



THE LIBRARY BOARD MEETING MINUTES

Wednesday, February 5, 2025

Electronic Meeting

1:00 p.m.

Board Members Attending: 

- III. **Welcome to Visitors and Staff:** Mr. Brockwell extended a warm welcome to Library Board members, to the Library leadership, to staff of the Library of Virginia Foundation and to guests including Abigail Gump, board counsel and assistant attorney general (OAG); and Emily Anne Gullickson, Deputy Secretary for Education.
- IV. **Public Comment:** No public comment was offered.
- V. **Report from Partner Organizations:** Conley Edwards, president of the Friends of the Virginia State Archives, could not attend, but shared a written report that Mr. Brockwell summarized.
- VI. **Report of the Librarian of Virginia:** Mr. Clark shared the Library's new Strategic Goals and provided several updates on the Library's strategic activities including:
- a. Project Manager Chinh Vu is leading both the State Records Center (SRC) Expansion and the Library of Virginia Renovations. The SRC Expansion is ahead of schedule, aiming for substantial completion by December 2026. The RFP for the renovations to 800 East Broad Street is expected to be released soon, with a contract start date of July 1, 2025.
 - b. The Library will work with the Department of Education which is managing a \$10 million federal grant to place digital navigators around the Commonwealth focusing on workforce development. The extent of the Library's participation remains fluid.
 - c. The Library is recruiting for its first chief technology officer, a new position which will oversee information technology strategy and digital initiatives, supporting LVA's goal of being a national leader as a digital-first library.

Following the presentation of the strategy and goals, Mr. Trumbo made a motion to affirm the board's approval for the Library's newly adopted Strategic Goals for 2025-2029. The motion was seconded, and the Board recorded a unanimous roll-call vote:

Broadbent – Aye
Bryan – Aye
Canida – Aye
Davis – Aye
Denslow – Aye
Fowler – Aye

Hayes – Aye
Murphy – Aye
Prentice – Aye
Real – Aye
Trumbo – Aye
Brockwell – Aye

After the Librarian's Report, Mr. Trumbo moved that the Library Board convene in a closed meeting pursuant to § 2.2-3711 A(1) and A(8) of the *Code of Virginia* to discuss personnel matters and to consultation with legal counsel. The motion was seconded and approved by roll-call vote:

Broadbent – Aye
Bryan – Aye
Canida – Aye
Davis – Aye
Denslow – Aye
Fowler – Aye

Hayes – Aye
Murphy – Aye
Prentice – Aye
Real – Aye
Trumbo – Aye
Brockwell – Aye

The board entered a brief closed session and upon conclusion of the discussions resumed the open session of the meeting. Mr. Trumbo offered the following motion for the Board:

Because the Library Board convened in a closed session today pursuant to a recorded vote to be included in the minutes and in accordance with the Virginia Freedom of Information Act and because Section 2.2-3712(d) requires that we certify that such a Closed Meeting was conducted in conformity with the law, I'd like to move that the Board certify by roll-call vote that, to the best of each members' knowledge: 1. Only public business matters lawfully exempted from open business meeting requirements under this chapter, and 2. Only such public business matters as were identified in the motion by which the Closed Meeting was convened were here, discussed or considered in the meeting by the public body.

The motion was duly seconded. Mr. Brockwell asked that any member of the Board who believes there was a departure from the requirement of the clauses of the motion shall so state prior to the vote, indicating the substance of the departure that has, in his or her judgment, taken place. Hearing no concerns, the Board certified its closed session unanimously by a roll-call vote:

Broadbent – Aye
Bryant – Aye
Canida – Aye
Davis – Aye
Denslow – Aye
Fowler – Aye
Hayes – Aye

Murphy – Aye
Prentice – Aye
Real – Aye
Trumbo – Aye
Brockwell – Aye

- VII. **Report of Chair:** Mr. Brockwell thanked the board members for completing their financial disclosure forms and encouraged them to complete the online Conflicts of Interest Training before the April 11 meeting. He reminded the Board that nominations for the 2025 Patron of Letters Award recipients are open through the end of February. He continues to work on board relations and succession planning. This spring, Mr. Brockwell expects the Bylaws Committee to convene prior to the April meeting, and he hopes to see other members at upcoming events like the Strong Men and Women in Virginia History event. Finally, he reported that the updates to the Library's Patron of Letters degree appear to be on a smooth track through the current General Assembly. He ended by thanking Board members for their positive engagement and thoughtful comments on the updates to the Collections Development Statement.

VIII. **Committee/Division Reports:**

- a. **Archival, Collections, and Records Management Services Committee:** Dr. Metz provided milestones for the State Records Center (SRC) expansion project and shared that the committee will have an electronic meeting on February 21 at 10 a.m. to discuss the latest revisions to the Collections Development Statement. State Archivist Greg Crawford explained the Circuit Court Records Program (CCRP) and reviewed the Annual Report on Reducing the Archival Backlog. A brief period of questions followed.

- b. **Communications, Education, Outreach and Research Services Committee:** Sarah Falls highlighted the incredible reach provided by the Library's digital programming while acknowledging the impact of in-person engagement at events and exhibitions. She recommended everyone attend a special afternoon performance of *Loving v. Virginia* by the Virginia Opera Company on Wednesday, March 5 at 2 p.m. She also reported that the public services division has recently been undergoing training.
- c. **Legislative and Finance Committee:** Dan Hinderliter shared details of Library's financial condition and recent expenditures. A brief period of questions and discussion followed.

d. **Public Library Development Committee:** The committee was alerted as the committee moved all business to the next board meeting on April 11. It also reported on the evaluation of potential state-wide requests at its meeting.

e. **Library of Virginia Foundation:** Scott Peterson described recent fundraising activities led by the foundation, including preparations for the 2025 Literary Awards. He shared that nominations for this year's awards will close March 1, and he also congratulated Mr. Hinderliter for the foundation's work to bring "Black the new call" to the public. He asked everyone to mark calendars for Saturday, September 20, 2025, for the literary awards.

Communications and Marketing Update: Angela Page, Director of Marketing and Communications, provided a recap of her division's work in 2024, including more than 5,000 new followers in social media, more than 1 million impressions from marketing campaigns, and 10 news stories statewide.

Human Resources Update: Vanessa Anderson, Director of Human Resources, provided an update on recent personnel changes at the library.

Adjournment: The meeting adjourned at 2:15 p.m.

He thanked everyone for their engagement and encouraged board members to see the "Mapping the Commonwealth" exhibit when on site for the next board meeting on Friday, April 11, 2025.

Chair:


C. Paul Brockwell Jr., Chair

Secretary:



Dennis T. Clark, Librarian of Virginia