

# LIBRARY OF VIRGINIA



## THE LIBRARY BOARD

The University of Virginia  
1000 University Avenue  
Charlottesville, Virginia 22904-4100

703-924-7000

## MEMBER AGENDA

Wednesday  
April 17, 2013

800 East Broad Street  
Richmond, Virginia 23219-8000  
804-692-3535

***Held April 7, 2023 at 11 a.m. via Zoom***

Robert L. Canida II, *Chair*  
Peter E. Broadbent Jr., *Vice Chair*  
Robert D. Aguirre  
C. Paul Brockwell Jr.  
Carol G. Finerty  
Barbara Vines Little  
Blythe Ann Scott  
Leonard C. Tengco

**John Metz, Greg Crawford – Staff Liaisons**

**Marcy Sims, *Chair***  
**Lana Real, *Vice Chair***  
**Laura L.L. Blevins**  
**L. Preston Bryant Jr.**  
**Maya Castillo**  
**Suzette Denslow**  
**Shelley Viola Murphy**

Nan Carmack – *Staff Liaison*

Held April 5, 2023 at 1 p.m. via Zoom

April 17, 2023 at 10:30 a.m. In Person

## AGENDA

**10:30 a.m. Legislative and Finance Committee Meeting** *Conference Room 417*

**11:00 a.m.**                      **Library Board Meeting**                      *Conference Room 418*

- Next Meeting: Annual Meeting and Luncheon, June 26, 2023***

of  
**THE LIBRARY OF VIRGINIA**

Committee Name: **LEGISLATIVE AND FINANCE COMMITTEE**

Date: **Monday, April 17, 2023 – 10:30 a.m. – 10:50 a.m.**

Place: **Roanoke Higher Education Center – Conference Room 417**  
108 N. Jefferson Street  
Roanoke, Virginia 24016

Committee Members: L. Preston Bryant, Jr. *Chair*  
Suzette Denslow, *Vice Chair*  
C. Paul Brockwell Jr.  
Laura L. L. Blevins  
Maya Castillo  
Blythe Ann Scott  
Leonard C. Tengco  
  
Daniel Hinderliter – *Staff Liaison*

**AGENDA**

1. Legislative and Budget Update – Daniel Hinderliter
2. Financial Condition – Daniel Hinderliter
3. Space Planning Progress – Daniel Hinderliter

**Committee Action Items:**

None

**Board Information Items:**

Report of the Committee Chair

**Board Action Items:**

None

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

Committee Name: **ARCHIVAL, COLLECTIONS, AND RECORDS  
MANAGEMENT SERVICES**

Date: Friday, April 7, 2023 – 11:00 a.m. – 12:00 p.m.

Place: The Library of Virginia – *VIRTUAL*

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

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

Committee Members: Robert L. Canida II, *Chair*  
Peter E. Broadbent Jr., *Vice Chair*  
Robert D. Aguirre  
C. Paul Brockwell, Jr.  
Carol G. Finerty  
Barbara Vines Little  
Blythe Ann Scott  
Leonard C. Tengco  
  
John Metz, Greg Crawford – *Staff Liaisons*

**AGENDA**

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

Committee Name: **EDUCATION, OUTREACH, AND RESEARCH SERVICES  
COMITTEE**

Date: Wednesday, April 5, 2023 – 1:00 p.m. – 2:00 p.m.

Place: The Library of Virginia – *VIRTUAL*

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

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

Committee Members: Robert D. Aguirre, *Chair*  
Robert L. Canida II, *Vice Chair*  
Peter E. Broadbent, Jr.  
Carol G. Finerty  
Barbara Vines Little  
Shelley Viola Murphy  
Lana Real  
Marcy Sims  
  
Gregg Kimball, Angela Flagg – *Staff Liaisons*

**AGENDA**

1. Planning for the 250<sup>th</sup> Anniversary of the American Revolution – Gregg Kimball
2. Progress for the “Indigenous Perspectives” Exhibition – Catherine Fitzgerald Wyatt, Gregg Kimball
3. Update on 2023 Activities – Catherine Fitzgerald Wyatt, Angela Flagg
  - Signature Exhibition: “200 Years, 200 Stories”
  - Signature Programs
  - “LVA On the Go”

**Committee Action Items:**

None

**Board Information Items:**

Report of the Committee Chair

**Board Action Items:**

None

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

Committee Name: **PUBLIC LIBRARY DEVELOPMENT**

Date: Tuesday, April 11, 2023 – 4:00 p.m. – 5:00 p.m.

Place: The Library of Virginia – *VIRTUAL*

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

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

Committee Members: Marcy Sims, *Chair*  
Lana Real, *Vice Chair*  
Laura L.L. Blevins  
L. Preston Bryant Jr.  
Maya Castillo  
Suzette Denslow  
Shelley Viola Murphy  
  
Nan Carmack – *Staff Liaisons*

**AGENDA**

1. Update on Book Challenges – Nan Carmack
2. State Aid Allocation Review – Kim Armentrout
3. Regulatory Reduction Proposal Discussion – All

**Committee Action Items:**

None

**Board Information Items:**

Report of the Committee Chair

**Board Action Items:**

None

# THE LIBRARY BOARD COMMITTEE MEETING MINUTES

Library of Virginia  
January 23, 2023

## ARCHIVAL, COLLECTIONS, AND RECORDS MANAGEMENT SERVICES COMMITTEE

The Archival, Collections, and Records Management Services Committee met at 8:30 a.m. on Monday, January 23, 2023, in Conference Room C at the Library of Virginia. The following committee members were in attendance: Peter E. Broadbent Jr., *vice-chair*; C. Paul Brockwell Jr.; Carol G. Finerty; and Blythe Ann Scott. Robert L. Canida II, *chair*, and Barbara Vines Little attended virtually. Also in attendance were John D. Metz, Deputy for Collections and Programs; Kathy Jordan, Digital Initiatives and Web Presence Director; and Greg Crawford, State Archivist and Director of Government Records Services. Committee member Leonard C. Tengco was absent.

Dr. Metz reported that Collection Management Services filled three important vacancies in Imaging Services in December 2022. The Library received funding from the General Assembly last year to hire four additional Quality Assurance Specialists to help process diseased microfilm from the media vault. The Library conducted interviews in October and made four job offers, three of which were accepted. DeAnne Bradby, Rebecca Bruner, and Lauren Caravati reported for work on December 13 and are currently being trained on all aspects of diseased microfilm identification and mitigation. We will recruit for the fourth Quality Assurance position as well as a previously vacant position later in the spring. If successful, this will round out the Imaging Services staff to eight full-time positions including the supervisor.

The contributions of three new staff members to date include 856 reels inspected. The new team



begin processing the 279 cubic feet of paper records transferred from the Northam administration. While the backlog of paper records is decreasing, the backlog of electronic records continues to increase exponentially. The Northam administration transferred more than six terabytes of electronic records to the Library. Progress has been slowed by the loss of two staff members. We hope to fill both positions in early 2023.

Mr. Crawford also provided an update on the Circuit Court Records Preservation (CCRP) program. The CCRP Grant Review Board met on January 6, 2023, to evaluate grant applications from 99 localities. A total of 125 grant applications were submitted, the largest number in the history of the CCRP program. Over 20 localities submitted more than one grant application. The sum of all requested grant projects (\$5,706,218.00) surpassed the award amount budgeted

(\$4,100,000). After a thorough discussion, the grants review board approved funding, partial or in full, for 106 grant projects with all awards totaling \$4,100,706.02. A total of 19 grant applications were declined due to lack of funding. However, all 99 localities that submitted grant applications were awarded grant funding.

## **PUBLIC LIBRARY DEVELOPMENT COMMITTEE**

The Public Library Development Committee met at 8:30 a.m. on Monday, January 23, 2023, in the Orientation Room at the Library of Virginia. The following committee members were in attendance: Marcy Sims, *chair*; Shelley Viola Murphy, *vice-chair*; Laura L. L. Blevins; Suzette Denslow; and Lana Real. Also in attendance was Nan Carmack, Director of Library Development and Networking. Committee member L. Preston Bryant Jr. was absent.

The first agenda item was a discussion of several House and Senate bills relevant to public libraries and public school libraries. Dr. Carmack presented the various legislative items and briefly discussed the potential impact on public libraries. Ms. Sims requested that this agenda item remain on our agenda for future meetings for updates.

The second agenda item was a presentation of state library digital assets relevant to the formation and support of Virginia small businesses. Dr. Carmack reported working with the Virginia Small Business Development Agency (VSBDA) and the Virginia Main Street Agency to spread the word, noting that she and Barry Trott, Adult Services Consultant, would be presenting on January 26, 2023 as part of the VSBDA webinar series for small business owners. In February, Mr. Trott will be writing a blog post for Virginia Main Streets.

The third agenda item of brainstorming the future of libraries was tabled until the next meeting due to time.

## **LEGISLATIVE AND FINANCE COMMITTEE**

The Legislative and Finance Committee met at 9:30 a.m. on Monday, January 23, 2023, in the Orientation Room at the Library of Virginia. The following committee members were in attendance: Suzette Denslow, *vice-chair*; Laura L. L. Blevins; C. Paul Brockwell Jr.; Maya Castillo; and Blythe Ann Scott. Also in attendance was Dan Hinderliter, Deputy for Finance and

Administrative Services and Librarian of Virginia Sandra Treadway. Committee member L. Preston Bryant Jr., *chair*, was absent.

Ms. Denslow called the meeting to order and recognized the 200<sup>th</sup> Anniversary of the Library of Virginia. Mr. Hinderliter provided the Statement of Financial Condition as of December 31, 2022. In summary the Library completed the first half of the fiscal year 2023 with general fund expenditures at 52% and all funds combined at 53% expended. He explained that the first half of the fiscal year represented alignment of budget and expenditures as expected. The greatest variance when comparing the prior fiscal year to current spending is explained by the increase in direct funding to local libraries. The greatest percentage variance across all fund types is found in Federal funding to the Library. Federal funds expended represent 73% of the annualized amount. The amount of Federal funds expended to date is as expected and planned.

Mr. Hinderliter provided an overview of the decision packages that were offered to the administration for inclusion in the Governor's proposed budget, which is the starting point for the General Assembly Appropriation Act. The Library's decision briefs were not included in the Governor's proposed budget; however, budget amendments to support the additional information technology needs for the Library have been introduced in both the House and Senate. A brief overview of active legislation of interest to the Library under consideration by the General

and planning for a women's history program commemorating the 100<sup>th</sup> anniversary of women serving in Virginia's House of Delegates.

Dr. Kimball discussed planning for the "LVA on the Go" program. He reported that construction of the Library's vehicle had encountered some supply chain delays, but that he hoped the vehicle would be ready for the April 15 event in Abingdon. The committee members reviewed the current list of venues and dates. The first event will be held at the Suffolk County Public Library on March 25. Dr. Canida offered that he had a contact in Lynchburg if we wanted to add an event there.

Ms. Flagg updated the board on the 200<sup>th</sup> anniversary marketing and communications. She provided an overview of marketing tactics implemented as part of the Library's general branding and anniversary promotion efforts. Examples included print and TV media coverage, social media activation, print and digital advertising, light pole banners outside of the Library and along Broad Street, and other promotional efforts. Among the tactics she noted as generating the highest visibility for the Library is the use of billboards for the first time along main arteries passing through Richmond.

## **THE LIBRARY BOARD MEETING**

Library of Virginia

January 23, 2023

The Library Board met on Monday, January 23, 2023, in the Board Meeting Room at the Library of Virginia, 800 East Broad Street, Richmond, 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

## **II. APPROVAL OF AGENDA**

Mr. Brockwell asked for a motion to approve the agenda. The motion was made by Suzette Denslow, seconded by Marcy Sims, and passed unanimously.

## **III. WELCOME TO VISITORS AND STAFF**

Mr. Brockwell welcomed all visitors, staff, and special guests including Senior Assistant Attorney General Deborah A. Love and Library of Virginia Foundation President Pia Trigiani who was currently stuck in traffic but would be arriving shortly. He also recognized the newest appointment to the Board, Carol G. Finerty, who was not able to attend the previous meeting but was present today. Ms. Finerty thanked the Board and Library staff for their gracious and warm welcome. She noted that she is a foreign affairs officer in the Department of State where she works in the Bureau of Human Rights, Democracy, and Labor. Her love for libraries, she said, stems from her time working as a

## **VI. INFORMATION ITEMS**

### **A. Reports from Other Organizations**

Conley Edwards, President of the Friends of the Virginia State Archives, reported that the Friends are preparing for their 28<sup>th</sup> annual “Straight to the Source” program to be held at the Library on March 31. 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. Topics for this year include researching records of enslaved and free Virginians in *Virginia Untold*; discoveries using the organization cards of the Virginia Department of Military Affairs, 1876-1947; navigation tricks for using the Library catalog; and a look at the 200<sup>th</sup> anniversary exhibit and the fascinating story it tells.

Mr. Edwards reported that, thanks largely to the efforts of Board member Peter E. Broadbent Jr., the Friends continued their support of the work of the Library collection development staff by identifying and purchasing published genealogical and family history materials from contiguous states. Including expenditures for last year, since 2019 the Friends have contributed almost \$66,000 for book purchases, conservation, and purchase of archival materials. The Friends also contributed \$10,000 in 2022 to support conservation of the historically significant records of the Virginia Convention of 1775.

Mr. Edwards stated that the Virginia Genealogical Society (VGS) is the local co-sponsor for the National Genealogical Society’s annual meeting in Richmond on May 31 to June 3. The conference theme is “Virginia: Deep Roots of a Nation.” Attendance is in-person in Richmond or online at home. The conference features three days of concentrated learning for everyone interested in family history from beginners to professional genealogists. Online at home will offer ten lectures, live-streamed—five each day—on Friday and Saturday. The Library, he said, will be an active participant in the conference.

### **B. Committee/Division Reports**

#### **• Education, Outreach, and Research Services Committee**

Education and Outreach Manager Catherine Fitzgerald Wyatt, filling in for Public Services and Outreach Division Director Gregg Kimball, invited any Board members who could not attend the 200<sup>th</sup> Anniversary reception later that evening to tour the exhibition after lunch. She also encouraged members to attend the Library’s anniversary programming including an opening lecture by Brent Tarter on some of the items from the Library’s original collection, a February program highlighting the 92 black men who served in the General Assembly during the reconstruction era, a March panel honoring the 100<sup>th</sup> anniversary of women serving in the House of Delegates, a July program focusing on Virginia folk life, and another on food and wine in the fall. The 200<sup>th</sup> Anniversary webpage, Ms. Fitzgerald Wyatt noted, lists all 14 “LVA On the Go” events planned throughout the year including the most recent addition in Nelson County with the Jefferson-Madison Regional Library System on

August 12. She said there was one date left where the vehicle would be available for an “LVA On the Go” event.

Angela Flagg, Marketing and Communications Director, showed Board members a television ad that will be airing to promote the 200<sup>th</sup> anniversary and related events and programs. Other forms of promotion for the anniversary we have arranged include print and online media stories, digital ads, billboards, outreach to librarians across the Commonwealth, and more. Ms. Flagg noted that these forms of outreach will not promote just the anniversary, but also specific events on our calendar. Mr. Brockwell commented that he thought the advertisement was excellent and asked if there were any questions. Sandra Treadway, Librarian of Virginia, thanked Ms. Flagg and her team for their efforts and noted that the coverage the Library has received shows what investing in a professional marketing and communications expert can produce. She also thanked Daniel Hinderliter, Deputy for Finance and Administrative Services, for carving money out of the budget for this project, and the Foundation for understanding the importance of getting the word out so that people will actually come to the Library’s events. Mr. Brockwell echoed Dr. Treadway’s comments and praised Ms. Flagg and her team, referencing the Library’s recent cover story in the *Capitol Connections* magazine, which he said was timed perfectly with the current General Assembly session.

Before moving to the next committee report, Mr. Brockwell noted that Ms. Trigiani had arrived at the meeting.

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

John Metz, Deputy for Collections and Programs, reported that the Library made offers to four candidates for jobs working on the diseased microfilm project, three of which were accepted, and the new staff reported to work on December 13, 2022. They have been working for a month now, learning the basics, and Mr. Metz reported that their numbers for inspection looked very good. He also reported that there is a separate collection of film in the main Library building that presents an opportunity to try another approach in addressing diseased microfilm. The Library will be sending nearly 800 reels from that collection to Backstage without doing any work on the reels on our end in order to see whether that would be faster than processing them in-house first. This will help us make a more informed decision on how to address the issue. The first batch should be completed and returned sometime in June.

Greg Crawford, State Archivist and Director of Government Records Services, reminded the Board that the State Government Records Division is responsible for processing, preserving, and making accessible records from the General Assembly, the Governor’s Office, and state agencies from the colonial era to the present. One of their big projects over the past couple of years has been processing the backlog of gubernatorial records, and great strides have been made in that effort. The McAuliffe administration’s paper records, for instance, should be completed by June 2023. Mr. Crawford noted that over the past 20 years state government records have been in a predominantly electronic format rather than on paper. For example, the Northam

administration recently transferred over six terabytes of electronic records to the Library, which is more double the amount from the three previous administrations combined. While this certainly presents a challenge, Mr. Crawford and his team are currently making plans on how best to better process these electronic records and make them available.

Speaking on the Circuit Court Records Preservation Program (CCRP), Mr. Crawford reminded the Board that it is funded by a \$3.50 fee assessed to the Circuit Court Clerks. Each year the program awards grants to localities to help them preserve their local records. The CCRP Grant Review Board held a meeting on January 6 to evaluate 125 grant applications from 99 localities. Mr. Crawford noted the review board is comprised of three circuit court clerks and two staff members from the Library. He reported that this batch was the largest number of applications that had ever been submitted, and that the total amount requested across all applications was just over \$5.7 million. Unfortunately, the board only had \$4.1 million budgeted for this grant cycle, so after a thorough discussion the board approved funding, partial or in full, to 106 grant applications from all 99 localities. Mr. Crawford stated that 25 localities had submitted multiple grants for different purposes, and the board asked them to prioritize which grants were most needed which enabled them to provide the grants to all localities that submitted applications.

- **Legislative and Finance Committee**

Committee Vice-Chair Suzette Denslow, standing in for committee chair L. Preston Bryant Jr., asked Daniel Hinderliter, Deputy for Finance and Administrative Services, to present the committee report. Mr. Hinderliter addressed the Library's Statement of Financial Condition, noting that we are doing well in all regards, specifically with general funds, CCRP funds, federal funds, and special funds. None of the Library's spending patterns are out of alignment. General fund spending, for example, is at 53% halfway through the fiscal year.

Mr. Hinderliter reported that none of the decision briefs the Library submitted through the Governor's Office were included in the Governor's proposed budget; however, budget amendments have now been introduced in by the Senate and House of Delegates to support the Library's IT needs. He commented that this puts the Library in the unique and delicate situation of having to identify our needs without speaking about the Governor's priorities directly.

Reporting on legislation, Mr. Hinderliter stated that the one bill the Library sponsored through the Governor's Office is moving forward. The intent of the bill is to clean up the Virginia Public Records Act so that the Library can hold items that have been submitted to us and contain either sensitive HIPAA or education-related information, without publicly revealing that protected information. Mr. Hinderliter added that there is a full bill tracker included in the Board packet which provides details on other legislation, and noted that an additional bill, SB1528, introduced by Senator Marsden, came up in session after the packet was put together and is thus not listed on the tracker. Mr. Hinderliter reported that the Library will be working with the Department

of Planning and Budget (DPB) on SB1463 which would require warning stickers on any library books that contain sexually explicit content. DPB is gathering information for the bill's fiscal impact statement (FIS), and the Library is trying to ascertain whether they are looking for the impact on just the Library itself, or rather all library systems across the Commonwealth.

Dr. Treadway added that the Library has been working closely with both the House Appropriations Committee and the Senate Finance Committee throughout the session and that, to her surprise and delight, the Higher Education Subcommittee of House Appropriations asked her to make a presentation to them about the Library, what we do, and our history since they did not know much about our agency. She said that the subcommittee was very receptive to the information she provided.

Mr. Hinderliter reported on the Library's space planning efforts, noting that the General Assembly considers capital requests on odd-numbered years. As such, the Library is working with the Foundation to update our older planning documents and determine the cost of implanting desired updates to our building. The goal, he said, is to propose a capital project that would receive funding from the Governor and General Assembly, as well as from the Foundation. Mr. Hinderliter noted that the committee identified a request for proposals (RFP), adding that Scott Dodson, executive director of the Library of Virginia Foundation, contributed a lot of work toward that effort. Sixteen companies were notified and the Library received four proposals which were reviewed by a committee of Foundation and Library



in the Commonwealth has a collection development policy which covers the criteria for the selection and deselection of items, as well as the general process for reconsideration of materials in the collection.

Ms. Sims reported on the committee's review of the business development resources the Library provides and noted that we are partnering with small business development centers across the state to help highlight public library services that can benefit small businesses, such as notary services, online classes, and informational resources like legal forms and business plans, among others.

One agenda item the committee did not get to discuss due to time, Ms. Sims noted, was brainstorming about the libraries of the future in light of how an increasing aging population and decreasing youth population will impact the communities we serve and the library resources we provide. Ms. Sims said the committee will take up this discussion at their next meeting.

- **Library of Virginia Foundation**

Pia Trigiani, President of the Library of Virginia Foundation, reported that the Foundation Board, which includes two Library Board members, C. Paul Brockwell Jr. and Suzette Denslow, met last week to discuss, among other things, a report on their fundraising goals. Ms. Trigiani stated that the Foundation is on track to meet this year's targets, in large measure due to the excellent work that Director of Development Elaine McFadden is doing in securing grants for priority Library projects. Ms. Trigiani also highlighted the work of the Foundation Board's Space Planning Committee, which has contributed to the work that Mr. Hinderliter discussed earlier in the meeting. She noted that recently the Foundation Board welcomed several new members who come from a range of backgrounds and this has enhanced the Board's ability to support the space planning efforts. She especially thanked Charlottesville architect Jeffrey Dreyfus for his guidance and advice.

Ms. Trigiani also stated that the Foundation was pleased to collaborate with the Library on the opening reception for the 200<sup>th</sup> anniversary exhibition and hoped that she would see the Board members there later that evening. She added that the Foundation has many more exciting things planned during the anniversary year.

Scott Dodson, Executive Director of the Library of Virginia Foundation, reported that the space planning efforts have gone very well. He said that once the plans have been defined and finalized, the Foundation will be able to begin a feasibility study to inform us on what a potential fundraising campaign might entail as well as what potential state funding might be requested. Mr. Dodson noted that space planning efforts have been attempted in the past but what has been missing is the cost estimate, and so the current phase of the project is to have a clear understanding of the costs. . He noted that the Foundation has been working with Mr. Hinderliter on this and praised his support and contributions.

Mr. Dodson reported that through the second quarter of FY 23 the Foundation has raised about \$1.2 million, as compared to about \$1.6 million at this point last year. Last year's amount reflects a special seven-figure gift, making it an unusual year. The Foundation is in a very good place, but it is striving to raise at least another \$300,000 by the end of the fiscal year. He reported that the Virginia Shop continues to show a small profit, which is wonderful since it operated under a deficit for many years in the past and as the Shop's location in the Capitol is closed indefinitely due to construction. He commended the efforts of Katharine LaBoy, the Foundation's Assistant Director for Finance and Administration, in managing the Shop.

Mr. Dodson announced the Foundation's newest staff member, Annie Rae Carlson, Development and Events Coordinator, who was hired in November to replace Dawn Greggs who had served in that role for many years.

## **VII. REPORT OF THE LIBRARIAN OF VIRGINIA**

Dr. Treadway reported that the Library is kicking its 200<sup>th</sup> anniversary year off strong with the new exhibit and other events this evening and tomorrow. She emphasized that the anniversary is less about the Library honoring itself, but more so about the opportunity to tell Virginia stories in new and interesting ways as well as engaging more people in the work the Library does. She thanked the Foundation for understanding that and working to support the anniversary, as well as all of the fundraising work to support the Library and its programs generally. Dr. Treadway stated that the Library had not received additional funds to put toward anniversary events beyond the Foundation's generous support, but the Library will still have an exciting year, in large measure due to the efforts of staff who understand the importance of the anniversary and are stepping up accordingly.

Dr. Treadway stated that the official kick-off to the anniversary is the exhibit's invitation-only opening reception scheduled for later this evening for both our Boards, special donors, members of the General Assembly, and others. While the Governor is not able to attend, Dr. Treadway said that Aimee Rogstad Guidera, Secretary of Education, was

southwest Virginia reception; however, she is actively spreading the word to her friends and colleagues about the anniversary in order to drum up excitement about the exhibit. Dr. Treadway confirmed that the exhibit will be open to view during that reception. Mr. Brockwell commented that some of the items in the exhibit relate to southwest Virginia and its musical heritage, which he was excited to see.

#### **VIII. REPORT OF THE CHAIR**

Mr. Brockwell reported that with regard to the honorary patron of letters project, he will soon be issuing a call for nominations to the Library and Foundation boards with a deadline of March 1, 2023. He explained that the short deadline was because the Board will need to move quickly to ensure everything can be coordinated so that the honorees have sufficient advance notice to be able to attend the Literary Awards event on October 14.

Mr. Brockwell stated that once the General Assembly session settles down and the anniversary kick off is behind us, he will focus on the April Board meeting, which he is planning to hold off site in Roanoke. This, he said, would resume an old tradition of holding one Board meeting each year on the road, and would align with one of the Governor's stated priorities, namely meeting people where they are and bringing state

## Library of Virginia

### STATEMENT OF FINANCIAL CONDITION As of March, 31, 2023

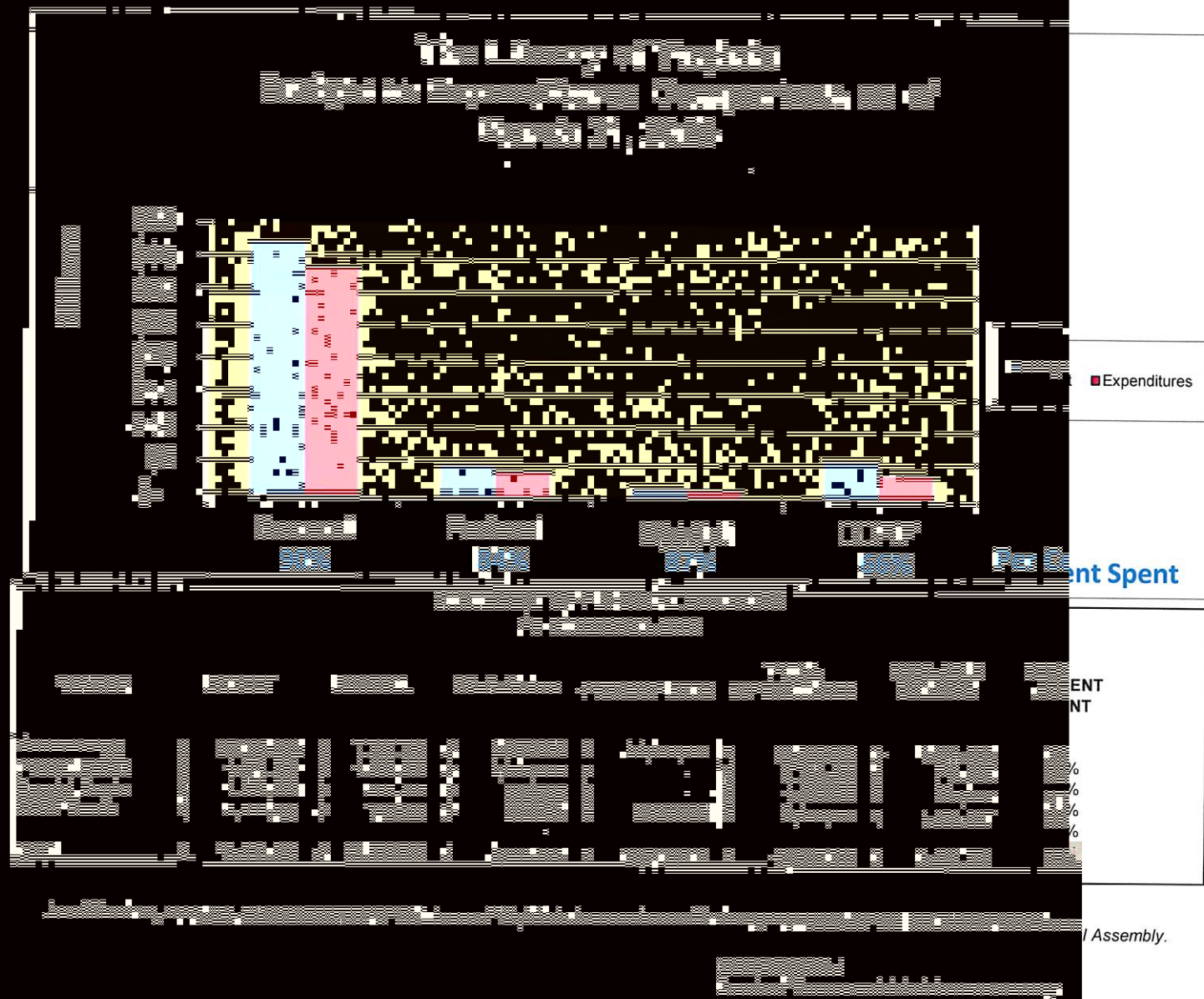
SOURCE	BUDGET	PAYROLL	OPERATIONS	SUBRECIPIENTS	TOTAL EXPENDITURES	AVAILABLE BALANCE	PERCENT SPENT
General Fund	\$ 37,185,282	\$ 7,785,760	\$ 4,650,952	\$ 21,083,584	\$ 33,520,296	\$ 3,664,986	90%
Federal Funds	\$ 4,471,564	\$ 1,086,979	\$ 2,666,480	\$ -	\$ 3,753,459	\$ 718,105	84%
Special Funds	\$ 1,375,000	\$ 457,167	\$ 732,790	\$ -	\$ 1,189,957	\$ 185,043	87%
CCRP Funds	\$ 5,500,000	\$ 749,829	\$ 262,216	\$ 2,629,328	\$ 3,641,373	\$ 1,858,627	66%
<b>Total</b>	<b>\$ 48,531,846</b>	<b>\$ 10,079,735</b>	<b>\$ 8,312,438</b>	<b>\$ 23,712,912</b>	<b>\$ 42,105,085</b>	<b>\$ 6,426,761</b>	<b>87%</b>

### STATEMENT OF FINANCIAL CONDITION As of March 31, 2022

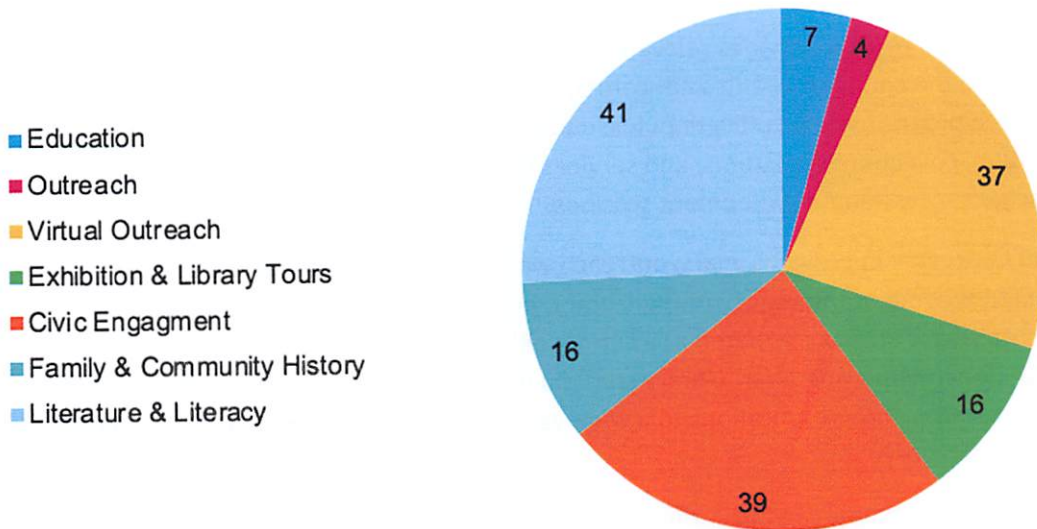
SOURCE	BUDGET	PAYROLL	OPERATIONS	SUBRECIPIENTS	TOTAL EXPENDITURES	AVAILABLE BALANCE	PERCENT SPENT
General Fund	\$ 32,919,515	\$ 6,865,478	\$ 3,940,656	\$ 18,233,584	\$ 29,039,718	\$ 3,879,797	88%
Federal Funds	\$ 4,652,749	\$ 1,004,745	\$ 2,565,681	\$ -	\$ 3,570,426	\$ 1,082,323	77%
Special Funds	\$ 1,329,231	\$ 401,784	\$ 514,829	\$ -	\$ 916,613	\$ 412,618	69%
CCRP Funds	\$ 3,342,561	\$ 637,016	\$ 370,875	\$ 1,271,664	\$ 2,279,555	\$ 1,063,006	68%
<b>Total</b>	<b>\$ 42,244,056</b>	<b>\$ 8,909,023</b>	<b>\$ 7,392,041</b>	<b>\$ 19,505,248</b>	<b>\$ 35,806,312</b>	<b>\$ 6,437,744</b>	<b>85%</b>

### STATEMENT OF FINANCIAL CONDITION YTD COMPARISON 3.31.23 to 3.31.22

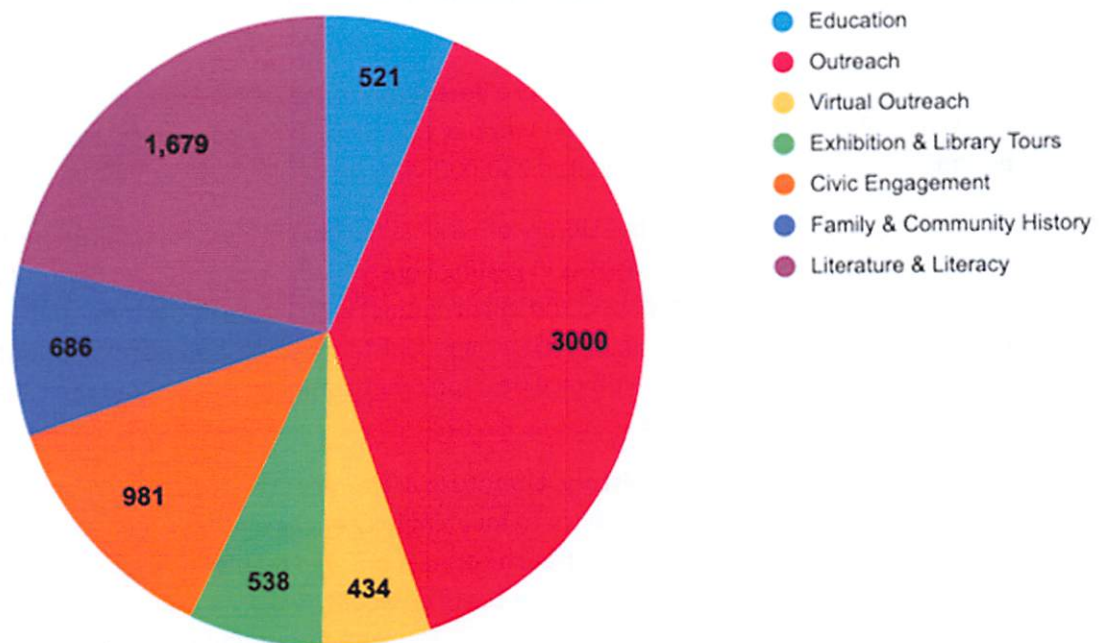
SOURCE	BUDGET	PAYROLL	OPERATIONS	SUBRECIPIENTS	TOTAL EXPENDITURES	AVAILABLE BALANCE	PERCENT SPENT
General Fund	\$ 4,265,767	\$ 920,282	\$ 710,296	\$ 2,850,000	\$ 4,480,578	\$ (214,811)	-2%
Federal Funds	\$ (181,185)	\$ 82,234	\$ 100,799	\$ -	\$ 183,033	\$ (364,218)	-7%
Special Funds	\$ 45,769	\$ 55,383	\$ 217,961	\$ -	\$ 273,344	\$ (227,575)	-18%
CCRP Funds	\$ 2,157,439	\$ 112,813	\$ (108,659)	\$ 1,257,664	\$ 4,361,819	\$ (1,061,819)	-24%



## Number of Programs



## People interacted with



In 2022, the Library of Virginia's programming and outreach was both in person and virtual. We held 160 programs and engaged with almost 8,000 people. Below you will find a description of program categories, followed by visual representations of number of people interacted with by category followed by number of programs by category.

**Education:** The Library of Virginia provides relevant and useful educational material on Virginia's history, culture, and people to the commonwealth's educators, students, 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, workshops, web-based content, and teacher professional development sessions.

**Outreach/Virtual Outreach:** In previous years, outreach was its own category. Our outreach programs help cultivate understanding of the history of the Library, including our mission, collections, programs, services, and events where staff participated at a Library of Virginia table at conferences and festivals. During the COVID-19 pandemic and after, Library staff did limited outreach however, Library staff offered virtual tours, talks, and presentations to a wide variety of audiences which are represented in the virtual outreach category.

**Exhibitions:** As its major exhibition in 2022, the Library of Virginia mounted *Your Humble Petitioners: Legislative Petitions Gave Voice to Virginians* highlighting petitions that involved deeply personal issues such as divorce and requests by emancipated Black people to remain in Virginia. Imagine having to explain to the House of Delegates why you want to divorce your spouse or change your name or take other actions that affect your life. Virginians had to do just that for nearly a century. The Library's collection of nearly 25,000 petitions reveals how Virginians communicated their concerns on a wide range of topics.

**Traveling Exhibitions:** Four traveling exhibitions were hosted by twenty-five venues in 2022. Two venues hosting *Teetotalers & Moonshiners: Prohibition in Virginia, Distilled* (on the road since 2017) extended their loan periods for the exhibition. An estimated 250,000 Virginians saw these exhibitions.

**Library & Exhibition 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 an orientation PowerPoint. Education staff maintained phone and email contact with interested groups and answered inquiries; assisted tour groups with parking, directions, and logistics; established learning priorities of tours; researched and booked tour dates with facilities; took registrations; coordinated the Library staff who might also be involved; and led 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 the Library of Virginia's Foundation Weinstein series, which supports the literary arts by bringing both new and well-known authors to the Library of Virginia.



## LIBRARY OF VIRGINIA

### Press Coverage | January–March 2023

The Library was featured in 47 news stories and mentioned in 52 news stories across the state, including:

- 23 on the Library's 200th anniversary celebration and exhibition
- 12 on our Circuit Court Preservation Program efforts and grant announcements

Virginia Quarterly Collections | Winter 2023

**"Two Hundred Years, Two Hundred Stories: Marking a Milestone – The Library of Virginia Turns 200"**  
[https://viralconnections.com/qm/issues/qm\\_winter\\_2023/](https://viralconnections.com/qm/issues/qm_winter_2023/)

Richmond Times-Dispatch | Jan. 22, 2023

**"For its 200<sup>th</sup> anniversary, the Library of Virginia digs into its archives for a sweeping retrospective"**  
[https://richmond.com/lifestyles/for-its-200th-anniversary-the-library-of-virginia-digs-into-its-archives-for-a-sweeping/article\\_afec188c-980a-11ed-9858-0f319c2fc9d7.html](https://richmond.com/lifestyles/for-its-200th-anniversary-the-library-of-virginia-digs-into-its-archives-for-a-sweeping/article_afec188c-980a-11ed-9858-0f319c2fc9d7.html)

WWTB NBC12 News (Richmond) | Jan. 23, 2023

**"Library of Virginia celebrates 200th anniversary with a yearlong series of events"**  
<https://www.nbc12.com/2023/01/23/library-virginia-celebrates-200th-anniversary-with-year-long-series-events/>

Richmond Magazine | Feb. 14, 2023

**"'A Splendid Time Is Guaranteed for All': Celebrating the Library of Virginia's two centuries of collecting and recognizing our varied histories"**  
<https://richmondmagazine.com/news/library-of-virginia-200-years-200-stories/>

Virginia Mercury | Jan. 3, 2023

**"Across Virginia, circuit courts try to reverse an old way of preserving documents"**  
<https://www.virginiamercury.com/2023/01/03/across-virginia-circuit-courts-try-to-reverse-an-old-way-of-preserving-documents/>

WRIC ABC 8News (Richmond) | Feb. 23, 2023

**"Honoring Black History: How to explore your family history in Virginia"**  
<https://www.wric.com/black-history-month/honoring-black-history-how-to-explore-your-family-history-in-virginia/>

Henrico Citizen | Feb. 22, 2023

**"Library of Virginia genealogy workshops help researchers find their Virginia stories"**  
<https://www.henricocitizen.com/articles/library-of-virginia-genealogy-workshops-help-researchers-find-their-virginia-stories/>

Style Weekly (Richmond) | March 22, 2023

**"Places at the Table: Panel discussion to celebrate the 100-year-history of Virginia's House of Delegates"**  
<https://m.styleweekly.com/richmond/places-at-the-table/Content?oid=19868182>

RVAHub | March 27, 2023

**"Library of Virginia Honors Deaf History Month With a Talk and Exhibition on the History of a Shenandoah County Deaf Village and Shared Signing Community"**  
<https://rvahub.com/2023/03/27/library-of-virginia-honors-deaf-history-month-with-a-talk-and-exhibition-on-the-history-of-a-shenandoah-county-deaf-village-and-shared-signing-community/>

## **LIBRARY OF VIRGINIA**

### **Social Media Metrics | January–March 2023**

#### **Facebook**

The Library's Facebook page continues to show growth and engagement.

- 14,035 followers = 551 new followers since last quarter
- 10.9k page & profile visits total is up 27% from last quarter
- 364k organic reach total is up 301% from last quarter
- 25.4k organic engagement total is up 67.4% from last quarter

#### **Instagram**

The Library's Instagram page continues to show growth and engagement.

- 4,699 followers = 231 new followers since last quarter
- 832 profile visits total is up 6.4% from last quarter
- 8.4k organic reach total is up 43% from last quarter
- 3.4K organic engagement total is up 30% from last quarter

#### **Twitter**

The Library's Twitter page continues to show growth and engagement.

- 7,433 followers = 40 new followers since last quarter
- 72.6k impressions total is up 44.6% from last quarter
- 2.3% engagement rate (average per month) is the same as last quarter

#### **LinkedIn**

The Library's LinkedIn page has shown growth and engagement since we began using it as a marketing tool last fall. This is our second report.

- 169 followers = 66 new followers since last quarter
- 5.6k impressions total is up 132% since last quarter
- 409 engagement total is up 96.6% since last quarter

**Unified Regulatory Plan of the Library of Virginia for State Fiscal Year 2023**

Prepared October 11, 2022

**Agency Summary** – using the summaries provided in the VAC, provide a brief description of the agency and each board that is anticipated to undertake an action in the fiscal year.

The Library Board of the Library of Virginia (17VAC15. VAC Agency No. 15) is authorized to provide direction and establish policy for The Library of Virginia, which is the state library agency, the reference library at the seat of government, and the archival agency of the Commonwealth, and to make regulations for its governance and use. Code of Virginia, Title 42.1, Chapter 1, Article 1. The board is directed to establish guidelines for the management, preservation, and destruction of public records of the Commonwealth and its political subdivisions. Code of Virginia, Title 42.1, Chapter 7. It is authorized to prescribe standards of eligibility of local and regional public library systems to receive state aid and to allocate to such systems available state and federal funds. Code of Virginia, Title 42.1, Chapter 3. The board is authorized to establish qualifications required to hold a professional library position. Code of Virginia, Title 42.1, Chapter 1, Article 2. Any changes to the regulations for which the Library is responsible must be vetted with and approved by the Library Board. Therefore the regulatory actions taken by the Library of Virginia will focus on reviewing each regulation or guidance document for opportunities to clarify and to eliminate overly burdensome requirements.

<b>Title of Proposed Regulatory Action or Guidance Document</b> Requirements Which Must be Met By Libraries Serving a Population of Less than 5,000 in Order to Receive State Grants-in-Aid [17 VAC 15 - 90]	
<b>Brief Overview</b> In order to receive their state aid funding allocation each year, all public libraries in Virginia are required to submit a five-year plan, the charter/resolution under which they are organized, by-laws of the board of trustees, a list of trustees, an annual budget, and a written statement of policy covering such items as service, personnel, and maintenance of book collections and other materials. Smaller libraries, in particular, find it difficult to meet the five-year plan requirement due to limited staff and funds. The requirement will be reviewed and proposed changes will be vetted with the Library Board by the end of Fiscal Year 2023. Changes approved by Library Board will be pursued through the Virginia Regulatory process in Fiscal Year 2024.	
<b>Regulatory Stage (check one box)</b>	<input type="checkbox"/> NOIRA <input checked="" type="checkbox"/> Proposed Rule <input type="checkbox"/> Final Rule <input type="checkbox"/> Emergency Rule <input type="checkbox"/> Fast-Track Rule
<b>Additional Description</b>	<input type="checkbox"/> Expedited Rule <input type="checkbox"/> Exempt Rule <input type="checkbox"/> Guidance Document
<b>Legal Authority</b>	<input type="checkbox"/> Action required by federal statute <input type="checkbox"/> Action required by state statute <input checked="" type="checkbox"/> Discretionary action
<b>Deregulatory Component</b>	Public libraries serving smaller populations often have difficulty meeting the reporting standards required to receive their allocation of state aid funding. The Library of Virginia would like to find easier, alternate ways for even the smallest library with limited staffing and funds to meet the reporting requirements to receive state aid.
<b>Expected Date</b>	June 2023

<b>Title of Proposed Regulatory Action or Guidance Document</b> Revise the specific evening and weekend service hours obligation to the Requirements Which Must Be Met in Order to Receive Grants-In-Aid [17 VAC 15 - 110].
--

<b>Brief Overview</b>	
This standard establishes the requirements that must be met by libraries serving a population of more than 5,000 in order to qualify for state grants-in-aid. It currently mandates that service include three consecutive evening hours. The Library will review this provision to see if there is a way to allow for more discretion among the public libraries to arrange their hours over the course of a week to meet the specific needs and use patterns of their patrons. The requirement will be reviewed and proposed changes will be vetted with the Library Board by the end of Fiscal Year 2023. Changes approved by Library Board will be pursued through the Virginia Regulatory process in Fiscal Year 2024.	
<b>Regulatory Stage (check one box)</b>	<input type="checkbox"/> NOIRA <input checked="" type="checkbox"/> Proposed Rule <input type="checkbox"/> Final Rule <input type="checkbox"/> Emergency Rule <input type="checkbox"/> Fast-Track Rule
<b>Additional Description</b>	<input type="checkbox"/> Expedited Rule <input type="checkbox"/> Exempt Rule <input type="checkbox"/> Guidance Document
<b>Legal Authority</b>	<input type="checkbox"/> Action required by federal statute <input type="checkbox"/> Action required by state statute <input checked="" type="checkbox"/> Discretionary action
<b>Deregulatory Component</b>	Revise requirement from "at least three consecutive evening hours" to a directive that allows the locality to define their evening and weekend hours based on the needs and use-patterns of their patrons.
<b>Expected Date</b>	June 2023

<b>Title of Proposed Regulatory Action or Guidance Document</b>	
Revise the requirement in the Regulations Governing the Destruction of Public Records Containing Social Security Numbers [17 VAC 15 - 120] requiring the presence of an agency witness in the certified destruction of records.	
<b>Brief Overview</b>	
The Regulations Governing the Destruction of Public Records Containing Social Security Numbers currently require 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 with the Library Board. Changes approved by Library Board will be pursued through the Virginia Regulatory process in Fiscal Year 2024.	
<b>Regulatory Stage (check one box)</b>	<input type="checkbox"/> NOIRA <input checked="" type="checkbox"/> Proposed Rule <input type="checkbox"/> Final Rule <input type="checkbox"/> Emergency Rule <input type="checkbox"/> Fast-Track Rule
<b>Additional Description</b>	<input type="checkbox"/> Expedited Rule <input type="checkbox"/> Exempt Rule <input type="checkbox"/> Guidance Document
<b>Legal Authority</b>	<input type="checkbox"/> Action required by federal statute <input type="checkbox"/> Action required by state statute <input checked="" type="checkbox"/> Discretionary action
<b>Deregulatory Component</b>	Eliminating the requirement that an agency representative be present to witness the secure destruction of records containing privacy-protected information is redundant and overly burdensome. The requirement will be reviewed and proposed changes will be vetted with the Library Board by the end of Fiscal Year 2023. Changes approved by Library Board will be pursued through the Virginia Regulatory process in Fiscal Year 2024.
<b>Expected Date</b>	June 2023

# Preliminary Review of Waiver Information

April 11, 2023

## General Decreases in Expenditures

### Library System

Blackwater  
Campbell  
Central Rappahannock  
Central Virginia  
Franklin  
Galax-Carroll  
Iris Brammer  
Jamerson  
Lonesome Pine  
Lynchburg  
Manassas Park  
Meherrin  
Newport News  
Nottoway  
Pamunkey  
Portsmouth  
Pulaski  
Richmond  
Roanoke  
Samuels  
Smyth  
Virginia Beach  
Waynesboro

## Failure to Meet 50% of the Median

Massanutten Regional Library  
(Has improved; Under 5-Year Plan through 2027)  
Halifax County-South Boston Library System  
(Has improved; Under 5-Year Plan through 2027)

## Evening Hours waiver

Mathews Memorial Library



Northumberland Public Library	\$227,557	\$72,388	\$300,945	12,497	\$9.16
Charlotte County Library	\$193,523	\$45,905	\$239,428	12,497	\$4.89
James L. Hamner Public Library	\$263,173	\$54,364	\$317,537	12,759	\$25.79
Lunenburg County Public Library Sys	\$160,537	\$41,063	\$201,600	12,765	\$13.11
Mary Riley Styles Public Library	\$1,897,691	\$141,028	\$2,038,719	13,315	\$154.82
Madison County Library, Inc.	\$153,366	\$39,246	\$192,612	13,333	\$13.56
J. Robert Jamerson Memorial Library	\$164,353	\$42,222	\$206,575	15,270	\$13.57
Nottingham County Library System	\$197,114	\$53,874	\$250,988	15,975	\$15.73
Colonial Heights Public Library	\$667,090	\$141,687	\$808,777	17,073	\$47.60
Radford Public Library	\$648,245	\$141,709	\$789,954	17,139	\$46.32
Bristol Public Library	\$1,687,763	\$141,818	\$1,829,581	17,728	\$103.93
Waynesboro Public Library	\$780,913	\$142,377	\$923,290	21,015	\$43.93
Alleghany Highlands Regional Library	\$268,226	\$67,008	\$335,234	22,220	\$15.09
Buchanan County Public Library	\$484,154	\$112,366	\$596,520	23,867	\$24.99
Lewis Egerton Smoot Memorial Libra	\$420,612	\$95,131	\$515,743	24,460	\$21.00
Staunton Public Library	\$1,012,177	\$143,003	\$1,155,180	24,577	\$47.10
Salem Public Library	\$946,096	\$143,092	\$1,089,188	25,274	\$43.20
Fluvanna County Public Library	\$252,294	\$65,050	\$317,344	26,019	\$12.19

HQ

Expenditure

Scenario

Current HQ

Expenditure

99.60
115.55
136.35
194.20
265.25
373.50
442.50
459.10
509.55
553.85
554.45
568.50
603.80
619.35
624.85
637.95
638.25
665.75
666.65
763.50
798.75
853.65
856.95
886.40
1,050.75
1,111.00
1,193.35
1,223.00
1,228.85
1,263.70
1,300.95

Libraries	Expenditures from Local Funds	Expenditures from State Aid	Total Discretionary Funds	Service Population	Discretionary Expenditure Per Capita
Iris Brammer Library	\$48,351	\$9,404	\$57,755	1,992	\$28.99
Highland County Public Library	\$98,451	\$24,306	\$122,757	2,311	\$53.12
Peasburg Public Library	\$196,222	\$46,683	\$242,905	2,727	\$89.07
Clifton Forge Public Library	\$196,390	\$30,780	\$227,170	3,884	\$58.49
Craig County Public Library	\$24,562	\$6,971	\$31,533	5,305	\$5.93
Rappahannock County Library	\$192,999	\$38,676	\$231,675	7,470	\$31.01
Mathews Memorial Library	\$256,785	\$69,326	\$326,111	8,850	\$36.85
Richmond County Public Library	\$100,432	\$23,261	\$123,693	9,182	\$13.47
Cumberland County Public Library	\$114,410	\$39,926	\$154,336	10,191	\$15.14
Essex Public Library	\$216,963	\$52,330	\$269,293	11,077	\$24.31
Middlesex County Public Library	\$216,211	\$64,108	\$280,319	11,089	\$25.28
Lancaster Community Library	\$453,806	\$97,932	\$551,738	11,370	\$48.53
Poquoson Public Library	\$701,332	\$140,899	\$842,231	12,076	\$69.74
					\$1.55

Public Library	\$309,057	\$74,246					
City Public Library	\$224,641	\$93,017	\$383,303	27,059	\$14.17	\$	1,352.95
County Public Library	\$307,744	\$99,021	\$317,658	28,311	\$11.22	\$	1,415.55
Library, Inc.	\$374,503	\$104,504	\$406,765	28,451	\$14.30	\$	1,422.55
County Public Library	\$480,917	\$127,321	\$479,007	29,481	\$16.25	\$	1,474.05
County Public Library	\$586,194	\$146,845	\$608,238	31,980	\$19.02	\$	1,599.00
Public Library	\$761,530	\$144,386	\$733,039	32,476	\$22.57	\$	1,623.80
County Library	\$911,602	\$147,381	\$905,916	32,781	\$27.64	\$	1,639.05
City Public Library	\$876,116	\$146,385	\$1,058,983	33,423	\$31.68	\$	1,671.15
City Library System	\$519,473	\$129,095	\$1,022,501	34,143	\$29.95	\$	1,707.15
Regional Library	\$440,549	\$133,837	\$648,568	34,657	\$18.71	\$	1,732.85
City-South Boston Library	\$317,094	\$109,429	\$574,386	35,026	\$16.40	\$	1,751.30
Regional Library	\$423,827	\$136,382	\$426,523	36,074	\$11.82	\$	1,803.70
County Public Library	\$916,530	\$146,205	\$560,209	36,514	\$15.34	\$	1,825.70
Public Library	\$1,107,872	\$146,381	\$1,062,735	37,232	\$28.54	\$	1,861.60
Regional Library	\$1,074,867	\$197,535	\$1,254,253	38,387	\$32.67	\$	1,919.35
Ala Regional Library	\$571,014	\$153,940	\$1,272,402	38,752	\$32.83	\$	1,937.60
Regional Library	\$1,328,901	\$282,118	\$724,954	40,459	\$17.92	\$	2,022.95
County Library	\$812,532	\$148,785	\$1,611,019	41,262	\$39.04	\$	2,063.10
Public Library	\$1,083,609	\$146,185	\$961,317	42,889	\$22.41	\$	2,144.45
County Public Library	\$948,402	\$149,126	\$1,229,794	42,912	\$28.66	\$	2,145.60
South Regional Library	\$543,615	\$148,051	\$1,097,528	44,665	\$24.57	\$	2,233.25
Public Library	\$557,836	\$152,803	\$691,666	44,802	\$15.44	\$	2,240.10
County Library	\$858,528	\$148,946	\$710,639	45,701	\$15.55	\$	2,285.05
County Public Library	\$1,554,752	\$151,125	\$1,007,474	48,223	\$20.89	\$	2,411.15
County Public Library	\$976,648	\$150,953	\$1,705,877	55,207	\$30.90	\$	2,760.35
County Public Library	\$847,942	\$152,064	\$1,127,601	56,136	\$20.09	\$	2,806.80
County Public Library	\$1,100,860	\$154,711	\$1,000,006	56,574	\$17.68	\$	2,828.70
County Public Library	\$2,142,281	\$153,496	\$1,255,571	63,167	\$19.88	\$	3,158.35
Public Library	\$2,080,960	\$150,540	\$2,295,777	66,573	\$34.49	\$	3,328.65
County Library	\$1,099,647	\$156,606	\$2,231,500	66,955	\$33.33	\$	3,347.75
Library System	\$1,593,101	\$205,380	\$1,256,253	74,504	\$16.86	\$	3,725.20
Public Library	\$1,260,406	\$151,959	\$1,798,481	76,309	\$23.57	\$	3,815.45
Regional Library	\$1,647,978	\$410,820	\$1,412,765	77,376	\$18.25	\$	3,868.80
			\$2,058,598	83,125	\$24.77	\$	4,156.25



Williamsburg Regional Library	\$5,568,691	\$299,034	\$5,867,725	85,124	\$68.93	\$	4,256.20	
Blue Ridge Regional Library	\$1,375,891	\$316,287	\$1,692,178	86,003	\$19.68	\$	4,300.15	
Appomattox Regional Library System	\$1,516,951	\$375,349	\$1,892,300	87,557	\$21.61	\$	4,377.85	
Suffolk Public Library System	\$2,386,974	\$155,649	\$2,542,623	87,831	\$28.95	\$	4,391.55	
Roanoke County Public Library	\$3,589,667	\$155,633	\$3,745,300	92,703	\$40.40	\$	4,635.15	
Portsmouth Public Library	\$2,052,791	\$155,117	\$2,207,908	96,871	\$22.79	\$	4,843.55	
Roanoke City Public Library	\$3,685,584	\$155,513	\$3,841,097	98,913	\$38.83	\$	4,945.65	
Lonesome Pine Regional Library	\$1,709,607	\$426,737	\$2,136,344	108,861	\$19.62	\$	5,443.05	
Montgomery-Floyd Regional Library	\$1,753,319	\$234,690	\$1,988,009	112,593	\$17.66	\$	5,629.65	
Handley Regional Library	\$1,822,354	\$360,668	\$2,183,022	122,316	\$17.85	\$	6,115.80	
Hampton Public Library	\$2,487,402	\$162,245	\$2,649,647	139,032	\$19.06	\$	6,951.60	
Pamunkey Regional Library	\$3,254,946	\$434,246	\$3,689,192	146,660	\$25.15	\$	7,333.00	
Alexandria Library	\$7,178,471	\$164,069	\$7,342,540	151,218	\$48.56	\$	7,560.90	
Massanutten Regional Library	\$1,677,740	\$358,478	\$2,036,218	154,308	\$13.20	\$	7,715.40	
Newport News Public Library System	\$4,641,117	\$169,726	\$4,810,843	183,412	\$26.23	\$	9,170.60	
Richmond Public Library	\$5,334,451	\$174,305	\$5,508,756	211,172	\$26.09	\$	10,558.60	
Jefferson-Madison Regional Library	\$6,727,417	\$604,695	\$7,332,112	217,916	\$33.65	\$	10,895.80	
Arlington Dept. of Libraries	\$12,822,381	\$176,777	\$12,999,158	227,146	\$57.23	\$	11,357.30	
Chesapeake Public Library	\$8,635,193	\$179,385	\$8,814,578	232,977	\$37.83	\$	11,648.85	
Norfolk Public Library	\$10,540,971	\$180,138	\$10,721,109	246,392	\$43.51	\$	12,319.60	
Central Rappahannock Regional Libr.	\$11,018,289	\$626,080	\$11,644,369	306,297	\$38.02	\$	15,314.85	
Henrico County Public Library	\$15,149,888	\$192,915	\$15,342,803	316,973	\$48.40	\$	15,848.65	
Hesterfield County Public Library	\$7,653,063	\$195,620	\$7,848,683	326,950	\$24.01	\$	16,347.50	
Loudoun County Public Library	\$14,588,420	\$199,643	\$14,788,063	347,969	\$42.50	\$	17,398.45	
Virginia Beach Public Library	\$17,013,194	\$215,065	\$17,228,259	449,628	\$38.32	\$	22,481.40	\$12,064.00
Prince William Public Library System	\$16,064,402	\$519,607	\$16,584,009	487,122	\$34.04	\$	24,356.10	
Suffolk County Public Library	\$28,693,463	\$498,839	\$29,192,302	1,140,835	\$25.59	\$	57,041.75	\$ 12,638.00

**The Commonwealth of Virginia**  
**A Resolution of the Library Board**

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

[REDACTED]

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 provide 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

## **Executive Summary**

### **Library of Virginia Activities and Accomplishments**

#### **January 2023 – March 2023**

The Library of Virginia continues to make progress on our strategic planning goals relating to the development of and access to collections and services; leadership in the records management, library, and archival communities; increased outreach, engagement, and education for the citizens of the Commonwealth; and nimbleness as an organization that empowers its staff to lead. Below are highlights of our activities during the past quarter.

#### **Collections Access and Management Services**

One pandemic casualty was the Library's collaboration with ProQuest to microfilm local Virginia newspapers. For nearly seventy years, ProQuest and its predecessors filmed local in-print Virginia newspapers at no cost to the Library in exchange for the right to market and sell copies of the microfilm to interested libraries. At the height of the pandemic, ProQuest closed their camera microfilming production center for several months, and during that time, looked closely at their business model. As a result, they determined that the cost of creating microfilm, coupled with the volatility of the newspaper industry, was unsustainable. The year 2021 was the last year they filmed newspapers for the Library.

Beginning in FY 2023, the Library began paying to have the film duplicated by Backstage Library Works to create preservation copies of current Virginia imprints for which there were no preservation plans by other businesses or institutions. Our initial goal was to reformat hard copies already in the Library's collection, and we will decide if and how the newspaper program will continue once preservation copies have been made for all titles in the backlog. This decision will ultimately be based on the availability of funds as well as the number of newspaper publishers that remain as many of these businesses are disappearing as they go out of business or are subsumed by larger publishers who have tapped into fee-based online services.

In the past quarter, the Library also acquired two rare and significant Civil War- era maps. The first by Gustavus R. Bechler, is the "MILITARY MAP refering [sic] to the CAMPAIGNS OF THE ARMY OF THE POTOMAC in VIRGINIA, MARYLAND, AND PENNSYLVANIA.... 1865.... Compiled from the latest and most reliable sources. New York: H. H. Lloyd & Co., 1865." This map is important because Bechler has added the locations and dates of many dozens of battles fought by the Army of the Potomac between late 1861 and Lee's surrender. The sheer density of the violence depicted is shocking. This encyclopedic feature makes the map unique for the period. WorldCat indicates that the only other catalogued version of this map is in the British Library.

The second map acquired since January was a Lithograph by A. Hoen & Co. of Baltimore, entitled, "MAP OF APPOMATTOX COURT HOUSE AND VICINITY. Showing the relative positions of the Confederate and Federal Armies at the time of General Lee's Surrender, April 9th, 1865. Baltimore: Henderson & Co., 1866." It is one of very few maps published at the time



of Lee's surrender. The map depicts an area roughly 5 ½ by 4 ½ miles surrounding the village of Appomattox Court House, with wooded areas sketched in, the topography indicated by hachuring, and roads and waterways delineated. A couple of dozen residences are identified, notably that of Wilmer and Virginia McLean in the center of the village, where Generals Grant and Lee met to agree on surrender terms. Symbols indicate the positions of the two armies, with Grant's huge army in an arc east, south and west of the village and Lee's much smaller force to the north. Thankfully, the Library of Virginia Foundation was able to move quickly to find a donor to cover the cost of this acquisition.

### **Digital Initiatives & Web Presence**

As of April 7, 2023, Backstage Library Works has captured more than 238,000 images as part of the World War II Separation Notices digitization project. We are in process of recruiting for the Digital Collections Specialist, who will oversee the public engagement portion of the project, as well as final preparation for public access via the Library's digital collections and the Virginia Open Data Portal. We are very excited to get this project out and available to the public.

We again offered our Making History crowdsourcing program to the House of Delegates pages as an additional volunteer service project this year. Thirty-six pages visited the Library of Virginia on January 12 for an introductory transcribe-a-thon primarily focused on the Evergreen Cemetery records and expanding to Virginia Untold and WWI collections. Many younger volunteers struggle to read old handwriting but practice and collaboration make it easier. The pages uncovered the importance and excitement of reading archival documents as primary sources to trace Virginia's history. They continued volunteering throughout the legislative session, contributing over 100 hours.

The Library and the Virginia Museum of Fine Arts (VMFA) have signed an agreement whereby the Library will host VMFA's library catalog content beginning in July 2023. This impressive collaboration will provide VMFA with a cost-effective way to ensure public access to information about their collections. Annually, VMFA will reimburse the Library for its portion of the Library's library management system, Alma, as well as funding to cover DIWP staff time providing system administration, training, and user support.

We also are working with Ancestry to create an agreement whereby Ancestry will digitize and index several of LVA's large, important, and in-demand collections. During the initial 5-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. All indexed images will be freely available to Virginians via the Library's 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 the Ancestry Institution currently offers onsite visitors and staff at the Library. We hope to have the agreement finalized by May 2023. More details on this project will be provided during the ACRMS Committee meeting on Friday, April 7, 2023 (and available in the meeting minutes thereafter).

In the first quarter of calendar year 2023, The UncommonWealth (<https://uncommonwealth.virginiamemory.com/>) published 28 articles ranging from curious finds in our collections and digital projects to updates on our programs and activities, including

On the Go! These articles had 32,375 views and continue to provide an informative and interesting peek at the public work we do, as well as the behind the scenes efforts that make it all happen.

### **Government Records Services**

The General Assembly passed and Governor Youngkin signed legislation (HB 1844) to update 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 but only if they are deposited in the archives directly from a covered entity (a state hospital or educational institution, for example). When individuals share their own medical or educational information with a state agency or the Governor's Office when seeking assistance, the privacy protection is lost when those records come to the archives as agencies and the Governor's Office are not regarded as covered entities under HIPPA or FERPA. Thus, information that an individual shared with government under the expectation it would be private becomes public on transfer to the state archives. HB 1844 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.

State Records archivists continue working on the backlog of gubernatorial paper records. The McAuliffe administration paper records should be completed by June 2023. State Records staff have begun processing the 279 cubic feet of paper records transferred from the Northam administration. State Records and Digital Initiatives staff continue to meet to develop a strategy to address the backlog of electronic records.

The Circuit Court Records Preservation Program (CCRP) grants review committee met on January 6, 2023 to evaluate grant applications from 99 localities. A total of 125 grant applications were submitted, the largest number in the history of the CCRP program. The sum of all requested grant projects totaled \$5,706,218.00. The amount budgeted for this grant cycle was \$4,100,000. After a thorough discussion, the Board approved funding, partial or in full, for 106 grant applications with all awards totaling \$4,100,706.02. A total of 19 grant applications were declined due to lack of funding.

### **Library Development and Networking**

The LDND team continues to engage in our "usual" duties. Please note that all ARPA grants have been completed.

Children's and Youth Services Consultant Sue La Paro has been actively working within the agency to provide excellence in the 2023 celebrations by designing and implementing children's

including the Virginia Association of School Librarians, Virginia Head Start, and the Virginia Library Association. Sue is a sought after public speaker.

Public Library Consultant Reagen Thalacker collaborated with the Collections Management Services Division to create and execute a professional development collection for public library staff made available through Interlibrary Loan. This collection allows access to current literature for Virginia library staff without having to incur the cost themselves. Reagen coordinates the public library spotlight for the agency's Uncommonwealth Blog, keeping public libraries top of mind in Virginia. She also manages the astounding churn among library directors that currently exists (10), assigning mentors, hosting coaching and networking groups, and managing orientations of new library directors to Library resources. Finally, Reagen has made a comprehensive [Google map for all public library](#) locations to assist the public.

Continuing Education Consultant Cindy Church

the First Fridays Steering Committee and participating with the Program Committee. Nan is serving nationally on the Digital Tool Kit steering committee which is developing a data storytelling toolkit for libraries to use in conveying their importance to committees. Nan launched the LVA Management Academy, a guided 12 week course for new, aspiring, and struggling managers, nominated by their Directors. This academy will occur 3 times a year to improve the quality of service by managers as well as their feelings of competence and support.

## **Public Services and Outreach**

The Library is planning for a potential project commemorating the 250<sup>th</sup> Anniversary of the American Revolution. Board member Peter 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. Staff members reviewed the petition collection and have consulted with outside historians and digital humanities scholars. 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 of 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. The project would conserve, re-digitize, and crowdsource the entire collection. We would also develop robust programming and educational offerings based on the petitions. The Library plans to have a draft of the proposal in the coming weeks which we will vet with Commission staff in advance of a possible presentation at the Commission's July meeting.

Work continues on the Library's "Indigenous Perspectives" project in collaboration with Virginia's eleven state and federally recognized tribes. The Library held an initial organizational meeting with the tribes at the Library of Virginia in the summer of 2022. During the second

Library hosted a panel discussion entitled “A Woman’s Place is in the House...of Delegates” on March 29, commemorating the 100<sup>th</sup> 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 makes its maiden voyage as staff members travel to Washington County Public Library on April 15<sup>th</sup>.



## **Approved Library Board Meeting Dates 2022 - 2023**

**Monday, September 19, 2022**

**8:30 am – 12:00 pm**

**Thursday, November 10, 2022**

***(Joint retreat with Foundation Board, 12:30-4:00 pm)***

**Monday, January 23, 2023**

**8:30 am – 12:00 pm**

**Monday, April 17, 2023**

**8:30 am – 12:00 pm**

**Monday, June 26, 2023**

***(Annual Meeting and Lunch)***

**8:30 am – 12:00 pm**

THE LIBRARY BOARD • July 1, 2022 – June 30, 2023



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