

THE LIBRARY BOARD COMMITTEE MEETING MINUTES

Library of Virginia

April 17, 2023

EDUCATION, OUTREACH, AND RESEARCH SERVICES COMMITTEE

The Education, Outreach, and Research Services Committee met at 1:00 p.m. on Wednesday, April 5, 2023, virtually over Zoom. The following committee members were in attendance: Robert L. Canida II, *vice chair*; Peter E. Broadbent Jr.; Barbara Vines Little; Shelley Viola Murphy; Lana Real; and Marcy Sims. Also in attendance were Gregg D. Kimball, Director of Public Services and Outreach; Catherine Fitzgerald Wyatt, Education and Outreach Manager; Angela Flagg, Marketing and Communications Director; and C. Paul Brockwell Jr., Library Board Chair. Committee members Robert D. Aguirre, *chair*, and Carol G. Finerty were absent.

Dr. Kimball reported on planning for a potential Library project for the 250th Anniversary of the American Revolution. Mr. Broadbent had shared his thoughts with the Library's staff about a possible crowdsourcing project to document the signers of the so-called "10,000 name petition" to the General Assembly which advocated for religious freedom. Sandra G. Treadway, Librarian of Virginia, brought together several senior managers to assess this proposal. Staff members reviewed the petition collection and consulted with historians, digital humanities scholars, and Library staff. The Library has more than 2,000 petitions from 1776 to 1786. While religious petitions are the third largest category of total petitions, many others cover topics significant to the Revolution: land grants and pensions, war materiel, manumission and slavery, etc. All the content lends itself well to the themes articulated as a "Revolution of Ideas" by Virginia's American Revolution 250 Commission. As a totality, the collection paints a compelling picture of Revolutionary Virginia with petitions from every region of the state. Programming and educational offerings based on the petitions will also be developed. The Library plans to have a draft of the proposal in the coming weeks, which will be vetted with Commission staff in advance of a possible presentation at the Commission's July meeting.

Dr. Kimball and Ms. Wyatt described the Library's project to collaborate with Virginia's 11 state and federally recognized Indian tribes on an exhibition exploring the Library's collections. The Library held an initial organizational meeting with the tribes in the summer of 2022. During the second phase of the project, Library staff members visited eight of the 11 tribes at their headquarters/reservations. We continue to reach out to the other three tribes. These wide-ranging conversations not only yielded useful ideas for the exhibition but also identified areas where the Library could support the tribes in the future, such as developing a digital archive of indigenous materials from its collections. The third phase of the project is now beginning. The Library will videotape representatives from each tribe as they reflect on materials from the Library's collections that are significant to them. Each tribe will also identify key artifacts from their own collections for display. The exhibition will feature the interviews in digital interactives, foregrounding the voices of tribal members just as the Library did with the "New Virginians" exhibition. Several board members asked about the development of a land acknowledgement

statement for the Library. Staff members noted that this has been a point of conversation with the tribes and that such a statement would flow out of this process.

Ms. Wyatt and Ms. Flagg described progress to date on 2023 activities. The opening of the signature exhibition “200 Years / 200 Stories” was a resounding success. The exhibition has garnered significant interest including numerous tours and favorable press coverage. Signature programs have also been well attended and continued the exhibition’s storytelling theme. Brent Tarter’s talk on the origins of the Library’s book collection drew excellent reviews and about 130 participants. The panel discussion “The First Civil Rights: Black Political Activism After Claiming Freedom” garnered an enthusiastic audience, highlighting the 92 Black men who served in the General Assembly between 1869 and 1890. The program was co-sponsored by Virginia Humanities. For Women’s History Month, the Library hosted a panel discussion entitled “A Woman’s Place is in the House...of Delegates” on March 29, commemorating the 100th anniversary of women serving in the House of Delegates. Jennifer L. Lawless, Commonwealth Professor of Politics at the University of Virginia, moderated the distinguished panel that included Delegates Carrie E. Coyner, Charniele L. Herring, and Vivian E. Watts. All programs were recorded and are available on the Library’s YouTube channel. The launch for “LVA On the Go” occurred on March 25 at the Suffolk Library. Participants gave strong reviews to the Library’s programming and activities that featured genealogy, digital resources, and children’s activities. The Library’s specially designed “On the Go” vehicle will travel on its maiden voyage to Washington County Public Library on April 15.

ARCHIVAL, COLLECTIONS, AND RECORDS MANAGEMENT SERVICES COMMITTEE

The Archival, Collections, and Records Management Services Committee met at 11:00 a.m. on Friday, April 7, 2023, virtually over Zoom. The following committee members were in attendance: Robert L. Canida II, *chair*; C. Paul Brockwell Jr., Carol G. Finerty, and Barbara Vines Little. Also in attendance were John D. Metz, Deputy for Collections and Programs; Kathy Jordan, Digital Initiatives and Web Presence Director; Greg Crawford, State Archivist and Director of Government Records Services; and Roger Christman, Senior State Records Archivist. Committee members Robert D. Aguirre, Peter E. Broadbent, Jr., Blythe Ann Scott and Leonard C. Tengco were absent.

Mr. Christman updated the committee on a change to the Virginia Public Records Act related to the confidentiality of certain archived records. The Library asked for this language change after the Office of the Attorney General discovered a loophole in the law’s privacy protections. All permanent archival records deposited in the state archives at the Library must be open to the public unless otherwise restricted by law. Medical or student records transferred to the archives remain closed per HIPPA or FERPA but only if they are deposited in the archives directly from a covered entity, i.e., a state hospital or educational institution. When individuals share their own medical or educational information with a state agency or the Governor’s Office the privacy protection is lost when those records come to the archives. Thus, information that an individual shared with the government under the expectation it would be private becomes public upon transfer to the state archives. The General Assembly passed, and Governor Youngkin signed, legislation to revise the Virginia Public Records Act to close the

loophole. HB1844 codifies the privacy protection for sensitive records such as these to convey with the records when they are transferred to the archives for the same period they are protected when held by a covered entity.

Ms. Jordan reported that the Library is working with Ancestry to create an agreement to digitize and index several of the Library's large, important, and in-demand collections. Under the proposed agreement, the Library and Ancestry will agree on the collections to pursue and the indexing parameters of each project on a yearly basis. For the first phase of the project, the Library and Ancestry have agreed to the following collections, all of which meet the Library's needs, while also supporting strategic collection development for Ancestry: 1) Virginia Personal Property Tax Records, 1782-1927 (microfilm); 2) Birth and Death records, 1897-1911/12, for the cities of Richmond, Norfolk, and Portsmouth (original & microfilm); 3) Organization cards of the Virginia Department of Military Affairs, 1876-1947 (microfilm); and 4) Records of Virginians killed, missing, or wounded in action during the Korean War (tentative, originals). Microfilmed records will be sent to Ancestry for digitization, but Ancestry staff will work at the Library or State Records Center when digitizing original material. All indexed images will be freely available to Virginians via the Ancestry for Virginians portal, and this access will continue as long as the materials are available online via ancestry.com. This agreement also supports the current free subscription to the Ancestry Institution that the Library currently offers onsite visitors and staff. The agreement should be finalized by May 2023.

Dr. Metz provided an update on the progress of the Diseased Microfilm Replacement Project. Since the project began, Imaging Services staff have pulled, inspected, and entered into Infolinx approximately 22,530 reels. To date, Imaging Services has evaluated 11,633 reels to determine the need for duplication and determined that 8,144 of them needed replacement. We have sent a total of 7,534 reels from the Media Vault to Backstage for duplication, including 513 sent in December 2022 and 499 sent in February 2023. We have also prepared a shipment of 625 reels for replacement the second week of April, including a batch of 15 reels that were requested by Henrico County, since the requested film was acetate.

Dr. Metz also alerted the committee that the Board will be asked to vote on potential draft regulations at their June 2023 meeting. The administration announced last year a statewide effort to ease the regulatory burden on the citizens of the Commonwealth. To that end, the Governor asked that each agency review their regulations and determine whether any could be eliminated or changed to achieve deregulatory goals. The Library has eight regulations listed in the Regulatory Town Hall. After a review of each regulation, it was determined that three could be modified to ease requirements in certain circumstances. Two of these relate to Library Development and Networking requirements for public libraries. A report on these two regulations will be presented by the Public Library Development Committee. One of the regulations falls under this committee. The Regulations Governing the Destruction of Public Records Containing Social Security Numbers currently requires an agency representative be on hand at the secure destruction of records containing privacy-protected information like social security numbers. This is redundant and, in some cases, unrealistic given that the entity retained

to perform the secure destruction is already required to certify or provide written assurance of the destruction. The Library would like to eliminate this requirement and will be asking the Library Board support our moving forward with this change at the June Board meeting. Approved changes will be pursued through the Virginia regulatory process in FY 2024.

PUBLIC LIBRARY DEVELOPMENT COMMITTEE

The Public Library Development Committee met at 4:00 p.m. on Tuesday, April 11, 2023, virtually over Zoom. The following committee members were in attendance: Lana Real, *vice chair*; Laura L.L. Blevins; Preston L Bryant Jr.; Maya Castillo; Suzette Denslow; and Shelley Viola Murphy. Also in attendance were Nan Carmack, Director of Library Development and Networking; Kim Armentrout, State Data and Grants Consultant; and C. Paul Brockwell Jr., Library Board Chair. Committee member Marcy Sims, *chair*, was absent.

As a standing agenda item, Dr. Carmack updated the committee on various public library challenges. She noted that most seem to be related to titles that explore the perspective of marginalized communities for young adult audiences. She reported that libraries' positions are based on supporting an individual's choice of reading materials, and that librarians are extensively trained for collection development and focus on presenting balanced collections for all community members.

Ms. Armentrout reviewed the various scenarios for the allocation of state aid funding next year, based on the potential increases proposed by both houses of the General Assembly. She noted, however, that until a final state budget passes, these numbers were tentative.

In response to the Governor's request to examine regulatory burdens placed on citizens and sub-units of government, the Library has chosen three regulations to examine, two of which relate to requirements of state aid. The "three consecutive hours after 5:00 p.m." requirement is intended to provide working people with an opportunity to use public libraries. This requirement has been the subject of numerous waivers from both suburban and rural communities. The waivers have indicated that door count after 7:00 p.m. makes the third hour a waste of resources, in terms of both staff time and wages. Approved waivers have been supported by door count data. After much discussion, staff were directed to survey the library community to establish the broader environment in regard to this requirement. The requirement of a five-year strategic plan was also discussed, based on the difficulty of small libraries to have the staff and financial capacity to conduct a plan every five years. Library staff are working on a template that would alleviate this burden and will report back in June.

LEGISLATIVE AND FINANCE COMMITTEE

The Legislative and Finance Committee met at 10:30 a.m. on Monday, April 17, 2023, in Conference Room 417 at the Roanoke Higher Education Center. The following committee members were in attendance: L. Preston Bryant Jr., *chair*; Laura L.L. Blevins; C. Paul Brockwell Jr.; Blythe Ann Scott; and Leonard C. Tengco. Also in attendance were Dan Hinderliter, Deputy for Finance and Administrative Services; Sandra G. Treadway, Librarian of Virginia; and Scott

Dodson, Executive Director of the Library of Virginia Foundation. Committee members Suzette Denslow, *vice chair* and Maya Castillo were absent.

Mr. Bryant provided an update on the historic change in membership coming to the General Assembly in the next session. Mr. Hinderliter shared that the General Assembly passed by SB 1528 indefinitely with a letter that directs the Library to study the proposed bill by November 2023.

Mr. Bryant then requested Mr. Hinderliter provide an update on the Statement of Financial Condition for the Library as of March 31, 2023. In summary, the Library concluded the third quarter of the fiscal year with general fund expenditures at 90% and all funds combined at 87% expended. Mr. Hinderliter explained that the spending pattern for FY 2023 is in alignment with the spending plan. The fourth quarter of the fiscal year has one fewer pay period, which occurs in the first quarter of each fiscal year.

Mr. Dodson reported on the space planning study being conducted by DesignLAB of Boston Massachusetts. This project will conclude in September 2023 and is being coordinated through a steering committee comprised of Library Board members, Foundation Board members, and select staff at various levels of the Library. Preliminary conceptual themes were presented to the Steering Committee, and DesignLAB will present their preliminary findings at the June Board meeting.

THE LIBRARY BOARD MEETING

Library of Virginia

April 17, 2023

The Library Board met on Monday, April 17, 2023, in Conference Room 418 at the Roanoke Higher Education Center, 108 North Jefferson Street, Roanoke, Virginia.

I. CALL TO ORDER

C. Paul Brockwell Jr., *chair*, called the meeting to order at 10:30 a.m. He noted there was a quorum of the Library Board physically present. The following members were in attendance:

C. Paul Brockwell Jr., *chair*

Laura L.L. Blevins

L. Preston Bryant Jr.

Robert L. Canida II

Barbara Vines Little

Shelley Viola Murphy

Blythe Ann Scott

Leonard C. Tengco

Peter E. Broadbent Jr., Lana Real, and Marcy Sims attended virtually. Carol G. Finerty attended by phone. Robert D. Aguirre, *vice chair*; Maya Castillo; and Suzette Denslow were absent.

II. APPROVAL OF AGENDA

Mr. Brockwell asked for a motion to approve the agenda. The motion was made by Robert L. Canida II, seconded by Blythe Ann Scott, and passed unanimously.

III. APPROVAL OF MINUTES

Mr. Brockwell asked if Board members had any additions or corrections to make to the minutes for the January 23 meeting. There being none, he asked for a motion to approve the minutes. The motion was made by Laura L.L. Blevins, seconded by Shelley Viola Murphy, and passed unanimously.

IV. SPECIAL REMARKS

Before welcoming visitors and staff, Mr. Brockwell recognized and turned the meeting over to Sherman P. Lea Sr., Mayor of the City of Roanoke, who had been invited to attend the meeting and provide remarks. Mayor Lea greeted the Board and welcomed them to Roanoke, noting that it is a seven-time All-America City as declared by the National Civic League (NCL) and that it is the first city in the country to be inducted into the NCL's Hall of Fame, a feat of which he is very proud. He then recognized Bob Cowell, Roanoke's City Manager, and Sheila Umberger, Roanoke's Director of Libraries, both of whom were in attendance. Mayor Lea stated that he was honored the Board chose to hold its meeting in Roanoke and wished all of the members a pleasant visit. He also congratulated the Board and, by extension, the Library on its 200th anniversary.

Mayor Lea touted Roanoke's long-standing success in addressing local issues with regard to civic engagement, collaboration, inclusiveness, and innovation. He highlighted Star City Reads, a coalition led by the Roanoke Public Libraries working to help all Roanoke children learn to read, which he said has been a shining example of success. The coalition partnered with the Carilion Clinic, a local hospital, to provide a book to the family of each child born there. They also worked with city's transportation department to provide books to every city bus so that passengers can read while they ride. Initiatives such as these demonstrate the importance Roanoke places on reading and literacy.

The Mayor spoke highly of the Roanoke Public Library under the leadership of Ms. Umberger. The library's work enriches the quality of life for city residents and creates and sustains a culture of lifelong learning and community engagement. The library's six branches are spread across the city and in the heart of downtown to ensure easy access to all residents. This also allows each branch library to better understand the needs of their primary neighborhood as they develop their collections, programs, and activities. He stated that the Melrose Branch, which the Board toured earlier that morning, has hosted more events than any department in all of Roanoke city government. He noted that Melrose is located in a neighborhood which faces a lot of challenges, and that the library represents a place where the residents can go to enlighten themselves, use their public computers, talk with each other, hold community meetings, and more. He declared that

Roanoke's libraries lead the way in serving the city and its citizens through compassion and innovation. Mayor Lea concluded by again thanking the Board for choosing Roanoke as the host of their meeting and wishing the Board a great stay in the Star City.

V. WELCOME TO VISITORS AND STAFF

Mr. Brockwell thanked everyone for traveling to be present at the Board's meeting on the road in Roanoke. He welcomed all guests in attendance, including Mayor Lea, Mr. Cowell, and three directors of local public library systems: Ms. Umberger of the Roanoke Public Library; Julie Phillips, Director of the Botetourt County Public Library, and Ann Tripp, Director of the Salem Public Library. Mr. Brockwell said that the Board had a wonderful time earlier that morning touring Roanoke's Melrose and Gainsborough Branches. He invited each of the library directors to introduce themselves and provide brief remarks.

Ms. Phillips thanked the Board for visiting and shared that the Botetourt library system, just north of Roanoke, is comprised of four branches with an additional satellite location for drop-offs and pick-ups. Their libraries, she said, serve more of a small-town suburban and rural population than Roanoke. In light of this and the fact that they serve a large farming community, one of their current initiatives is a focus on agricultural education. To this end, Ms. Phillips noted that they have just hired their first agricultural educator to serve as one of their branch managers. She added that Botetourt is experiencing a fair amount of book banning attempts, as are many libraries across the country, but that the community at large and the other libraries in their consortium have been very supportive.

Ms. Tripp shared that the Salem Public Library is a single-branch system serving the small city of Salem just outside of Roanoke. She noted she has been with the Salem Public Library for just over nine years, though she grew up in Richmond and her father, Donald Gunter, worked at the Library of Virginia. She said she always held the Library in high esteem, and her father's experience helped steer her into library work once she got to college. In light of the current challenges facing public libraries, Ms. Tripp thanked the staff of the Library generally and the Library Development and Networking Division in particular for all their support.

Ms. Umberger thanked the Library's staff and Board members for visiting and, in particular, for taking time to tour two of the branches earlier that morning. She said their staff were very excited to meet and speak with everyone and that the visit really meant a lot to them. She highlighted the Roanoke Valley Library Consortium, comprised of the Roanoke City; Roanoke County; Botetourt; and Salem Public Libraries; which has been in existence since 1988. There are a total of 21 library branches within the consortium, and as a testament to how well the four systems work together Ms. Tripp noted that they often have people from one system visit a branch from a different system thinking that they are one in the same. Mr. Brockwell thanked all the directors for coming and invited them to stay for lunch after the meeting.

VI. PUBLIC COMMENT

There were no members of the public present who wished to make public comment.

VII. INFORMATION ITEMS

A. Reports from Other Organizations

Conley Edwards, President of the Friends of the Virginia State Archives, reported that the Friends held their annual spring program, “Straight to the Source,” at the Library on March 31. Now in its 29th year, this program features members of the Library’s professional staff discussing their findings in the course of researching the archival collections. The program is a wonderful opportunity for participants to learn directly from staff and for staff to have an exchange with those who use records in the collection.

The presentations this year were especially timely, Mr. Edwards said, with lots of new information for participants. Topics included researching records of enslaved and free Virginians in *Virginia Untold* by Lydia Neuroth; discoveries using the organizational cards of the Virginia Department of Military Affairs, 1876-1947, by Bill Bynum; and navigation tips and tricks for the Library catalog by Ginny Dunn. Gregg D. Kimball led participants on a look at the 200th anniversary exhibit and the interesting personal stories it highlights. Mr. Edwards opined that, without hesitation, the reference staff is among the most valuable resources at the Library, as they use their experience working with the resources and the public to make connections that are beyond what even the best technology can do. On behalf of the Friends, he thanked them for sharing their knowledge during these programs.

Mr. Edwards reported that late spring and early summer promises to be a busy time at the Library. He highlighted the annual meeting of the National Genealogical Society which is being held in Richmond from May 31 to June 3. The theme for this year’s meeting is “Virginia: Deep Roots of a Nation.” The conference will feature three days of concentrated learning for everyone interested in family history from beginners to professional genealogists.

In closing, Mr. Edwards noted that during his time at the Library he worked closely with the staff in the Virginia Room at the Roanoke Public Library, and with Carol Tutwiler in particular. He said that they worked hard to build a collection that brought local researchers and people with Roanoke Valley roots to the area to use their resources, and that he wanted to highlight their work in light of the location of today’s Board meeting.

B. Committee/Division Reports

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

Robert L. Canida II, committee vice chair, provided the report in light of the absence of Robert D. Aguirre who chairs the committee. Dr. Canida reported that Gregg D. Kimball, Director of Public Services and Outreach, discussed with the committee planning for a potential Library project for the 250th Anniversary of the American Revolution. Peter E. Broadbent Jr. had shared his thoughts with the Library’s staff about a possible crowdsourcing project to document the signers of the so-called “10,000 name petition” to the General Assembly which advocated for religious

freedom. Sandra G. Treadway, Librarian of Virginia, brought together several senior managers to assess this proposal. Staff members reviewed the petition collection and consulted with historians, digital humanities scholars, and Library staff. The Library has more than 2,000 petitions from 1776 to 1786. All the content lends itself well to the themes articulated as a “Revolution of Ideas” by Virginia’s American Revolution 250 Commission. As a totality, the collection paints a compelling picture of Revolutionary Virginia with petitions from every region of the state.

Dr. Canida reported that Dr. Kimball and Catherine Fitzgerald Wyatt, Education and Outreach Manager, described the Library’s project to collaborate with Virginia’s 11 state and federally recognized tribes on an exhibition exploring the Library’s collections. These wide-ranging conversations not only yielded useful ideas for the exhibition but also identified areas where the Library could support the tribes in the future, such as developing a digital archive of indigenous materials from its collections. Several board members asked about the development of a land acknowledgement statement for the Library. Staff members noted that this has been a point of conversation with the tribes and that such a statement would flow out of this process.

Dr. Canida reported that Ms. Wyatt and Angela Flagg, Director of Marketing and Communications, shared the progress to date on 2023 activities. The opening of the signature exhibition “200 Years / 200 Stories” was a resounding success. The exhibition has garnered significant interest including numerous tours and favorable press coverage. For Women’s History Month, the Library hosted a panel discussion entitled “A Woman’s Place is in the House...of Delegates” on March 29, commemorating the 100th anniversary of women serving in the General Assembly. All programs were recorded and are available on the Library’s YouTube channel.

Dr. Canida stated that the launch for “LVA On the Go” occurred on March 25 at the Suffolk Library. Participants gave strong reviews to the Library’s programming and activities that featured genealogy, digital resources, and children’s activities. The Library’s specially designed “On the Go” vehicle will take its maiden voyage as staff members travel to Washington County Public Library on April 15.

- **Archival, Collections, and Records Management Services Committee**
Committee Chair Dr. Canida reported that Roger Christman, Senior State Records Archivist, shared with the committee an update to the Virginia Public Records Act related to the confidentiality of certain archived records. It provides that medical and educational records made confidential by law shall remain so after being archived by the Library of Virginia. All permanent archival records deposited in the state archives at the Library must be open to the public unless otherwise restricted by law. Medical or student records transferred to the archives remain closed per HIPPA or FERPA.

Dr. Canida said that Kathy Jordan, Digital Initiatives and Web Presence Director, reported that the Library is working with Ancestry on an agreement under which Ancestry will digitize and index several of the Library’s large, important, and in-

demand collections. During the initial five-year term of the proposed agreement, the Library and Ancestry will agree on the collections to pursue and the indexing parameters of each project on approximately a yearly basis. For the first phase of the project, the Library and Ancestry have agreed to the following collections: Virginia personal property tax records; birth and death records; organization cards from the Virginia Department of Military Affairs; and records of Virginians killed, missing, or wounded in action during the Korean War.

Dr. Canida reported that John D. Metz, Deputy for Collections and Programs, provided an update on the progress of the Diseased Microfilm Replacement Project. Since the project began, Imaging Services Staff have pulled, inspected for content and deterioration, and entered into Infolinx around 22,530 reels. To date, Imaging Services, has evaluated over 11,000 reels to determine the need for duplication, and determined that over 8,100 of them needed replacement.

Dr. Metz also alerted the committee that the Board will asked to vote on a review of regulations at their June 2023 meeting. The administration announced last year and state-wide effort to ease the regulatory burden on the citizens of the Commonwealth. To that end, the Governor asked that each agency review their regulations and determine whether any could be eliminated or changed to achieve deregulatory goals.

Dr. Canida asked Dr. Metz if he had anything to add. Dr. Metz responded that the State Records Center expansion project is on again after a yearlong delay. The Library received notice from the Department of General Services that construction can resume, and Facilities Director David Wilson and Information Technology Director Paul Casalaspi will be attending a meeting with them to discuss the details.

Leonard C. Tengco asked for further information on the deregulatory actions. Dr. Metz stated that the Library has eight regulations listed in the Regulatory Town Hall. After a review of each regulation, it was determined that three could be changed to ease requirements in certain circumstances. Two of these relate to Library Development and Networking requirements for public libraries. A report on these two regulations will be presented by the Public Library Development Committee. The third regulation requires an agency representative be on hand at the secure destruction of records containing privacy-protected information like social security numbers. This is redundant and, in some cases, unrealistic given that the entity retained to perform the secure destruction is already required to certify or provide written assurance of the destruction. The requirement will be reviewed and proposed changes will be vetted by the Board. Approved changes will be pursued through the Virginia regulatory process in FY 2024.

- **Legislative and Finance Committee**

Committee Chair L. Preston Bryant Jr. stated that the upcoming November election is the first since redistricting. In the 100-member House of Delegates more than 40 seats have been impacted in some way, and in the 40-member Senate more than half of the seats have been affected. In Roanoke, for example, Delegate Christopher T. Head is

running for a nearby open Senate seat, and Senator John S. Edwards is retiring. Mr. Bryant stated that we will see dramatic change, as 10 state senators are retiring and another 10 are facing nomination challenges. In the House, 18 members are retiring and 19 are facing challenges or running for other offices. This means that a lot of legislative veterans that the Library has built relationships with will be gone.

In terms of the budget, Mr. Bryant reported that the Library has more money this year than we had last year, and we are spending it. Looking at the budget comparisons, this year over last year everything is largely normal. There are a couple of outstanding budget items before the legislature, which has not yet fully adopted an amended budget. There is \$2 million in the House budget for additional state aid, while the Senate budget contains \$5 million in additional state aid, so these differences will have to be reconciled. There is also \$1.5 million for Library IT in one budget and zero in the other, and this too will need to be reconciled. Mr. Bryant asked Dan Hinderliter, Deputy for Finance and Administrative Services, to provide more details.

Mr. Hinderliter reported that this year the Library is spending at a greater rate than we have in prior years, which is planned and expected. In prior years, the Library ended the year with extra money and pre-paid our rent, while this year we are expecting to close the year out without any additional funds. This, Mr. Hinderliter said, is a financially responsible place to be. He assured the Board that the Library will not spend any more than what has been appropriated. The additional spending this year is due in part to expenses related to the 200th anniversary, such as advertising, which we have not done in the past.

- **Public Library Development Committee**

Committee Chair Marcy Sims had not been able to attend the virtual Public Library Development Committee meeting, so she deferred the report to Vice Chair Lana Real. Ms. Real stated that the committee discussed book challenges, state aid, and some regulatory reduction proposals. She asked Nan Carmack, Director of Library Development and Networking, to provide further details. Dr. Carmack first addressed the book challenges, some of which were in Botetourt, and noted that all of the libraries that are dealing with them are well-prepared to meet them. These libraries have all done a great job updating their policies, having those policies readily available, and getting their staff on board. It continues to be the case that the vast majority of these challenges are initiated by a very small number of people. A few regions are really struggling, but most, including Botetourt, are in very good shape and have been able to ward off any effectual censorship attempts.

Dr. Carmack reported that at the committee meeting State Grants and Data Coordinator Kim Armentrout presented a preview of potential waiver situations with regard to state aid. She reminded the Board that they will be voting on state aid allocations for public libraries at their upcoming June meeting. The Library has received one waiver for a reduction of hours. We have two libraries that are in the second year of a five-year plan because their local funding had fallen below what was required. Both libraries are making great progress and the Library expects them to be

able to get off their five-year plans in a timely fashion. The rest of the waivers are related to the normal course of business, such as reductions in funding due to past capital expenses that have now been completed or to staff vacancies. Ms. Armentrout is currently reviewing all waiver requests and will present them to the Board in June.

Addressing the Governor's goal of reducing the regulatory burden on state and local agencies, Dr. Carmack noted that one of the regulations targeted for review requires public libraries to be open one night a week for three hours past 5:00 p.m. Many libraries, she said, operate well past 8:00 p.m., however in most small rural communities the hour between 7:00 and 8:00 p.m. sees very few, if any, patron visits. After speaking with local library directors, the Library will be identifying certain parameters under which staying open for this hour would not be an effective use of resources, and recommending that the libraries that fall under those parameters be exempted from that regulatory requirement. The regulation was intended to make sure that working people would have access to public libraries, but in practice, few library visits occur in that hour and it has created a challenge for smaller, rural libraries.

The other regulation targeted for review is the strategic plan requirement for public libraries. Dr. Carmack noted that many libraries are run by just a handful of people, and as a result it is quite difficult for them to do strategic planning at the kind of scale that is often envisioned at the state level. The Library will therefore propose to amend this regulatory requirement to allow for alternative planning methods for libraries under a certain population threshold. Both regulatory actions will be formally proposed to the Board for a vote at the June meeting.

- **Library of Virginia Foundation**

Pia Trigiani, President of the Library of Virginia Foundation Board of Directors, reported that the Foundation has recently hosted a number of successful cultivation events across the Commonwealth. Through the third quarter of the fiscal year, the Foundation has received \$1.4 million in gifts as compared to \$2.1 million at this time last year. While this year's total is less than last year's, she noted that the FY22 numbers did include an unexpected, significant bequest as well as a large gift from David and Michelle Baldacci. The Virginia Shop continues to perform very well, though the shop in the Capitol remains closed due to ongoing construction. Once the Capitol Shop can reopen, those revenues should bounce back. Can Can Café in the Library lobby is doing very well and has led to increased visitation to the Library. The Foundation Board is working on recruiting two new members, being mindful of trying to increase regional diversity with ideally one of the two hailing from Southwest Virginia. Ms. Trigiani called on the Library Board for suggestions if any of the members knew someone who would be a good fit. The Foundation continues to seek funding through grants, which has been a very successful initiative thus far. This success, she noted, is a reflection of the partnership between the Library and Foundation staff. Ms. Trigiani stated that the grant funding initiative as well as the space planning efforts have generated a lot of collaboration and brainstorming about the future of the Library.

Scott Dodson, Executive Director of the Library of Virginia Foundation, said that the Foundation is seeing a lot of increased revenue and, with that, increased attention from public and private foundations and organizations. The next step for the Foundation is not only to pursue long-range planning, but to also work with the Library to determine what business as usual can be funded through these mechanisms.

Mr. Dodson reported that the Foundation has earned \$1.4 million in revenue for the year to date, with about \$1.2 million coming from fundraising efforts. Even though they are ahead of their budgeted goal, the Foundation would still like to raise another \$150,000 by June 30 in order to stay on target with their fundraising planning. The Foundation has around \$650,000 in requests outstanding, both on the Foundation level and the corporate level, in addition to \$75,000 they are still seeking from individual donors to finish out the fiscal year. The Foundation is currently working with Library staff on a National Endowment for the Humanities (NEH) grant which, if received, would help fortify their internship program and potentially add some fellowships to the program.

Mr. Dodson stated that, from a cultivation standpoint, the Foundation has been focused on in-town and out-of-town cultivation events, having hosted eight this fiscal year-to-date. He thanked Ms. Trigiani for hosting one in Alexandria earlier in the year, and Laura L.L. Blevins for co-hosting one in Wytheville the week prior. The Foundation will be hosting a “Collections Up Close” event at the Library on May 17 where Kristen Green will discuss her book *The Devil’s Half-Acre* and the research materials she took from the Library to help write it. They are also working on an event scheduled for June 11 in Washington D.C., hosted by Katherine Neville, which will be focused on raising funds for the Mary Lynn Kotz Art in Literature Award.

In terms of the space planning efforts, Mr. Dodson reported that the Foundation has had many productive meetings with designLAB, the architectural design firm they hired for this project. designLAB spent the past month developing AutoCAD plans of the Library facility to assist them with their recommendations, and holding five different focus groups with Library staff as well as individual interviews with members of the Library’s leadership team in order to collect ideas and feedback. These efforts will help them develop plans for the facility as well as determine the cost. Mr. Dodson stated that last week designLAB met with the space planning taskforce to provide a report on their planning efforts thus far. The report revealed that they are primarily focused on the first and second floors of the Library with regard to how we can serve the public and the local community from a physical standpoint. Mr. Dodson noted that the Library is located at the heart of Richmond’s city center development, and there have been conversations as to how our space plan will relate to this new environment. designLAB is also looking at the fifth floor with eye toward using that space more efficiently.

Mr. Brockwell stated that from the Library Board, he, Blythe Ann Scott, and Maya Castillo have been involved in the conversations with designLAB, and that those

conversations have been collaborative and productive. He said that it is exciting to see how designLAB has helped address certain questions that Library staff and boards need to collectively resolve in order to take the Library to the next level and help make the space more welcoming, inviting, and vital. In the coming years, he said, the community around the Library will be changing as a lot more residential properties will be added to the surrounding area, particularly to the north, so it is important to build a space that is future-focused with an eye toward the next couple of decades, rather than simply making due with what our needs are now. Ms. Trigiani noted that designLAB has prior experience working with other libraries that have gone through the same thought process in terms of becoming more embedded in the surrounding community. She said that they are moving at a remarkable pace, and Mr. Dodson added that they plan to have the final cost estimates ready by the end of August. The space planning process will take place between now and August, and a feasibility study on what the improvements will cost will take place possibly in the fall, with a goal of making an initial request to the General Assembly for capital planning and improvements in September. Mr. Dodson said that hopefully over the next 10 months we will have a better idea of what a campaign and public and private investment would look like.

Mr. Brockwell noted that one of the Board's annual goals is to have each member provide some financial support to the Library Foundation. He announced that as of now the Board has 11 of 15 members have contributed to the annual fund, and that he will follow up with the rest to ensure that the Board has 100 percent participation.

- **Nominating Committee**

Chair Marcy Sims first thanked her fellow committee members Laura L.L. Blevins, L. Preston Bryant Jr., Robert L. Canida II, and Blythe Ann Scott, and then reminded the Board that their task, per the Board's bylaws, is to present a slate of officers and Executive Committee members at the April meeting to be voted on at the following meeting in June. She then announced the committee's nominations: C. Paul Brockwell Jr. for Chair; Blythe Ann Scott for Vice Chair; and Laura L.L. Blevins, L. Preston Bryant Jr., Robert L. Canida II, and Suzette Denslow for the Executive Committee. Ms. Sims reiterated that the Board will vote on those nominations in June and noted that nominations from the floor will also be considered if there are any.

VIII. REPORT OF THE LIBRARIAN OF VIRGINIA

Dr. Treadway thanked the Board members who were able to attend the Roanoke meeting in person and commented that the idea of "being here" is one whose importance has been particularly reinforced to her over the past couple of days. On Friday she attended the Foundation's cultivation event in Wytheville, on Saturday the LVA on the Go event in Washington County, and earlier this morning the tours of the two Roanoke library branches with the rest of the Board. Throughout these visits she was struck by how grateful folks in this part of the Commonwealth are that the Library made the time to visit. While Library departments like the Library Development and Networking Division and the Circuit Court Records Preservation Program are already well aware of the importance of being there for the whole of the Commonwealth, Dr. Treadway plans to

take this lesson home with her and hopes the rest of the Library's staff and the Board will take it to heart as well. She thanked Ms. Umberger for arranging the library tours and expressed the Library's gratitude for the warm welcome.

Dr. Treadway said that the Library is focused on listening to the community at these types of outreach events, and that she learned a lot from the people who turned out for the Washington County LVA On the Go visit. Some of the ideas and feedback she received can potentially be implemented back home in Richmond to help the Library better serve all of Virginia. She noted that the next On the Go event is in Halifax County, and that the Library has a very full schedule of similar events throughout the summer. On June 1, while the National Genealogical Society (NGS) is holding its annual conference a few blocks away, the Library will be staying open late to host its second First Fridays event of the year. Additionally, in July the Library will be hosting a two-day Virginia Folklife program in partnership with Virginia Humanities. Events like these represent attempts to do something different and bring new audiences to the Library. Dr. Treadway stated that the more people the Library reaches, the more opportunities there are for partnerships, connections, and new relationships. She hopes that this will be a result of LVA On the Go, and thanked the Board and the Foundation for their support of the project. She also thanked local libraries across the Commonwealth for serving as inspiration, noting that the On the Go vehicle was modeled on the Petersburg Public Library's bookmobile.

IX. REPORT OF THE CHAIR

Mr. Brockwell reported that the process for evaluating Patron of Letters nominations is moving forward, and that he hopes to present the final slate of nominees for the Board's approval at the June meeting. He also thanked the local library directors for their hospitality and stated that it was a joy for him and for the Board to visit and tour the Roanoke branches earlier that morning. He reiterated the importance of getting out in the community and in regions of the Commonwealth beyond Richmond, and highlighted the passion that local libraries and their staff have for their patrons and their communities. Mr. Brockwell added that to express their appreciation in a more official manner, the Board drafted a Resolution and he asked Ms. Blevins to read it aloud:

WHEREAS the citizens of the Roanoke Valley have the great fortune to be served by four outstanding library systems dedicated to meeting their information and life-long learning needs; and

WHEREAS the Roanoke City Public Library, the Roanoke County Public Library, the Salem Public Library, and the Botetourt County Public Library together serve a population of nearly 260,000 individuals who move freely across city and county boundaries for both work and recreation; and

WHEREAS recognizing this and wishing to facilitate residents' access to the holdings of all the area's libraries, these library systems formed a consortium to share their catalog and physical and digital collections while developing shared policies that promote convenient access; and

WHEREAS the libraries participating in the consortium have agreed to eliminate all fines for overdue materials, removing yet another barrier to use; and

WHEREAS they each offer an impressive array of programs – from early childhood reading and school readiness to STEM activities and summer reading programs for older children, from computer classes to book clubs and activities that promote healthy aging – and meaningful engagement to all in the region who connect with them in person and online; now therefore

BE IT RESOLVED by the Library Board on this 17th day of April 2023 that the Library Board recognize and thank the Roanoke Valley area libraries for their exemplary commitment and service to the citizens of the Roanoke Valley and to the Commonwealth; and

BE IT FURTHER RESOLVED that this Resolution be spread upon the minutes of this meeting, and that a copy of it be given to the Roanoke City Public Library, the Roanoke County Public Library, the Salem Public Library, and the Botetourt County Public Library as a token of the Board’s gratitude and esteem.

Mr. Brockwell asked for a motion to approve the Resolution. The motion was made by Shelley Viola Murphy, seconded by several members simultaneously, and approved unanimously by the full Board.

X. OLD OR NEW BUSINESS

There was no old or new business.

XI. ADJOURNMENT

There being no further business, Mr. Brockwell adjourned the meeting at 11:42 a.m.