

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

SUMMARY OF BOARD MINUTES
Library Board Meeting of September 21, 2009
Meeting Room 2M.020 (Floor 2M)

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

II. Approval of Agenda **The Board**

III. Welcome to Visitors and Staff **John S. DiYorio**
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 Mr. Peter E. Broadbent, Jr., who reported the Friends of the Virginia State Archives will have the annual 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 for digitization from the National Park Service which was presented to the Library of Virginia. He stated the 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 the public library system in Virginia.

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 Marc 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**
Alison Paige Landry, Assistant Attorney General, introduced herself and briefly provided an overview of the Board's duties and powers as a "policy board." She explained the Board's legal relationship with the Office of the Attorney General. Ms. Landry 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 Knowledge Center portal of the Library of Virginia. She reminded the Board that the most common pitfall 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. She stated she would be glad to talk to any Board member but requested that the member keep the Librarian of Virginia advised.

C. Committee /Divisions Reports

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

Conley L. Edwards

John Metz

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. Mr. Edwards announced that Richard G. Sayre will be the speaker at the Friends of the Virginia State Archives annual meeting on November 7. Mr. Edwards shared with the board some impressive statistics of the archival collection and briefly reviewed several important areas the archival staff will be actively working on during the coming months.

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 post them next year on their web site—Chronicling America. Phase II has a goal of 100,000 pages and 20,000 pages have already been completed. This project is supported by Federal funding.

Mr. Metz 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 cast by Thomas Hubbard, from Richmond, of the George Washington statue by France's Jean-Antoine Houdon standing in the Virginia's state Capitol. When

the Jamestown-Yorktown Foundation was looking for a new centerpiece for their new visitor's center, the cast statue was a perfect fit.

Mr. Metz shared with the Board that the Library had received a generous donation of the personal library of Edmund Flag whose land was developed into Tyson's Corner in northern Virginia. It is estimated the Library received 55 boxes holding thousands of volumes of papers, books, and ephemera, ranging from the 18th century into the 19th century.

● **Education, Outreach, and Research Services Committee** **Gregg D. Kimball**
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 shared 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. 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 unlimited number of printers, reservations (fixed date/time), and 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 to 9.5% in the last year to over 215,000 visits.

Dr. 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** **Ann N. Harris**
Dr. DiYorio called on Ann N. Harris, director of Finance and Administrative Services who reviewed the June 30, 2009 and the August 30, 2009 budget versus expenditures. In late June the Library received instructions from the Governor's office to submit budget reduction plans for 5%, 10%, and 15% 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 very painful decision was made to close the Virginia Shop. Ms. Harris then reviewed each item on the graphs projected on the overhead slides. There were questions and discussion between the Board members and the staff.

● **Public Library Development Committee**

Elizabeth M. Lewis

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 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 Proposals 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. 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.

● **The Library of Virginia Foundation Committee**

Mary Beth McIntire

Mary Beth McIntire reminded the Board of the 12th Annual Literary Awards Celebration on October 17. 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. Ms. McIntire pointed out that the Foundation relies on the generosity of the sponsors who help to underwrite this event and the event does raise money to provide support back to the Library. The Page Turner Society continues to grow and the names on the list are constantly being updated and will be reprinted and placed in the programs the night of the Awards.

Ms. McIntire shared with the Board that the Foundation is considering the proposal to take over management of library shop. The Foundation Development team has taken over the book talk duties and will be manning the booth at the annual Shoppers Fair beginning on Thursday, November 5 at the Lewis Ginter Botanical Gardens.

The total funds raised last year exceeded \$490,000. The Foundation provided over \$400,000 to the Library's program budget of \$704,000. Ms. McIntire explained in more detail the other monetary contributions the Foundation has made to the Library's programs.

D. Report of the Librarian of Virginia

Sandra G. Treadway

Sandra G. Treadway 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 we are doing everything as effectively and efficiently as possible.

She said eight positions were cut and she shared the news of the senior staff who will be taking early retirement—the fiscal director, Ann Harris, the state archivist, Conley Edwards, and the head of Library Development, Libby Lewis. They 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

John S. DiYorio

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 we get our fare share. Dr. DiYorio then read a resolution for Valerie Jean Mayor 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 Library and Development Committee meeting.

X. Adjournment

John S. DiYorio

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