

## PUBLIC LIBRARY DEVELOPMENT COMMITTEE

June 21, 2024 | 3 – 4 p.m.

*Electronic Meeting via Zoom*

### Minutes

**Members Present:** Laura L.L. Blevins; L. Preston Bryant Jr.; Robert L. Canida II; Maya Castillo; Lana Real; Blythe Ann Scott (Committee Chair) **Members Absent:** Suzette Denslow; Malfourd W. “Bo” Trumbo

**LVA Staff Attending:** Nan Carmack, Dennis Clark, Kim Armentrout

- I. **Call to Order:** The meeting was called to order by Chair Blythe Scott at 3:05 p.m. on Friday, June 21, 2024. She noted the virtual meeting is being livestreamed, and all votes must be conducted by roll call. Participants were asked to keep their video cameras on during the meeting.
- II. **Technical Waivers:** Ms. Armentrout, state grants and data coordinator, presented the state aid waiver requests received from public libraries. Technical waivers are triggered by decreases in local expenditures due to normal business fluctuations, and the following technical waiver requests were presented:
  1. Culpepper, Danville, Franklin, Heritage, and Hamner had lower expenditures due to position vacancies and lower salary hires.
  2. Bland had lower expenditures because the director is also working as the county administrator and has been unavailable to approve routine purchases.
  3. Last year, Blue Ridge Regional and Clifton Forge had large expenditures for capital improvements, and this year’s expenditures are lower.
  4. Lunenburg is a small nonprofit library. Nonprofits have slightly different accounting practices, and this year, they had a lower carry-over of payroll expenses which appears as a decrease in expenditures.

Ms. Scott moved the committee approve of the technical waivers as presented and recommend the final approval by the full Library Board, and the motion was seconded. The roll call vote was recorded as follows: **Ayes** – Blevins, Bryant, Canida, Castillo, Real, and Scott. The committee voted to approve the technical waivers as presented and recommend final approval by the full board.

- III. **Non-Technical Waivers:** Ms. Armentrout presented the non-technical waivers that are considered individually by type of non-technical waiver:
  1. Franklin County requested a waiver for staying open for evening hours and provided traffic data to support their request. Ms. Scott moved the committee approve the waiver for Franklin County and report a recommendation for approval to the full board, and it was seconded. A roll call vote was called and recorded as follows: **Ayes** – Blevins, Bryant, Canida, Castillo, Real, and Scott
  2. Alleghany Highlands and J. Roberts Jamerson requested waivers for certification of their new directors. Both directors are working towards their certifications. Ms. Scott moved that the committee approve waivers for director certifications and report a

recommendation for approval to the full board, and it was seconded. A roll call vote was called and recorded as follows: Ayes – Blevins, Bryant, Canida, Castillo, Real, and Scott

3. Amherst, Clifton Forge, Colonial Heights, Pamunkey, Petersburg and Russell requested waivers for missing audits. Funding will be withheld until receipt of the audit. Ms. Scott moved that the committee approve waivers for library systems with missing audits and report the recommendation for approval to the full board, and it was seconded. A roll call vote was called and recorded as follows: Ayes – Blevins, Bryant, Canida, Castillo, Real, and Scott
4. Northumberland requested a waiver for the requirement that two-thirds of a library's funding come from local taxes or an endowment. Last year, they received a letter from the Board and a recommended 5-year plan for improvement. LVA staff recommend giving Northumberland more time to improve their financial situation. Ms. Scott moved the committee approve the waiver for Northumberland and report a recommendation for approval to the full board; the motion was seconded. A roll call vote was called and recorded as follows: Ayes – Blevins, Bryant, Canida, Castillo, Real, and Scott

The committee approved all waivers presented and reported a recommendation for approval of each nontechnical waiver to the Library Board.

- IV. **State Aid Application for King & Queen County:** Ms. Armentrout reported a request for state aid from a newly formed system in King and Queen County. The county was formerly part of Pamunkey Regional, but recently created its own system. Ms. Scott moved the committee approve the request for state aid from King and Queen County and report a recommendation for approval to the board; the motion was seconded. Roll call vote was recorded as follows: Ayes – Blevins, Bryant, Canida, Castillo, Real, and Scott.
- V. **State Aid Allocations:** The committee reviewed the state aid estimate outlining each library system's allocation for the coming fiscal year. Ms. Scott moved the approval of the allocations as presented, and the motion was seconded. The committee approved the allocations by a roll call vote: Ayes – Blevins, Bryant, Canida, Castillo, Real, and Scott.
- VI. **Adjournment:** Hearing no additional business, Committee Chair Scott thanked everyone for their time and adjourned the meeting at 3:50 p.m.

## ARCHIVAL, COLLECTIONS, AND RECORDS MANAGEMENT SERVICES COMMITTEE

June 21, 2024 | 8:30 – 9:20 a.m.

*Conference Room A, Library of Virginia*

### Minutes

**Members Attending:** Peter Broadbent (Committee Chair); Shelley Viola Murphy, Ed.D.; Robert Canida II, Ph.D.; Carol Finerty, Barbara Vines Little, and Mary Prentice, Ph.D.

**Members Absent:** Paul Brockwell Jr., Leonard Tengco

**Staff Liaisons:** John Metz, Deputy for Collections & Programs; Greg Crawford, State Archivist & Director of Government Records Services.

I. **Call to Order:** The meeting was called to order by Chair Peter Broadbent at 8:35 a.m.

II. **Information Items:**

- A. **Long Term Exhibition Task Force:** The Library has assembled a small group to begin the work for developing a long-term exhibition space highlighting the historical treasures in the collections. This is especially timely since as plans advance to refresh and update the library space to better meet the needs of patrons and staff. The group will develop interpretive goals for a long-term installation of key documents that educate visitors about Virginia's role in the American history and inspire patrons to discover their personal stories using the LVA collections. The design will respect the preservation and security of these documents, engage learners of all ages, and encourage visitors discover and learn more about Virginia and their place in it. The group will work quickly to develop learning objectives and to find models from other institutions to inspire the design process. The group will share their analysis to the Senior Leadership Team and the Library Management team later in the summer.
- B. **State Records Center Expansion Project Update:** The State Records Center Expansion project will receive the final allotment of cash on July 1 that will allow the project to move into the Construction Documents phase which will culminate in the project being put the project out to bid and hiring a general contractor. Completion expected in sometime in 2026. The expansion was conceived of as a joint storage solution for LVA and VCU to house 3,000,000 bound volumes in addition to archival material where VCU is a tenant, and we provide storage services. The new addition will be 21,000 square feet with 34' tall compact mobile shelving. The project will also include the renovation of the existing administrative area.
- C. **Website Redesign Update:** The Library's website redesign project with local UX/UI design firm, BKO, is about mid-way finished. To date, the user survey and interview portion of the project is complete, with the analysis of that data informing the direction for the redesign. The team of Library staff are now working with BKO on

- information architecture and page mockups. A roadmap for development and implementation will round out the engagement by mid-August.
- D. **Addendum to Ancestry Agreement:** The Library has signed its second addendum to the Ancestry agreement that supports a digitization and indexing collaborative between the two entities. It involves the sharing of Virginia Untold: the African American Narrative metadata with Ancestry for inclusion in their philanthropic project to make historical records of historically marginalized individuals from throughout the world freely available to the public via Ancestry. The public discovering this content on Ancestry will be directed to the Library's digital platform to view images. The Library joins other institutions, such as the U.S. National Holocaust Museum, the Japanese American National Museum, the National Archive of Curaçao, and others in this work.
  - E. **Records Analysis Section Update:** The Records Analyst section led a records management training for 600 records officers 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 400 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.
- III. **Adjournment:** Hearing no additional business, Committee Chair Broadbent adjourned the meeting at 9:20 a.m.

## LEGISLATIVE AND FINANCE COMMITTEE

June 21, 2024 | 9:30 – 10:20 a.m.

Conference Room A, Library of Virginia

### Minutes

**Members Present:** L. Preston Bryant Jr. (Committee Chair), Laura L.L. Blevins, C. Paul Brockwell Jr., Suzette Denslow, Blythe Ann Scott, Malfourd W. “Bo” Trumbo

**Members Absent:** Maya Castillo and Leonard Tengco

**LVA Staff Present:** Dennis T. Clark, Librarian of Virginia; Daniel Hinderliter, Deputy for Finance & Administrative Services; John Metz, Deputy for Collections & Programs

- I. **Call to Order:** L. Preston Bryant Jr. convened the meeting at 9:30 a.m. He gave an overview of the General Assembly session actions to date. He also identified that the Administration is focusing on investments for maintaining existing buildings versus new construction. This highlights the significance of the funds assigned the renovation of the Library of Virginia. Mr. Bryant asked Dan Hinderliter to share the specific impact of the session with the Board.
- II. **Impact of Appropriation Act, Chapter 2:** The General Assembly’s recently approved Appropriation Act increases State Aid to \$26,797,584 for FY25 and 26, which represents a \$2.5 million increase through the formula, with a \$190,070 each year supplement to Fairfax Public Library System. The Library’s budget included incremental adjustments to offset actual increases in rates for administrative fees/obligations, so they are net zero impact to the Library. The maintenance reserve funding for the State Records Center was increased to \$250,000 for each year, which is significantly higher the previous amount of \$180,000. Chiller and boiler systems are the highest priorities to maintain.
- III. **Capital Projects Updates on State Records Center and 800 E. Broad Street:** The Governor and the General Assembly provided planning dollars and appropriation for the renovation of 800 East Broad Street. This Dedicated Special Revenue is provided in FY25 in the amount of \$2,623,000. The funding is provided to the Department of General Services, and the Library has met with DGS agency leadership about the project. A project manager has been assigned (Richard Kurtz). DGS is conducting the management and procurement, however LVA staff will play significant roles in defining scope, evaluating proposals, and all aspects of project management. The Library is anticipating funding for SRC Construction shortly. This is currently a budgetary issue since the initial funding for the new extension did not provide furnishings, a category that includes the shelving and lift which will be essential.
- IV. **Review of Statement of Financial Condition:** Dan reviewed the Statement of Financial Condition for the current fiscal year through May 31, 2024. General funds are 97% expended through 11 months, federal funds are 92% expended, special funds are 76% expended, and CCRP funds are 90% expended. All funds combined represents 95% of funds expended.
- V. **Adjournment:** Hearing no addition business, Chair Bryant adjourned the meeting at 10:20 a.m.

## EDUCATION, OUTREACH AND RESEARCH SERVICES COMMITTEE

June 24, 2024 | 9:30 – 10:20 a.m.

*Orientation Room, Library of Virginia*

### Minutes

**Members Attending:** Shelly Viola Murphy, Ed.D., Barbara Vines Little, Peter Broadbent Jr.; Lana Real, Carol Finerty, Robert L. Canida II (Committee Chair), and Mary Prentice, Ph.D.

**Members Absent:** None

**LVA Staff Attending:** Sarah Falls; Catherine Fitzgerald Wyatt; Ginny Dunn

- I. **Call to Order:** Robert Canida called the meeting to order at 9:35 a.m.
- II. **Public Services Task Force Overview:** Sarah Falls, director of public outreach and research services, updated the committee on a Public Services Task Force formed to determine a new service model that balances the needs of virtual and in-person users
- III. **VA250 Update:** Ms. Falls also led a discussion of potential opportunities for public services engagement with VA250. Board members suggested working with educators to develop strong LibGuide research guides. They also suggested making VA250 the focus of the 2025 and 2026 teacher institutes.
- IV. **LVA on the Go:** Catherine Fitzgerald Wyatt shared engagement numbers, and the suggestion of balancing small events with larger ones, and focusing on festivals statewide, was made by Sarah Falls.
- V. **Interns and Summer Fellow Updates:** and updates on exhibits, interns, summer institutes and other functions of Education and Outreach.
- VI. **Indigenous Perspectives Exhibit:** Ms. Wyatt shared updates about the exhibit's success and events associated with it. A closing reception event is planned for August 2.
- VII. **County by County Exhibit:** In discussion of this idea, board members suggested considering earlier dates for any exhibition connected with VA250.
- VIII. **Adjournment:** Hearing no additional business before the committee, Dr. Canida adjourned the meeting at 10:20 a.m.

**EXECUTIVE COMMITTEE**  
**June 24, 2024 | 8:30 – 9:20 a.m.**  
*Orientation Room, Library of Virginia*  
**Minutes**

**Members Attending:** C. Paul Brockwell Jr. (Chair), Laura L.L. Blevins, L. Preston Bryant Jr., Robert L. Canida II, Suzette Denslow and Blythe Ann Scott

**LVA Staff Liaison:** Dennis T. Clark

- I. **Call to Order:** Paul Brockwell called the meeting to order at 9:35 a.m. He shared that the committee had two primary goals: 1) Conducting the performance review of the Librarian and 2) Considering and recommending action on honorary Patron of Letter Degrees nominees. Ms. Scott moved that the committee enter into a closed meeting for the following purposes: Pursuant to the *Code of Virginia*, Section 2.2-3711, under subsection A.1, to discuss and consider the annual performance review of the Librarian of Virginia; under subsection A.8, to consult with legal counsel to the Board regarding specific legal matters requiring the provision of legal advice; and under subsection A.11, to discuss or consideration of honorary degrees or special awards. The motion was seconded, and the committee voted unanimously to enter closed session for these reasons. The committee exited closed session, and Chair Brockwell stated the following motion: Because the Executive Committee of the Library Board convened in a closed session today pursuant to a recorded vote to be included in the minutes and in accordance with the Virginia Freedom of Information Act and because Section 2.2-3712(d) requires that we certify that such a closed meeting was conducted in conformity with the law, I'd like to move that the committee certify by roll-call vote that, to the best of each members' knowledge: Only public business matters lawfully exempted from open business meeting requirements under this chapter, and only such public business matters as were identified in the motion by which the closed meeting was convened were here, discussed or considered in the meeting by the public body. The motion was seconded and, and Chair Brockwell called the roll. Ayes: Blevins, Bryant, Canida, Denslow, Scott, and Chair. Nays: none. Abstentions: none. The committee unanimously certified the closed session.
- II. **Librarian's Performance Review:** Mr. Brockwell reported a motion that the committee share highly favorable review of Mr. Clark's performance with the full Board following Mr. Clark's public report of activities, accomplishments, and highlights of his first five months as Librarian. The motion was seconded and passed unanimously.
- III. **Patron of Letters Recommendations:** Mr. Brockwell reported a motion that the committee approve the recommendation for the honorary Patron of Letters degree. The motion was seconded and passed unanimously. The motion will be reported to the full board.
- IV. **Adjournment:** Hearing no additional business before the committee, Mr. Brockwell adjourned the meeting at 9:20 a.m.

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## THE LIBRARY BOARD

*Library of Virginia, Meeting Room 2M.020*

*June 24, 2024, at 10:30 a.m.*

### MEETING MINUTES

**Members Attending:** C. Paul Brockwell Jr. (Chair); Blythe Ann Scott (Vice Chair); Laura L.L. Blevins, Peter E. Broadbent Jr., L. Preston Bryant Jr., Dr. Robert L. Canida II, Suzette Denslow, Carol Finerty, Barbara Vines Little, Dr. Shelley Viola Murphy, Dr. Mary Prentice, Lana Real, and Malfourd W. “Bo” Trumbo.

**Members Absent:** Maya Castillo and Leonard Tengco

- I. **Call to Order:** C. Paul Brockwell Jr., chair, called the meeting to order at 10:32 a.m.
- II. **Approval of Agenda:** Mr. Brockwell asked for a motion to approve the agenda. Dr. Canida moved the approval, and the motion was seconded. The Board approved the agenda on a voice vote.
- III. **Welcome to Visitors and Staff:** Mr. Brockwell extended a warm welcome to all Board members, to the Library management team and guests including: Emily Anne Gullickson, deputy secretary of education; Abigail Gump, board counsel and assistant attorney general (OAG); Conley Edwards, president of the Friends of the Virginia State Archives; Lisa Varga, executive director of the Virginia Library Association; Pia Trigiani, president of the Board of Directors for the Library of Virginia Foundation Scott Dodson, executive director for the Library of Virginia Foundation.
- IV. **Public Comment:** Hearing none, the chair proceeded to the next agenda item.
- V. **Approval of the Library Board Minutes from April 22, 2024:** Mr. Brockwell thanked members for minor electronic changes provided to the minutes presented and asked if there were any additional edits. Hearing none, he asked for a motion to approve the minutes as amended. The motion was made Ms. Scott and seconded. The Board approved the minutes.
- VI. **Approval of Commending Resolutions:** Mr. Brockwell introduced commending resolutions honoring departing board members Leonard Tengco and Maya Castillo. He asked for a motion to consider these resolutions in a block and waive the reading. The motion was made by Ms. Denslow and seconded. The Board approved the resolutions. He then presented a special resolution to honor Lisa Varga for her outstanding service to Virginia Libraries. Ms. Varga is the executive director of the Virginia Library Association and was honored as National Librarian of the Year by *Library Journal*. He asked Vice Chair Blythe Ann Scott to read the resolution:



## **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 Virginia Library Association since 2011; and 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 WHEREAS Ms. Varga was named the 2024 Librarian of the Year by Library Journal for her dedicated advocacy on behalf of Virginia's public libraries; now therefore BE IT RESOLVED by the Library Board on this 24th day of June 2024 that the Library Board recognize Lisa R. Varga for her outstanding contributions and service to Virginia's public libraries; 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 Lisa R. Varga as a token of the Board's appreciation of her service to the Library and to the Commonwealth of Virginia.*

The chair called for a motion to approve the resolution. Ms. Blevins moved the approval, and the motion was seconded. The Board approved the commending resolution unanimously.

### **VII. Reports from Other Organizations**

- A. Friends of the Virginia State Archives: Conley Edwards, president of the Friends of the Virginia State Archives, provided an update on the organization's activities. After 50 years of association with the Library, first as an employee and then as a volunteer with the Friends, he continues to be surprised by the discoveries and impressed with the work of Library staff.
- B. Virginia Library Association: Lisa Varga, executive director of the Virginia Library Association, reported on the excitement created by state aid to public libraries being fully funded for the first time in over 20 years. As an organization representing more than 5,000 members from both academic and research libraries, she acknowledged the wonderful support provided the Library's staff, especially the Library Development and Networking Division.

### **VIII. Committee/Division Reports**

- A. **Archival Collections & Records Management Services Committee:** Mr. Broadbent invited Dr. Metz to summarize the updates on the work of the Long-Term Exhibit

Taskforce, the State Records Center Expansion Project, LVA Website Redesign Project, the Ancestry Agreement Addendum, and an update to the Records Analysis effort.

- B. **Education, Outreach, and Research Services Committee:** Dr. Canida invited Sarah Falls, the director of public services & outreach to the podium. Ms. Falls reported updates on the new Public Services Task Force which aims to balance the needs of virtual and in-person users, reviewed potential opportunities for public services engagement with Virginia 250, and provided updates on exhibits, interns, and summer institutes.
- C. **Legislative and Finance Committee:** Mr. Bryant reported that through May 31st, 2024, the financial status of the Library is in accordance with the Appropriations Act and reflects the intentions of the General Assembly. A brief period of questions and discussion followed.
- D. **Library of Virginia Foundation:** Pia Trigiani announced two board members are completing their service to the foundation: Carol Hampton and author Brad Parks. Incoming new board members are Brooks Smith, managing partner at Troutman Pepper and Ron Carey, CEO Tilt Creative Productions. Scott Dodson reported the Foundation revenues are \$1.45 million and endowment investments have grown to \$5.4 million.
- E. **Public Library Development Committee:** Chair Brockwell thanked the committee and LVA staff for their work on the state aid waivers and distribution. Ms. Scott introduced Kim Armentrout, who guided the Board through the voting for the state aid waivers.

1) Technical waivers are triggered by decreases in local expenditures due to normal business fluctuations:

- a. Culpepper, Danville, Franklin, Heritage, and Hamner had lower expenditures due to position vacancies and lower salary hires.
- b. Bland had lower expenditures because the Director is also working as the county administrator and has been unavailable to approve routine purchases.
- c. Last year, Blue Ridge Regional and Clifton Forge had large expenditures for capital improvements and therefore this year's expenditures are lower.
- d. Lunenburg is a small nonprofit library. Nonprofits have slightly different accounting practices, and this year, they had a lower carry-over of payroll expenses which appears as a decrease in expenditures.

On behalf of the committee, Ms. Scott presented a motion to approve the technical waivers in a block as presented. The Board voted to approve the technical waivers block unanimously by voice vote.

2) Non-Technical Waivers: Ms. Armentrout presented the following non-technical waivers by category:

- a. Franklin County requested a waiver for staying open for evening hours. On behalf of the committee, Ms. Scott presented a motion to

approve the non-technical waiver as presented. The Board voted to approve the waiver unanimously by voice vote.

- b. Alleghany Highlands and J. Roberts Jamerson requested waivers for certification of their new directors. Both directors are working on their certification requirements currently. On behalf of the committee, Ms. Scott presented a motion to approve the non-technical waivers for director certification as presented. The Board voted to approve the waivers unanimously by voice vote.
  - c. Amherst, Clifton Forge, Colonial Heights, Pamunkey, Petersburg and Russell requested waivers for missing audits. Funding will be withheld until receipt of the audit. On behalf of the committee, Ms. Scott presented a motion to approve the non-technical waivers for missing audits as presented. The Board voted to approve the waivers unanimously by voice vote.
  - d. Northumberland requested a waiver for the requirement that two-thirds of a library's funding come from local taxes or an endowment. Last year, they received a letter from the Board and a recommended 5-year plan for improvement. LVA staff noted positive progress and recommended allowing Northumberland more time to improve their financial situation. On behalf of the committee, Ms. Scott presented a motion to approve the non-technical waiver as presented. The Board voted to approve the waiver by voice vote.
- 3) State Aid Application for King & Queen County: Formerly part of Pamunkey Regional, King & Queen County has created a new library system and would like to be recognized and receive state aid. On behalf of the committee, Ms. Scott presented a motion to approve the application for state aid. The Board voted to approve the waiver unanimously by voice vote
  - 4) Approval of FY25 State Aid Allocations: On behalf of the committee, Ms. Scott presented a motion to approval the state aid allocations for FY25 as presented. A brief period of questions followed, and the Board voted unanimously to approve the allocations.

**IX. Report of the Librarian of Virginia:** Mr. Clark noted the Library is well-funded and well-supported by the General Assembly and Governor's Office. The Library received its full operating budget as requested. State aid for public libraries was fully funded for the first time since 2001, and the capital project funds were approved to renovate the Library's spaces. He thanked the Board and staff for all their work to engage and educate state legislators about the good work of the Library which in turn, leads to funding support. He spoke briefly about the development of design documents for the Library's renovation, progress on the new strategic plan and the research into creating a Virginia's Story long-term exhibit.

- X. **Report of the Chair:** Mr. Brockwell reported the leadership transition has been going very well. He has been fortunate to engage in conversations with the secretary's office about future board development. He has welcomed the opportunity to participate in the surveys and interviews which will guide updates to the library's website. He strongly feels the Library's web presence is important due to its capacity to reach so many people and our investment in its redesign is wise.
- XI. **Report of the Executive Committee:** Mr. Brockwell shared the Executive Committee met to review the Librarian's performance during the first five months of his tenure and to act on recommendations for the honorary Patron of Letters Degree. Ms. Scott moved for the Library Board to enter a closed meeting for the following purposes: Pursuant to the Code of Virginia, Section 2.2-3711, under subsection A.1, to discuss and consider the annual performance review of the Librarian of Virginia; under subsection A.8, to consult with legal counsel employed or retained by the Board regarding specific legal matters requiring the provision of legal advice by such counsel; and under subsection A.11, to discuss or consideration of honorary degrees or special awards. Chair Brockwell asked that the Foundation Board President be present for portions of closed session during which honorary degrees are discussed. The motion was seconded, and the board voted unanimously to enter closed session.

The board exited closed session, and Chair Brockwell stated the following motion: Because the Library Board convened in a closed session today pursuant to a recorded vote to be included in the minutes and in accordance with the Virginia Freedom of Information Act and because Section 2.2-3712(d) requires that we certify that such a Closed Meeting was conducted in conformity with the law, I'd like to move that the Library Board certify by roll-call vote that, to the best of each members' knowledge: Only public business matters lawfully exempted from open business meeting requirements under this chapter, and only such public business matters as were identified in the motion by which the closed meeting was convened were here, discussed or considered in the meeting by the public body. Ms. Scott seconded the motion, and Chair Brockwell called the roll. Ayes: Blevins, Broadbent, Bryant, Canida, Denslow, Finerty, Little, Murphy, Prentice, Real, Scott, Trumbo and Chair. Nays: none. Abstentions: none. The Board unanimously certified the closed session.

Chair Brockwell reported the Board received a highly favorable review of the Librarian's performance and the Executive Committee moves that the full Board accept this review of his first five months in office. Ms. Scott seconded the motion. The Board approved of the Librarian's Performance Review with a unanimous vote. Mr. Brockwell thanked Mr. Clark for an outstanding start to his tenure.

On behalf of the Executive Committee, Chair Brockwell reported a motion that the Board award Reginald Dwayne Betts the Library's honorary Patron of Letters degree. Mr. Betts is a Macarthur Genius Grant recipient who earned a law degree from Yale University. He was incarcerated in Virginia as a teenager and now dedicates his time to ensuring prisons can provide libraries to their inmates across the country through Freedom Reads. This motion requires no second. The Board accepted the recommendation with a unanimous vote.

- XII. **Report of the Nominating Committee:** Ms. Scott reported a proposed slate of officers and Executive Committee members from the Nominating Committee.
- Chair – Mr. Brockwell
  - Vice Chair - Ms. Blevins
  - Executive Committee – Mr. Brockwell, Mr. Bryant, Ms. Blevins, Ms. Scott, Mr. Broadbent, and Dr. Canida.

Mr. Brockwell asked if there were any additional nominations. Suzette Denslow nominated Malfourd W. “Bo” Trumbo to the Executive Committee. Mr. Trumbo accepted. Hearing no additional nominations, Mr. Brockwell declared that nominations were closed. On behalf of the nominating committee, Ms. Scott moved the approval of the slate of officers and executive committee members. The board voted unanimously to elect the slate as amended.

- XIII. **New Business:** Mr. Brockwell proposed the meeting dates and locations for the upcoming year with the note that two required additional input. The board confirmed the desire to hold its September meeting on Friday, September 20 to allow for members to attend the Literary Awards, and to host its April 11 meeting in Abingdon. Ms. Denslow moved the approval of the amended dates; the motion was seconded, and the Board voted unanimously to approve its 2024-25 meeting dates.

- XIV. **Adjournment:** Hearing no additional business before the board, Mr. Brockwell adjourned the meeting at 12:15 p.m. He thanked all for their attendance and engagement and shared he looked forward to the next meeting on Sept. 20, 2024, at the State Records Center.

Chair: \_\_\_\_\_

C. Paul Brockwell Jr., Chair

Secretary: \_\_\_\_\_

Dennis T. Clark, Librarian of Virginia