

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

SUMMARY OF BOARD MINUTES
Library Board Meeting of March 13, 2006
10:30 AM Meeting Room 2M.020 (Floor 2M)

- I. Call to Order/Quorum Christopher M. Marston, Chair
Christopher M. Marston, chair, called the meeting to order and announced that a quorum was present.
- II. Approval of Agenda The Board
Valerie Jean Mayo moved to approve the agenda, which motion was seconded and unanimously passed by the Board.
- III. Welcome to Visitors and Staff Christopher M. Marston
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 Capitol Collection traveling exhibition 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 The Board
 - 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 for Virginia, and Mr. Broadbent presented a box of 45 microfilms to Conley Edwards, State Archivist.

B. Staff Reports

- Archival and Records Management Services

Conley L. Edwards

Mr. Edwards, division director, reported that House Bill 209 involving revisions to the Virginia Public Records Act was passed by the General Assembly and approved by the Governor. Mr. Edwards explained the key changes. Senate Bill 461 was also passed and it requires any records created after July 1, 2006, that are authorized to be destroyed to be done so within six months of the expiration of the records' retention period. Mr. Edwards elaborated further on the bill's details.

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 Secretariat's offices.

Other division projects include records management assistance for the clerk of the court's office in King George County for both archival and current records. Rockingham County's will books are now available on seven reels of microfilm for the period 1803–1860.

- Collection Management Services

Edward D. C. Campbell, Jr.

Edward D. C. Campbell, Jr., division director, advised that House Bill 210 was passed by the General Assembly and was approved by the Governor. This bill, which becomes effective July 1, 2006, establishes the existence of the State Publications Depository Program, and Dr. Campbell gave details. 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.

Other program activities include new initiatives within the Library's microfilm program in conjunction with the Online Computer Library Center. By using the Library's van, there will be an exchange of materials every two weeks. Work is ahead of the deadlines required for the National Digital Newspaper Program.

The HF group has purchased several bindery companies and conservation centers, including the Etherington Conservation Center. Mr. Edwards explained the methods and importance of conservation for original documents.

- Finance and Administrative Services

Ann N. Harris

Division director Ann N. Harris announced that the House version of the state budget had removed the \$1 million additional appropriation from the Governor's budget submission, while the Senate had accepted the additional moneys. 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. 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 and all of the General Fund will be spent. She also elaborated on the Federal Fund, Special Funds, and 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 Mr. Marston appointed a task force consisting of himself, Stephen E. Story, Charles W. Sydnor, Jr., and Clifton A. Woodrum III to work with Mr. Casalaspi to pursue this matter.

- **Library Development and Networking Services** Elizabeth M. Lewis
Carol Adams, networking consultant, presented the report in the absence of the 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 at the Library. Ms. Adams also updated the Board on the division's future events and workshops.

- **Publications and Educational Services** Gregg D. Kimball
Gregg D. Kimball, division director, reported on the Library's renovation of the exhibition galleries and described how the changes will improve services for patrons. The next exhibition, "Freeing Art from Wood: The Sculpture of Leslie Garland Bolling," will begin July 24 and continue to October 21, 2006. Several lectures will be presented in conjunction with the exhibition.

The Dictionary of Virginia Biography (DVB) project will receive another 2-year grant from the National Endowment for the Humanities to continue the three current research fellows helping with the DVB.

- **Research and Information Services** Nolan T. Yelich
Nolan T. Yelich, Librarian of Virginia, advised that the search for a division director is continuing.

- **The Library of Virginia Foundation** Mary Beth McIntire
Mary Beth McIntire, executive director, reported that Semper Virginia Society's fundraising is going very well and has reached the \$100,000 milestone. 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, especially for 2007. Board members were encouraged to make suggestions for funding the exhibitions. The re-creation of the Miller & Rhoads Tea Room on May 13, 2006, is sold out.

Mr. Marston described the activities he has attended on behalf of the Board.

D. Report of the Librarian of Virginia

Nolan T. Yelich

Mr. Yelich thanked Ms. Trent for attending the meeting. 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 next meeting. Mr. Yelich commended the staff on its 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 Capitol Collection's traveling exhibition in Abingdon, Virginia.

VIII. Old or New Business

Clifton A. Woodrum III, chair of the Nominating Committee, presented the proposed slate of officers for the Board's consideration. Voting will take place at the June meeting.

IX. Action Items

There were no action items.

X. Adjournment

Christopher M. Marston

There being no further business, Mr. Marston adjourned the meeting 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 June 12, 2006.**