

THE LIBRARY BOARD
The Library of Virginia
800 East Broad Street
Richmond, Virginia 23219-8000

SUMMARY OF BOARD MINUTES
Library Board Meeting of March 17, 2003
10:30 a.m. Meeting Room 2M.020 (Floor 2M)

- I. Call to Order/Quorum Gilbert E. Butler, Jr., Chair
- II. Approval of Agenda The Board
Fran M. Sadler made a motion to approve the agenda with an amendment allowing the flexibility of the Chair to interrupt the meeting for the recognition presentations upon arrival of the recipients. The motion was seconded and the Board voted unanimously to approve the agenda with the stated amendment.
- III. Welcome to Visitors and Staff Gilbert E. Butler, Jr.
- IV. Announcements
There were no announcements.
- V. Public Comment
The executive director of the Virginia Coalition for Open Government presented the Virginia Coalition's Annual Freedom of Information Award for public sector bodies to the Board and to the Librarian of Virginia for their efforts to ensure that the Library's archives include all the documents of the former Governor.

Peter E. Broadbent, Jr. commented on House Joint Resolution 868, which was passed in the 2003 General Assembly commending the work of Mary Ann Harmon, a former Board Chair.

The president of the Friends of the Virginia State Archives reported on the success of the "Straight to the Source" seminar and thanked the staff of the Library for their help. The vice president presented a donation to the Dennis Hallerman Memorial Archives Scholarship Fund. The Friends' objectives and future programs were highlighted.
- VI. Consent Agenda The Board
 - Approve the Library Board Minutes of November 18, 2002
 - Resolution of Recognition of Anthony F. Troy and Chris Ashby of Troutman Sanders, LLP
 - Resolution of Recognition of Mark E. Rubin
 - Resolution of Recognition of Harriett K. Edmunds
 - Resolution of Recognition of C. Preston Huff*F. Claiborne Johnston, Jr. moved that the entire Consent Agenda be approved. The motion was seconded and the Library Board voted unanimously for approval of the entire Consent Agenda. The chair, on behalf of the Board, expressed appreciation to Harriett K. Edmunds for her work and presented a resolution to her.*
- VII. Information Items
 - A. Reports from Other Organizations

The president of the Virginia Genealogical Society announced the Society's upcoming events as well as the programs of the Genealogical Institute of Virginia.

B. Committee Reports

- Archival and Information Services Committee Christopher M. Marston

The division director reviewed the current use of the collections, including the effects of the Library's Monday closings. The director provided updates on continuing projects and announced a recent donation of early maps. A brief description was given on how the Library works with all governmental offices on archiving records.

- Collection Management Services Committee F. Claiborne Johnston, Jr.

The impact of the budget reductions on each of the division's programs was described by the division director. These reports included statistics on the loss of staff, the methods taken to help alleviate the effects of reduced staff and budget, and the status of the current projects.

- Legislative and Finance Committee Wendy C. Sydnor

The division director highlighted the allocation of funds for fiscal years 2003 and 2004 and the cost of unemployment compensation for the layoffs. The director also explained the distribution of the employment level and advised that the Library has permission to recruit for two key positions. Important aspects of the budget were highlighted including the negative effects of having the rent included in the budget. The facilities director updated the Board on the environmental conditions including specific problems in the Library building and the steps being taken to resolve the problems. The Library's public relations coordinator advised the Board about the 2003 General Assembly bills that could impact the Library and the Board.

- Public Library Development Committee Sharon Grove McCamy

State Aid funding will resume quarterly payments. The division director reported on the progress of the Professional Librarian Certification Task Force and the possibility of expanding the "FindIt Virginia" database.

- Publications and Educational Services Committee Wendy C. Sydnor

This program is now under the Collection Management Services Division. The director highlighted the effects of the recent reorganization on the remaining staff as well as the status of current and possible future projects. The final issue of Virginia Cavalcade was the 2002 autumn issue and the director explained how refunds are being handled.

- Records Management Committee Dylce P. Clarke

The chair of the committee reported on the status of the recruitment for the division director position, the records management workshops recently held, and discussions with Governor Mark Warner's office regarding the archiving of the Governor's papers. Reports on the State Records Center activities and the State Public Records Advisory Council were summarized.

- The Library of Virginia Foundation Committee Mary Beth McIntire

The executive director reported on the status of the Annual Fund. An identity and communications study of the Library has begun, and a presentation was made outlining the goals and steps in the study.

- C. Report of the Executive Committee Gilbert E. Butler, Jr.

- D. Report of the Chair Gilbert E. Butler, Jr.

The report of the Executive Committee and the Chair were combined. Mr. Butler, on behalf of the Library Board, presented Resolutions of Recognition to Mark E. Rubin and Chris Ashby, who both expressed their appreciation to the Board. Mr. Ashby accepted the Resolution for Anthony F. Troy in Mr. Troy's absence.

E. Report of the Librarian of Virginia

Nolan T. Yelich

The Librarian thanked Messrs. Rubin, Troy and Ashby for their guidance and the Board members for their support. Communication has begun with the current Governor's office regarding the archiving of their records. The Librarian welcomed the new executive director of the Foundation and commented on the value of the study recently begun on the Library's identity and communications. The Library management will meet to discuss plans for the Library's future programs. Several upcoming events were highlighted and the Board members were invited to attend. The Librarian expressed his appreciation for the outstanding work of C. Preston Huff as director of the Records Management Division. The Board was advised of the positive effects that the U. S. House of Representatives Bill 462, which is presently in the Senate, would have for the Library and its programs.

VIII. Old or New Business

- Report of the Nominating Committee

R. Chambliss Light, Jr.

The chair of the Nominating Committee presented the slate of officers for the Board's consideration.

IX. Action Items

There were no action items.

Closed Session

Peter E. Broadbent, Jr. moved that the Library Board enter into closed session and that the Librarian and Alison Landry, Assistant Attorney General, be allowed to attend the session. The motion was seconded and unanimously passed by the Board, which then entered into Closed Session.

Mr. Broadbent made a motion for certification of the closed session, which was seconded and a roll call vote was taken with all Board members present voting "Aye."

X. Adjournment

Gilbert E. Butler, Jr.

The meeting was adjourned at 12:50 p.m.

* * * * *

**Full Board Minutes will be posted within three working days following the
Library Board Meeting on June 16, 2003.**