

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

SUMMARY OF BOARD MINUTES
Library Board Meeting of January 27, 2005
10:30 a.m. Meeting Room 2M.020 (Floor 2M)

- I. Call to Order/Quorum Franklin E. Robeson, Chair
Franklin E. Robeson, chair, called the meeting to order, and announced that a quorum was present.
- II. Approval of Agenda The Board
Christopher M. Marston moved to approve the agenda as submitted, which motion was seconded and unanimously passed by the Board.
- III. Welcome to Visitors and Staff Franklin E. Robeson
- IV. Announcements
There were no announcements.
- V. Public Comment
There was no public comment.
- VI. Consent Agenda The Board
 - Approval of the Library Board Minutes of November 15, 2004
Mary G. Haviland moved for acceptance of the Consent Agenda consisting of the November 15, 2004 Library Board minutes. The motion was seconded and the Library Board voted unanimously to accept the Consent Agenda and the November minutes.
- VII. Information Items
- A. Reports from Other Organizations
G. William Thomas, Jr., president of the Friends of the Virginia State Archives, highlighted the Friends newsletter that included a report on their fall program, the Richard Slatten Lectures, and their spring seminar, Straight to the Source. Mr. Thomas also serves as president of the James Monroe Foundation and he gave details about the 2005 James Monroe Scholarship Award.
- B. Report from Office of the Attorney General Alison Paige Landry
Clifton A. Woodrum III moved that the Library Board enter into closed session with designated staff from the library and the Office of the Attorney General as well as the Secretary of Education remaining for the closed session. The motion was seconded and unanimously passed and the Board entered into closed session.
- When the open meeting resumed, Mr. Woodrum 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."*
- C. Committee Reports
- Archival and Information Services Committee Henry Wiencek

In the absence of the committee chair, the vice chair asked the division director to update the Board on the meeting. Two new services available are Ask a Librarian and a NewsBank expansion. Also, the 1795 letter from Patrick Henry to Benjamin Harrison, formerly on an auction site at Swann's Gallery, has been donated to the Library as well as another letter scheduled for auction at Christie's. Continuing projects include microfilming the Brock Collection at the Huntington Library, soliciting donations of war related material from Virginians, and the Civil War maps projects with the Library of Congress. The Virginia Museum of Fine Arts has requested the return of their 1930 to 1970 correspondence records previously archived at the Library. Relinquishing these records would set a precedent that could jeopardize the archival program. The Library will meet with the Virginia Museum of Fine Arts to identify ways to cooperate and increase public access to this collection. The division director also reviewed the visitation figures for the last quarter. A meeting is planned with the Governor's Chief of Staff to discuss the transfer of the gubernatorial records at the end of Governor Warner's term.

- Collection Management Services Committee

John S. DiYorio

John S. DiYorio summarized the meeting which consisted of an overview of the division staffing and current recruitment. This division lost 39 employees in 2002 due to layoffs and resignations. Six positions have been filled, and it is hoped that ten more will be filled in the future. The committee previewed several recent accessions plus the copy of the Declaration of Independence in the Special Collections Department.

- Legislative and Finance Committee

Gilbert E. Butler, Jr.

The facilities director updated the Board on the status of the environmental conditions of the Library building and the progress the Department of General Services has made to resolve building-related issues. The division director reviewed the Statement of Financial Condition as of December 31, 2004 and the legislative issues relating to the 2005 General Assembly session. A mission statement has been developed for the Virginia Shop at the Library of Virginia and recruitment has begun for a shop manager.

- Public Library Development Committee

Mary G. Haviland

Ms. Haviland announced that Himmel & Wilson Library Consultants were selected for the public library study from the requests for proposals. An overview was presented on topics to be included, the steps of the study, and its timeframe. In the committee meeting, Mr. Woodrum moved that Valerie Jean Mayo serve as the board's representative to the Public Library Study Steering Committee overseeing the study. The motion was seconded and the committee agreed unanimously to this proposal. Ms. Haviland provided updates on several topics including current legislative issues, vacant public library director positions, the Gates Foundation program's last phase, seminars on child care provider training plus early-learning initiatives, and summer reading programs.

- Publications and Educational Services Committee

Christopher M. Marston

The committee reviewed current and future exhibitions and projects including the Dictionary of Virginia Biography, and the Virginia in Maps book. Plans are underway for a database to track inventory and sales of publications. There will be additional staff to help with these projects.

- Records Management Committee

Henry Wiencek

Henry Wiencek reported that the manager of the Records Analysis Section presented an overview to the committee about that department's functions, challenges, and plans for 2005. The division director provided an update on the ongoing revisions to the Virginia Public Records Act with particular emphasis on electronic records regulations and noncompliance with this Act.

• The Library of Virginia Foundation Committee

Franklin E. Robeson

The executive director reported on the new membership organization, the Semper Virginia Society, and the current donation levels. Additional programming has been added in conjunction with the Working Out Her Destiny exhibition and the Foundation will sponsor the Virginia Women Through Four Centuries Symposium scheduled for March 18-19, 2005. The Foundation will also sponsor programming for the Capitol Art exhibit. The budget amendment for the proposed gallery renovation is only a portion of the entire project, and the Foundation will raise private money for the remaining costs. The 2nd Annual Alan M. and Natalie P. Voorhees Lecture will be held April 9, 2005.

D. Report of the Executive Committee

Franklin E. Robeson

The Executive Committee met on January 27, 2005 before the Board meeting and appointed a Nominating Committee that will report a slate of nominees at the March Board meeting. The committee consists of Peter E. Broadbent, Jr. as chair, Gilbert E. Butler, Jr., Mary G. Haviland, Charles W. Sydnor, Jr., and Clifton A. Woodrum III. Mr. Marston moved that the Board accept the Nominating Committee as proposed by the Executive Committee and the Board voted unanimously for the acceptance.

E. Report of the Chair

Franklin E. Robeson

Dr. Robeson commented on the success of the Legislative Reception and the importance of the approaching events for the 2007 Celebration. He announced the resignation of Board member Dylce P. Clarke because of her move out of state. Dr. Robeson also reported on other activities he has attended representing the Library Board. The Board photograph has been postponed until the March meeting.

F. Report of the Librarian of Virginia

Nolan T. Yelich

Nolan T. Yelich, Librarian of Virginia, expressed his appreciation to Jamestown 2007 and the Virginia Library Association for co-sponsoring the Legislative Reception. Mr. Yelich commented on Dylce Clarke's many years of service to the Library Board and provided an update on Samuel E. Massenberg. He expressed appreciation to the staff for their understanding and cooperation with the issues related to parking during the legislative session. The Board received revised pages for the Board Handbook as well as an informational "Bill Tracker" that will be updated weekly. Mr. Yelich thanked Mr. Broadbent and Mr. Thomas for their work in conjunction with Library representatives attending the December meeting of the Electoral College. The Library is considering a signature event in 2007 and Board members were asked to consider possibilities.

VIII. Old or New Business

There was no old or new business.

IX. Action Items

There were no action items.

X. Adjournment

Franklin E. Robeson

There being no further business, Mr. Marston moved to adjourn the meeting. The motion was seconded and the Library Board voted unanimously to adjourn at 12:15 p.m.

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**Full Board Minutes will be posted within three working days following the
Library Board Meeting on March 14, 2005.**