich has been involved with this initiative.

He encouraged Board members to offer their ideas for future programs for the Board meetings. He thanked the Board for the resolution recognizing Mathews Memorial Library for receiving a 2005 national award for museum and library service. There is an event at the White House to recognize the award-winning libraries, and Mr. Yelich will represent the Library of Virginia at this event.

VIII. Old or New Business

There was no old or new business.

IX. Action Items

There were no action items.

X. Adjournment

Christopher M. Marston

There being no further business, Mr. Marston adjourned the meeting at 12:20 PM.

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**Full Board Minutes will be posted within three working days following the
Library Board Meeting on March 13, 2006.**