

MINUTES
THE LIBRARY BOARD MEETING
The Library of Virginia

March 13, 2006

The Library Board met on Monday, March 13, 2006, in the Board Meeting Room of the Library of Virginia located at 800 East Broad Street, Richmond, Virginia.

I. CALL TO ORDER/QUORUM

After a work session on Historical Scholarship and the Library's Collections and the Digital Newspaper Initiative, the meeting was called to order at 10:30 A.M. by the chair, Christopher M. Marston. Mr. Marston welcomed the following Library Board members in attendance:

Peter E. Broadbent, Jr.	George E. Lovelace
Gilbert E. Butler, Jr.	Valerie Jean Mayo
John S. DiYorio	Henry Wiencek
Mary G. Haviland	Stephen E. Story
F. Claiborne Johnston, Jr.	Clifton A. Woodrum III
Christopher M. Marston, chair	
Charles W. Sydnor, Jr., vice-chair	

Lydia J. Johnson, Lewis F. Powell III, and Mark D. Romer were absent.

II. APPROVAL OF AGENDA

Valerie Jean Mayo moved to approve the agenda. The motion was seconded and unanimously passed by the Board.

III. WELCOME TO VISITORS AND STAFF

Mr. Marston welcomed the visitors and staff and extended a special welcome to Dietra Y. Trent, Deputy Secretary of Education.

IV. ANNOUNCEMENTS

Mary G. Haviland invited the Board and the staff to the opening of the traveling exhibition, *Virginia Collects: Art from Capitol Square*, at the William King Regional Arts Center in Abingdon on Friday, April 14, 2006.

V. PUBLIC COMMENT

There was no public comment.

VI. CONSENT AGENDA

- **Approval of The Library Board Minutes of January 27, 2006**

F. Claiborne Johnston, Jr., moved for acceptance of the Consent Agenda consisting of the January 27, 2006, Library Board minutes. The motion was seconded and the Library Board voted unanimously to accept the Consent Agenda including the January minutes.

VII. INFORMATION ITEMS

A. Reports from Other Organizations

Carolyn L. Barkley, president of the Friends of the Virginia State Archives, highlighted the Friends activities. She encouraged Board members to join the Friends and also invited the Board to attend the *Straight to the Source* program on March 31, 2006.

Peter E. Broadbent, Jr., president of the Virginia Genealogical Society, advised the Board that the Society's spring conference is scheduled for April 22, 2006. A brochure was distributed about the 2006 National Genealogical Society's conference in Chicago, Illinois. Mr. Broadbent reminded the Board that the 2007 conference is scheduled for May 16–19 in Richmond. The Society has been able to microfilm the Southern Claims Commission Approved Claims, 1871–1880 for Virginia, and Mr. Broadbent presented a box of 45 microfilms valued at \$36,000 to Conley Edwards, State Archivist. Negotiations are underway to microfilm the Tredegar records, which have never been microfilmed.

B. Staff Reports

- **Archival and Records Management Services**

Mr. Edwards, division director, reported that House Bill 209 involving revisions to the Virginia Public Records Act was passed by both chambers of the General Assembly and approved by the Governor on March 7. This legislation resulted from a two-year study of the act by a joint legislative study committee. Mr. Edwards explained the key changes.

Senate Bill 461 was also passed. It requires the destruction within six months of the expiration of the retention period of records created after July 1, 2006, that have been authorized to be destroyed. The intent of this act is to encourage agencies to promptly destroy records, especially those with personal information, as soon as possible in order to reduce opportunities for identity theft.

Mr. Edwards updated the Board on the changes in personnel within the division as well as the addition of new staff members and current recruitment for positions.

Progress is continuing with the transfer of Governor Warner's administration records. As of March 13, 2006, there have been 920 cubic feet of records transferred from the Governor's Office and the Secretariats' offices.

Other division projects include records management assistance for the office of the clerk of the court in King George County for both archival and current records. Rockingham County's Will Books for the period 1803–1860 are now available on seven reels of microfilm. Mr. Edwards expressed his appreciation to the Virginia Genealogical Society for the Southern Claims Commission microfilm.

- **Collection Management Services**

Edward D. C. Campbell, Jr., division director, advised that House Bill 210 was passed by the General Assembly and approved by the Governor. This bill, which becomes effective July 1, 2006, amends the State Publications Depository Program to include electronic publications and clarifies the requirements of the program. It authorizes the Library to collect both hard copies and electronic data. Any agencies not submitting their records will be reported to the executive and legislative branches. The program repeals the previous provision requiring the Library to collect costs of publications from state agencies. Dr. Campbell gave details on how this program will be implemented.

House Bill 1544 relating to the intellectual control of Houdon's sculpture of George Washington, which is housed in the Virginia Capitol, was passed by the House of Delegates; however, the Senate voted to carry this bill over to the next session for further study.

Other activities include new initiatives within the Library's microfilm program in conjunction with the Online Computer Library Center. A service has been initiated using the Library's van to provide an exchange of materials every two weeks in order to increase production.

Work is ahead of the required deadline for the National Digital Newspaper Program with the Library of Congress. The completed ten-year project is expected to contain 120,000 to 140,000 pages of searchable newspaper articles from the Library's collections.

The HF Group has purchased several bindery companies and conservation centers, including the Etherington Conservation Center. The name has changed to Etherington Conservation Services. All of the Library's work will continue to be done at the Library and on occasion at the Greensboro, North Carolina, site. Dr. Campbell called on Mr. Edwards who showed the Board an oversize volume from the Tredegar Iron Works Business Records Collection containing damage from highly acidic paper and described how the document had been conserved and made available for researchers.

- **Finance and Administrative Services**

Division director Ann N. Harris announced that the House version of the state budget had removed the \$1 million additional appropriation from Governor Warner's proposed budget while the Senate had not removed the funds. The Senior Management Team had prepared a request for reconsideration, identifying a lower amount that the Library could accept. This information was shared with the staff of the House Appropriations and Senate Finance Committees in advance of the budget conference. Mrs. Harris thanked everyone who expressed support for the Library's request. It is hoped that this reduced amount will be accepted. Nolan T. Yelich, Librarian of Virginia, explained the importance of having the State Aid formula fully funded. He commended Secretary

of Education Thomas R. Morris and Deputy Secretary of Education Dietra Y. Trent for their assistance with this issue and encouraged Board members to continue their support for the Library's recommendations, especially those regarding fully funding State Aid. There was discussion on the best ways to convey the needs of the Library.

Mrs. Harris highlighted the *Statement of Financial Condition as of February 28, 2006*, and advised that year-end planning has been completed with all of the General Fund being spent. She also elaborated on the Federal Fund, Special Funds, and the Circuit Court Program. Employment now totals 183 positions with recruitment underway for 6 positions. This will leave 8 positions to be filled by the end of the fiscal year.

Paul J. Casalaspi, Information Technology division director, explained the latest developments within the Virginia Information Technologies Agency (VITA) and their impact on the Library. The transition of all state agencies to VITA and subsequently to Northrop Grummond is scheduled to take place in July 2006. There was much discussion on this subject and the impending required Memorandum of Understanding between the Library and VITA. Mr. Marston appointed a task force consisting of himself, Stephen E. Story, Charles W. Sydnor, Jr., and Clifton A. Woodrum III with Mr. Casalaspi as an ex-officio member to pursue this matter. It was the sense of the Board that Mr. Yelich should not sign the Memorandum of Understanding until the task force has learned the full impact this agreement would have on the Library's operations.

- **Library Development and Networking Services**

Carol Adams, networking consultant, presented the report in the absence of division director Elizabeth M. Lewis. Final figures for State Aid will not be available until the state finalizes the budget. The division is reviewing the public libraries' certified financial statements and their applications for State Aid.

Ms. Adams reported that the final approval was received in February for the spending of the Library Services and Technology Act 2004 funds.

The steering committee and the task forces have been formed as recommended by the Himmel & Wilson study. The steering committee will meet on April 3, 2006, at the Library. Ms. Adams also updated the Board on several planned events focusing on early childhood education and a workshop scheduled for rural libraries.

There was discussion on House Bill 382, which addresses the qualifications of public librarians and will become effective July 1, 2006.

- **Publications and Educational Services**

Gregg D. Kimball, division director, reported on the Library's renovation of the exhibition galleries and described how the changes will improve services to patrons. These changes include installing carpeting to replace the hard-to-maintain wood flooring, removing the curved wall, updating the lighting, and improving the exhibition cases.

The next exhibition, *Freeing Art from Wood: The Sculpture of Leslie Garland Bolling*, will begin July 24 and continue through October 21, 2006. Several lectures will be presented in conjunction with the exhibition.

The *Dictionary of Virginia Biography* (DVB) project received another two-year grant from the National Endowment for the Humanities to continue work on the DVB by the three current research fellows.

- **Research and Information Services**

Mr. Yelich advised that the search is still underway for a division director.

- **The Library of Virginia Foundation**

Mary Beth McIntire, executive director, reported that the Semper Virginia Society's fundraising is going very well and has reached the \$100,000 milestone. Library Board participation is at 57 percent and Board members are encouraged to reach 100 percent participation.

A detailed listing of future events was distributed, and the Foundation is working to raise funds for upcoming exhibitions and for the events in 2007. Board members are encouraged to make suggestions for funding the exhibitions. The re-creation of the Miller & Rhoads Tea Room on May 13, 2006, featuring a fashion show and authentic Tea Room recipes is sold out with a total of 600 people attending the two seatings.

Other future events include the first meeting of the 1823 Council on March 30, 2006. The Council is composed of former Library Board and Foundation Board members. It is hoped that this will encourage former Board members to remain active with the Library.

C. Report of the Chair

Mr. Marston described the activities he has attended on behalf of the Board including the Library's Staff Appreciation Awards event and a hearing on House Bill 382.

D. Report of the Librarian of Virginia

Mr. Yelich thanked Ms. Trent for attending the meeting. He called the Board's attention to a copy of a newspaper article included in the Board packet about the bus stop in front of the library. He reminded the Board of the annual meeting in June and the joint luncheon with the Foundation Board following that meeting. A Board photograph is planned for the June meeting.

Mr. Yelich commended the staff on their work in informing and assisting the Governor's Office on archiving records, especially electronic records. He thanked Ms. Haviland for her invitation to the Board and the staff for the opening of the *Virginia Collects: Art from Capitol Square* traveling exhibition in Abingdon, Virginia.

VIII. OLD OR NEW BUSINESS

- **Report of the Nominating Committee**

Clifton A. Woodrum III, chair of the Nominating Committee consisting of Gilbert E. Butler, Jr., Valerie Jean Mayo, Stephen E. Story, and Charles W. Sydnor, Jr., reported that the committee met on March 13, 2006, at 8:30 A.M., and proposes the following draft slate of officers for 2006–2007:

Library Board Officers

Chair: Charles W. Sydnor, Jr.
Vice-Chair: Mary G. Haviland

Executive Committee

Chair: Charles W. Sydnor, Jr.
Vice Chair: Mary G. Haviland
Immediate Past Chair: Christopher M. Marston
Valerie Jean Mayo
Stephen E. Story
Clifton A. Woodrum III

The committee also decided to allow the incoming Board chair the discretion of recommending a member for the vacant position on the Library of Virginia Foundation Committee. Elections will be held at the annual meeting on June 12, 2006. Mr. Marston thanked the committee for their work.

IX. ACTION ITEMS

There were no action items.

X. ADJOURNMENT

There being no further business, Mr. Marston adjourned the meeting at 12:15 P.M.

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