

**THE LIBRARY BOARD
of
THE LIBRARY OF VIRGINIA**

MONDAY, JANUARY 11, 2021

AGENDA

10:00 a.m.

The Library Board Meeting

Electronic Meeting

*Members of the public may view the meeting at
<https://www.youtube.com/user/LibraryofVa>*

For assistance during the meeting, please call the Office of the Librarian at 804-692-3535

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In the event of technical difficulties with the above, the meeting will be moved to the Library's GoToWebinar platform. To join, dial 1-415-655-0060 and enter access code 392-489-834.

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|------|---|-------------------------------------|
| I. | Call to Order/Quorum | <i>L. Preston Bryant Jr., Chair</i> |
| II. | Approval of Agenda | <i>The Board</i> |
| III. | Welcome to Visitors and Staff | <i>L. Preston Bryant Jr.</i> |
| IV. | Approval of the Library Board Minutes of September 14, 2020 | <i>The Board</i> |
| V. | Committee/Division Reports | |
| | A. Committee/Division Reports | |
| | • Archival, Collections, and Records Management Services Committee | <i>Barbara Vines Little</i> |
| | • Education, Outreach, and Research Services Committee | <i>Kathy Johnson Bowles</i> |
| | • Legislative and Finance Committee | <i>R. Chambliss Light Jr.</i> |
| | • Public Library Development Committee | <i>Mark Miller</i> |
| | Action Item: <i>Approval of Revised FY 21 State Aid Allotments</i> | |
| | • Library of Virginia Foundation | <i>Scott Dodson</i> |
| | B. Report of the Librarian of Virginia | <i>Sandra G. Treadway</i> |
| | C. Report of the Chair | <i>L. Preston Bryant Jr.</i> |
| VII. | Old or New Business | |
| VI. | Adjournment | |

THE LIBRARY BOARD MEETING

Library of Virginia
September 14, 2020

The Library Board met electronically on Monday, September 14, 2020, via Zoom Internet Conferencing and the LVA YouTube channel live broadcast.

I. CALL TO ORDER/WELCOME/QUORUM

L. Preston Bryant Jr., chair, called the meeting to order at 10:00 a.m., and immediately took an attendance roll call of the Board.

The following members were in attendance:

L. Preston Bryant Jr., *chair*
Kathy Johnson Bowles, *vice chair*
Laura L. L. Blevins
Paul Brockwell Jr.
Maya Castillo
Mohammed Esslami
R. Chambliss Light Jr.
Barbara Vines Little
Mark Miller
Shelley Viola Murphy
Blythe Ann Scott
Marcy Sims
Leonard C. Tengco

Mr. Bryant noted that a quorum of the Library Board was present and commented that Board member Robert D. Aguirre would be joining the meeting later.

Mr. Bryant welcomed the Board members and all present on the Zoom internet conferencing meeting.

II. APPROVAL OF AGENDA

Mr. Bryant asked for a motion to approve the meeting agenda. A motion to approve was made by R. Chambliss Light Jr., seconded by Kathy Johnson Bowles, and the agenda was approved unanimously.

III. APPROVAL OF THE LIBRARY BOARD MINUTES OF JUNE 26, 2020 BOARD MEETING.

then asked if there were any amendments to the minutes from the June 26, 2020 meeting. As none were offered, he asked for a motion to approve the minutes as submitted. Laura L. L. Blevins moved to approve the minutes, and Mark Miller seconded the motion. The June 26, 2020 Board meeting minutes were approved unanimously.

IV. COMMITTEE AND DIVISION REPORTS

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

Archival, Collections, and Records Management Services Committee Chair Barbara Vines Little began her report by expressing her delight that the Library of Virginia has joined Family Search as an affiliate library which will open up worldwide access to research to LVA patrons. She highlighted some of the milestone accomplishments in the area of Vital Records microfilm scanning that Ancestry has finished to date and appears to be on track to have the Department of Vital Statistics records online by end of September 2021. One up side to the pandemic has been that many more chancery indexing project records and transcription approval work by teleworking staff have made records stored in our collection far more accessible than before. Ms. Little invited State Archivist Mike Strom to update the Board on the progress being made with the processing and releasing of the gubernatorial records of former Governor Wilder. As of date, 46 percent of the records have been processed; with the staff assigned to the project, he is confident we will meet the January 1, 2021 deadline to complete processing the records and make them available to the public. He is also keeping Governor Wilder team regularly updated about the progress the Library is making.

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

Next, Mr. Bryant invited Education, Outreach, and Research Services Committee Chair Kathy Johnson Bowles to give the committee report. Ms. Bowles commended the Library staff for their work, dedication and flexibility in being able to quickly shift focus to more online programming to engage with our audiences during the pandemic. Some of the

with the 2020 workshop series. This included census records, finding female ancestors, maps that are helpful in genealogical research and an overview of records from 1865 to 1880 in the aftermath of the Civil War for African American genealogy research. Ms. Bowles made special note of the work that has gone into the current *We Demand:*

frage in Virginia exhibit, which commemorates the 100th Anniversary of suffrage with the passage of 19th Amendment. While the exhibition is again open to the public, she encouraged all to watch the videos the staff have made about the exhibition which highlights some controversial aspects of the movement in Virginia, in particular the role of women of color in the movement. As venues across the Commonwealth have reopened, some of the traveling exhibitions were back on the road. The Inter-library Loan program has resumed after establishing best practices from around the country on safe handling of loaned items. Though the Library has reopened to the public there are many patrons not able to come physically for research and therefore there has been a 35 percent increase of more written requests for research assistance compared to the same time period of 2019. Reference staff have been going above and beyond by conducting more in-depth research than normal to accommodate remote customers. Ms. Bowles invited Gregg Kimball, Public Services and Outreach Division Director, to share some programming highlights. Mr. Kimball reported *Datathon* which the Library is

Chief Data Officer, Carlos Rivero. This will be a completely virtual and live-streamed event with over thirty teams. The focus will be working with big data to come up with innovative solutions to important issues related to the coronavirus pandemic in our communities. Mr. Kimball invited Education and Outreach Manager Catherine Fitzgerald Wyatt to report on several upcoming programs. Ms. Fitzgerald Wyatt briefly shared about the creation of more online content of current exhibits, David Rencher from FamilySearch giving a webinar in honor of our affiliate status with FamilySearch, and shared that the 11th Annual Anne and Ryland Brown was totally virtual this year and had forty participants. The keynote address was given by Dr. Hasan Kwame Jeffries from Ohio State University. Dr. Jeffries has worked with the Southern Poverty Law Center in developing a framework for teaching slavery in K-12 classrooms. In his presentation he and co-presenter Chris Matthews, a fourth grade teacher from the Norfolk public school district, discussed some of the challenges in teaching this difficult subject of U.S. history. Other presenters featured at Reconstruction and Jim Crow eras, segregation, and also looked at some local history of Danville, VA.

- **Legislative and Finance Committee**

Next, the Legislative and Finance Committee Chair R. Chambliss Light Jr. invited Librarian of Virginia Sandra Treadway to give the financial and legislative reports prepared by Director of Administration and Finance Connie Warne; Ms. Warne was not able to attend meeting. Dr. Treadway reviewed the financial reports relaying that at the end of June on track and on budget. In reviewing the current , Dr. Treadway commented that as usual the expenditures for July reflect the payment of our yearly rent to the Department of General Services and the issuance of the first quarter state aid payment to Virginia public libraries. also reflects funds removed from the approved budget as passed in April by the General Assembly; these un-allotted funds were a result of the economic impact of the pandemic based on projected revenue shortfalls. This reduced the original approved budget by over \$1 million of Virginia Library State Aid funds and \$400,000 requested for the processing of gubernatorial records.

Mr. Light went on to explain the one action item from the Legislative and Finance Committee that the Board needed to vote on; the approval of the 2020-2021 Library Services & Technology Act Grant Budget (LSTA). Dr. Treadway gave an overview on the history behind the LSTA Grant and its primary purpose to fund mostly statewide technical library services. The funds are distributed based on population data of localities and funding is dependent upon annual appropriations from the U.S. Congress. The funding year is from October 1 to the end of the following September and this grant to Virginia is a little over four million dollars. After brief discussion, Mr. Light asked for clarification of the voting procedure for the electronic meeting. Audrey Burges, Assistant Attorney General and Library Board Liaison confirmed that all voting in the electronic meeting must be by roll call vote, but indicated that Mr. Bryant could confirm the unanimous approval of the earlier votes taken today by a verbal confirmation now.

Mr. Bryant asked for a verbal confirmation by the board members present on both the approval of the agenda and the minutes of the June 26, 2020 Board Meeting, which were both verbally confirmed as approved unanimously. Mr. Bryant then went on to take a roll call vote to approve the LSTA Grant Budget; the LSTA Grant Budget was approved unanimously. Absent from the meeting and vote at this time were Board members Robert D. Aguirre and Leonard C. Tengco.

- **Public Library Development Committee**

Public Library Development Committee Chair Mark Miller expressed his enthusiasm for chairing this committee for the coming year and shared some of the items he anticipates working on such as State Aid and the LSTA budget. Mr. Miller invited Public Library & Network Development Director Nan Carmack to update the Board on funds from the CARES Act.

Dr. Carmack reported that Virginia received slightly over \$770,000 from the CARES Act for Libraries; qualifications to receive these grant monies were threefold: high poverty, high unemployment, and low broadband accessibility. The top three regions that met these criteria were not surprisingly southern Virginia, southwestern Virginia and parts of the Eastern Shore. Twenty libraries met one to three of the grant criteria; all but two have submitted grant applications which are in process. Dr. Carmack described examples of how some of the localities were utilizing these funds to meet constituent internet needs ranging from purchasing vehicles to provide travelling broadband internet wifi access points at different places within the county where there is also cell service, buying hotspots and chrome books for students and laptops to loan out to the public, to installing lockers at community locations so that devices can be left there to be borrowed. These innovative solutions are temporary band-aids and underscores the significant inequity of broadband internet access for many across Virginia. Since going online has been the main alternative choice during the pandemic for most education and government services, this has brought to the fore the fact that forty percent of Virginians are at great disadvantage in accessing these services. As the grant funds have to be expended by September 30, 2020, sustainability of programs is of concern and they are looking at writing new grants and finding community partners. Mr. Miller commented that in light of the above information this also heightens the urgency to reevaluate the formula used for allocating state aid; the current formula distributes funds in even amounts to all localities instead of based proportionately on need. The American Library Association also is looking at working with the U.S. Department of Defense to provide telehealth options for veterans via libraries for the same reasons of lack of broadband internet access across rural areas. Dr. Carmack wrapped up her report relaying that the Library is also working towards a collaborative model with the Virginia Workforce Development Board, Virginia Employment Commission and the Small Business Development Center to help meet the needs of the many people who are or will be looking to find jobs due to the economic impact of the pandemic; libraries are a crucial hub for that support.

- **Report of the Foundation**

Mr. Bryant asked Foundation Executive Director Scott Dodson to speak next. Mr. Dodson noted he had just celebrated his one year anniversary at the Foundation and congratulated the Library Board and Foundation Board for reaching one hundred percent Board member participation with the Foundation . Being able to show that commitment by the Board goes a long way in supporting fundraising efforts to prospective donors. He reported they ended the past year with a slight audited deficit due to fluctuations in the market late in June, but so far since then the market has recovered and has been Fundraising efforts are going well to date, showing significant improvement from the same time period last year. Because of those positive trends t increase program funding as well as make strategic investments in the Foundation.

In addition to increased funding of current programs, the Foundation is looking at developing programmatic initiatives that generate targeted funding which falls outside of the general unrestricted fundraising efforts. An example of this is the current work with the Collections team to conserve and make digital all the Jefferson Hotel architectural drawings; this is a big piece of Virginia history preservation and the Library will have the sole architectural records collection for future reference and research.

Strategic investments made for broadening t ment bandwidth have been: retaining the Curtis Group, a fundraising consulting firm out of Norfolk to help with building a state wide fundraising infrastructure; contracting a grant writer to build our grant portfolio; and hiring a full time Assistant Director of Development, Elaine McFadden, who was the Director of Corporate & Foundation Giving at the Virginia Museum of History. The Foundation is now better positioned to find resources to fill in where state funding is lacking.

The Foundation is also working with Library staff to create and raise funds for a digital studio in order to meet the growing need for high quality digital programming, as well as working on University Fellowship Initiatives with the aim of being better able to attract people of color into positions in the Library and Archives field. Both Dr. Treadway and Dr. Metz have provided leadership with this initiative and with input from the Institute of Museum and Library Services, we will be in a position to create a program which can be utilized throughout the country once established.

Mr. Dodson shared they have begun work on commemoration planning of the 50th Anniversary coming up next year and thanked Mr. Bryant for his invaluable assistance in taking a leadership role in that endeavor. Mr. Dodson concluded his report by sharing an outline of the upcoming Literary Awards which this year would be totally online. The awards will take place over a five day period, include three panels with the finalists, the Mary Lynn Kotz Awards, and culminate Saturday night, October 17, 2020 with featured speaker Douglas Brinkley, U.S. presidential historian and best-selling author.

An additional feature throughout the five days of award events will be short videos of selected Library staff to promote a broader understanding of all the Library does and the difference staff make in the lives of patrons through the work done here.

Mr. Bryant thanked Mr. Dodson and invited Librarian of Virginia Sandra Treadway to give her report.

- **Report of the Librarian**

Dr. Treadway shared that they were all still learning to navigate the new normal and find that right balance between virtual and in person interaction, communication and engagement with patrons. The focus continues to be on keeping all safe. The current policies have been working well and she anticipates them continuing at least until the end of the year. Dr. Treadway commended the Library facilities staff for their tireless efforts to keep up the sanitization throughout the facility. She spoke briefly about the status of the budget impacts being considered in the current special session of the General Assembly; currently the \$400,000 requested for the processing of backlogged gubernatorial records remains in the budget, but just for this year. She invited Mr. Bryant to speak further on the budget and the 50th A

- **Report of the Chair**

Mr. Bryant shared some highlights from the state budget short-fall and projections for the next eighteen a decision on the budget in the current special session, the budget will revert to what was passed in March earlier this year. Mr. Bryant then discussed 2021, the 50th Anniversary ; it had not been changed since 1902. Much that was changed in 1971 reflected advancements in civil rights for African Americans and other people of color. The Governor has identified an informal working group of interested parties in commemorating the anniversary which includes the Virginia Humanities, Dick Howard UVA professor involved in drafting the 1971 constitution, and the Library of Virginia. Commemorative ideas being considered range from a s Institute, online exhibits, travelling exhibits, workshops with the State Bar Association, Law Schools, and community engagement.

Mr. Bryant indicated the Board would be voting on two action items and explained the process and order they would be taking the roll call votes, who would be voting on which items and when, as outlined in the Library Board Bylaws. The Committee assignments he had made for this year were before them in the Board Meeting packet and the first action item was to have the existing Executive Committee, consisting of Mr. Bryant, Ms. Bowles, Ms. Scott, and Mr. Light, nominate the proposed slate of Nominating Committee members, which Mr. Bryant recommended consist as follows:

Blythe Ann Scott, Chair
Marcy Sims
Mohammed Esslami

Robert Aguirre
Paul Brockwell Jr.

Mr. Bryant then asked members of the Executive Committee for a motion to approve the proposed slate of Nominating Committee members. Ms. Bowles motioned, Mr. Light seconded the motion and a roll call vote was then taken of the four Executive Committee Members present, Mr. Bryant, Ms. Bowles, Ms. Scott, and Mr. Light; the motion passed unanimously.

Next, Mr. Bryant addressed the newly appointed Nominating Committee members, Ms. Scott, Ms. Sims, Mr. Esslami, Mr. Aguirre, and Mr. Brockwell, asking them for a motion to nominate the Board Officers and the three other board members proposed below as the slate for the Executive Committee:

L. Preston Bryant Jr., Chair
Kathy Johnson Bowles, Vice Chair
R. Chamblis Light Jr.
Blythe Ann Scott
Shelley Viola Murphy

Ms. Scott motioned to approve the slate of officers and members of the Executive Committee as proposed; the motion was seconded by Mr. Esslami and a roll call vote was taken of the entire board. The motion was approved unanimously. Leonard Tengco did not vote as he had left the zoom meeting by the time of the roll call vote.

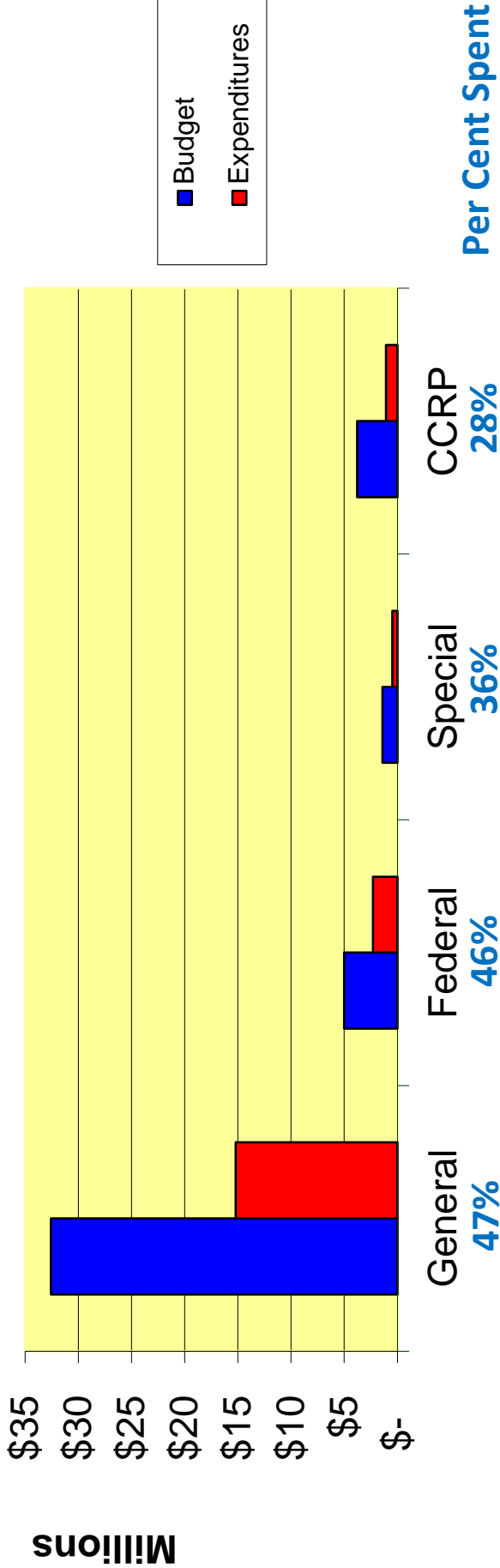
V. OLD OR NEW BUSINESS

Mr. Bryant asked whether there was any old or new business to be discussed. Mr. Esslami inquired about the Bylaws Committee that he is chairing this year and it was suggested that members. Dr. Treadway also inquired as to whether there had been any comments or questions submitted from the public; Nancy Orr, executive assistant to the Librarian of Virginia, confirmed that there had been no inquiries or comments submitted from the public. Mr. Bryant suggested that the Library Board Bylaws be posted on the Library of as well.

VI. ADJOURNMENT

There being no further business, Mr. Bryant thanked everyone for their dedication and attendance. He asked for a motion to adjourn, which was given by Mr. Brockwell; it was seconded by Ms. Scott and the motion to adjourn passed unanimously. The meeting adjourned at 11:38 a.m.

The Library of Virginia Budget to Expenditures Comparison as of November 30, 2020



STATEMENT OF FINANCIAL CONDITION

As of November 30, 2020

SOURCE	BUDGET	PAYROLL	OPERATIONS	SUBRECIPIENTS	TOTAL EXPENDITURES	AVAILABLE BALANCE	PERCENT SPENT
General Fund	\$ 32,564,134	\$ 3,728,119	\$ 2,851,919	\$ 8,616,792	\$ 15,196,830	\$ 17,367,304	47%
Federal Funds	\$ 5,004,565	\$ 484,132	\$ 1,834,664	\$ -	\$ 2,318,796	\$ 2,685,769	46%
Special Funds	\$ 1,400,234	\$ 227,580	\$ 270,301	\$ -	\$ 497,881	\$ 902,353	36%
CCRP Funds	\$ 3,793,632	\$ 345,064	\$ 150,749	\$ 581,435	\$ 1,077,248	\$ 2,716,384	28%
Total	\$ 42,762,565	\$ 4,784,895	\$ 5,107,633	\$ 9,198,227	\$ 19,090,755	\$ 23,671,810	45%

As of November 30, 2020 the financial condition of the Library of Virginia is in accordance with the Appropriation Act and the intent of the General Assembly.

Connie B. Warner
Deputy of Administration

Library of Virginia

STATEMENT OF FINANCIAL CONDITION As of November 30, 2019

SOURCE	BUDGET	PAYROLL	OPERATIONS	SUBRECIPIENTS	TOTAL EXPENDITURES	AVAILABLE BALANCE	PERCENT SPENT
General Fund	\$ 31,045,644	\$ 3,610,217	\$ 2,361,064	\$ 8,788,576	\$ 14,759,857	\$ 16,285,787	48%
Federal Funds	\$ 4,470,075	\$ 433,692	\$ 2,003,586	\$ -	\$ 2,437,278	\$ 2,032,797	55%
Special Funds	\$ 1,200,934	\$ 219,945	\$ 482,982	\$ -	\$ 702,927	\$ 498,007	59%
CCRP Funds	\$ 2,922,170	\$ 349,131	\$ 107,634	\$ 311,697	\$ 768,462	\$ 2,153,708	26%
Total	\$ 39,638,823	\$ 4,612,985	\$ 4,955,266	\$ 9,100,273	\$ 18,668,524	\$ 20,970,299	47%

STATEMENT OF FINANCIAL CONDITION As of November 30, 2020

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Total	\$ 42,762,565	\$ 4,784,895	\$ 5,107,633	\$ 9,198,227	\$ 19,090,755	\$ 23,671,810	45%

STATEMENT OF FINANCIAL CONDITION YTD COMPARISON 11/30/19 VS 11/30/20

SOURCE	BUDGET	PAYROLL	OPERATIONS	SUBRECIPIENTS	TOTAL EXPENDITURES	AVAILABLE BALANCE	PERCENT SPENT
General Fund	\$ 1,518,490	\$ 117,902	\$ 490,855	\$ (171,784)	\$ 436,973	\$ 1,081,517	-1%
Federal Funds	\$ 534,490	\$ 50,440	\$ (168,922)	\$ -	\$ (118,482)	\$ 652,972	-8%
Special Funds	\$ 199,300	\$ 7,635	\$ (212,681)	\$ -	\$ (205,046)	\$ 404,346	-23%
CCRP Funds	\$ 871,462	\$ (4,067)	\$ 43,115	\$ 269,738	\$ 308,786	\$ 562,676	2%
Total	\$ 3,123,742	\$ 171,910	\$ 152,367	\$ 97,954	\$ 422,231	\$ 2,701,511	-2%

**FY 2021 STATE AID TO LOCALITIES & FY 2022 PROPOSED STATE AID
DRAFT**

Library	\$18,043,514 State Aid Estimate	\$17,043,514 State Aid Estimate	Variance FY 2021 and FY 2022
	2021	2022	
COUNTY			
Amelia (Hamner)	76,634	73,562	(3,072)
Amherst	166,220	163,837	(2,383)
Appomattox (Jamerson)	51,999	47,882	(4,117)
Arlington	212,520	200,181	(12,339)
Augusta	185,987	175,113	(10,874)
Bland	32,394	36,928	4,534
Botetourt	174,866	164,579	(10,287)
Buchanan	144,085	133,962	(10,123)
Campbell	178,992	168,433	(10,559)
Caroline	131,068	115,238	(15,830)
Charlotte	60,331	56,830	(3,501)
Chesterfield	235,974	222,860	(13,114)
Craig	9,213	8,768	(445)
Culpeper	177,356	167,016	(10,340)
Cumberland	39,892	41,626	1,734
Essex	79,082	76,270	(2,812)
Fauquier	182,857	172,140	(10,717)
Fluvanna	106,924	107,457	533
Franklin	180,362	169,649	(10,713)
Gloucester	173,490	163,227	(10,263)
Halifax-South Boston	119,215	111,872	(7,343)
Henrico	230,908	217,647	(13,261)
Highland	30,679	29,822	(857)
King George (Smoot)	141,969	132,900	(9,069)
Lancaster	112,503	112,859	356
Loudoun	248,452	235,119	(13,333)
Lunenburg	59,388	39,587	(19,801)
Madison	53,295	51,084	(2,211)
Mathews	98,146	81,047	(17,099)
Mecklenburg	154,083	153,465	(618)
Middlesex	84,652	59,686	(24,966)
Northumberland	80,128	65,765	(14,363)
Nottoway	61,512	60,138	(1,374)
Orange	173,996	163,785	(10,211)
Pittsylvania	183,290	172,349	(10,941)
Powhatan	132,563	114,798	(17,765)
Prince William	266,822	251,469	(15,353)
Pulaski	152,358	156,388	4,030
Rappahannock	62,912	66,899	3,987
Richmond County	31,187	32,311	1,124

Roanoke County	184,878	173,986	(10,892)
Russell	86,116	85,687	(429)
Shenandoah	176,570	166,153	(10,417)
Smyth	173,704	163,374	(10,330)
Tazewell	176,431	165,895	(10,536)
Warren (Samuels)	173,952	163,738	(10,214)
Washington	179,097	168,415	(10,682)
York	178,992	168,550	(10,442)

REGIONAL

Appomattox Regional	458,264	430,908	(27,356)
Bedford	200,413	188,642	(11,771)
Blackwater (W C Rawls)	488,590	470,428	(18,162)
Blue Ridge	374,829	347,431	(27,398)
Central Rappahannock	766,588	721,595	(44,993)
Central Virginia (Buck-Farmv)	210,458	241,054	30,596
Charles P. Jones	87,050	83,781	(3,269)
Eastern Shore	237,939	215,231	(22,708)
Fairfax	368,364	346,425	(21,939)
Galax-Carroll	177,039	164,528	(12,511)
Handley Library	447,833	423,838	(23,995)
Heritage Library	86,529	82,871	(3,658)
Jefferson-Madison	745,469	715,657	(29,812)
Lonesome Pine	486,848	469,007	(17,841)
Massanutten (Rockingham)	457,558	434,727	(22,831)
Meherrin	155,768	155,182	(586)
Montgomery-Floyd	293,816	274,815	(19,001)
Pamunkey	568,060	540,871	(27,189)
Rockbridge	376,613	324,718	(51,895)
Williamsburg	356,410	335,433	(20,977)
Wythe-Grayson	194,479	191,465	(3,014)

CITY

Alexandria	196,640	184,677	(11,963)
Bristol	168,124	158,223	(9,901)
Chesapeake	215,156	202,802	(12,354)
Colonial Heights	168,233	158,231	(10,002)
Danville	173,015	162,677	(10,338)
Falls Church (Styles)	167,580	157,662	(9,918)
Hampton	191,859	180,554	(11,305)
Lynchburg	181,109	170,312	(10,797)
Manassas Park	69,170	66,222	(2,948)
Newport News	200,956	189,068	(11,888)
Norfolk	213,636	200,894	(12,742)
Petersburg	171,136	160,972	(10,164)
Poquoson	167,250	157,389	(9,861)
Portsmouth	183,694	172,779	(10,915)
Radford	168,341	158,402	(9,939)

Richmond City	209,956	197,544	(12,412)
Roanoke City	184,764	173,727	(11,037)
Salem	169,888	159,794	(10,094)
Staunton	169,777	159,752	(10,025)
Suffolk	185,669	174,914	(10,755)
Virginia Beach	255,960	240,705	(15,255)
Waynesboro	169,206	159,197	(10,009)

TOWN

Clifton Forge	46,217	42,898	(3,319)
Narrows (Brammer)	15,810	13,827	(1,983)
Pearisburg	53,407	51,339	(2,068)

TOTALS	<u>18,043,514</u>	<u>17,043,514</u>	<u>-1,000,000</u>
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NOTE:

Fairfax will receive an additional \$190,070 to supplement the state formula aid distribution provided in Title 42.1, Code of Virginia, for libraries or library systems serving populations greater than 600,000. The supplement is added to the Fairfax County allocation, the only library to exceed 600,000 population. The amount is not included in this worksheet.

Library of Virginia Programming and Education in 2020

The Library had a successful year of programming despite the challenges of moving to virtual programming due to the COVID-19 pandemic. This report breaks down our programming into the following categories which are graphically represented as pie charts on page two.

Education: The Library of Virginia is dedicated to providing relevant and useful educational material on ts, and lifelong learners of any age. Our educational outreach programs help cultivate public understanding of the history of the Library, including our mission, collections, programs, and services through events and workshops, web-based content, and teacher professional development sessions.

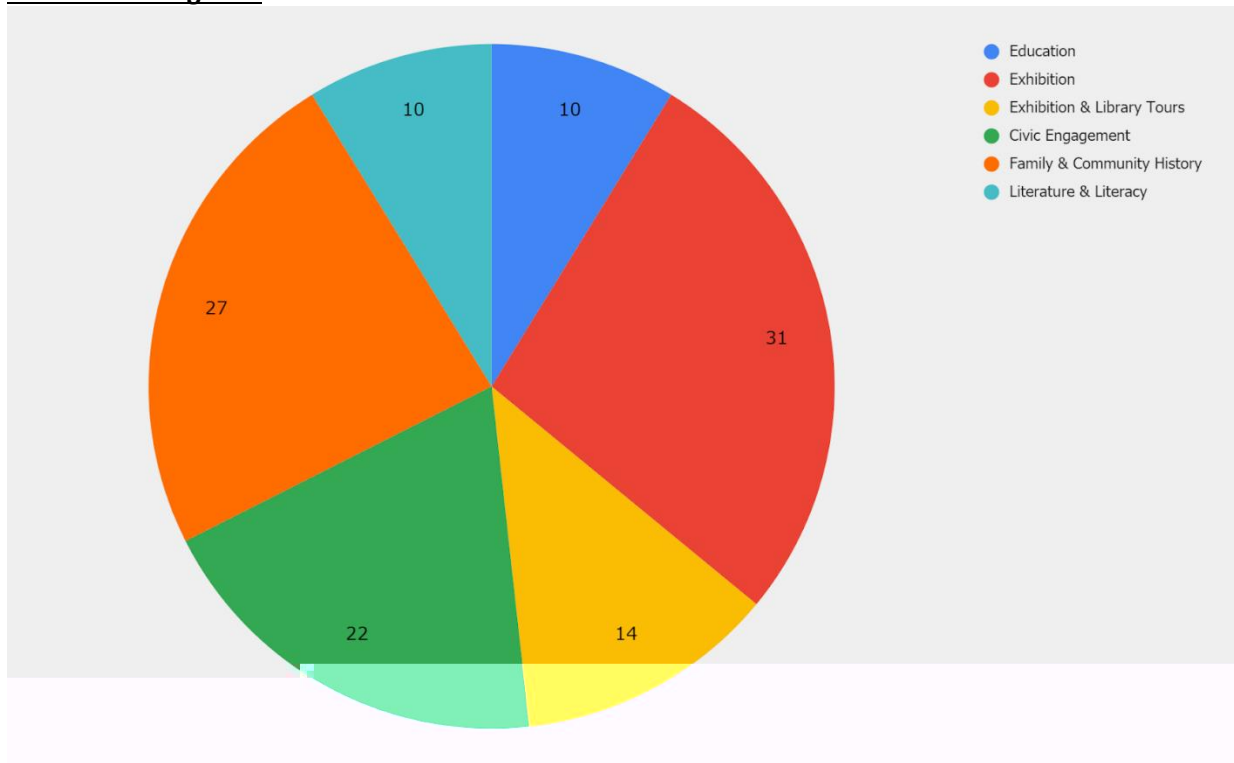
Exhibition: In 1920, Virginia's General Assembly refused to ratify the 19th Amendment to the United States Constitution to grant women the right to vote. The suffragists lost. Or did they? *We Demand: Women's Suffrage in Virginia* reveals for the first time how women created two statewide organizations to win the right to vote. Virginia suffragists were a remarkable group of talented and dedicated women who have almost all been forgotten. They marched in parades, rallied at the state capitol, spoke to crowds on street corners, staffed booths at state and county fairs, lobbied legislators and congressmen, picketed the White House, and even went to jail. At the centenary of woman suffrage, these remarkable women are at last recognized for their important achievements and contributions. Library staff participated in a number of programs throughout the state (virtually and in-person) on *We Demand: Women's Suffrage in Virginia* and its historical significance today.

Exhibition & Library Tours: To introduce the Library of Virginia to lifelong learners, education staff gave tours of the reading rooms, assisted participants in getting library cards, and set up orientations. Education staff maintained phone and email contact with interested groups and answered inquiries; assisted tour groups with parking, directions, and logistics; established priorities of tour groups; researched and booked tour dates with facilities calendars; took registration; coordinated the library staff who might also be involved; and led the tours.

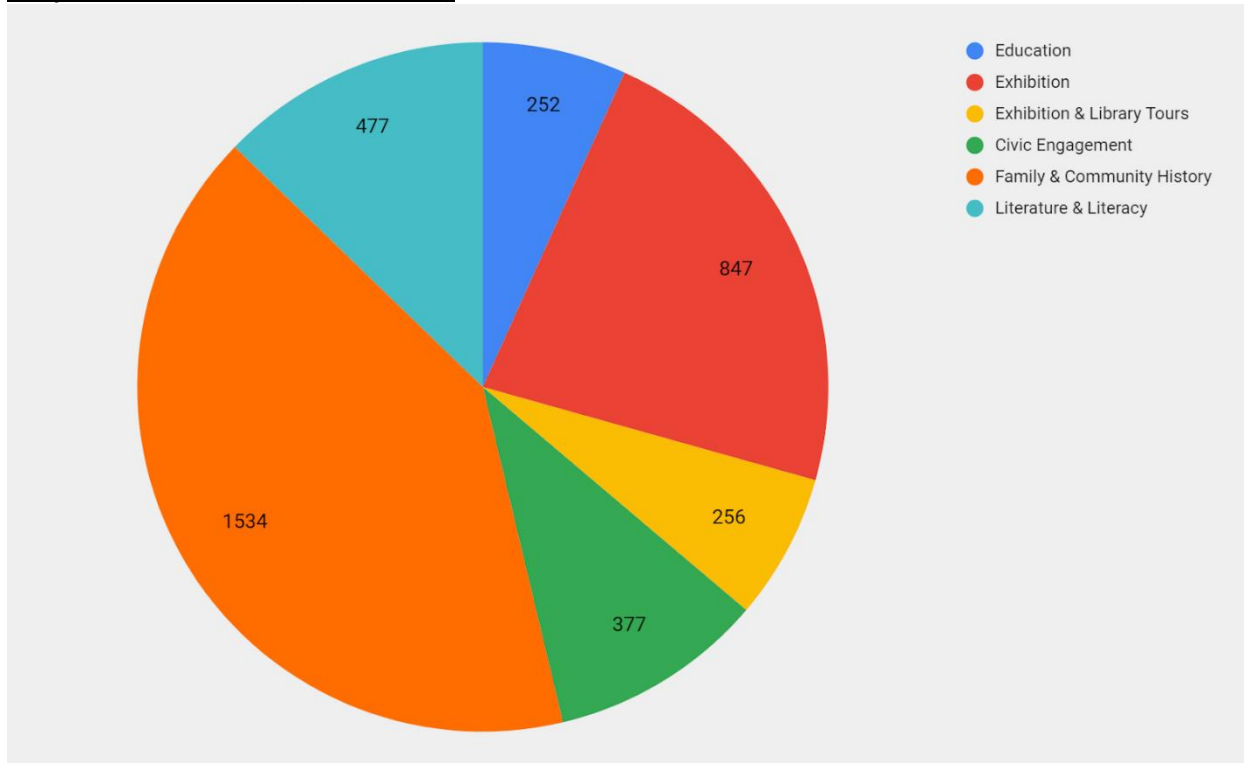
Civic Engagement, Family & Community History, Literature & Literacy: The Library of Virginia uses these three general focus areas across the agency to meaningfully engage with the collections, expand access of resources, and create and maintain outreach connections and relationships. Civic Engagement focuses on fostering public discourse throughout the commonwealth, working towards building stronger communities, and engaging with the power of democracy. Family & Community History broadly engages with genealogy and family stories in the Library, in order to create a larger picture and greater understanding of family, community, and civic life in Virginia. Literature & Literacy spotlights programming and outreach towards Virginia authors and Virginia literature across all genres, including

new and well-known authors to the Library of Virginia, and the annual Virginia Literary Awards Celebration."

Number of Programs



People Interacted With (At a Glance)



* These numbers are rough estimates and do not include later video views

LIBRARY OF VIRGINIA

Press Coverage & Paid Advertising September–December 2020

PRESS COVERAGE

The Daily Progress

“Buzz Kids: Literary activities for everyone and online parties for Girl Scouts”

Statescoop.com

“Virginia datathon to tackle communities' COVID-19 challenges”

The Northern Virginia Daily

“Community News: Sept. 8”

The Campaign for Woman Suffrage in Virginia

Augusta Free Press

“Augusta County Circuit Court Clerk’s Office adds historic records assistant”

Style Weekly

“Demanding the Vote: Library of Virginia exhibit offers insight into women’s suffrage movement to mark centennial.”

WWBT NBC 12

“Thousands of books handed out to Louisa kindergartners for free”

WVIR NBC 29

“Louisa Co. kindergartners receive free books through reading initiative”

WCAV CBS 19

“The 'RED Project' providing free books for students”

RVAHub.com

“Richmond Then and Now: 316 W. Broad Street”

Richmond Times-Dispatch

“City launches first Richmond Poet Laureate program with \$4,000 honorarium, applications open”

The Free Lance-Star

“Looking beyond protests, Wilder urges Virginians to hold elected leaders accountable”

Fauquier Times

“Fauquier County community news briefs”

The Roanoke Times

“Editorial: The monument that Roanoke needs”

The Campaign for Woman Suffrage in Virginia

Times Virginian

“As the Page Turns: Discovery Backpack – Question Your World!”

The Daily Progress

“Buzz Kids: Work and play options await local la

The Augusta Chronicle

"Athens author's hip hop book nominated for literary award"

Rap

On Trial: Race, Lyrics, and Guilt in America

Augusta Free Press

"JMU poet is finalist for Library of Virginia Literary Award"

Richmond Times-Dispatch

"Unsung Sites of Black History: 2021 Discover Richmond Annual Guide"

Richmond Times-Dispatch

"Points of Interest: 2021 Discover Richmond Annual Guide"

Richmond Times-Dispatch

"Library of Virginia Awards to be held virtually this week"

The Beachwood Reporter

"Maps For Migrants And Ghosts"

WWBT NBC 12

"This Week in History: Elizabeth Van Lew – best known for orchestrating the Richmond Underground – was born"

Richmond Times-Dispatch

"Cottom, Tilghman and Kingsley win Library of Virginia Literary Awards"

The Coalfield Progress
"Libraries offering Chromebooks"

RVAHub.com
"Library of Virginia Literary Awards Winners Announced"

Rappahannock Record
"Shirley's book on Mary Ball Washington is a 'people's choice' winner in the Library of Virginia Literary Awards"

New Kent & Charles City Chronicle
"Grants to provide additional services from Heritage Public Library"

The Breeze
"Associate professor gains state-level recognition for poetry"

Honeyfish

UVAToday
"Tilghman's Book Takes Top Honor at Library of Virginia Awards"

The Virginian-Pilot
"Book review: 'The Campaign for Woman Suffrage in Virginia'"

We Demand: Women's Suffrage in Virginia

The Daily Progress
"Bookmarks for Nov. 1"

Suffolk News-Herald
"News-Herald pages digitized, searchable"

Martinsville Bulletin
"Former Judge Martin Clark's latest book wins award"
The Substitution Order

Richmond Magazine
"A Celebration of Suffrage"

The Daily Progress
"Latest Kessler lawsuit claims city violated FOIA law"

The Virginian-Pilot
"Literary Notes: At last — the flood of political books may be waning"

Augusta Free Press
"Augusta County Clerk receives restored records highlighting local black history"

The Roanoke Times

“Community: Applications now open to nominate endangered artifacts”

Time Magazine

“A New Generation of Volunteers Are Rescuing Historic Black Cemeteries—And Black History”

University of Tennessee News

“Graduate Student Turns to Online Learning for Fourth Degree”

Richmond Magazine

“History Unearthed”

Shore Daily News

“ESPL’S Burton Highlighted in Microsoft News”

Richmond Times-Dispatch

“Hargrove’s offices goes digital; marriage licenses date to 1864”

Richmond Times-Dispatch

“CALENDAR: Shop Small, The Snowman & Stony Point on Ice”

Washington Post

"A massive new effort to name millions sold into bondage during the transatlantic slave trade"

The Crozet Gazette

WHSV 3

“Historic records grant approved to preserve four documents in Augusta Co. Circuit Court”

Augusta Free Press

“Library of Virginia grant will help Augusta County restore historical records”

The Daily Progress

“Judge tells city to save any found documents sought in Unite the Right lawsuit”

PAID ADVERTISING

EXHIBITION ADS

VPM

Richmond Times-Dispatch

Discover Richmond

Richmond Magazine

Style Weekly

LITERARY AWARDS ADS

Richmond Times-Dispatch

SPONSORSHIP

WWBT NBC 12's "How We Got Here" History Podcast

Library of Virginia September–December 2020 Social Media Metrics

FACEBOOK Sept/Oct/Nov/Dec

Posts: 41 / 89 / 47 / 39

New Page Likes: 35 / 61 / 27 / 68

Total Page Likes: 10,005 / 10,066 / 10,093 / 10,161

Posts Reach: 59,273 / 68,845 / 51,235 / 43,650

Posts Engagements: 2,791 / 4,228 / 3,103 / 2,353

Videos

Total Video Views to 95%: 2 / 852 (many short videos in Oct) / 0 / 9

Videos Most Viewed to 95%:

Oct 16 *Cassandra Farrell Testimonial* - 766 reach, 107 engagements, 151 views to 95% (note - short video)

Dec 4 *FamilySearch overview* - 3,370 reach, 339 engagements, 8 watches to 95%

Top Non-Video Post Performers

Top Engagements:

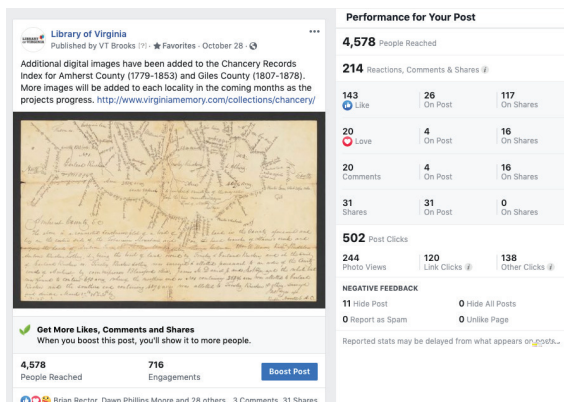
Oct 29 *Additional Chancery Records added* - 4,560 reach, 708 engagements

Highest Reach:

Nov 23 *Claudius Crozet Blue Ridge Tunnel Trail System* - 5,994 reach, 641 engagements

Highest Paid Reach:

Sep 18 *Celebrate the Literary Awards* - 4,211 reach (3,200 paid), 641 engagements (384 paid)



Events:



TWITTER Sept/Oct/Nov/Dec

Number of tweets: 55 / 108 / 86 / 74

Overall Impressions: 50K / 113K / 121K / 56.9K

Profile Visits: 346 / 654 / 709 / 1,610

Mentions: 38 / 108 / 40 / 53

Followers: 6,524 / 6,590 / 6,620 / 6,661

New Followers: 35 / 66 / 30 / 53

Overall Engagement: 1.0% / 1.1% / 1.0% / 1.1%

Links Clicked: 92 (3 per day) / 127 (4 per day) / 175 (6 per day) / 127 (4 per day)

Retweets: 102 (3 per day) / 175 (6 per day) / 125 (4 per day) / 73 (2 per day)

Likes: 237 (8 per day) / 632 (20 per day) / 462 (17 per day) / 288 (9 per day)

Replies: 4 / 14 / 33 / 28

Most Impressions:

Oct 2 *Really an Archivist desk drawer #ArchivesHashtagParty* - 14,124 impressions, 288 engagements (2.0%)

Above Average Engagement & High Impressions:

Nov 10 *Susie Saunders #ArchivesHashtagParty* - 10,130 impressions, 302 engagements (3.0%)

Highest Percentage of Engagement:

Oct 2 *You've been warned #ArchivesHashtagParty* - 1,124 impressions, 95 engagements (8.5%)



INSTAGRAM Sept/Oct/Nov/Dec

Posts: 15 / 23 / 18 / 17

Profile Visits: 40 / 30 / 32 / 17

Engagements: 1,078 / 702 / 683 / 770

Number of Followers: 3,379 / 3,436 / 3,457 / 3,492

Highest Engagement Posts:

Sep 23 *Library Card* - 1,376 reach, 209 engagements

Sep 25 *Masks sel es* - 982 reach, 177 engagements

Sep 26 *Miss Prim* - 858 reach, 121 engagements



PINTEREST Sept/Oct/Nov/Dec

Overall Impressions: 33.09K / 38.1K / 25.44K / 29.92K

Total Audience: 20.69K / 23.05K / 15.27K / 14.28K

Engagements: 1.19K / 1.51K / 1.07K / 1.38K

Engaged Audience: 730 / 826 / 722 / 747

Engagement Rate: 3.93% / 3.59% / 4.19% / 4.61%

Links Clicked: 157 / 152 / 154 / 100

Links Saved: 101 / 110 / 76 / 140

Top Boards

By Impressions:

Creative Family Tree - 15,495

Fit to Print - 8,236

Pleasure in the Garden - 3,270

By Saves:

Creative Family Tree - 30

African American History - 27

Fit to Print - 22

By Links Clicked:

Creative Family Tree - 115

Votes for Women - 34

Political Images - 17

By Other Engagements:

Creative Family Tree - 641

Fit to Print - 293

Vintage Motels - 186

The Virginia Shop - 2,459 impressions, 29 clicks, 13 repins

Top Individual Pins

By Engagements:

Vintage 5-Generation Family - 254 (4.0%)

Titanic in Black & White - 183 (9.8%)

Family Tree Print - 135 (7.2%)

By Saves:

Slavery Ad - 26

Vintage 5-Generation Family - 24

Titanic - 15

By Clicks:

Vintage 5-Generation Family - 51

Family Tree Print - 18

Slavery Ad - 15



Creative Family Tree Templates

19 Pins



Fit to Print

58 Pins

10.96k
Impressions

28
Saves

61
Link clicks

Updated 2 days ago
Last 30 days

See more stats

Promote



etsy.com

Vintage 5 Generation Family Tree Print Template - Instant Download - Printable, Wall Art, Ancestry,

\$3 - SALE! Vintage 5 Generation Family Tree Print Template - Instant Download - Printable, Wall Art, Ancestry, DIY Gift, Blank... This listing... More

1.57k
Impressions

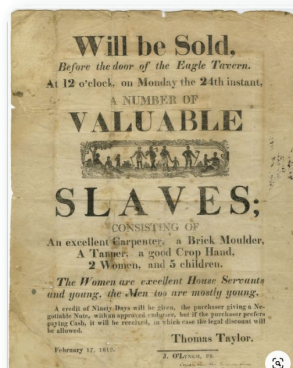
21
Saves

5
Link clicks

Updated 2 days ago
Last 30 days

See more stats

Promote



edu.virginia.gov

Slavery Ad

This advertisement announced the sale of four men, two women, and five children that would take place on February 24, 1812, at the Eagle Tavern in Richmond. #blackhistory #AfricanAmerican #Richmond... More

Library of Virginia
1.3k followers

Photos Comments

Tried this Pin?
Add a photo to show how it went

Add photo

You saved to African American History in Virginia
This advertisement announced the sale of four men, two women, and five children that would take place on February 24, 1812, at the Eagle Tavern in Richmond. #blackhistory #AfricanAmerican #Richmond... More

YOUTUBE

Audience: 4.01K Subscribers

Number of Posts: Sept-Oct - 39, Nov-Dec - 6

Most popular recent videos:








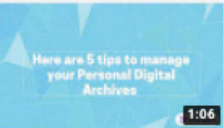

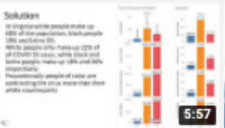

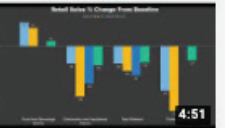
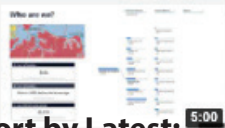











ERM Training Videos - 1K to 1.7K views

23rd Annual Lit Awards - 335 views

Lit Awards Fiction Panel - 220 views

Lit Awards Non fiction Panel - 195 views

Sort by Latest:

 <p>Public Records, Public Trust: Records Management in... 79 views • 2 months ago</p>	 <p>23rd Annual Library of Virginia Literary Awards... 335 views • Streamed 2 months ago</p>	 <p>Art in Literature: The Mary Lynn Kotz Award 169 views • Streamed 2 months ago</p>	 <p>Library of Virginia Literary Awards: Nonfiction... 195 views • Streamed 2 months ago</p>	 <p>Library of Virginia Literary Awards: Poetry Discussion... 123 views • Streamed 2 months ago</p>	 <p>Library of Virginia Literary Awards: Fiction Discussion... 220 views • Streamed 2 months ago</p>
 <p>Archives 101 60 views • 2 months ago</p>	 <p>5 Tips for Personal Digital Archives 54 views • 2 months ago</p>	 <p>Hello from the Library at the 2020 Virtual AAHG... 131 views • 2 months ago</p>	 <p>Virginia Datathon 2020: Team #27 Garnett's Algorithm 37 views • 2 months ago</p>	 <p>Virginia Datathon 2020: Team #25 ThoughtSpot 19 views • 2 months ago</p>	 <p>Virginia Datathon 2020: Team #24 Felonious Gru Crew 14 views • 2 months ago</p>
 <p>Who are we? 12 views • 2 months ago</p>	 <p>Virginia Datathon 2020: Team #22 Team Teradata 15 views • 2 months ago</p>	 <p>Virginia Datathon 2020: Team #21 Impact Makers 43 views • 2 months ago</p>	 <p>Virginia Datathon 2020: Team #8 Kearney Dataknots 13 views • 2 months ago</p>	 <p>Virginia Datathon 2020: Team #18 Marketmuse 10 views • 2 months ago</p>	 <p>Virginia Datathon 2020: Team #17 Data Luminate 22 views • 2 months ago</p>
 <p>Virginia Datathon 2020: Team #16 VCU SoF 4:46</p>	 <p>Virginia Datathon 2020: Team #15 The Data Squad 4:28</p>	 <p>Virginia Datathon 2020: Team #14 SCHVies 4:31</p>	 <p>Virginia Datathon 2020: Team #13 Noblis Noblewonders 4:58</p>	 <p>Virginia Datathon 2020: Team #11 CoVDDTeers 6:55</p>	 <p>Virginia Datathon 2020: Team #7 Fanles - Lord of Strinns 3:54</p>

Executive Summary

Library of Virginia Activities and Accomplishments September to December 2020

Despite the ongoing challenges posed by the coronavirus pandemic, the Library of Virginia continues to implement its strategic plan with initiatives that focus on collecting the new Virginia, dynamic digitization, civic leadership, the Library as a place, and the Library beyond place. Below are highlights of our activities during the past quarter as well as an overview of the work we are doing under our current operating status.

Collections Access and Management Services

The Library of Virginia has been asked to participate in a working group to make state publications digitized by entities like Google fully accessible at no cost to the citizens of Virginia. Currently, access to many state publications is restricted because the state never formally addressed copyright of state publications. However, the statutory language in § 2.2-2822 of the Virginia Code offers an opportunity to address this oversight.

Many of these documents are accessible only through the online repositories maintained by university libraries, and access is restricted to students, faculty, and staff with a University ID. One well-known repository used by higher education, the Hathi Trust, contains hundreds of Virginia government documents contributed by up to 200 partner institutions such as the Library of Congress and state schools like VCU and UVA. Some examples include each volume of the Acts of Assembly, from colonial times to the present. These volumes are the only online source of bills enacted prior to 1994, which is the earliest year on the Virginia Library System (LIS). They are also the only comprehensive source of older state agency documents, which are often listed on LIS but have not been scanned.

Because these documents have already been scanned and uploaded, the only remaining issue is addressing the statutory gap. Code § 2.2-2822 specifies that copyrightable materials created by state employees are the property of the commonwealth. In addition, federal copyright law says that only those documents published before 1925 are automatically in the public domain.

Mary Clark, the head of Acquisitions and Access Management, is representing the Library on the working group. She is serving as the expert on state and federal publications on the team. The working group has already met and is considering the Creative Commons License to best address the copyright and access needs for the Commonwealth. The group is also preparing for conversations with the staff at the HathiTrust and the UVa Library for ways in which to make these materials fully available to the public.

The Library has also begun some preliminary work in assessing the print collections in anticipation of the State Records Center Expansion Project, which will provide additional storage space for low-use print materials, so that storage at the 800 East Broad Street location can be prioritized for more heavily used materials and archival collections. The Library of Virginia contracted with Backstage Library Works to do a preliminary assessment of collections from which to develop a more comprehensive plan of action and a more realistic budget for

accomplishing these goals. The preliminary assessment involved sampling the collection, o crr lpi jg cem. cpf geq f lpi lphq o c kqp cdq jgeqng kqp n q cpf eqpfklqp0 For this phase, two Backstage employees were on site for a week. Mary Clark is the project lead for this part of the preliminary assessment.

The project also included consideration of the Archives Pod at the State Records Center (SRC). The Archives Pod presents a different set of challenges from the collections housed on the 3rd stack in the main Library building. The Archives Pod at the SRC is at capacity, and the extreme height of the shelving, the volume of material, and the fact that collections are stored three-deep on many of the shelves have prevented the completion of an accurate inventory to reconcile against the existing electronic inventory. Backstage is working with Mike Strom and Greg Crawford in Government Records Services to develop a realistic and efficient approach to completing this project.

Digital Initiatives and Web Presence

The fall of 2020 flew by, as the DIWP staff continued to work remotely most of the time. The fall is a time for LSTA project planning for the upcoming year and reports for the ending project year, as well as annual staff evaluations and new work plans for the coming year.

The Web team worked amazingly hard to upgrade our several WordPress and Omeka sites that were outdated. This includes [Making History: Transcribe](#), [The UncommonWealth](#), [Document Bank of Virginia](#), and [Multiple Exposure](#). Outdated versions of operating systems, software, and plugins can cause security risks c gmc f lile nlg hq g c j lpi d gcm cpf g kqp c g no longer supported. Having a team of three devoted not only to the development of new Web resources, but also to the maintenance of an ever-growing menu of online services and offerings k c j i g dqqp q j g Nld c chhcpf q g 0

Readership of the UncommonWealth blog remains brisk with 14,000 views of 30 different posts made between September and November. We have also started tracking when our posts are used q ekgf d q j g 0Rq eqpeg plpi k g qh ceg cpf qo gp lh ci g gegk gf c gp kqp lp September and October:

- Mg lp Uj r g Ur g . O cfpg cpf j g 3: 62 Egp qp [the University College of Nqpfqp Kp k g qhEqi pkk g P g q ekpeg lp ci co](#)
- Uqp c Eqrgo cp Wphk jgf D lpg Dc kg Vq q lpi . O c kL dgppg Y jgp Victory Really Came:" Virginia Women Who Fought For The Vote cpf Ig kDgppg We Demand Complete Realization: The Slow Legal Fight For Enfranchisement were cited on Charlie Grymes VirginiaPlaces.org on the page [Disenfranchisement in Virginia](#)
- Ig kDgppg p Ceeq p qhTceg F k gph cpejk go gp qhDrem q g lp ki lpk k being used by Ann Arbor Public Schools

As 2021 begins, we look forward to seeing the fruits of our labors on continuing projects such as the Open Data Portal, our Rosetta (digital preservation and collection management) implementation, and a new public data dashboard we hope to add to our Web presence. The Open Data Portal continues to grow, as does our partnership with the Chief Data Officer and his

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new platform. Y g m gcm c fki i lpi lp. c gm q jg fcc gecp g q jq jgr dnc cpf
other interested stakeholders graphics and statistics abo jg Nld c eqmge kqp . g .
funding, programming and projects on our public dashboard. It will be an exciting year!

Government Record Services

We are very pleased to report that the processing work on the Governor Lawrence Douglas Wilder Papers is complete. The papers are open and available to researchers. The processed collection measures 447.8 cubic feet, consists of 1,013 boxes, and is described in twenty-five finding aids. We are thrilled that this important collection was completed during the second week of December, well in advance of the January 1 deadline, and we thank the volunteers from around the Library for helping us to complete the work in record time. State Records archivists Paige Neal, Renee Savits, and Claire Radcliffe processed the most complex of the records series, including, but not limited to, records from the Drug Policy Office, Office of the Lieutenant Governor, and Communications Office. Ms. Neal took on the added responsibility of managing the project and training many of the volunteers on how to process archival material. We were fortunate to be able to borrow the services of two other archivists in the building, Trenton Hizer and Chad Underwood, who put aside work on their own substantial backlog in Private Papers, to process records from the Policy Office, Transition Office, and Executive Mansion. Dana Puga, from Collections Access and Management Services, processed the photographs. Emeline Alexander (Records Management), Sherri Bagley (Local Records), Jessie Bennett (Digital Initiatives), Bill Bynum (Archives Reference) and Reagen Thalacker (Library Development) staff who lent an invaluable hand to this project include: Duane Baskin (moved 520 boxes of records from the State Records Center to the Library); Mike Ezepek, Paul Casalaspì, and Jessica Beavers (reconfigured the shelving on the 4th stack where the processed collection now resides); and Patrice Morgan, Paranita Carpenter, and Aaron Bagby (ordered and delivered hundreds of boxes). We are looking forward to the next phase of the project, which will be the processing of the 4243 boxes of the 2nd birthday.

F g q j g r c p f g o k e . j k g c E k e k E q T g e q f R g g c k p p r q i c o i c p e e r g c moved from summer to fall. Despite the current travel restrictions and other difficulties encountered in 2020, we still received a record number of grant applications. The grant evaluation committee met on December 8 and approved 96 grant applications from 95 localities in the amount of over \$1.6 million. The number of grants approved and the total amount granted are both new records for the program. Although the pandemic has slowed their progress, Local Records staff continue to process and index original records, primarily chancery causes. When teleworking, the staff work on the digital chancery indexing project and transcription approval and, as a result of these efforts, the records stored in our collection are far more accessible than before. Staff have added thousands of additional names from those records, primarily those of enslaved people, to the Chancery Records Index and have approved the transcriptions of hundreds of circuit court records. Digital images have recently been added to the Chancery Records Index for Accomack, Grayson, and Amherst Counties. Microfilm of Essex County and

Bath County chancery records are with Backstage Library Works for scanning.

The Records Management staff, with a heavy assist from our colleagues in LVA's IT division, successfully rolled out the new electronic records destruction certificate on November 16. In the first month of implementation, more than 500 new certificates were either completed or in-process for completion, with only three minor technical problems being addressed. Feedback on the new process as well as the training materials created and disseminated by RM staff in the past quarter has been almost universally positive.

Records Management staff have also been heavily engaged this quarter with assisting VITA with the request for proposals (RFP) process to replace the state's soon-to-expire email and messaging contract, reviewing supplier proposals at great length and participating in supplier clarification sessions. We anticipate continued work in the coming quarter as the remaining finalists to refine their proposals and second-round and further reviewing and scoring moves forward. Lastly, we are preparing to hire two new records analysts - one to replace departing analyst Corey Smith, and one to fill a new position, bringing the RM staffing up from three to five: one coordinator and four analysts. We are excited by the possibility of additional staffing enabling us to be more proactive in our outreach to client agencies.

Library Development and Networking

The Library Development and Networking Division has continued to pivot as needed to respond to the needs of public libraries during these difficult times.

Our Youth Services efforts, led by Ejkf gp (q j Ug keg Eqp ncp Sue La Paro, maintains regular communication with Virginia libraries through a weekly email called Youth Services Notes, new in December, to inform staff of time sensitive information from granting bodies, professional development opportunities, etc., as well as the monthly Youth Services Pg rg g pg n c ejk gf qp q kphEgp g .cpf o qp j n k cn Lco Ug kqp kj Virginia library staff. Further, in collaboration with the Department of Conservation and Recreation, new State Park parking passes have been distributed to libraries participating in our Nature Backpack Program. Summer Reading materials have been ordered for 2021 from the Collaborative Summer Learning Program, with 73 percent of Virginia libraries participating. Ms. LaParfo also published an article in *Virginia Libraries* on Public Libraries During COVID.

Continuing Education Consultant Cindy Church planned and executed our first ever virtual public rd c f kge q o gg lpi in October, at no cost to LVA; 70 directors attended. Ms. Church also executed a redesign of a previously planned conference into a virtual classroom for Instructional Design for the Accidental Teacher, which will be available until February 2021, with 200 registrants. She also coordinated teach-backs from previous conference scholarship winners who attended meetings of the Association of Bookmobile and Outreach Services and others. Ms. Church remains active with her eRate assignments and is collecting hotspot loaning data for research purposes. She k ce k gn q npi qp q r qlge kj N C Family and Community History work group. Lastly, due to the success of the 2020 Southeastern Collaborative Virtual Conference, Ms. Church is working with the same group to host a 2021 conference and is in the process of reviewing proposals.

Public Library Consultant Reagen Thalacker continues to pursue her own development by equipping herself with new skills and knowledge. She is also well as innovate projects for her new position. These include completing and introducing a partnership with the Center for Non-Profit Excellence and collaborating, revising and publishing an Advisory Board Handbook (based on an existing document from Texas) to support libraries with advisory rather than governing boards. Ms. Thalacker continues to develop content and workshops geared towards Friends, Foundations, and Library Boards with United for Libraries, and she organized and hosted multiple teach-backs for staff and community members.

Grants and Data Coordinator Kim Armentrout, in addition to her usual duties surrounding director meetings, new director orientations and Bibliostat (our public library survey), has taken over management of the WhoFi service project, which enables libraries that did not previously have the capacity to report their wifi usage to do so. She attended the State Development Consultant conference (6 days virtually) with the vendor to discuss and plan for future editions of the public library survey. Ms. Armentrout provided state aid scenarios to the VLA legislative liaison and completed LSTA project reports.

Director Nan Carmack, in addition to usual activities related to library director meeting attendance, Evergreen maintenance and WordPress site hosting, held a development challenge for staff and community members. The challenge was the *21 Day Racial Equity Challenge*, in which over 200 people signed up and 47 completed. Dr. Carmack presented at both the Virginia Adult and Continuing Education Conference (Find It Virginia and other online technology educational tools) and the Virginia Association of School Librarians Conference (Dyslexia and Librarians). She collaborated with her Georgia and South Carolina counterparts.

Institute to three one-day workshops to be held at Abingdon, Norfolk, and Richmond (at the LVA). The focus of the institutes will be Virginia's constitutions and the relationship between citizens and the Virginia government. The Brown Institute will meet Virginia Standards of Learning for civics, government and United States History. To raise awareness of the 50th anniversary of the current state constitution, LVA will circulate a banner exhibition that highlights how the state constitutions over time have expanded or constricted suffrage, how the constitutions were created (not all were crafted by a convention or approved by plebiscite), and how the constitutions have shaped government on all levels in Virginia. The exhibition will open at the LVA in July 2021 and then begin its travels in August. Eastern Shore Public Library has agreed tentatively to host the exhibition in August at the new Parksley library.

It is c elcn jc jg Nld c k gp eqo o plec kqp cpf i kfg hq jgr dle c g kp nggr lpi with professional guidelines and current language usage and standards for inclusivity. Recently the Public Services and Outreach staff observed that many of the older guides and indexes to the collections contained language that was not reflective of current standards for inclusive usage related to race (ethnicity, national origin, writing about slavery), sexual orientation and gender, mental and physical ability and medical issues. A staff committee and Ann Henderson, the Nld c eqo o plec kqp o cpci g .dgi cp g kg lpi jg go c g kn 0Vjg g gc ejgf q jg professional guidelines, inventoried and triaged the existing guides, and assigned editorial work for revisions. Where a few simple changes sufficed, guides and indexes were quickly revised. Others were temporarily removed for more substantial revisions. Ms. Henderson created a draft Inclusive Language Guide for staff use. Ashley Ramey and Ms. Henderson presented the project cpf f ch i kfg q jg Nld c G ge k g O cpci go gp Vgco qp F gego dg ; . 42420 Feedback from other divisions in the Library whose staff are also engaged in similar work will be incorporated into the guide for adoption and use agency wide.

Tjg R dle Ug leg cpf gcej F k k kqp fkge q cpf o cpci g eqp lp g q ce k gn o qpkq jg Nld c g gc ej qr g c kqp cpf E k r q qeqn 0Vjg gcf lpi qqo cpf jg Nld c continue to be open to researchers by appointment, Tuesday through Friday, 10:00 AM to 4:00 PM. Additionally, staff assist patrons via email, postal mail, and telephone conversations Monday through Friday. Safety protocols are in place and enforced for all staff and researchers. Division director Gregg Kimball and Archives and Library Reference Services Manager Ginny Dunn attended a virtual SARC (Southeastern Records & Archives Conference) meeting with other public services archivists at the end of October and gained valuable insight into the operations of other regional archives. Most are also open by appointment although there are several that have not yet reopened their onsite reference activities. Naturally, each institution has its own unique challenges in terms of research spaces, staffing, and the conditions in any particular state. Like the Library of Virginia, most archives have seen a significant uptick in their remote reference due to the COVID-19 pandemic.



**L. Preston Bryant Jr.,
Chair**
McGuireWoods Consulting LLC
800 E. Canal Street
Richmond, Virginia 23219
Office: 804-775-1923
lpbryant@mwcllc.com
5-year term ending June 30, 2021.
Succeeding Carole Weinstein; **Seat 15**



Maya Castillo
4409 Rockcrest Drive
Fairfax, VA 22032
maya.a.castillo@gmail.com
Cell: 540-870-1677
5-year term ending June 30, 2024.
Succeeding Jon Bowerbank; **Seat 9**

Shelley Viola Murphy
36 Colonial Road,
Palmyra, Virginia 22963
shelleyviola@gmail.com
Cell: 434-806-7433
5-year term ending June 30, 2021.
Succeeding Patricia Thomas Evans;
Seat 14



**Kathy Johnson Bowles,
Vice Chair**
12017 Radner Way
Raleigh, NC 27613-7856
kjohnsonbowles18@gmail.com
Phone: 434-607-9123
5-year term ending June 30, 2020.
Succeeding Kathryn C. Watkins; **Seat 11**



Mohammed Esslami
2916 Cantania Place
Woodbridge, Virginia 22192
esslami@yahoo.com
Phone: 571-484-8360
succeeding incomplete term of Ernestine Middleton, 2015-2016.
5-year term ending June 30, 2021.
Succeeding Himself; **Seat 13**



Blythe Ann Scott
536 Redgate Avenue
Norfolk, Virginia 23507
757-406-9843
blythescott@cox.net
5-year term ending June 30, 2023.
Succeeding Carol Hampton; **Seat 6**



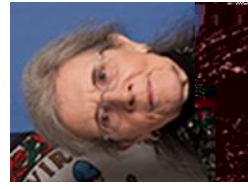
Robert D. Aguirre
211 Betts Road
Harrisonburg, Virginia 22802
Aguirrd@jmu.edu
Phone: 586-277-4070
5-year term ending June 30, 2023.
Succeeding Christopher G. Oprison; **Seat 5**



R. Chambliss Light Jr.
1505 Linden Avenue
Lynchburg, Virginia 24503
chamlight777@yahoo.com
Cell: 434-384-8515
5-year term ending June 30, 2022.
Succeeding Himself; **Seat 1**



Marcy Sims
1160 Cedar Point Drive
Virginia Beach, Virginia 23451
marcysims@cox.net
Home: 757-425-1847
Cell: 757-773-7972
5-year term ending June 30, 2023.
Succeeding Himself; **Seat 4**



Barbara Vines Little
P.O. Box 1273
Orange, Virginia 22960
bvlittle@earthlink.net
Phone: 540-832-3473
Cell: 540-222-7600
5-year term from July 1, 2015 - June 30, 2020.
Succeeding Peter E. Broadbent, Jr.; **Seat 12**

Leonard C. Tengco*
2817 Shawn Leigh Drive
Vienna, VA 22181
ltengco@pesner.com
leonardtengco@gmail.com
Cell: 757-647-1985
5-year term ending June 30, 2024.
Succeeding Kristin Cabral; **Seat 8**
***use both email addresses**



Paul Brockwell
2005 E. Franklin Street, Apt. 500
Richmond, Virginia 23223
cpbroc@gmail.com
Cell: 804-614-5589
5-year term ending June 30, 2022.
Succeeding Su Yong Min; **Seat 3**



Mark Miller
40511 O'Connors Circle
Leesburg, Virginia 20175
mark.miller@LNF.com
Phone: 703.888.6639
5-year term ending June 30, 2022.
Succeeding Emily O'Quinn; **Seat 2**

Seat 10 Vacant

Executive Management Team & Key Contacts July 1, 2019 June 30, 2020



Sandra G. Treadway
Librarian of Virginia
 804-692-3597
 804-938-6741 (c)
sandra.treadway@lva.virginia.gov



Vanessa Anderson
Human Resources Manager
 804-692-3582
vanessa.anderson@lva.virginia.gov



Kathleen Jordan
Digital Initiatives & Web Presence Director
 804-692-3913
Kathleen.Jordan@lva.virginia.gov



Connie B. Warne

 804-692-3811
connie.warne@lva.virginia.gov



Paul J. Casalaspi
Information Technology Division Director
 804-692-3756
Paul.Casalaspi@lva.virginia.gov



R. Scott Dodson
Executive Director
 Library of Virginia Foundation
 804-692-3590
scott.dodson@lva.virginia.gov



John D. Metz
Deputy for Collections & Programs
 804-692-3607
 804-615-5784 (c)
john.metz@lva.virginia.gov



Gregg D. Kimball
Public Services/Outreach Division Director
 804-692-3722
gregg.kimball@lva.virginia.gov

Audrey Burges
Assistant Attorney General
 Office of the Attorney General
 (804) 786-1133
ABurges@oag.state.va.us



Mike Strom
State Archivist & Dir. Government Records Services
 804- 692-3739
mike.strom@lva.virginia.gov



Nan B. Carmack
Library Development & Networking Division Director
 804-692-3792
nan.carmack@lva.virginia.gov



Nancy Orr
Executive Assistant
 804-692-3535
Nancy.orr@lva.virginia.gov

