

LIBRARY OF VIRGINIA

The logo consists of three overlapping, slightly offset rectangular shapes. The leftmost shape is yellow, the middle one is red, and the rightmost one is blue. They are arranged in a way that suggests an open book or a stylized 'V'.

THE LIBRARY BOARD

The Library of Virginia
800 East Broad Street
Richmond, VA 23219-8000

MEETING AGENDA

June 24, 2024

Table of Contents

1. Today's Agenda.....	1
2. April Meeting Minutes.....	7
3. Commending Resolutions.....	15
4. Financial Reporting.....	19
5. Press Coverage & Social Media Metrics.....	23
6. Executive Summary.....	26
7. State Aid Documents	
a. State Aid Requirements.....	39
b. Franklin Evening Waiver Request Letter.....	43
c. Franklin Patron Count Report.....	45
d. Failure to Meet 66% Report.....	49
e. Northumberland Letter.....	51
f. Northumberland Plan.....	53
g. King & Queen State Aid Application.....	55
h. Library Resolution (King & Queen)	57
i. Draft State Aid FY24 vs FY25.....	59
j. Percentage of Income from Taxation & Endowment FY23...	61
8. FY25 Meeting Dates.....	65
9. LVA Board & Staff Rosters.....	67

**THE LIBRARY BOARD
of**

MONDAY, JUNE 24, 2023

AGENDA

10:30 a.m.

The Library Board Meeting

Meeting Room 2M.020

- I. Call to Order** *C. Paul Brockwell Jr., Chair*
- II. Approval of Agenda** *The Board*
- III. Welcome to Visitors and Staff** *C. Paul Brockwell Jr., Chair*
- IV. Public Comment**
- V. Approval of the Library Board Minutes of April 22, 2024** *The Board*
- VI. Commending Resolutions** *The Board*
 - A. Honoring the Service of Outgoing Library Board Members Castillo and Tengco*
 - B. Honoring Lisa Varga for Outstanding Service to Virginia Libraries*
- VII. Reports from Other Organizations**
 - A. Friends of the Virginia State Archives*
 - B. Virginia Library Association*
- VIII. Committee/Division Reports**
 - A. Archival, Collections, and Records Management Services Committee* *Peter E. Broadbent Jr.*
 - B. Education, Outreach, and Research Services Committee* *Robert L. Canida II*
 - C. Legislative and Finance Committee* *L. Preston Bryant Jr.*
 - D. Public Library Development Committee* *Blythe Ann Scott*
 - Action Items:** *1. Approval of State Aid Waiver Requests*
 - 2. Approval of FY 25 State Aid Allotments*
 - E. Library of Virginia Foundation* *R. Scott Dodson and Pia Triviani*

THE LIBRARY OF VIRGINIA
800 East Broad Street
Richmond, Virginia 23219-8000
804-692-3535

AGENDA

MONDAY, June 24, 2024

8:00 a.m.

Continental Breakfast

Conference Room A

8:30 a.m. – 9:25 a.m.

Conference Room A

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

Peter E. Broadbent Jr., *Chair*
Shelley Viola Murphy, *Vice Chair*
C. Paul Brockwell Jr.
Carol G. Finerty
Barbara Vines Little
Mary Prentice
Leonard C. Tengco

John Metz, Greg Crawford – *Staff Liaisons*

Orientation Room

Executive Committee

C. Paul Brockwell Jr., *Chair*
Blythe Ann Scott, *Vice Chair*
Laura L.L. Blevins
L. Preston Bryant Jr.
Robert L. Canida II
Suzette Denslow

Dennis T. Clark – *Staff Liaison*

9:30 a.m. – 10:20 a.m.

Conference Room A

Legislative and Finance Committee

L. Preston Bryant Jr., *Chair*
Laura L. L. Blevins, *Vice Chair*
C. Paul Brockwell Jr.
Suzette Denslow
Maya Castillo
Blythe Ann Scott
Leonard C. Tengco
Malfourd W. “Bo” Trumbo

Daniel Hinderliter – *Staff Liaison*

Orientation Room

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

Robert L. Canida II, *Chair*
Barbara Vines Little, *Vice Chair*
Peter E. Broadbent Jr.
Carol G. Finerty
Shelley Viola Murphy
Mary Prentice
Lana Real

Sarah Falls – *Staff Liaison*

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

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

Date: Monday, June 24, 2024 – 8:30 a.m.- 9:25 a.m.

Place: The Library of Virginia – Conference Room A

Committee Members: Peter E. Broadbent Jr., Chair
Shelley Viola Murphy, Vice Chair
Robert L. Canida, II
C. Paul Brockwell, Jr.
Carol G. Finerty
Barbara Vines Little
Leonard C. Tengco
Mary S. Prentice

John Metz, Greg Crawford – *Staff Liaisons*

AGENDA

1. Long Term Exhibition Task Force – John Metz
2. State Records Center Expansion Project Update – John Metz
3. Website Redesign Update – Kathy Jordan
4. Addendum to Ancestry Agreement – Kathy Jordan
5. Records Analysis Section Update – Greg Crawford

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: **EXECUTIVE COMMITTEE**

Date: Monday, June 24, 2024 – 8:30 a.m. – 9:25 a.m.

Place: The Library of Virginia – *Orientation Room*

Committee Members: C. Paul Brockwell Jr., *Chair*
Blythe Ann Scott, *Vice Chair*
Laura L.L. Blevins
L. Preston Bryant Jr.
Robert L. Canida II
Suzette Denslow

Dennis T. Clark – *Staff Liaison*

AGENDA

1. Call to Order
2. Librarian's Update
3. Performance Review of State Librarian
4. Patron of Letters Awards
5. Meeting Wrap-up and Adjournment

Note: The Executive Committee may enter into closed session to complete its performance review of the Librarian pursuant to VA. Code § 2.2-3711.A.1; to consider honorary degree recipients pursuant to § 2.2-3711.A.11; and for the purposes of consulting with legal counsel pursuant to § 2.2-3711.A.8.

Committee Action Items:

1. Librarian's Performance Review
2. Patron of Letters Recommendations

Board Information Items:

1. Report of the Committee Chair

Board Action Items:

1. Approval of Committee Report

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

Committee Name: **LEGISLATIVE AND FINANCE COMMITTEE**

Date: Monday, June 24, 2024 – 9:30 a.m. – 10:20 a.m.

Place: The Library of Virginia – *Conference Room A*

Committee Members: L. Preston Bryant Jr., *Chair*
Laura L.L. Blevins, *Vice Chair*
C. Paul Brockwell Jr.
Suzette Denslow
Maya Castillo
Blythe Ann Scott
Leonard C. Tengco
Malfourd W. “Bo” Trumbo

Daniel Hinderliter – *Staff Liaison*

AGENDA

1. Review of Statement of Financial Condition – Dan Hinderliter
2. Updates from Appropriation Act, Chapter 2 – Dan Hinderliter
3. Capital Projects Update: SRC, 800 E. Broad Street – Dan Hinderliter, John Metz

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: **EDUCATION, OUTREACH, AND RESEARCH SERVICES
COMMITTEE**

Date: Monday, June 24, 2024 – 9:30 a.m. – 10:20 a.m.

Place: The Library of Virginia – *Orientation Room*

Committee Members: Robert L. Canida II, *Chair*
Barbara Vines Little, *Vice Chair*
Peter E. Broadbent Jr.
Carol G. Finerty
Shelley Viola Murphy

Sarah Falls – *Staff Liaison*
Catherine Fitzgerald Wyatt & Ginny Dunn, *PSO Managers*

AGENDA

1. Public Services Task Force Overview – Sarah Falls
2. VA250 Update - Sarah Falls
3. LVA on the Go Updates - Catherine Fitzgerald Wyatt
5. Interns and Summer Fellows Update - Catherine Fitzgerald Wyatt
6. Indigenous Perspectives Exhibit – Catherine Fitzgerald Wyatt
7. County by County Exhibit – Catherine Fitzgerald Wyatt

Committee Action Items:

None

Board Information Items:

Report of the Committee Chair

Board Action Items:

None

THE LIBRARY BOARD MEETING MINUTES

April 22, 2024, at 10:00 a.m.

Slover Library, 235 E. Plume St., Norfolk, VA 23510

I. CALL TO ORDER

C. Paul Brockwell Jr., chair, called the meeting to order at 10 a.m. He noted the meeting would be electronic and livestreamed, meaning all votes will need to be conducted by roll call. On the advice of counsel, virtual participants were asked to keep video cameras on during the meeting. The combination of on-site board members and virtual board members constituted a quorum. Members attending were:

C. Paul Brockwell Jr., chair
Blythe Ann Scott, vice chair
Laura L.L. Blevins
Peter E. Broadbent Jr. (Virtual)
L. Preston Bryant Jr.
Dr. Robert L. Canida II
Barbara Vines Little (Virtual)
Dr. Shelley Viola Murphy
Dr. Mary Prentice (Virtual)
Mr. Malfourd W. Trumbo

Members absent: Maya Castillo, Suzette Denslow, Carol Finerty, Lana Real and Leonard Tengco.

II. APPROVAL OF AGENDA

Mr. Brockwell asked for a motion to approve the agenda. Ms. Blevins moved; and Dr. Murphy seconded. The Board approved the agenda unanimous by a roll call vote: **Ayes** – Blevins, Broadbent, Brockwell, Bryant, Canida, Little, Murphy, Prentice, Scott, and Trumbo; **Nos** – none; **Abstentions** – none.

III. APPROVAL OF MINUTES FOR JANUARY 8, 2024

Mr. Brockwell asked for changes to the minutes presented. Hearing none, he asked for a motion to approve the minutes. The motion was made by Ms. Scott and seconded by Dr. Canida. The Board approved the minutes by a roll call vote: **Ayes** – Blevins, Broadbent, Brockwell, Bryant, Canida, Little, Murphy, Prentice, and Scott; **Nos** – none; **Abstentions** – Trumbo. Mr. Trumbo abstained from the vote since he had not yet been appointed to serve on the Library Board and was not present at the January 8 meeting.

IV. APPROVAL OF THE COMMENDING RESOLUTION

Mr. Brockwell introduced a commending resolution for the Tidewater Area Public Libraries. He noted the presence of Amanda Jackson, director of Chesapeake Public Libraries, and Sonal Rastogi, director of Norfolk Public Library. Ms. Scott read the proposed commending resolution to the Board:

A COMMENDING RESOLUTION OF THE LIBRARY BOARD ***Honoring the Commonwealth's Tidewater Area Public Libraries***

WHEREAS the citizens of the Tidewater area have the great fortune to be served by 13 outstanding library systems dedicated to meeting their information and lifelong learning needs; and

WHEREAS these systems formed a regional council of public libraries that includes Blackwater Regional Library, Chesapeake Public Library, Eastern Shore of Virginia Public Library System, Gloucester County Public Library, Hampton Public Library, Newport News Public Library System, Norfolk Public Library, Poquoson Public Library, Portsmouth Public Library, Suffolk Public Library, Virginia Beach Public Library, Williamsburg Regional Library, and York County Public Library; and

WHEREAS these libraries are part of Region 3 of the Virginia Library Association, and collectively they serve more than 1.2 million patrons across 64 branches, with a total regional circulation of more than 6.8 million items during each year; and

WHEREAS recognizing this and wishing to facilitate residents' access to enriching activities, these library systems have collaborated on Tidewater Library Museum Day, allowing any patron who displays their library card to receive free admission to partnering museums and cultural institutions; and

WHEREAS these library systems offer an impressive array of programs across the region – from National Library Week Scavenger Hunt to Healthier 757, a community-wide initiative designed to improve the health and wellness of residents by promoting health literacy through an interactive digital platform; and

WHEREAS the Tidewater Area Public Libraries 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 22nd day of April 2024 that the Library Board recognize and thank Tidewater Area Public Libraries for their exemplary commitment and service to the citizens of the Tidewater region and to the Commonwealth; and

BE IT FURTHER RESOLVED that this Resolution be spread upon the minutes of this meeting, and that a copy of it be given to each of these library systems as a token of the Board's gratitude and esteem.

The chair called for a motion to approve the resolution. Mr. Bryant moved; Ms. Blevins seconded. The Board approved the agenda unanimously by a roll call vote: **Ayes** – Blevins, Broadbent, Brockwell, Bryant, Canida, Little, Murphy, Prentice, Scott, and Trumbo; **Nos** – none; **Abstentions** – none. Ms. Jackson thanked the board on behalf of Tidewater region libraries.

V. WELCOME TO VISITORS AND STAFF

Mr. Brockwell extended a warm welcome to guests including Emily Ann Gullickson, deputy secretary for education, and Abigail Gump, counsel to the board and assistant attorney general. Prior to the business meeting, he shared the Board enjoyed a social

coffee hour and insights from Mayor Kenneth Alexander, former Mayor Paul Fraim, and Deputy City Manager Pope. In addition, he welcomed and shared special appreciation for Sonal Rastogi and her team at Norfolk Public Library, including Jennifer George, Library Branch Services Administrator; Patricia Kendalls, who coordinated the Tucker Library tour later today. Gratitude was also extended to key Norfolk Public Library administrators, Terry Raymond from Programming Services, John Bilby from Support Services, Paris Cohorn businesses & fiscal services and Julie Rodriguez from Management Analysis. The Norfolk Public Library's warm reception was acknowledged with thanks, particularly to Vice Chair Blythe Ann Scott for her great planning and Blair Simpson from her team. From the Library of Virginia, Mr. Brockwell thanked Michelle Washington for her early assistance in the meeting planning and Tracy Molnar, who

databases and projects. This conference will cover updates from the Virginia Untold Project, the Virginia Newspaper Project, using the Library catalog and Ancestry.com. Looking ahead, the Friends are preparing for the next program to be held on Saturday October 5th. Craig Scott, President and CEO of Heritage Books and a professional researcher for almost 40 years, will focus his presentation on military records. This will be the 24th annual Richard Slatten lecture known for bringing national recognized speakers to the Library. The Friends expressed gratitude to Suffolk resident Sharon Ray Gable, author of more than 20 books on Norfolk County records and northeastern North Carolina records, who donates the royalties from her book sales to support the Friends.

B. Committee/Division Reports

- **Education, Outreach, and Research Services Committee:** Dr. Canida, committee chair, welcomed Sarah Falls as the new director of public services and outreach. He reported that nearly 3,000 people have visited the Indigenous Perspectives exhibition since its opening. Special appreciation was expressed to members of the Education and Outreach team: Mari Julienne, who created and maintains the exhibition's webpage, and Ashley Craig, who wrote an article and developed programming around the 100th anniversary of the passage of the Racial Integrity Act. Several free public programs, to include LVA On the Go, will expand on the themes of the Indigenous Perspectives exhibit. To date, the team has conducted 16 guided tours for more than 231 people. Current team members John Deal, Mari Julienne, along with retired LVA staff member Brent Tarter authored "Justice for Ourselves: Black Virginians Claim Their Freedom After Slavery." The Library also launched the 2024 Weinstein Author series on March 6th to a full house and overflow room with authors Rachel Beanland and Meredith Henne Baker discussing their research and writing about the Richmond Theater Fire. On April 18, Senator Tim Kaine was scheduled to discuss his book Walk, Ride, Paddle, and the event was postponed. LVA On the Go has been very busy with 20 regional events scheduled. The Marketing and Communications team have effectively shared the Library's story with 51 news stories published this quarter. Social media presence has maintained steady growth in followers and overall engagement. On behalf of the Education and Outreach Services Committee, Dr. Canida expressed heartfelt gratitude to the Library team for their impactful contributions to our beloved Commonwealth. Mr. Brockwell noted the rescheduled event with Senator Kaine would be May 2, 2024, at 6 p.m.

- **Archival Collections & Records Management Services Committee:** Dr. Metz reported the Archives, Collections, and Records Management Services Committee met via Zoom on April 16 at 2 p.m. The committee received an update on the Library's partnership with Ancestry.com. Digitization of all collections included in the first year of the agreement with Ancestry is nearing completion, and Kathy Jordan is currently in discussion with Ancestry regarding collections for the second year of the agreement. Dr. Metz reported that digitization of the World War II Separation Notices (80 boxes of records for a total of 525,580 images for 252,900 veterans) is complete. The Library has held several transcription events highlighting the Separation Notices, and they look forward to more, including at the Virginia War Memorial's Hill of Heroes event on June 29. The Circuit Court Records Preservation Program Grant Review Board met February 13, 2024 to evaluate 124 grant requests from 102 circuit courts across the Commonwealth, the largest number of localities to ever participate in the program. The review board approved 122 projects totaling \$3.2 million. Most of the approved applications covered professional conservation treatment for more than 600 records that date from the 1690s to the mid-20th century. The remaining projects funded record reformatting, indexing, shelving, and climate control equipment. The Library is now sending 2,000 reels every other month to identify diseased microfilm and create duplicate microfilm as needed. Currently, 70% of the reels are being replaced with new reels. Additionally, Dr. Metz reported the Virginia Commission to commemorate the 250th of the American Revolution has expressed interest in the Library's "Ideas in Action: Virginians Petition Their Government, 1776-1786" project proposal, an approval and funding decision has been delayed until the biennial budget has been settled by the General Assembly and is signed by the Governor. Finally, Dr. Metz shared repairs at the State Records Center chiller and blast freezer are complete. The expansion project remains on hold pending review and authorization of the project to enter the bidding phase, which is not expected until the budget is approved by the General Assembly and the Governor's office. Once fully authorized, it will take around four months before a groundbreaking can be scheduled.
- **Legislative and Finance Committee:** Mr. Bryant reported that budget spending is on track. As of March 31, 2024, the financial status of the Library is in accordance with the Appropriations Act and reflects the intentions of the General Assembly.

- **Public Library Development Committee:** Ms. Scott shared that the committee distribute a staff update in lieu of meeting. Dr. Carmack highlighted the division staff's frequent travels across the state in support of their mission. She also shared an early list of potential state aid waiver requests that will come before the Board in June.
- **Library of Virginia Foundation:** Scott Dodson, executive director, and Pia Trigiani, board president, noted in the third quarter of FY 2024, revenue reached \$1.37 million, and exceeded budget expectations. The recent opening of the Virginia Shop in the Capitol, and the new shop manager have created high expectations for continued revenue growth at both shop locations. The endowment has grown to \$5.4 million, which includes new gifts valued over \$190,000 bolstered by recent gifts that included \$52,000 dollars for the Sandy Treadway Third Century Fund. In November, the Foundation contracted with CCS to consult on and evaluate capacity for a fundraising campaign. More than 50 people were interviewed to assess the viability of a campaign aimed at funding various programs, roles and renovations to LVA's physical spaces. The survey garnered an overwhelmingly positive response. The next five years could be transformative for the Foundation's operations and how it supports the Library's mission. Mr. Brockwell expressed gratitude to the Foundation for its report and took a moment to thank Norfolk native Wendy Auerbach for joining the Board meeting. Ms. Auerbach serves on the Foundation Board and recently published *To Life: The Past is Present: Holocaust*

delegates and senators. This created an excellent opportunity for him to engage with some of the Library's influential stakeholders. The Indigenous Perspectives exhibit will continue through August, and Mr. Clark highlighted the success of LVA's marketing campaign for the exhibit, evidenced by the high level of interest and enthusiasm from the public for programs designed around the exhibition.

Mr. Clark shared his optimism for the Library's financial future. He noted that the Library has a place holder in the Capital Plan from the Governor's Office to support the schematic design phase for the Library's renovations. If it survives the next round of

budget negotiations, new funding could be released early in the fiscal year.

Mr. Clark highlighted the Library's recent new hires. Sarah Falls has assumed the role of Director of Public Services and Public Outreach Division. She joins the Library from the University of Carolina School of the Arts, where she was the University Librarian. Tracy Molnar, the Librarian's new executive assistant, recently joined from the Department of Labor and Industry, bringing extensive federal experience particularly in administration, procurement, and project management. To enhance administrative efficiency, Mr. Clark has enacted some internal changes. The Senior Leadership Team (SLT) consists of his direct reports and meets weekly. Additionally, a newly created Library Management Team convenes monthly with its own specific responsibilities. Both teams operate independently and cooperatively. In further operational news, the Library has rejoined the Coalition for Network Information (CNI) part of the Association of Research Libraries. Notable members include VCU, Virginia Tech, William & Mary, the Library of Congress, the Mellon Foundation and Los Alamos Laboratories. CNI serves as a forum for research institutions to discuss ways to adapt to meet the evolving needs of researchers. Mr. Clark

potential future renovation of the Library. There is an opportunity to create a new excitement and develop new audiences, and central to this idea is the creation of a permanent gallery for the Library's most significant documents, akin to the National Archives, both preserving and showcasing original documents essential to Virginia's history. Mr. Clark expects recommendation by September from a special task force of

staff working to realize this vision while ensuring preservation and security as well as the creation of a civic, school and family spaces inside the Library.

D. Report of the Chair

Mr. Brockwell reported that Mr. Clark has hit the ground running since joining the Library. He is representing the Library on the Virginia on the Commission to commemorate the 250th of the American Revolution, and the commission has reviewed favorably the Library staff's proposal for a major digital humanities contribution to the multi-year celebration. He has initiated an inclusive process for the development of a new strategic framework and facilitated productive conversations on Library's web strategy and governance. The Library's website is its second most important property since many Virginians may never visit Richmond but will know the Library through its online presence. As referenced in his report, Mr. Clark has been very busy meeting key stakeholders across the state.

Last week, Mr. Clark and the Library Management Team (LMT) led an extensive orientation session for two new Board members: Mr. Trumbo and Dr. Prentice.

Mr. Brockwell shared he is scheduling time to review nominations for the Patron of Letters degree with the Librarian and subcommittee, and that he hopes all Board members can attend the Literary Awards on September 21, 2024. Hosted by the Foundation, it is always a wonderful event. Recently, the Foundation assumed the management for judging nominations, resulting in streamlined planning and preparations under Mary Jordans leadership. He echoed his appreciation that the Weinstein Series continues to draw strong crowds. Mr. Brockwell attended the kickoff event focusing on the Richmond Theatre Fire.

VIII. ADJOURNMENT

Hearing no old or new additional business before the Board, Mr. Brockwell adjourned the meeting at 11:38 a.m. He thanked all for their attendance and engagement. He also encouraged everyone present to enjoy the informational tours organized of two of Norfolk Public Library's branches along with the lunch. The Board's Annual Meeting and Appreciation Lunch will be June 24, 2024, in Richmond.

A COMMENDING RESOLUTION OF THE LIBRARY BOARD

Honoring the Service of Maya Castillo

WHEREAS Maya Castillo was appointed to a five-year term on the Library Board in April 2020 by Governor Ralph S. Northam; and

WHEREAS Ms. Castillo began her service during the global pandemic and served faithfully as a member of the Board during her term, providing the Board and Library staff with sound advice; and

WHEREAS during her tenure on the Board, Ms. Castillo was an active member of the Public Library Development Committee and the Legislative and Finance Committee from 2020 to 2024; and

WHEREAS Ms. Castillo also served as Library Board representative to a joint space planning task force with the Library of Virginia Foundation to develop initial

recommendations for expansion of the Library's main building; and

WHEREAS Ms. Castillo has been a strong advocate for the mission of the Library of Virginia and a supporter of its many programs and initiatives, including the

A COMMENDING RESOLUTION OF THE LIBRARY BOARD

Honoring the Service of Leonard C. Tengco

WHEREAS Leonard C. Tengco was appointed to a five-year term on the Library Board in April 2020 by Governor Ralph S. Northam; and

WHEREAS Mr. Tengco began his service during the global pandemic and served faithfully as a member of the Board during his term, providing the Board and Library staff with sound advice; and

WHEREAS during his tenure on the Board, Mr. Tengco was an active member of the Archives, Collections and Records Management Services Committee; the Education, Outreach, and Research Services Committee; and the Legislative and Finance Committee; and

WHEREAS Mr. Tengco also served as a member of the Board's Bylaws Committee, offering his advice as an attorney to the review and revision of the Board's governing document during his service; and

WHEREAS Mr. Tengco has been a strong advocate for the mission of the Library of Virginia and a supporter of its many programs and initiatives in addition to supporting public libraries and the important role they play in the educational life of the Commonwealth and the nation; now therefore

BE IT RESOLVED by the Library Board on this 24th day of June 2024 that the Library Board recognize Leonard C. Tengco for his service; and

BE IT FURTHER RESOLVED that this Resolution be spread upon the minutes of this meeting, and that a copy of it be given to Leonard C. Tengco as a token of the

Board's appreciation of his service to the Library and to the Commonwealth of Virginia.

A COMMENDING RESOLUTION OF THE LIBRARY BOARD

Honoring the Outstanding Contributions of Lisa R. Varga to Virginia Public Libraries

WHEREAS Lisa R. Varga has served dutifully as Executive Director of the

WHEREAS Ms. Varga graduated from the University of Pittsburgh with a bachelor's degree in creative writing, communication, and rhetoric and went on to earn a Master of Library and Information Studies degree from Rutgers School of Communication and Information in New Brunswick, N.J.; and

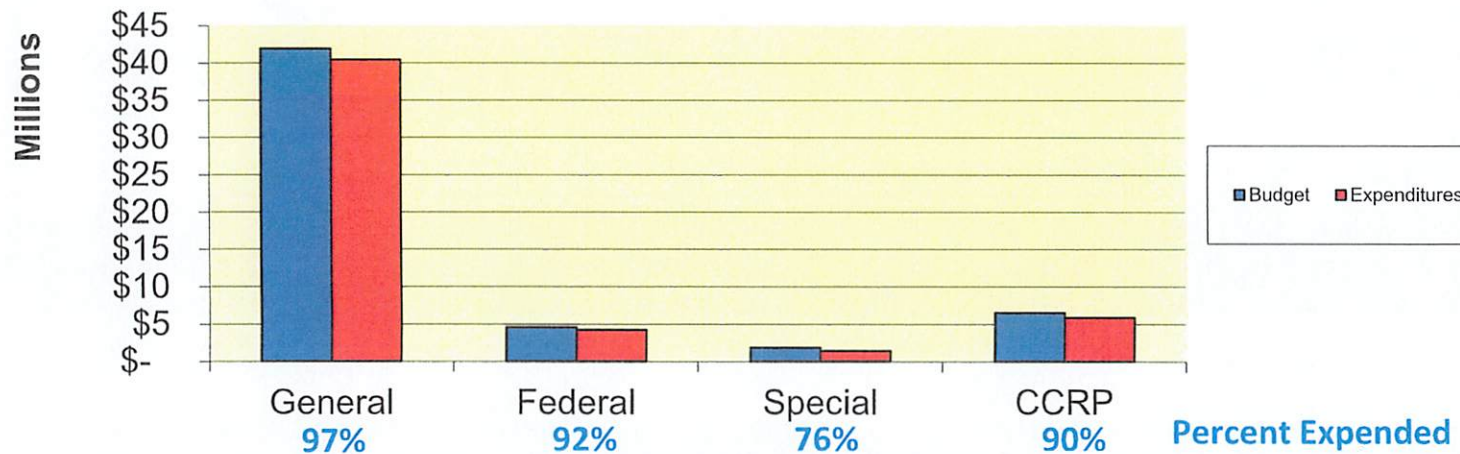
WHEREAS Ms. Varga's career as a librarian with Virginia libraries began when her husband's military career brought her family to Fredericksburg, where she worked in youth services at the Central Rappahannock Regional Library; and

WHEREAS Ms. Varga has been a dynamic leader and steadfast steward of the Virginia Library Association, quadrupling its membership throughout the Commonwealth to more than 5,000 library workers; ensuring libraries remain vital and inclusive communities; and coordinating with the Virginia Department of Health during the height of the COVID-19 pandemic to help distribute at-home COVID test kits through Virginia's public library systems; and

WHEREAS Ms. Varga was appointed in 2020 by the Virginia Beach City Council to serve as a member of Virginia Beach's Public Library Board and elected as chair of this Board in recognition of her leadership; and

WHEREAS Ms. Varga is a compassionate advocate for public libraries throughout the Commonwealth, providing her time, guidance and expertise on a variety of issues across the state; and

The Library of Virginia Budget to Expenditures Comparison as of May 31, 2024



STATEMENT OF FINANCIAL CONDITION As of May 31, 2024

SOURCE	BUDGET	PAYROLL	OPERATIONS	SUBRECIPIENTS	TOTAL EXPENDITURES	AVAILABLE BALANCE	PERCENT EXPENDED
General Fund	\$ 41,895,779	\$ 9,977,949	\$ 6,157,824	\$ 24,297,584	\$ 40,433,357	\$ 1,462,422	97%
Federal Funds	\$ 4,573,731	\$ 1,352,807	\$ 2,855,879	\$ -	\$ 4,208,686	\$ 365,045	92%
Special Funds	\$ 1,849,000	\$ 639,267	\$ 760,729	\$ -	\$ 1,399,996	\$ 449,004	76%
CCRP Funds	\$ 6,500,000	\$ 937,824	\$ 431,913	\$ 4,494,643	\$ 5,864,380	\$ 635,620	90%
Total	\$ 54,818,510	\$ 12,907,847	\$ 10,206,345	\$ 28,792,227	\$ 51,906,419	\$ 2,912,091	95%

As of May 31, 2024, the financial condition of the Library of Virginia is in accordance with the Appropriation Act and the intent of the General Assembly.

Dan Hinderliter
Deputy of Finance and Administrative Services

Library of Virginia

STATEMENT OF FINANCIAL CONDITION								
As of May 31, 2024								
SOURCE	BUDGET	PAYROLL	OPERATIONS	SUBRECIPIENTS	TOTAL EXPENDITURES	AVAILABLE BALANCE	PERCENT SPENT	
General Fund	\$ 41,895,779	\$ 9,977,949	\$ 6,157,824	\$ 24,297,584	\$ 40,433,357	\$ 1,462,422	97%	
Federal Funds	\$ 4,573,731	\$ 1,352,807	\$ 2,855,879	\$ -	\$ 4,208,686	\$ 365,045	92%	
Special Funds	\$ 1,849,000	\$ 639,267	\$ 760,729	\$ -	\$ 1,399,996	\$ 449,004	76%	
CCRP Funds	\$ 6,500,000	\$ 937,824	\$ 431,913	\$ 4,494,643	\$ 5,864,380	\$ 635,620	90%	
Total	\$ 54,818,510	\$ 12,907,847	\$ 10,206,345	\$ 28,792,227	\$ 51,906,419	\$ 2,912,091	95%	

STATEMENT OF FINANCIAL CONDITION								
As of May 31, 2023								
SOURCE	BUDGET	PAYROLL	OPERATIONS	SUBRECIPIENTS	TOTAL EXPENDITURES	AVAILABLE BALANCE	PERCENT SPENT	
General Fund	\$ 37,185,282	\$ 9,006,067	\$ 5,326,722	\$ 21,083,584	\$ 35,416,373	\$ 1,768,909	95%	
Federal Funds	\$ 4,471,564	\$ 1,292,100	\$ 2,757,919	\$ -	\$ 4,050,019	\$ 421,545	91%	
Special Funds	\$ 1,375,000	\$ 535,293	\$ 809,061	\$ -	\$ 1,344,354	\$ 30,646	98%	
CCRP Funds	\$ 5,500,000	\$ 850,243	\$ 292,256	\$ 3,264,374	\$ 4,406,873	\$ 1,093,127	80%	
Total	\$ 48,531,846	\$ 11,683,703	\$ 9,185,958	\$ 24,347,958	\$ 45,217,619	\$ 3,314,227	93%	

STATEMENT OF FINANCIAL CONDITION								
YTD COMPARISON 3.31.24 to 3.31.23								
SOURCE	BUDGET	PAYROLL	OPERATIONS	SUBRECIPIENTS	TOTAL EXPENDITURES	AVAILABLE BALANCE	PERCENT SPENT	
General Fund	\$ 4,710,497	\$ 971,882	\$ 831,102	\$ 3,214,000	\$ 5,016,984	\$ (306,487)	-1%	
Federal Funds	\$ 4,573,731	\$ 1,352,807	\$ 2,855,879	\$ -	\$ 4,208,686	\$ 365,045	92%	
Special Funds	\$ 1,849,000	\$ 639,267	\$ 760,729	\$ -	\$ 1,399,996	\$ 449,004	76%	
CCRP Funds	\$ 6,500,000	\$ 937,824	\$ 431,913	\$ 4,494,643	\$ 5,864,380	\$ 635,620	90%	
Total	\$ 17,633,228	\$ 3,703,780	\$ 3,022,624	\$ 7,708,643	\$ 10,791,635	\$ 1,139,182	97%	

LIBRARY OF VIRGINIA

Press Coverage | April through mid-June 2024

The Library was featured in 34 news stories and mentioned in 38 news stories across the state. The stories we were featured in include:

- 9 on the “Indigenous Perspectives” exhibition and related events
- 5 on the Knit in Public Day at LVA event
- 4 on the Virginia Literary Awards’ People’s Choice Awards finalists and voting promotion
- 3 on the 2024 Genealogy Workshop Series
- 3 on the “Danville 1963: Legacy of a Movement” film screening & discussion and related records
- 3 on the LVA On the Go programming van and tour
- 1 on the 2024 Strong Men & Women in Virginia History traveling exhibition
- 1 on the history of Three Chopt Road and our map collection
- 1 on the Library’s efforts to help share the history of a deaf community in Virginia
- 1 on the new Librarian of Virginia
- 1 on the Carole Weinstein Author Series talk from the Poetry Society of Virginia
- 1 on the Virginia Yearbooks Digitization Project
- 1 on our 200th anniversary communications campaign receiving 3 public relations awards

Below are some examples and highlights:

Bay Journal (Chesapeake Bay) | April 2, 2024

“Tribes share stories of life and landscapes in new Virginia exhibit”

https://www.bayjournal.com/travel/tribes-share-stories-of-life-and-landscapes-in-new-virginia-exhibit/article_57e814e0-f03f-11ee-9b94-67c3a33f39df.html

Daily Press | The Virginia Gazette (Williamsburg) | April 3, 2024

“Tribal communities share stories of life and landscapes in new Virginia exhibit”

<https://www.dailypress.com/2024/04/03/tribes-share-stories-of-life-and-landscapes-in-new-virginia-exhibit/>

Shore Daily News (Eastern Shore) | April 16, 2024

“Library of Virginia to bring mobile programming van to the Eastern Shore Public Library”

<https://shoredailynews.com/headlines/library-of-virginia-to-bring-mobile-programming-van-to-the-eastern-shore-public-library/>

Virginia Mercury (Richmond) | April 25, 2024

"Who do you think you are? Ask the Library of Virginia." (promoted our genealogy workshops)

<https://virginiamercury.com/2024/04/25/who-do-you-think-you-are-ask-the-library-of-virginia/>

Virginia Living (central Virginia) | April 29, 2024

"Welcome Back, Clark: Dennis T. Clark appointed the 10th Librarian of Virginia"

<https://virginaliving.com/culture/welcome-back-clark/>

Richmond Magazine | May 13, 2024

"River City Roundup: The Poetry Society of Virginia celebrates its centennial anniversary anthology with a discussion and book signing at the Library of Virginia"

<https://richmondmagazine.com/life-style/river-city-roundup-may-13-2024/>

Richmond Free Press | May 16, 2024

"Library of Virginia hosts 'knit in' to celebrate Worldwide Knit in Public Day"

<https://richmondfreepress.com/news/2024/may/16/library-virginia-hosts-knit-celebrate-worldwide-kn/>

Cardinal News (Southwest & Southside Virginia) | May 31, 2024

"Court records and recordings from Danville civil rights movement are available online for the first time"

<https://cardinalnews.org/2024/05/31/court-records-and-recordings-from-danville-civil-rights-movement-are-available-online-for-the-first-time/>

Richmond BizSense | May 31, 2024

"Library of Virginia, Commonwealth PR take top honors at annual public relations awards"

<https://richmondbizsense.com/2024/05/31/library-of-virginia-commonwealth-pr-take-top-honors-at-annual-public-relations-awards/>

Richmond Business Journal | June 1, 2024

"Library of Virginia, Commonwealth PR take top honors at annual public relations awards"

<https://www.bizjournals.com/richmond/news/2024/06/01/library-of-virginia-commonwealth-pr-take-top-honors-at-annual-public-relations-awards/>

Richmond Business Journal | June 1, 2024

"Library of Virginia, Commonwealth PR take top honors at annual public relations awards"

https://richmond.com/life-entertainment/local/events/here-are-the-13-library-of-virginia-finalists-for-peoples-choice-awards/article_10dd848-26ee-11ef-833b-4749762677d.html

LIBRARY OF VIRGINIA

Social Media Metrics | April through mid-June 2024

Facebook

- 16,873 followers = 375 new followers since last report
- 1.4 million impressions
- 207k organic reach, 14% decrease from last period
- 266k paid reach, 49% decrease from last period
- 11k organic and paid content interactions, 38% decrease from last period
- 1,718 organic outbound link clicks, 60% decrease from last period

Instagram

- 5,740 followers = 356 new followers since last report
- 6.7k organic reach, 58% increase from last period
- 3.4k organic content interactions total, 4.7% decrease from last period
- 234 outbound link clicks, 12% decrease from the last period

LinkedIn

- 1,243 followers = 348 new followers since last report
- 43k impressions, 37% increase from the last period
- 7.33% engagement rate, 11% increase from the last period
- 1,361 outbound link clicks, 71% increase from the last period

X

The Library's X page has slowed in both growth and engagement. Analytics are no longer available from X with a nonpremium account.

- 7,555 followers = 31 new followers since last report

Executive Summary

Library Board Meeting – June 2024

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

lead.

Recent activities that help us meet our strategic goals include:

Collections Access and Management Services

Long Term Exhibition Task Force:

We have assembled a small group to begin the initial work of the task force, which will

of such notable poets and writers as Robert Frost and Sherwood Anderson, and author of *A Woodcut Manual* (1932), the first comprehensive book on woodcutting published in North America. Lankes and his family lived in Hilton Village, near Newport News, Virginia, from 1925 to 1950.

Lankes' woodcuts, numbering approximately thirteen hundred over the course of his lifetime, helped elevate woodblock prints beyond illustrations in commercial productions to recognition as a fine art. He produced woodcuts to illustrate not only Frost's poems but also works by Roark Bradford, R. P. T. Coffin, August Derleth, and Ellen Glasgow.

The Library of Virginia's association with Lankes dates as early as the spring of 1941, when a set of his woodcut proofs for Gray's "*Elegy Witten in a Country Churchyard*" was among the first exhibitions to be displayed in the new State Library building. Following the artist's death in 1960, his son JB Lankes provided the library with a copy of his father's catalogue and a substantial collection of photocopies and later impressions of many of his designs. The Taylor donation of over two hundred original woodcuts elevates the collection from a research collection to one of the largest collections of vintage Lankes woodcuts in Virginia.

The donor, Dr. Welford D. Taylor, is a retired University of Richmond English professor and scholar. Over the course of his career, he published edited volumes of Sherwood Anderson's work and his own research on Anderson, as well as on JJ Lankes and other authors and topics. Highlights of his books include *Julius J. Lankes: Survey of an American Artist* (2013), *Sherwood Anderson Remembered* (2009), *The Woodcut Art of J. J. Lankes* (1999), *Southern Odyssey: Selected Writings by Sherwood Anderson* (1997), *The Newsprint Mask: The Tradition of the Fictional Journalist in America* (1991), and *Sherwood Anderson, J.J. Lankes and the illustration of "Perhaps Women"* (1981).

Government Records Services

State Records archival staff continue to process the backlog of governors' paper records through the Northam administration. We are still awaiting an opinion from the Attorney General's concerning records that have potential privacy issues that may need to be restricted.

State Records archival staff also continue to process the backlog of governors' non-email electronic records totaling over ten terabytes. Once processed, the governors' electronic records will be accessible in the Archives Research room.

The Circuit Court Records Preservation Program (CCRP) grants staff are currently visiting circuit court clerks' offices around the Commonwealth to examine records for future preservation grants. The Local Records program received a transfer of chancery causes from Mathews County and Wythe County. Chancery causes for Clarke County and Wythe County are

now accessible on the Chancery Records Index site. Chancery causes for the following localities are currently being scanned: Greene County and Wythe County.

The Records Analyst section led a records management training for six hundred records at the Virginia Department of Health. For Records Management month in April, the RA section held its first virtual Records Management Town Hall. The topic was how to manage electronic records. Nearly four hundred records officers across the commonwealth participated. A second virtual event is scheduled for October. Records Analyst staff created or updated records management tutorials that records officers can access on our YouTube site.

Virginia Untold section continues to coordinate the scanning of free Black registers found in circuit court clerks' offices. Middlesex County and Essex County transferred their registers to the Library of Virginia for scanning. Once completed, the registers will be added to the From the Page transcription site for indexing.

Division of Public Services & Outreach

Employees throughout the division are engaging collaboratively in a number library-wide initiatives, focusing on areas such as service, the website, exhibitions, and others.

Archives and Library Reference Services (ALRS) continues to provide robust services to our researchers. In April and May, we continued to trend more heavily toward distance reference, with 55% of inquiries received via phone rather than in-person and as many additional emails received to fill requests for documents. We easily serve researchers state and nation-wide and are starting to consider how our research services can be enhanced to better meet the needs of the

21st century and post-pandemic researcher. A task force has been formed to determine what new service models could be implemented through training, adjusting service spaces, and an emphasis on distance needs through new technologies, strong outreach, and an assessment cycle that continually examines user needs.

One means in which we reach our users is to provide topical approaches to our content and resources is through a website called LibGuides. In April and May, users clicked on these sites over 30,000 times, finding specified information about our resources, along with links, images, and other resources. Reference librarians and archivists work together to create these pages, and they can be found through Google searches. This high rate of clicks shows the impact that we have in the virtual space, and in some cases, may replace in-person visits or virtual contact. These pages are an important means through which to connect with users world-wide.

Access Services continues to have increases in user registrations, which provides our users on and off-site access to our resources. We do see a bump in registrations after programs such as LVA on the Go and consider this a very positive outcome of visits. Summer is a busy time for non-Virginia residents who use the season to research their roots and other historical topics.

Education and Outreach supported a number of programs, including the rescheduled Tim Kaine Weinstein Authors talk, with an attendance of 195. One of the most popular daytime events was: “Union Tooth and Nail: Pamunky Indians and the Civil War” by Dr. Ashley Spivey, with an attendance of over 200, and supporting the work of the *Indigenous Perspectives* exhibit. Through the department’s events (virtual and in-person), tours, exhibition, and external visits though LVA on-the-go, over 7500 people were reached in just two months.

During the summer, the department turns to its work with undergraduates from Virginia undergraduate institutions, and with K-12 teachers through the Brown Teacher Institute. On Monday, June 3rd, the Library welcomed our 2024 cohort of summer interns in the Transforming the Future of Libraries and Archives program. Thanks to generosity of donors to the Library of Virginia Foundation, six paid interns have joined us to work alongside Library staff members. They include Maitri Pathak from Virginia Tech, Digital Initiatives & Web Presence; Nora Birchett from William & Mary, public history, programming, and exhibitions; Josie Saunders from Virginia Tech, information security; Brooke Patten from Christopher Newport University, Visual Studies Collection; Shawn Williams from Virginia Commonwealth University, Private Papers Collection; and Kade McGrail from Virginia Commonwealth University, Virginia Untold: The African American Narrative project.

In June the University of Virginia Press, in association with the Library of Virginia, releases *Justice for Ourselves: Black Virginians Claim Their Freedom After Slavery*. Written by Library editors John Deal and Mari Julienne, and retired Library historian Brent Tarter, it tells the story of remarkable men and women in the post–Civil War decades who persevered in the face of withering barriers to create a new world for themselves and subsequent generations. On June 20, the book will launch with a program at the Library to include Congresswoman Jennifer McClellan and National Parks Service supervisory ranger Ajena Cason Rogers, who wrote the foreword and afterword, respectively.

Library Development and Networking

The LDND team continues to engage in our “usual” duties. The below report indicates some activity of note.

Children’s and Youth Services- Sue La Paro

- *Collaborative Summer Library Program (CSLP)*
 - Began term as Chair of Collaborative Summer Library Program (CSLP) Membership Committee. Attended monthly Board meetings. Held first Committee meeting March 12.
 - Volunteered to help with Ad Hoc Partnership Committee to evaluate profit and non-profit partnerships and create guidelines.
 - Participated in CSLP Board retreat held May 6-9 in Nashville.
 - As Membership Chair, serve on Nominating & Leadership Committee (May 22)

- *Virginia Readers' Choice Award – Elementary (Virginia State Literacy Association)*
 - Attended first meeting of committee where books nominated by committee members and outside nominations were compiled.
 - Committee members will read these 55 titles and discuss in person on October 21, 2024, meeting.

Leadership and Stakeholder Development – Reagan Thalacker

LDND Knowledge Management: Continued expansion of the Master List of Data Resources document which contains links to various tracking spreadsheets, resource folders, forms for submission, and document repository for the public libraries: Expanded direct link to the

[Public Library Knowledge Base](#)

eRate:

Cindy was invited to participate on a panel at the Virginia Funders Network Conference on May 8th to present Getting Virginia Across the Broadband Finish Line with Affordability & Adoption. Cindy compiled a resource guide to accompany the session, which is in the supplemental documentation portion of the board book.

Cindy was also invited to participate in a panel entitled VA's Digital Opportunity/ Community Partnership Panel at the Broadband Together Conference held in Richmond on May 16 and 17. The conference connected industry experts, provided learning about communities leading the way, and work together to bridge the digital divide and leverage broadband opportunities for all of Virginia. The panel discussed the state of digital adoption and opportunity in Virginia and to explore best practices and opportunities for partnership among state and local government, nonprofits, and the private sector.

Adult Services Consulting-Barry Trott presented the FY24 training series focusing on resources outside the library that library staff should know about to better serve users with difficult questions. Presentations covered the Network for the National Library of Medicine, the Centers for Medicaid, and Medicare Services, Subregional Libraries for the Blind and Vision Impaired, Virginia State Law Library, and Developing Financial Literacy programs.

Barry provided staff day training to Loudon County and Prince William County libraries.

Technology Projects – Barry Trott

WordPress: Completed moving Tazewell County Blackwater Regional libraries to the new theme and editor, and trained staff on using the new editor. Added several new “how-to” guides for editing content and using various tools in the new editor based on requests from libraries.

Find It Virginia: Barry created an appendix for public libraries to have snapshots of inclusive opportunities for Find It Virginia. This is included in the supplemental document section of the board book. Average use in the first five months of FY24 (Oct23-Sep24) is up 2.5% over the first seven months of FY23. Resources seeing significant increases in FY24 YTD are:

- Access Video: Just for Kids -- 49%
- Brainfuse JobNow -- 8%
- Gale in Context: Elementary -- 35%
- Gale Legal Forms -- 10%
- Novelist Plus -- 38%
- Magzter magazines -- 8%
- Transparent Language -- 37%

Public Library Data – Kim Armentrout continues the critical work of ensuring compliance and accuracy with our state and federal grant programs. To this end, she has trained the new financial analyst in preparing state aid estimates for public libraries; worked with the Deputy for

Collections and Programs to submit revised regulations for the Regulatory Town Hall for the purpose of periodic review; worked with the state librarian to submit the Assurances and Certification form for the State Program Report and convened a LSTA check-in meetings (May 16th) in order to discover questions and foster sharing of project ideas and issues.

Kim is preparing FY2023 state aid spreadsheets for publication on the website and eventual publication in Tableau. Kim is training on data imaging software Tableau to create data dashboards from public library data for public consumption.

Administration – Nan Carmack

This quarter, Nan has attended the annual Public Library Association conference; represented the Library of Virginia to the Old Dominion University Masters in Library and Information Science's Advisory Board at their two-day retreat; served as a reviewer for Lyrasis' Catalyst Grants and written a grant to *Library Futures* to retain a black, deaf historian to expand the knowledge surrounding black deaf history in Virginia.

Nan has been working with the American Connection Corp and the libraries in Bland County, Smyth County, and Wythe County to place an ACC member there to continue the digital navigation project begun with BEAD funds in Smyth County. This project will serve as a

template for future projects.

Library Development and Networking Division Inclusive Resources

The Library Development and Networking Division at the Library of Virginia offers several resources that support diversity, opportunity, and inclusion. Find It Virginia, the statewide collection of digital resources provided to all Virginia public library systems, Day by Day VA, and the Deaf Culture Digital Library (DCDL) all support these initiatives in a variety of ways. The details below outline the use of these resources during FY23 (July 1, 2022-June 30, 2023). For some of the resources, data is not available for the entire year, and if so, that is indicated below.

In addition to the statistical data presented here, LDND staff have been working with our vendor partners to develop and expand the marketing materials for these products to include Spanish language digital and print marketing pieces. Additionally, many of the databases included in the Find It Virginia collection offer accessibility tools such as translation tools, read-aloud content for the vision impaired, and accessible fonts and other reading tools.

1. Brainfuse (available from local public libraries both in-library and remotely)
 - a. Find It VA includes a subscription to three Brainfuse databases, Homework HelpNow (funded with support from VDOE), JobNow, and Vet Now.
 - i. Homework HelpNow provides live tutoring in both English and Spanish for students K-college seven days a week from 2-11 pm. In addition, HelpNow includes a writing lab, practice tests, study plans, and more to support learners of all abilities. An Adult Learning Center offers High School Equivalency and Citizenship test preparation, live tutoring for skills building, and other resources for adults seeking to expand their learning and career goals.
 1. During FY23, HelpNow had 71,883 uses.
 - ii. JobNow provides live résumé, interview, and job coaching seven days a week from 2-11 pm. Users can also find unemployment assistance, résumé templates, career assessments, and more. Includes test prep resources and practice tests and career credentialing information for over 140 specific careers.
 1. In FY23, JobNow had 25,309 uses.
 - iii. VetNow provides live help navigating military benefits seven days a week from 2-11 pm, as well as help with eligibility questions, connecting with veteran's benefits and community resources, transitioning from a military to civilian career, and more.
 1. In FY23, VetNow had 2,868 uses.
 2. Day by Day VA (<https://daybydayva.org/>)
 - a. The Day by Day website offers a family-activity calendar with new suggestions every day for stories, songs, activities, and games. Provided in both English and

Spanish, this resource supports early childhood literacy and offers parents a variety of opportunities to model literacy for their children.

- b. During FY23, Day by Day VA had 3,414 visits. Page analytics were not added until February 2023, so this number only accounts for five months of use. Projecting out, the site would be expected to have received approximately 8,200 visits.
3. Deaf Culture Digital Library (<https://deaflibva.org/>)
 - a. DCDL provides resources about deaf culture, acquires, and preserves a collection of deaf resources in digital formats, and offers assistance to Virginia residents and library staff in all libraries in the state of Virginia. DCDL is guided by a steering committee composed of deaf individuals from a variety of backgrounds across the Commonwealth and members of the Virginia library community.
 - b. During FY23, the DCDL site had 5,864 page views from 2,359 users.
4. Read It! (available from local public libraries both in-library and remotely)
 - a. Part of the Find It VA collection, Read It! helps high school students and adult learners who have a basic foundation in English grammar and reading but need level-appropriate reading material. Read It! supports the learning needs of newcomers to Virginia for whom English is a second language. It also supports the needs of those leaving incarceration who are seeking to improve their reading and critical thinking abilities by providing age-appropriate content at a accessible reading level.
 - i. During FY23, library users opened 50,733 Read It! sessions, viewing over 23,600 pieces of content.
5. Transparent Language Online (available from local public libraries both in-library and remotely)
 - a. Transparent Language Online (TLO) was added to the Find It Virginia collection in October of 2022. It offers online, self-paced language learning for over 120 languages. From a diversity, opportunity, and inclusion perspective, TLO offers English language learning for speakers of a variety of different languages (so, for instance, a Spanish speaker can take the English class with the instructions in Spanish) as well as a course in American Sign Language.
 - i. Since TLO was added in the middle of FY23, the data here represents only 9 months of use. During this period, 4,528 ESL and ASL classes were taken (2,242 ESL; 2,286 ASL), which represents 17% of the usage of this resource.

Making the Most of Bridging the Divide

Interested in the resources mentioned in Getting Virginia Across the Broadband Finish Line with Affordability & Adoption? Here are some suggestions from our session planners. Please share others you may be aware of!

- [Virginia Digital Opportunity Plan](https://www.dhcd.virginia.gov/sites/default/files/DocX/vati/dop-appendix-files/virginia-digital-opportunity-plan.pdf): The Virginia Digital Opportunity Plan is a first-of-its-kind undertaking to assess all facets of the digital divide in the Commonwealth and develop a strategy to close it. The plan, which studies and outlines how the Commonwealth will close the digital divide focuses on three areas that form this gap in connectivity: access, affordability, and adoption. <https://www.dhcd.virginia.gov/sites/default/files/DocX/vati/dop-appendix-files/virginia-digital-opportunity-plan.pdf>
- [Digital Opportunity Website](https://www.dhcd.virginia.gov/digital-opportunity): The Virginia Department of Housing and Community Development, DHCD, has been authorized by the National Telecommunications and

<https://www.dhcd.virginia.gov/digital-opportunity>

[Commonwealth Connection](https://commonwealth-connection.com/)

<https://commonwealth-connection.com/>

[Library of Virginia Library Development and Networking Division](https://vpl.lib.va.us/ldnd-staff/)

<https://vpl.lib.va.us/ldnd-staff/>



JobNow offers live career and interview coaching including help with Microsoft Office, self-paced computer training, resources for adult learners, including High School equivalency preparation, and test prep resources, practice tests, and career credentialing information for over 140 specific careers. Both resources are available with a public library card to all Virginians through their local library, which can be found using LDND's Virginia Public Library Directory.

- [Virginia Public Library Directory](http://www.lva.virginia.gov/public/libraries.asp) : Collaborations with city and county agencies, non-profit organization, and philanthropy strengthen essential networks and builds capacity among libraries and other social infrastructure to serve learners and job seekers. To find a library by county click on the county or city name. Regional libraries will be listed under their counties or cities name.
<http://www.lva.virginia.gov/public/libraries.asp>.
- [Digital Learn Training](#): Curated by the Public Library Association, Digital Learn training is a collection of self-directed tutorials for end-users to increase their digital literacy. Modules are video based with narration, 6 to 22 minutes long, written at the fourth-grade reading level, and help learners practice skills like using a mouse and setting up passwords. Nearly all modules are available in Spanish as well as English.
- [Broadband affordability options that are available post-ACP](#) (Albemarle County Broadband and Accessibility Office): Keeping households informed about their broadband options is important in all cases, but especially with ACP eligible households. Organizations like the National Digital Inclusion Alliance maintain [lists](#) of low-cost providers and their services is important. Our office has developed a [list](#) of low-cost plans for providers serving our area, and includes local context. These details provide digital navigators a single resource to be able to review options for eligible households.
- [Affordability, Connectivity Program \(ACP\) Bridge](#) (Albemarle County Broadband and Accessibility Office): Model policies and white papers serve as roadmaps for implementation.

Marketing and Communications Executive Summary

The Marketing and Communications team has continued to generate awareness of the Indigenous Perspectives Exhibition and related programs, as well as for the Carol Weinstein Author Series and other LVA events during the second quarter. Our media relations efforts contributed to LVA being featured in 34 news stories in various media statewide (highlights from our coverage are included in the board packet). Examples of key press releases distributed this quarter include the Danville 1963: Legacy of a Movement Film Screening & Panel Discussion event, the “Justice for Ourselves: Black Virginians Claim Their Freedom After Slavery” book launch event, and the opening of voting for the People’s Choice Award.

We also continued our integrated marketing campaign to drive strong attendance at the various events and initiated general LVA branding to help increase awareness of the Library. Our marketing campaign tactics included a TV ad, a sponsorship on Virginia Public Radio, ads on social media, ads in playbills for local Broadway shows, a digital billboard on the Downtown Expressway, and both print and digital news media ads.



Marketing and Communications also produced and distributed another edition of Broadside magazine. The cover story focused on the World War II Separation Notices Digitization Project.

The Library’s social media platforms continue to steadily gain new followers (highlights are in the board packet). Engagement remains strong overall, although it decreased on a couple of the platforms compared to last quarter due to various factors. Our LinkedIn page continues to stand out as an effective platform for sharing Library activities and initiatives.



A special highlight of this quarter involved recognition for work completed last year to elevate the Library of Virginia’s during its 200th anniversary. The library was

recognized by the National Endowment for the Humanities for its work in digitizing and making available the records of the Freedmen’s Bureau. This recognition was a testament to the library’s commitment to preserving and sharing the history of the state.

The library also received recognition from the National Endowment for the Humanities for its work in digitizing and making available the records of the Freedmen’s Bureau. This recognition was a testament to the library’s commitment to preserving and sharing the history of the state.

Virginia Administrative Code

Title 17. Libraries and Cultural Resources

Agency 15. Library of Virginia (Library Board)

Chapter 110. Requirements Which Must Be Met in Order to Receive Grants-In-Aid

17VAC15-110-10. Requirements.

In order to qualify for grants-in-aid, all libraries serving more than 5,000 persons must meet the following requirements by July 1, 1992:

1. Be organized under the appropriate section of the Code of Virginia. Not more than one library in a county or regional library system or a municipal governmental unit may receive a grant.
2. Submit to the State Library Board:
 - a. Charter, resolution, or other legal papers under which they are organized;
 - b. A copy of the by-laws of the board of trustees, a list of trustees, revised as changes occur;
 - c. A five-year plan, adopted by the governing body of the library service in the area (areas) served. In order to receive continuing grants, this plan must be updated annually;
 - d. A written statement of policy covering such items as: service, personnel, and maintenance of book collections and other materials;
 - e. Statistical and financial reports including audits and statements of progress of the plan as requested;
 - f. A copy of the budget for the expenditure of local funds, not including anticipated state and federal funds. This must be submitted annually.
3. Have local operating expenditures of at least 50% of the median statewide local operating expenditures per capita, two-thirds of which must be from taxation or endowment. The median shall be recalculated each biennium. Libraries obtaining aid for the first time or those falling below the 50% median must meet the requirement within five years. Libraries which fall below 50% of the median in local expenditures per capita must submit a plan to the State Library Board for reaching the minimum requirement. The plan must include a schedule of annual increases in local expenditures of not less than 20% of the amount needed to attain local per capita expenditures of 50% of the median within five years.

departments of the local government are reduced below those of the previous year, the library's state grant-in-aid would be reduced. The State Library may require that the amount of such reduction in the library's total expenditure be subtracted from the library's eligibility and that the state grant be reduced accordingly. If the library's budget is reduced and other agencies' budgets are not, then the library would receive no state grant-in-aid and would be ineligible for one until local expenditures shall have again reached or exceeded the local effort at the time of the last previous grant.

The library would be ineligible for any federal funds if local funds are reduced below that of the previous year.

Grants-in-aid shall be used as supplements to local funds.

The amount of any undesignated balance in the local operating budget at the end of the fiscal year which exceeds 10% will be subtracted from the grant which is based on that year's expenditures.

4. Have certified librarians in positions as required by state law. Libraries failing to employ a certified librarian in the position of director will have their state aid grant reduced by 25%.

5. Keep open a headquarters library or centrally located branch at least 40 hours a week for a full range of library services. This schedule must include at least three consecutive evening hours and appropriate weekend hours. Evening hours are defined as the hours after 5 p.m.

6. Maintain an up-to-date reference collection and set up procedures for securing materials from other libraries through interlibrary loan.

Organize materials for convenient use through shelf arrangement, classification and cataloging, and provide a catalog of its resources.

Stimulate use of materials through publicity, displays, reading lists, story hours, book talks, book and film discussions and other appropriate means.

Lend guidance in all outlets to individuals in the use of informational, education, and recreational materials.

Lend assistance to civic, cultural, and educational organizations in locating and using materials for program planning, projects, and the education of members.

Maintain a collection of currently useful materials by annual additions and systematic removal of items no longer useful to maintain the purposes of quality of its resources.

Have a telephone and the number of the telephone listed in the local telephone directory.

Provide the basic services listed in this section free of charge to the public as required by law.

7. Every regional, county, and city library serving an area of more than 400 square miles, or more than 25,000 persons, must provide some form of extension service acceptable to the board.

8. If a library system has two or more service units, either branches or stations, it must maintain a scheduled, frequent delivery system.

9. The Library Board may, at its discretion, make exceptions for a specified period of time to any single requirement listed above. The exception will be made only if the library can show that a real effort has been made to meet the requirement and that significant progress has been made toward meeting this requirement.

Statutory Authority

§§ 42.1-8 and 42.1-52 of the Code of Virginia.

Historical Notes

Derived from VR440-02-01, eff. July 1, 1992.



January 8, 2024

To Whom it May Concern,

The Franklin County Public Library is seeking a waiver of requirement #5 of the Requirements for State Aid in regards to the following: "This schedule must include at least three consecutive evening hours."

Our main branch is open M-SAT with two evening days. We wish for our main branch to have only two consecutive evening hours instead of three on those two days. We would like to specifically be open 9am-7pm on Tuesdays and Thursdays instead of 9am-8pm.

This request is due to little to no foot traffic in the library between the hours of 7-8pm. Please see accompanying documentation indicating an average of 6 patrons per month utilizing the library during those hours over a 3-month period. Closing at 7pm also allows our closing staff to come in at 11am to start their shift instead of 12pm which gives us extra staff during our peak times when they are needed most.

Thank you in advance for your consideration in this matter.

Sincerely,

A handwritten signature in cursive script that reads 'Rebecca J. Ventola'.

Rebecca Ventola
Library Director
Franklin County Public Library
540-483-3098
rebecca.ventola@franklincountyva.gov

Main Patron Counter - October 2023

			Front	Rear				Remarks
Time	Day	October	(Road)	(Parking)	7-8 m	Total	Total/2	(Special events, classes, meetings)
	1	Sunday				0	0	
	2	Monday	109	261		377	189	
	3	Tuesday	137	502		639	320	
	4	Wednesday	150	394		544	272	
	5	Thursday	135	446	0	581	291	Grimace Storytime
	6	Friday	112	308		420	210	
	7	Saturday	96	177		273	137	
	8	Sunday				0	0	
	9	Monday	0	0		0	0	Closed
	10	Tuesday	152	492		644	322	
	11	Wednesday	119	336		455	228	
	12	Thursday	94	338	7	439	220	
	13	Friday	115	353		468	234	
	14	Saturday	82	235		317	159	
	15	Sunday				0	0	
	16	Monday	101	275		376	188	
	17	Tuesday	128	455		583	292	
	18	Wednesday	110	357		467	234	
	19	Thursday	67	374	2	443	222	
	20	Friday	92	400		492	246	
	21	Saturday	94	311		405	203	
	22	Sunday				0	0	
	23	Monday	107	389		496	248	
	24	Tuesday	135	547		682	341	
	25	Wednesday	165	342		507	254	
	26	Thursday	96	423	S	524	262	
	27	Friday	93	412		505	253	
	28	Saturday	149	189		338	169	
	29	Sunday				0	0	
	30	Monday	82	320		402	201	
	31	Tuesday	104	400		504	252	
		Total			17	5941		

Main Patron Counter - November 2023

			Front	Rear				Remarks
Time	Day	November	{Road}	(Parking)	7-812m	Total	Total/2	(Special events, classes, meetings)
	1	Wednesday	100	464		564	282	
	2	Thursday	123	352	1	476	238	
	3	Friday	122	373		495	248	
	4	Saturday	86	157		243	122	
	5	Sunday				0	0	
	6	Monday	103	166		269	135	
	7	Tuesday	0	0		0	0	Closed
	8	Wednesday	137	285		422	211	
	9	Thursday	94	348	1	443	222	Door Counter Parking Side not working
	10	Friday	0	0		0	0	Closed
	11	Saturday	53	153		206	103	Parking Lot Side Counter Questionable
	12	Sunday				0	0	
	13	Monday	115	388		503	252	
	14	Tuesday	185	563		748	374	Different Tribes Presentation
	15	Wednesday	127	381		508	254	
	16	Thursday	99	464	12	575	288	
	17	Friday	123	365		488	244	
	18	Saturday	72	210		282	141	
	19	Sunday				0	0	
	20	Monday	124	397		521	261	
	21	Tuesday	114	415		529	265	Back Door counter Out
	22	Wednesday	39	199		238	119	1/2 Day Closed
	23	Thursday	0	0		0	0	Closed
	24	Friday	0	0		0	0	Closed
	25	Saturday	0	0		0	0	Closed
	26	Sunday				0	0	
	27	Monday	98	512		610	305	
	28	Tuesday	146	522		668	334	
	29	Wednesday	92	645		737	369	
	30	Thursday	365	157	2	524	262	
		Total			8		5025	

Main Patron Count - December 2023

Time	Day	December	Front (Road)	Rear (Parking)	7-812m	Total	Total/2	Remarks (Special events, classes, meetings)
	1	Friday	2356	1300		3656	1828	FC Christmas
	2	Saturday	62	146		208	104	
	3	Sunday				0	0	
	4	Monday	98	413		511	256	
	5	Tuesday	107	587		694	347	
	6	Wednesday	89	387		476	238	
	7	Thursday	110	372	2	484	1242	
	8	Friday	130	359		489	245	
	9	Saturday	44	288		332	66	
	10	Sunday				0	0	
	11	Monday	99	329		428	214	
	12	Tuesday	83	713		796	398	
	13	Wednesday	69	325		394	197	
	14	Thursday	70	582	2	654	327	
	15	Friday	111	564		675	338	
	16	Saturday	65	316		381	191	
	17	Sunday				0	0	
	18	Monday	100	507		607	304	
	19	Tuesday	87	625		712	356	
	20	Wednesday	112	326		438	219	
	21	Thursday	102	496	6	604	302	
	22	Friday	51	142		193	97	1/2 day Closed
	23	Saturday	0	0		0	0	Closed
	24	Sunday				0	0	
	25	Monday	0	0		0	0	Closed
	26	Tuesday	81	309		390	195	
	27	Wednesday	98	291		389	195	
	28	Thursday	104	318	0	422	211	
	29	Friday	53	266		319	160	
	30	Saturday	37	311		348	174	
	31	Sunday				0	0	
		Total			s		7300	

	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023
Library											
Alleghany Highlands Regional Library				59.50%							
Craig Public Library						59.84%					
Eastern Shore Public Library											66.21%
Halifax-South Boston Public Library						65.94%					
Highland County Public Library							61.36%	62.11%	64.83%	60.73%*	63.26%
Lancaster Community Library	60.00%	36.00%	62.36%	47.31%	48.36%	50.09%	66.27%				58.88%
Lunenburg Public Library						64.53%				64.17%	
Madison County Library, Inc.	59.00%	36.90%	66.32%	55.64%	60.74%	54.71%					
Massanutten Regional Library		66.40%									
Middlesex	64.00%	52.00%	65.84%	46.27%	54.27%	57.74%	52.45%			58.35%	
Northumberland Public Library	56.00%	51.60%	55.97%	52.05%	40.72%	40.39%	56.98%	59.31%	57.57%	49.02%	42.42%
Rockbridge Regional Library					66.35%						
Shenandoah Public Library						63.35%					
Southside Regional Library		65.20%									

Note: Data elements used in these calculations were re-examined and adjusted in FY2019 to more accurately reflect the language in the Requirements.

Total Local Government Income was changed to Total Local Government Expenditures, and Total Income was changed to Total Local Income.

*Put on Plan



Sandra Gioia Treadway
Librarian of Virginia

June 26, 2023

Jane Blue
Northumberland Public Library
7204 Northumberland Hwy
Heathsville, VA 22473

Dear Jane:

On June 26, 2023, the Library of Virginia Board met to review state aid grant applications from public libraries in Virginia. Northumberland Public Library repeatedly has failed to meet the two-thirds local expenditures per capita requirement.

The Requirements Which Must Be Met In Order To Receive Grants-in-Aid state:

3. Have local operating experience for at least 500 of the vehicles in your intended operating region.

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100	101	102	103	104	105	106	107	108	109	110	111	112	113	114	115	116	117	118	119	120	121	122	123	124	125	126	127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148	149	150	151	152	153	154	155	156	157	158	159	160	161	162	163	164	165	166	167	168	169	170	171	172	173	174	175	176	177	178	179	180	181	182	183	184	185	186	187	188	189	190	191	192	193	194	195	196	197	198	199	200	201	202	203	204	205	206	207	208	209	210	211	212	213	214	215	216	217	218	219	220	221	222	223	224	225	226	227	228	229	230	231	232	233	234	235	236	237	238	239	240	241	242	243	244	245	246	247	248	249	250	251	252	253	254	255	256	257	258	259	260	261	262	263	264	265	266	267	268	269	270	271	272	273	274	275	276	277	278	279	280	281	282	283	284	285	286	287	288	289	290	291	292	293	294	295	296	297	298	299	300	301	302	303	304	305	306	307	308	309	310	311	312	313	314	315	316	317	318	319	320	321	322	323	324	325	326	327	328	329	330	331	332	333	334	335	336	337	338	339	340	341	342	343	344	345	346	347	348	349	350	351	352	353	354	355	356	357	358	359	360	361	362	363	364	365	366	367	368	369	370	371	372	373	374	375	376	377	378	379	380	381	382	383	384	385	386	387	388	389	390	391	392	393	394	395	396	397	398	399	400	401	402	403	404	405	406	407	408	409	410	411	412	413	414	415	416	417	418	419	420	421	422	423	424	425	426	427	428	429	430	431	432	433	434	435	436	437	438	439	440	441	442	443	444	445	446	447	448	449	450	451	452	453	454	455	456	457	458	459	460	461	462	463	464	465	466
---	---	---	---	---	---	---	---	---	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----

https://www.industrydocuments.ucsf.edu/docs/qv0007

At the 2005 survey, 74% of the 1000 respondents reported that they had used a mobile phone to access the Internet. This was a significant increase from the 2002 survey, especially for the 18-29 age group, and 2004, and was largely impeded by the poor mobile

1. **Identify the main topic of the passage.**
 2. **Summarize the main idea in your own words.**
 3. **Identify the author's purpose.**
 4. **Identify the author's tone.**
 5. **Identify the author's point of view.**
 6. **Identify the author's bias.**
 7. **Identify the author's audience.**
 8. **Identify the author's style.**
 9. **Identify the author's language.**
 10. **Identify the author's structure.**
 11. **Identify the author's organization.**
 12. **Identify the author's content.**
 13. **Identify the author's conclusion.**
 14. **Identify the author's recommendation.**
 15. **Identify the author's conclusion.**

Therefore, NPL must work to reach the minimum funding levels as stipulated in the above requirement. NPL will need to demonstrate sufficient increases over the next five years to continue to receive state aid. A suggested chart has been included to reflect the latest financial data for Northumberland.

If you have any questions, please call

kim.amentroul@lva.virginia.gov

Northumberland Public Library

Five-Year Plan for Meeting State Aid Requirements

June 8, 2023

Administrative Code. 17VAC15-110-10. Requirements.

In order to qualify for grants-in-aid, all libraries serving more than 5,000 persons must meet the following requirements:

Have local operating expenditures of at least 50% of the median statewide local operating expenditures per capita; two-thirds of which must be from taxation or endowment

*Based on Northumberland's reported FY2022 data:

Total Local Income = \$178,655

Total Common Government Income = \$0

Endowment Income = \$0

Total Local Expenditures = \$364,447

Public/Private Funding Percentage = 49.02%

Funding Gap Needed to Reach 66.66% = \$242,940

From: Kelley, Jesse (KQCO)
To: Armentrout, Kim (LVA)

Tue 5/28/2024 2:46PM

Dear Kim Armentrout,

Please accept these documents for the King and Queen County Public Library's state aid application. Attached you will find our by-laws for the Library Board of Trustees, a list of our trustees, the Library's policies, our five year plan and our County budget.

Please let me know if you need anything else.

Very best,
Jesse

Jesse Kelley
Deputy Director of Community Programs and Tourism
King and Queen County
804-898-4987



KING AND QUEEN COUNTY VIRGINIA

J'ounae.c{ 1691

WHEREAS, for many years, King and Queen County has been a member locality in the Pamunkey Regional Library System (the "PRLS"); and

WHEREAS, in May of 2023, King and Queen County notified the other member localities in PRLS, namely Goochland County, Hanover County, and King William County, that King and Queen County would be withdrawing from the PRLS no later than two years following such notice, as provided by statute; and

WHEREAS, in conjunction with the notice of its intended withdrawal from PRLS, King and Queen County also asked Goochland County, Hanover County, and King Williams County for leave to withdraw from the PRLS prior to the two-year notice period as allowed by statute; and

WHEREAS, expecting permission to be granted for King and Queen County to withdraw from the PRLS effective at midnight on June 30, 2024, King and Queen County did establish the King and Queen County Public Library System and did appoint the King and Queen County Public Library Board, all effective as of February 1, 2024; and

WHEREAS, the Virginia General Assembly did amend, and the Governor of Virginia did approve the amendment of, Va. Code§ 42.1-36 effective July 1, 2024, to allow King and Queen County to operate its library system without the continued existence of a library board; and

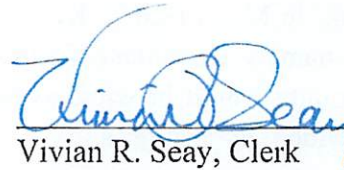
WHEREAS, King and Queen County wishes to continue to have a library board on and after July 1, 2024 to serve as an advisory board but not a board in which management and control of the King and Queen County Public Library is vested.

NOW, THEREFORE, BE IT RESOLVED by the King and Queen County Board of Supervisors that pursuant to Va. Code§ 42.1-33, the King and Queen County Public Library is approved, ratified, and confirmed to exist as of February 1, 2024; that pursuant to Va. Code§ 42.1-35, the management and control of the King and Queen County Public Library shall be vested in its board of trustees for the period February 1, 2024 through June 30, 2024; that the King and Queen County Public Library Board of Trustees shall consist of the following members effective February 1, 2024, namely Adrienne Berard, Kim Carlton, Beth Hayes, Patricia Simpkins, Bidy Walker, and Annie Carter; that pursuant to Va. Code§ 42.1-36, on and after

July 1, 2024, the King and Queen County Public Library Board of Trustees shall be an advisory board, not a management board, consisting of the aforesaid individuals appointed to serve effective February 1, 2024, and shall be known as the King and Queen County Public Library Advisory Board.

Adopted the 13th day of May, 2024 on the following vote:

AYE: Supervisors Alsop, Beny, Norman, Billups, and Simpkins
NAY: NONE
ABSTAIN: NONE
ABSENT: NONE



Vivian R. Seay, Clerk

**FY 2024 STATE AID TO LOCALITIES & FY 2025 PROPOSED STATE AID
DRAFT**

	\$24,107,514 State Aid	\$26,607,514 State Aid	Variance FY 2024 and FY 2025
Library	2024	2025	
COUNTY			
Amelia (Hamner)	99,534	154,922	55,388
Amherst	231,334	248,159	16,825
Appomattox (Jamerson)	72,845	86,177	13,332
Arlington	281,387	303,179	21,792
Augusta	247,788	265,970	18,182
Bland	70,290	87,030	16,740
Botetourt	232,494	249,466	16,972
Buchanan	189,736	207,663	17,927
Campbell	237,948	255,437	17,489
Caroline	163,467	186,447	22,980
Charlotte	80,661	96,541	15,880
Chesterfield	319,763	346,566	26,803
Craig	12,722	13,532	810
Culpeper	236,184	253,745	17,561
Cumberland	56,725		(56,725)
Essex	103,643	116,428	12,785
Fauquier	243,839	261,755	17,916
Fluvanna	157,316	178,198	20,882
Franklin	239,192	256,686	17,494
Gloucester	230,977	247,894	16,917
Henrico	309,266	331,893	22,627
Highland	43,298	50,318	7,020
King & Queen	0	89,975	89,975
King George (Smoot)	207,031	236,624	29,593
Lancaster	141,634	154,460	12,826
Loudoun	335,094	361,304	26,210
Lunenburg	68,681	96,905	28,224
Madison	71,465	76,997	5,532
Mathews	131,874	151,391	19,517
Mecklenburg	200,875	240,961	40,086
Middlesex	77,540	99,134	21,594
Northumberland	104,529	142,108	37,579
Nottoway	87,698	93,144	5,446
Orange	231,443	248,592	17,149
Pittsylvania	243,197	260,777	17,580
Powhatan	169,993	206,225	36,232
Prince William	359,887	388,407	28,520
Pulaski	228,805	241,664	12,859
Rappahannock	79,891	110,209	30,318
Richmond County	46,510	50,112	3,602
Roanoke County	246,453	264,509	18,056
Russell	128,518	148,965	20,447
Shenandoah	235,046	252,284	17,238
Smyth	230,607	247,338	16,731
Tazewell	233,900	250,930	17,030
Warren (Samuels)	231,561	248,565	17,004
Washington	238,043	255,361	17,318
York	238,299	256,066	17,767
REGIONAL			
Appomattox Regional	615,044	674,450	59,406
Bedford	266,872	286,446	19,574
Blackwater (W C Rawls)	678,075	731,564	53,489
Blue Ridge	488,616	553,439	64,823
Central Rappahannock	1,027,523	1,118,996	91,473
Central Virginia (Buck-Farmv)	327,040	423,428	96,388
Charles P. Jones	113,576	129,926	16,350
Eastern Shore	292,257	408,124	115,867

Fairfax	489,331	524,744	35,413
Galax-Carroll	237,824	247,155	9,331
Halifax-South Boston	169,840	192,076	22,236
Handley Library	598,909	665,948	67,039
Heritage Library	132,959	166,573	33,614
Jefferson-Madison	1,026,274	1,124,656	98,382
Lonesome Pine	613,182	650,481	37,299
Massanutten (Rockingham)	617,931	675,893	57,962
Meherrin	274,074	238,008	(36,066)
Montgomery-Floyd	388,498	431,791	43,293
Pamunkey	662,633	713,650	51,017
Rockbridge	475,088	596,550	121,462
Williamsburg	474,794	510,015	35,221
Wythe-Grayson	258,200	310,350	52,150

CITY

Alexandria	260,700	279,634	18,934
Bristol	223,538	239,767	16,229
Chesapeake	287,596	309,149	21,553
Colonial Heights	195,764	237,067	41,303
Danville	230,469	247,259	16,790
Falls Church (Styles)	222,763	239,042	16,279
Hampton	255,222	273,853	18,631
Lynchburg	240,355	257,965	17,610
Manassas Park	125,319	114,620	(10,699)
Newport News	268,097	287,286	19,189
Norfolk	281,894	302,452	20,558
Petersburg	227,752	244,567	16,815
Poquoson	222,335	238,626	16,291
Portsmouth	244,897	262,487	17,590
Radford	223,442	239,757	16,315
Richmond City	278,933	299,463	20,530
Roanoke City	245,509	263,408	17,899
Salem	225,620	242,084	16,464
Staunton	225,877	242,370	16,493
Suffolk	247,648	266,635	18,987
Virginia Beach	341,331	365,621	24,290
Waynesboro	224,900	241,402	16,502

TOWN

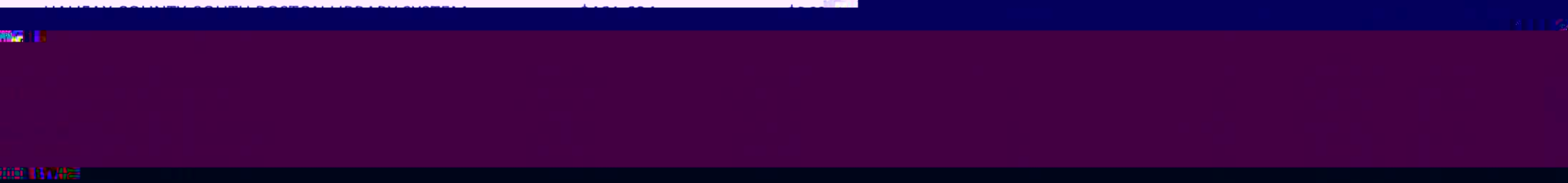
Clifton Forge	56,838	67,459	10,621
Narrows (Brammer)	14,856	14,122	(734)
Pearisburg	78,316	86,143	7,827

TOTALS	24,107,514	26,607,514	2,500,000
---------------	-------------------	-------------------	------------------

1.1 LibSysName	19.3 TotLocComGov	13.3 TotLocalGovIncome	13.6 TotCommGovIncome	13.10 EndowmentIncome	TotLocIncome	
BOTETOURT COUNTY LIBRARY	\$1,189,262	\$1,577,884		\$0	\$0	\$1,577,884 132.68%
JAMES L. HAMNER PUBLIC LIBRARY	\$312,218	\$359,416		\$0	\$0	\$359,416 115.12%
DANVILLE PUBLIC LIBRARY	\$988,204	\$1,124,804		\$0	\$0	\$1,124,804 113.82%
WAYNESBORO PUBLIC LIBRARY	\$778,924	\$882,409		\$0	\$0	\$882,409 113.29%
RADFORD PUBLIC LIBRARY	\$893,199	\$1,010,585		\$0	\$0	\$1,010,585 113.14%
J. ROBERT JAMERSON MEMORIAL LIBRARY	\$220,512	\$227,846	\$17,856	\$0	\$245,702	\$245,702 111.42%
CULPEPER COUNTY LIBRARY	\$912,439	\$1,012,766		\$0	\$0	\$1,012,766 111.00%
PETERSBURG PUBLIC LIBRARY	\$1,009,680	\$1,109,671		\$0	\$0	\$1,109,671 109.90%
VIRGINIA BEACH PUBLIC LIBRARY	\$18,884,528	\$20,284,351		\$0	\$0	\$20,284,351 107.41%
LYNCHBURG PUBLIC LIBRARY	\$1,455,834	\$1,543,563		\$0	\$0	\$1,543,563 106.03%
ROANOKE COUNTY PUBLIC LIBRARY	\$4,491,781	\$4,692,455		\$0	\$0	\$4,692,455 104.47%
NEWPORT NEWS PUBLIC LIBRARY SYSTEM	\$5,761,618	\$5,919,835		\$0	\$0	\$5,919,835 102.75%
PULASKI COUNTY LIBRARY SYSTEM	\$658,968	\$674,455		\$0	\$540	\$674,995 102.43%
SUFFOLK PUBLIC LIBRARY SYSTEM	\$3,723,701	\$3,792,052		\$0	\$0	\$3,792,052 101.84%
CHESAPEAKE PUBLIC LIBRARY	\$12,023,513	\$12,220,170		\$0	\$0	\$12,220,170 101.64%
PORTSMOUTH PUBLIC LIBRARY	\$2,424,820	\$2,460,179		\$0	\$0	\$2,460,179 101.46%
PITTSYLVANIA COUNTY PUBLIC LIBRARY	\$1,641,222	\$1,654,217		\$0	\$0	\$1,654,217 100.79%
WASHINGTON COUNTY PUBLIC LIBRARY	\$1,685,046	\$1,688,573		\$0	\$8,085	\$1,696,658 100.69%
STAUNTON PUBLIC LIBRARY	\$1,077,343	\$1,084,673		\$0	\$0	\$1,084,673 100.68%
AMHERST COUNTY PUBLIC LIBRARY	\$743,131	\$743,131		\$0	\$0	\$743,131 100.00%
ARLINGTON DEPT. OF LIBRARIES	\$15,645,441	\$15,645,441		\$0 N/A		\$15,645,441 100.00%
AUGUSTA COUNTY LIBRARY	\$1,534,564	\$1,534,564		\$0	\$0	\$1,534,564 100.00%
BUCHANAN COUNTY PUBLIC LIBRARY	\$578,329	\$549,397	\$28,932	\$0	\$0	\$578,329 100.00%
CHARLOTTE COUNTY LIBRARY	\$263,346	\$263,346		\$0	\$0	\$263,346 100.00%
CRAIG COUNTY PUBLIC LIBRARY	\$24,453	\$24,453		\$0	\$0	\$24,453 100.00%
HENRICO COUNTY PUBLIC LIBRARY	\$20,774,476	\$20,774,476		\$0	\$0	\$20,774,476 100.00%
IRIS BRAMMER LIBRARY	\$47,639	\$47,639		\$0	\$0	\$47,639 100.00%
MATHEWS MEMORIAL LIBRARY	\$418,222	\$345,977	\$72,245	\$0	\$0	\$418,222 100.00%
NORFOLK PUBLIC LIBRARY	\$12,764,143	\$12,764,143		\$0	\$0	\$12,764,143 100.00%
FRANKLIN COUNTY PUBLIC LIBRARY	\$868,692	\$868,691		\$0	\$0	\$868,691 100.00%
FAIRFAX COUNTY PUBLIC LIBRARY	\$44,050,093	\$43,993,879		\$0	\$0	\$43,993,879 99.87%
PEARISBURG PUBLIC LIBRARY	\$243,463	\$242,907		\$0	\$0	\$242,907 99.77%
SALEM PUBLIC LIBRARY	\$1,140,813	\$1,137,406		\$0	\$0	\$1,137,406 99.70%
HAMPTON PUBLIC LIBRARY	\$2,949,072	\$2,940,256		\$0	\$0	\$2,940,256 99.70%

MANASSAS PARK CITY LIBRARY	\$646,589	\$644,112	\$0	\$0	\$644,112	99.62%
PAMUNKEY REGIONAL LIBRARY	\$5,456,973	\$4,881,061	\$553,540	\$0	\$5,434,601	99.59%
YORK COUNTY PUBLIC LIBRARY	\$3,524,114	\$3,508,300	\$0	\$0	\$3,508,300	99.55%
PRINCE WILLIAM PUBLIC LIBRARIES	\$21,630,343	\$21,442,795	\$0	\$0	\$21,442,795	99.13%
COLONIAL HEIGHTS PUBLIC LIBRARY	\$681,219	\$674,589	\$0	\$0	\$674,589	99.03%
POWHATAN COUNTY PUBLIC LIBRARY	\$550,505	\$452,752	\$92,059	\$0	\$544,811	98.97%
ORANGE COUNTY PUBLIC LIBRARY	\$1,218,344	\$1,202,901	\$0	\$0	\$1,202,901	98.73%
CENTRAL VIRGINIA REGIONAL LIBRARY	\$873,110	\$838,426	\$13,837	\$9,000	\$861,263	98.64%
CHESTERFIELD COUNTY PUBLIC LIBRARY	\$10,833,509	\$10,683,632	\$0	\$0	\$10,683,632	98.62%
RUSSELL COUNTY PUBLIC LIBRARY	\$395,981	\$300,277	\$90,204	\$0	\$390,481	98.61%
ROANOKE CITY PUBLIC LIBRARY	\$4,044,632	\$3,976,132	\$0	\$0	\$3,976,132	98.31%
FAUQUIER COUNTY PUBLIC LIBRARY	\$2,776,798	\$2,728,564	\$0	\$0	\$2,728,564	98.26%
GLOUCESTER COUNTY PUBLIC LIBRARY	\$1,038,776	\$1,020,606	\$0	\$0	\$1,020,606	98.25%
POQUOSON PUBLIC LIBRARY	\$868,601	\$853,325	\$0	\$0	\$853,325	98.24%
NOTTOWAY COUNTY LIBRARY SYSTEM	\$229,617	\$202,481	\$22,247	\$0	\$224,728	97.87%
RICHMOND PUBLIC LIBRARY	\$7,329,202	\$7,165,075	\$0	\$0	\$7,165,075	97.76%
TAZEWELL COUNTY PUBLIC LIBRARY	\$948,724	\$926,817	\$0	\$0	\$926,817	97.69%
CAMPBELL COUNTY PUBLIC LIBRARY	\$1,075,549	\$1,049,282	\$0	\$0	\$1,049,282	97.56%
HERITAGE PUBLIC LIBRARY	\$372,962	\$362,899	\$0	\$0	\$362,899	97.30%
ESSEX PUBLIC LIBRARY	\$314,060	\$263,546	\$14,790	\$26,950	\$305,286	97.21%
FLUVANNA COUNTY PUBLIC LIBRARY	\$462,156	\$376,103	\$72,160	\$0	\$448,263	96.99%
LONESOME PINE REGIONAL LIBRARY	\$1,708,652	\$1,614,797	\$32,622	\$8,500	\$1,655,919	96.91%
LOUDOUN COUNTY PUBLIC LIBRARY	\$22,317,089	\$21,605,949	\$0	\$0	\$21,605,949	96.81%
WYTHE-GRAYSON REGIONAL LIBRARY	\$748,354	\$723,913	\$0	\$0	\$723,913	96.73%
JEFFERSON-MADISON REGIONAL LIBRARY	\$8,430,909	\$8,142,103	\$0	\$0	\$8,142,103	96.57%
ALEXANDRIA LIBRARY	\$8,011,578	\$7,724,269	\$0	\$0	\$7,724,269	96.41%
SHENANDOAH COUNTY LIBRARY	\$1,546,994	\$962,268	\$0	\$528,667	\$1,490,935	96.38%
CLIFTON FORGE PUBLIC LIBRARY	\$158,493	\$152,640	\$0	\$0	\$152,640	96.31%
CENTRAL RAPPAHANNOCK REGIONAL LIBRARY	\$12,220,078	\$11,493,042	\$17,960	\$249,000	\$11,760,002	96.24%
CAROLINE COUNTY LIBRARY	\$522,554	\$397,752	\$103,499	\$0	\$501,251	95.92%
RAPPAHANNOCK COUNTY LIBRARY	\$287,566	\$275,405	\$0	\$0	\$275,405	95.77%
MARY RILEY STYLES PUBLIC LIBRARY	\$2,136,471	\$2,041,740	\$0	\$0	\$2,041,740	95.57%
LEWIS EGERTON SMOOT MEMORIAL LIBRARY	\$692,703	\$520,685	\$116,677	\$23,554	\$660,916	95.41%
WILLIAMSBURG REGIONAL LIBRARY	\$7,574,520	\$7,173,558	\$0	\$19,500	\$7,193,058	94.96%
MECKLENBURG COUNTY PUBLIC LIBRARY	\$702,391	\$609,223	\$55,747	\$0	\$664,970	94.67%
MONTGOMERY-FLOYD REGIONAL LIBRARY	\$2,744,462	\$2,338,321	\$254,317	\$0	\$2,592,638	94.47%
HANDLEY REGIONAL LIBRARY	\$2,692,687	\$2,069,500	\$19,395	\$452,927	\$2,541,822	94.40%

BLAND COUNTY PUBLIC LIBRARY	\$176,644	\$166,365	\$0	\$0	\$166,365	94.18%
BRISTOL PUBLIC LIBRARY	\$1,967,982	\$1,848,307	\$0	\$0	\$1,848,307	93.92%
BLACKWATER REGIONAL LIBRARY	\$2,095,957	\$1,810,308	\$110,709	\$43,317	\$1,564,334	93.72%
GALAX-CARROLL REGIONAL LIBRARY	\$619,473	\$410,722	\$168,504	\$0	\$579,226	93.50%
APPOMATTOX REGIONAL LIBRARY SYSTEM	\$1,816,282	\$1,644,110	\$30,507	\$22,328	\$1,696,945	93.43%
ALLEGHANY HIGHLANDS REGIONAL LIBRARY	\$301,587	\$281,046	\$0	\$0	\$281,046	93.19%



UNENBURG COUNTY PUBLIC LIBRARY SYSTEM, INC	\$193,001	\$158,280	\$720	\$0	\$159,000	82.38%
AMUELS PUBLIC LIBRARY	\$1,259,390	\$1,024,000	\$0	\$0	\$1,024,000	81.31%
MIDDLESEX COUNTY PUBLIC LIBRARY	\$368,416	\$280,000	\$1,595	\$864	\$282,459	76.67%
OCKBRIDGE REGIONAL LIBRARY	\$1,496,088	\$1,063,557	\$0	\$82,159	\$1,145,716	76.58%
ASTERN SHORE PUBLIC LIBRARY	\$1,116,408	\$733,805	\$0	\$5,330	\$739,135	66.21%
HIGHLAND COUNTY PUBLIC LIBRARY	\$125,548	\$79,417	\$0	\$0	\$79,417	63.26%
ANCASTER COMMUNITY LIBRARY	\$540,086	\$127,995	\$0	\$190,000	\$317,995	58.88%
NORTHOMBERLAND PUBLIC LIBRARY	\$467,450	\$198,307	\$0	\$0	\$198,307	42.42%
CUMBERLAND COUNTY PUBLIC LIBRARY						

*Came under the umbrella of Central Virginia Regional mid-year.

Proposed Library Board Meeting Dates 2024 – 2025

Unless otherwise noted, meetings are held at the Library of Virginia in Richmond.

Monday, September 20, 2024

Committees and Full Board

8:30 a.m. – 12 p.m.

Thursday, November 14, 2024

Joint Boards Retreat with LVA Foundation

1 – 4 p.m.

Monday, January 6, 2025

Committees and Full Board

8:30 a.m. – 12 p.m.

Friday, April 11, 2025

Full Board Only

Meeting in Abingdon, Virginia

Monday, June 23, 2025

Committees and Full Board

Annual Meeting and Appreciation Lunch

8:30 a.m. – 12 p.m.

THE LIBRARY BOARD • July 1, 2023 – June 30, 2024



C. Paul Brockwell Jr.,
Chair
1228 E. Broad Street, Box 980234
Richmond, Virginia 23298
cpbroc@gmail.com
paul.brockwell@lva.virginia.gov
Cell: 804-614-5589
5-year term ending June 30, 2027

Succeeding Himself; Seat 2



Dr. Robert L. Canida II*
1810 Broadway Street, Unit 100
Lynchburg, VA 24501
Phone: 910-736-4713
Robert.Canida.PhD@gmail.com
canida_rl@lynchburg.edu
5-year term ending June 30, 2025.
Succeeding Kathleen Brown Dawkins; Seat 11

Use both email addresses



Shelley Viola Murphy
36 Colonial Road,
Palmyra, Virginia 22963
shelleyviola@gmail.com
Cell: 434-806-7433
5-year term ending June 30, 2026.
Succeeding Herself; Seat 14



Blythe Ann Scott, Vice-Chair
536 Redgate Avenue
Norfolk, Virginia 23507
Phone: 757-466-9843
blythescott@cox.net



Alynx Castillo
4603 Duncraig Court Drive
Fairfax, VA 22032
alynx.castillo@gmail.com
Cell: 540-570-1677



Dr. Mary S. Prentice
110 Beverly Hills Circle
Lynchburg, VA 24502
Phone: 850-294-2825
marys@prenticebooks.com



williamjblankenship.com



alesiadandaneau@outlook.com



wbrislane@gmail.com



William J. Brinkley
1501 E. Gary Street, Suite 1800
Richmond, Virginia 23219
brinkleywilliam@gmail.com

Succeeding R. Christopher Lightner; Seat 7



Robert D. Aguirre
7113 Collette Drive
Alexandria, Virginia 22307
www.rdad.net

Succeeding Ruth Miller; Seat 6



Robert D. Aguirre
2817 Shawna Leigh Drive
Norfolk, VA 23513
robertd@robertd.com

Succeeding Robert D. Aguirre; Seat 8



L. Preston Bryant Jr.
McGuireWoods Consulting LLC
800 E. Canal Street
Richmond, Virginia 23219
Office: 804-775-1923
lbryant@mcwcllc.com
5-year term ending June 30, 2026.
Succeeding Himself; Seat 15



Barbara Vines Little
P.O. Box 1273
Orange, Virginia 22960
bvlittle@earthlink.net
Phone: 540-832-3473
Cell: 540-222-7600
5-year term ending June 30, 2025.
Succeeding Herself; Seat 12



Malfourd "Bo" Trumbo
5215 Center Street
Apt 102
Williamsburg, VA 23188
mwtrumbo@gmail.com
540-520-5703
5-year term ending June 30, 2028.
Succeeding Robert D. Aguirre; Seat 5

Library Management Team & Key Contacts



Dennis T. Clark
Librarian of Virginia
804-692-3597
979-229-9082 (c)
dennis.clark@lva.virginia.gov



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



Abigail Gump
Counsel
Office of the Attorney General
804-371-0076
agump@oag.state.va.us



Dan Hinderliter
Deputy for Finance &



Greg Crawford
State Archivist and Director of

Vacant
Collection Manager

