

# **THE LIBRARY BOARD**

## Meeting Agenda & Materials

Friday, April 11, 2025

## Table of Contents

1. Meeting Agenda .....	1
2. November Meeting Minutes.....	7
3. Commending Resolution.....	11
4. Executive Summaries .....	12
5. Statement of Financial Condition.....	16
6. LVA Board & Staff Rosters .....	18
7. FY25 Meeting Dates .....	20

**THE LIBRARY OF VIRGINIA**  
800 E. Broad Street,  
Richmond, Virginia 23219

**BOARD COMMITTEE SCHEDULES AND AGENDAE**

**Friday, April 11, 2025**

**8:00 a.m.**

**Continental Breakfast**

**Board Room 2M.020**

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**8:30 a.m. – 9:20 a.m.**

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***Board Room 2M.020***

**Legislative & Finance Committee**

L. Preston Bryant Jr., *Chair*  
Malfourd W. “Bo” Trumbo, *V-Chair*  
C. Paul Brockwell Jr.  
Peter E. Broadbent Jr.  
Suzette Denslow  
Elizabeth “Betsy” Fowler  
Blythe Ann Scott

*Staff Liaisons:* Daniel Hinderliter

***Orientation Room***

**Communications, Education, Outreach, and  
Research Services Committee**

Barbara Vines Little, *Chair*  
Robert L. Canida II, *Vice Chair*  
Chelle Davis  
Carol G. Finerty  
Samuel Hayes III  
Shelley Viola Murphy  
Mary Prentice  
Lana Real

*Staff Liaison:* Sarah Falls

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**9:30 a.m. – 10:20 a.m.**

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***Board Room 2M.020***

**Archival, Collections and Records  
Management Services Committee**

Peter E. Broadbent Jr., *Chair*  
Shelley Viola Murphy, *Vice Chair*  
Carol G. Finerty  
Samuel Hayes III  
Barbara Vines Little  
Mary Prentice  
Malfourd W. “Bo” Trumbo

*Staff Liaison:* John Metz

***Orientation Room***

**Public Library Development Committee**

Elizabeth “Betsy” Fowler, *Chair*  
Lana Real, *Vice Chair*  
C. Paul Brockwell, Jr.  
L. Preston Bryant Jr.  
Robert L. Canida II  
Suzette Denslow  
Blythe Ann Scott

*Staff Liaison:* Cindy Church

**THE LIBRARY BOARD  
Of THE LIBRARY OF VIRGINIA**

**FRIDAY, APRIL 11, 2025**

**AGENDA**

- |                   |   |   |
|-------------------|---|---|
| <b>10:30 a.m.</b> | <b>The Library Board Meeting</b>  | <b>Board Room 2M.020</b>                |
| <b>I.</b>         | <b>Call to Order</b>  | <i>C. Paul Brockwell Jr., Chair</i>     |
| <b>II.</b>        | <b>Approval of Agenda</b>   | <i>The Board</i>                        |
| <b>III.</b>       | <b>Welcome to Visitors and Staff</b>  | <i>C. Paul Brockwell Jr., Chair</i>     |
| <b>IV.</b>        | <b>Public Comment</b>   |   |
| <b>V.</b>         | <b>Report from Partner Organizations</b>                                      |   |
|                   | A. Friends of the Virginia State Archives                                     |   |
| <b>VI.</b>        | <b>Committee/Division Reports</b>   |   |
|                   | A. Archival, Collections, and Records Management Services Committee           | <i>Peter E. Broadbent Jr.</i>           |
|                   | • <b><u>Action Item:</u></b> <i>Proposed Collection Development Statement</i> |   |
|                   | B. Communications, Education, Outreach, and Research Services Committee       | <i>Barbara Vines Little</i>             |
|                   | C. Legislative and Finance Committee  | <i>L. Preston Bryant Jr.</i>            |
|                   | D. Public Library Development Committee                                       | <i>Elizabeth “Betsy” Fowler</i>         |
|                   | E. Library of Virginia Foundation   | <i>R. Scott Dodson and Pia Trigiani</i> |
|                   | F. Nominating Committee   | <i>Blythe Ann Scott, Past Chair</i>     |
|                   | G. Bylaws Committee   | <i>Malfourd W. “Bo” Trumbo</i>          |
| <b>VII.</b>       | <b>Report of the Librarian of Virginia</b>                                    | <i>Dennis T. Clark</i>                  |
| <b>VIII.</b>      | <b>Report of the Chair</b>  | <i>C. Paul Brockwell Jr</i>             |
| <b>IX.</b>        | <b>Old or New Business</b>  |   |
|                   | A. Commending Resolution honoring the service of Glenn Smith                  | <i>The Board</i>                        |
| <b>X.</b>         | <b>Adjournment</b>  |   |

*The Library Board’s Annual Meeting and Appreciation Lunch will occur Mon., June 23, 2025.*

**THE LIBRARY BOARD  
of  
THE LIBRARY OF VIRGINIA**

Committee Name: **ARCHIVAL, COLLECTIONS, AND RECORDS MANAGEMENT SERVICES**

Date: Friday, April 11, 2025 – 9:30 a.m.- 10:20 a.m.

Place: Board Room 2M.020

Committee Members: Peter E. Broadbent Jr., Chair  
Shelley Viola Murphy, Ed.D., Vice Chair  
Chelle Davis  
Carol G. Finerty  
Samuel Hayes III  
Barbara Vines Little  
Mary Prentice, Ph.D.  
Malfourd W. “Bo” Trumbo

*Staff Liaison:* John Metz

**AGENDA**

1. Welcome/Call to Order
2. Key Staff Roles in Collections Access Management
3. Collections Development Statement
3. Circuit Court Records Preservation (CCRP) Grant Awards
4. Records Management Month
5. Adjournment

**Committee Action Items:** Recommend Action on Collections Development Statement

**Board Information Items:** Report of the Committee Chair

**Board Action Items:** Action on Collections Development Statement

**THE LIBRARY BOARD  
of  
THE LIBRARY OF VIRGINIA**

Committee Name: **PUBLIC LIBRARY DEVELOPMENT COMMITTEE**

Date: Friday, April 11, 2025 – 9:30 a.m.-10:20 a.m.

Place: Orientation Room

Committee Members: Elizabeth “Betsy” Fowler, *Chair*  
Lana Real, *Vice Chair*  
C. Paul Brockwell Jr.  
L. Preston Bryant Jr.  
Robert L. Canida II, Ph.D.  
Suzette Denslow  
Blythe Ann Scott

*Staff Liaison:* Cindy S. Church

**AGENDA**

1. Welcome/Call to Order
2. Review of Waivers
3. Updates on Institute for Museum and Library Services (IMLS)
4. Librarian Certification Update
5. Report from Virginia Public Library Directors Association (VPLDA)
6. Adjournment

**Committee Action Items:** Review of Waivers

**Board Information Items:** Report of Committee Chair

**Board Action Items:** Librarian Certification

**THE LIBRARY BOARD  
of  
THE LIBRARY OF VIRGINIA**

Committee Name: **LEGISLATIVE AND FINANCE COMMITTEE**

Date: Friday, April 11, 2025 – 8:30 a.m. -9:20 a.m.

Place: Board Room 2M.020

Committee Members: L. Preston Bryant Jr., *Chair*  
Malfourd W. “Bo” Trumbo, *Vice Chair*  
Peter E. Broadbent Jr.  
C. Paul Brockwell Jr.  
Suzette Denslow  
Blythe Ann Scott

*Staff Liaison:* Daniel Hinderliter

**AGENDA**

1. Call to Order/Welcome
2. Legislative and Budget Update
3. Statement of Financial Condition
4. Capital Project Updates
5. Adjournment

**Committee Action Items:** None

**Board Information Items:** Report of the Committee Chair

**Board Action Items:** None

**THE LIBRARY BOARD  
of  
THE LIBRARY OF VIRGINIA**

Committee Name: **COMMUNICATIONS, EDUCATION, OUTREACH, AND  
RESEARCH SERVICES COMMITTEE**

Date: Friday, April 11, 2025 – 8:30 a.m.-9:20 a.m.

Place: Orientation Room

Committee Members: Barbara Vines Little, *Chair*  
Robert L. Canida II, Ph.D., *Vice Chair*  
Chelle Davis  
Carol G. Finerty  
Samuel Hayes III  
Shelley Viola Murphy, Ed.D.  
Mary Prentice, Ph.D.  
Lana Real

*Staff Liaison:* Sarah Falls

**AGENDA**

1. Welcome/Call to Order
2. Brown Teachers Institute Update
3. VA250 Programming Update
4. Mapping the Commonwealth Exhibit & Map Day
6. LVA on the Go Upcoming Schedule
7. Public Service Updates: Regional Group and Scanners
8. Website Enhancements
9. Adjournment

**Committee Action Items:** None

**Board Information Items:** Report of the Committee Chair

**Board Action Items:** None





## THE LIBRARY BOARD MEETING MINUTES

*Wednesday, February 5, 2025*

*Electronic Meeting*

*1:00 p.m.*

**Board Members Attending:** C. Paul Brockwell Jr. (Chair); Peter E. Broadbent Jr., L. Preston Bryant Jr., Robert L. Canida II, Chelle Davis, Suzette Denslow, Elizabeth “Betsy” Fowler, Samuel Hayes III, Shelley Viola Murphy, Mary Prentice, Lana Real and Malfourd W. “Bo” Trumbo (Vice Chair)

**Board Members Absent:** Carol Finerty; Blythe Ann Scott; Barbara Vines Little

**LVA Staff and Guests Attending:** Dennis T. Clark (Librarian of Virginia); Daniel Hinderliter (Deputy for Finance and Administration); John Metz (Deputy for Collections); Greg Crawford (State Archivist); Tracy Molnar, Angela Flagg, Vanessa Anderson, Sarah Falls, Kim Armentrout

**State Officials Attending:** Emily Anne Gullickson, Deputy Secretary of Education; Abigail Gump, Assistant Attorney General and Board Counsel

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- I. **Call to Order:** C. Paul Brockwell Jr., chair, called the meeting to order at 1:00 p.m.
- II. **Approval of Consent Agenda:** Mr. Brockwell asked for a motion to approve the consent agenda, which included the November 21 Meeting Minutes and two amended policies with technical updates regarding all-electronic meetings and electronic participation in Board and committee meetings. Mr. Trumbo moved the approval, and the motion was seconded. The Board approved the consent agenda with the following roll-call vote:

Broadbent – Aye

Bryant – Aye

Canida – Aye

Davis – Aye

Denslow – Aye

Fowler – Aye

Hayes – Aye

Murphy – Aye

Prentice – Aye

Real – Aye

Trumbo – Aye

Brockwell - Aye

- III. **Welcome to Visitors and Staff:** Mr. Brockwell extended a warm welcome to Library Board members, to the Library leadership, to staff of the Library of Virginia Foundation and to guests including Abigail Gump, board counsel and assistant attorney general (OAG); and Emily Anne Gullickson, Deputy Secretary for Education.
- IV. **Public Comment:** No public comment was offered.
- V. **Report from Partner Organizations:** Conley Edwards, president of the Friends of the Virginia State Archives, could not attend, but shared a written report that Mr. Brockwell summarized.
- VI. **Report of the Librarian of Virginia:** Mr. Clark shared the Library’s new Strategic Goals and provided several updates on the Library’s strategic activities including:
- a. Project Manager Chinh Vu is leading both the State Records Center (SRC) Expansion and the Library of Virginia Renovations. The SRC Expansion is ahead of schedule, aiming for substantial completion by December 2026. The RFP for the renovations to 800 East Broad Street is expected to be released soon, with a contract start date of July 1, 2025.
  - b. The Library will work with the Department of Education which is managing a \$10 million federal grant to place digital navigators around the Commonwealth focusing on workforce development. The extent of the Library’s participation remains fluid.
  - c. The Library is recruiting for its first chief technology officer, a new position which will oversee information technology strategy and digital initiatives, supporting LVA’s goal of being a national leader as a digital-first library.

Following the presentation of the strategy and goals, Mr. Trumbo made a motion to affirm the board’s approval for the Library’s newly adopted Strategic Goals for 2025-2029. The motion was seconded, and the Board recorded a unanimous roll-call vote:

Broadbent – Aye	Hayes – Aye
Bryan – Aye	Murphy – Aye
Canida – Aye	Prentice – Aye
Davis – Aye	Real – Aye
Denslow – Aye	Trumbo – Aye
Fowler – Aye	Brockwell – Aye

After the Librarian’s Report, Mr. Trumbo moved that the Library Board convene in a closed meeting pursuant to § 2.2-3711 A(1) and A(8) of the *Code of Virginia* to discuss personnel matters and to consultation with legal counsel. The motion was seconded and approved by roll-call vote:

Broadbent – Aye	Hayes – Aye
Bryan – Aye	Murphy – Aye
Canida – Aye	Prentice – Aye
Davis – Aye	Real – Aye
Denslow – Aye	Trumbo – Aye
Fowler – Aye	Brockwell – Aye

The board entered a brief closed session and upon conclusion of the discussions resumed the open session of the meeting. Mr. Trumbo offered the following motion for the Board:

*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 Board certify by roll-call vote that, to the best of each members' knowledge: 1. Only public business matters lawfully exempted from open business meeting requirements under this chapter; and 2. 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 duly seconded. Mr. Brockwell asked that any member of the Board who believes there was a departure from the requirement of the clauses of the motion shall so state prior to the vote, indicating the substance of the departure that has, in his or her judgment, taken place. Hearing no concerns, the Board certified its closed session unanimously by a roll-call vote:

Broadbent – Aye  
Bryant – Aye  
Canida – Aye  
Davis – Aye  
Denslow – Aye  
Fowler – Aye  
Hayes – Aye

Murphy – Aye  
Prentice – Aye  
Real – Aye  
Trumbo – Aye  
Brockwell – Aye

- VII. **Report of Chair:** Mr. Brockwell thanked the board members for completing their financial disclosure forms and encouraged them to complete the online Conflicts of Interest Training before the April 11 meeting. He reminded the Board that nominations for the 2025 Patron of Letters Award recipients are open through the end of February. He continues to work on board relations and succession planning. This spring, Mr. Brockwell expects the Bylaws Committee to convene prior to the April meeting, and he hopes to see other members at upcoming events like the Strong Men and Women in Virginia History event. Finally, he reported that the updates to the Library's Patron of Letters degree appear to be on a smooth track through the current General Assembly. He ended by thanking Board members for their positive engagement and thoughtful comments on the updates to the Collections Development Statement.

VIII. **Committee/Division Reports:**

- a. **Archival, Collections, and Records Management Services Committee:** Dr. Metz provided milestones for the State Records Center (SRC) expansion project and shared that the committee will have an electronic meeting on February 21 at 10 a.m. to discuss the latest revisions to the Collections Development Statement. State Archivist Greg Crawford explained the Circuit Court Records Program (CCRP) and reviewed the Annual Report on Reducing the Archival Backlog. A brief period of questions followed.

- b. **Communications, Education, Outreach and Research Services Committee:** Sarah Falls highlighted the incredible reach provided by the Library’s digital programming while acknowledging the impact of in-person engagement at events and exhibitions. She recommended everyone attend a special afternoon performance of *Loving v. Virginia* by the Virginia Opera Company on Wednesday, March 5 at 2 p.m. She also reported that the public services division has recently been undergoing training.
  - c. **Legislative and Finance Committee:** Dan Hinderliter shared details of Library’s financial condition and recent expenditures. A brief period of questions and discussion followed.
  - d. **Public Library Development Committee:** No report was offered as the committee moved all business to the next board meeting on April 11. It does expect to have early evaluations of potential state waiver requests at this meeting.
  - e. **Library of Virginia Foundation:** Scott Dodson described recent fundraising activities led by the foundation, including preparations for the 2025 Literary Awards. He shared that nominations for this year’s awards will close March 1. Mr. Brockwell congratulated Mr. Dodson for the foundation’s work to bring Whisk, the new café vendor on board. He asked everyone to mark calendars for Saturday, Sept. 20, 2025, for the Literary Awards.
- IX. **Communications and Marketing Updates:** Angela Flagg, Director of Marketing and Communications, provided a recap of her division’s work in 2024 including more than 5,000 new followers in social media, more 3 million impressions from marketing campaigns and 153 news stories statewide.
- X. **Human Resources Updates:** Vanessa Anderson, Director of Human Resources, provided an update on recent personnel changes at the Library.
- XI. **Adjournment:** Hearing no additional business, Mr. Brockwell adjourned the meeting at 2:45 p.m. He thanked everyone for their engagement and encouraged board members to see the “Mapping the Commonwealth” exhibit when on site for the next board meeting on Friday, April 11, 2025.

## **A COMMENDING RESOLUTION OF THE LIBRARY BOARD**

### *Honoring the Exceptional Contributions of Glenn Smith*

**WHEREAS** Glenn Smith began his distinguished career with the Library of Virginia on July 1, 1984, as a Library Assistant; and

**WHEREAS** over the course of his 40 years with the Library of Virginia, Mr. Smith made significant contributions as the first manager of the Circuit Court Records Preservation program. Mr. Smith traveled extensively across the state, advising circuit court clerks on the importance of preserving the oldest and most historically significant records in the United States, including land records, wills, civil cases, criminal suits, military records, and tax records; and

**WHEREAS** Mr. Smith was also a dedicated member of the Records Analyst section where he provided valuable assistance to state and local government agencies on the processes of proper records management. Mr. Smith led the Records Management Oversight Committee, where he provided invaluable clarifications and historical context, fostering meaningful discussions and facilitating thoughtful decision-making; and

**WHEREAS** Mr. Smith's service was marked by his graciousness and the deep appreciation of the circuit court clerks and records officers he served, who benefited greatly from his extensive expertise and guidance; and

**WHEREAS** Glenn Smith retired on January 1, 2025, after more than 40 years of exceptional service to the Library of Virginia and the citizens of the Commonwealth of Virginia; now, therefore, be it

**RESOLVED**, by the Library Board, on this 11th day of April 2025, that Glenn Smith be commended for his exceptional and dedicated service to the Library of Virginia, and for his substantial contributions to the continued success of the Library; and be it further

**RESOLVED**, that this Resolution be incorporated into the minutes of this meeting, and that a copy be presented to Glenn Smith upon his retirement as a token of the Board's deep gratitude for his years of service to the Library of Virginia and the Commonwealth of Virginia.

## Executive Summaries for April 11, 2025

### Collections and Archives (formerly Collections Access and Management Services)

#### **State Records Center**

The State Records Center Expansion Project is underway! Weekly on-site construction meetings commenced on February 26<sup>th</sup>. Trent Construction began by establishing a construction road from the existing loading lot at the north end of the property around the east end of the building where the expansion pod will be built before exiting at the existing southside entrance to the SRC facility. The construction road is being constructed to support heavy cranes that will be used to lift girders and concrete wall slabs into place, as well as to support the tractor trailers delivering materials to the site. The project is on schedule, and site excavation for the building slab will begin around the week of April 7.

#### **Virginia Chronicle**

The Library received several donations in the past quarter to help fund collections-related activities. Laurie Preston of the Randolph Macon College library coordinated a \$20,000 donation from the Virginia Conference of The United Methodist Church to digitize the remaining issues of the *Virginia Advocate* (1969-2004) and the *Virginia United Methodist Advocate* (2005-2010), which will be hosted on Virginia Chronicle. Ms. Preston also coordinated a donation of \$1,200 from Randolph Macon for the digitization of the most recent issues of the *Yellow Jacket*, the student newspaper of Randolph Macon, which will be added to Virginia Chronicle in the coming month. Josie Ballato and Selena Arrants made a gift of \$11,000 to digitize 1975-1995 of the *Culpeper News* for inclusion on Virginia Chronicle (<https://virginiachronicle.com>). Finally, Luke Vavra, a longtime supporter of the Library's map collection, donated \$10,000 to the Library of Virginia Foundation following Washington Map Society field trip to see the map exhibition. The funds will be used to acquire a map for the collections or for conservation.

#### **Visual Studies**

The Special Collections Visual Studies team has been busy supporting exhibitions throughout Richmond. First, Dale Neighbors has been meeting with local architect, designer, and artist Camden Whitehead about donating his papers, models, and artwork created over his long and productive career. The Branch Museum of Design in Richmond hosted a retrospective of Mr. Whitehead's work in January and February called, "A Visual Manifesto." The exhibition included drawings and paintings of the River City's bridges, buildings from Italy, Scotland, Switzerland and England. It also featured experimental studio paintings and scenes of nature

delving into the growth of muscle memory. Following Mr. Whitehead's exhibition at the Branch is another on Richmond-based landscape architect Charles Gillette. Called, "Genius by Nature," this show features drawings, photographs, and documents from Gillette fourteen projects held by the Library of Virginia. The exhibition, curated by Richmond Architects exploring his visionary approach to landscape design. Finally, Alicia Starliper of Visual Studies has been working with curators from the Virginia Museum of Fine Arts to create an atrium exhibition featuring reproduction prints, photographs, and documents from the collections of both institutions. Installation is scheduled early April.

### **Circuit Court Records Preservation Program (CCRP)**

The Circuit Court Records Preservation Program (CCRP) Grant Review Board met on 25 February 2025 at the Library of Virginia to evaluate 140 records preservation grant requests from 105 circuit courts across the commonwealth. The board approved 114 grant projects totaling \$2,000,492.93. Most of the approved applications covered professional conservation treatment for hundreds of records that date from the 1690s to the mid-twentieth century. They include deed books, will books, land tax books, marriage licenses, order books, and plat books, housed in circuit court clerks' offices, which suffered damage from use, age, pests, water, cellulose acetate lamination, or previous non-professional repairs. The remaining grants funded additional preservation projects such as reformatting and storage shelves. Since 1992, the CCRP has awarded 2282 preservation grants totaling \$38,582,370.25. The CCRP grants ensure the preservation of Virginia's past for future generations.

### **Records and Information Management Month**

April is Records and Information Management Month. The purpose is to emphasize the value and importance of organizing and maintaining records and data for the efficient and effective management of information. As part of RIMM, records officers from state and local government agencies will participate in a virtual Town Hall on April 23 led by the Records Analyst section. The topic will be on disaster preparedness - what agencies need to do now to ensure preservation of records prior to a natural or man-made disasters.

Researcher Engagement (formerly Public Services and Outreach)

### **Archives and Library Reference Services**

Rebecca Schneider is currently serving as Interim Manager due to the retirement of Ginny Dunn. Five librarians and archivists attended a regional meeting at the Maryland State Archives in Annapolis, convened by NARA, to learn about shared best practices and innovative approaches to public service.

Libguides continues to be a strong resource for our virtual users, and from January- March 2025, had over 43,000 engaged users from around the world.

Staff took part in a week-long training at the end of January to learn new software, engage in team building, and review reference skills. Reference staff were directly involved in development and training over the week and lent much to its success.

### **Access Services**

Stacks Manager, Mary Hennig has accomplished much over the past few months and has been instrumental in early planning for several collections related projects including the SRC expansion move, and 4<sup>th</sup> stack shelving replacement. As well, she has helped to implement LibStaffer, an online scheduling program that will be used to integrate and manage service point schedules.

### **Education and Outreach**

This winter, we have had a number of weather impacts which required rescheduling of events. However, for many programs, turn-out was very strong. Of note were the following: The Constitution and “Loving vs. Virginia” panel discussion with Virginia Opera, the first opera performance at the Library of Virginia, and Gary Power’s viewing of Bridge of Spies with a shortened book talk on Cold War Virginia.

Mapping the Commonwealth continues to be a popular exhibit, and a virtual talk in January by curator Cassandra Farrell yielded well over 200 online participants. The Library will host a “Map Day” in celebration of the exhibition on Saturday, April 26.

### **Library Development** (formerly Library Development and Networking)

#### **Adult Services Consulting**

Adult Services consultant Barry Trott provided consulting services to 55 libraries on a variety of topics, including database authentication, digitization, data strategies, social media, website accessibility, and code. His monthly Adult Services newsletter, now in its second year, has over 450 subscribers, a 37.6% open rate, and more than 1,600 link clicks. Barry also reviewed all 94 public library digital collection websites and developed recommendations for improving the linking and presentation of Find It Virginia resources, ensuring easier patron authentication and more accurate statistics collection.

#### **Leadership and Stakeholder Development**

Public Library Consultant Reagen Thalacker conducted two webinars with the Center for Nonprofit Excellence on the topics of utilizing community data to develop programs, services



impact tracking. She also facilitated two training sessions for Crucial Conversations. The monthly newsletter, *Trustees, Friends, Foundations: Newsletter*, which is sent to the directors to distribute to their stakeholders, reached 146 subscribers.

### **Southeast Online Collaborative Conference**

The 2025 Southeast Collaborative Online Conference was a collective effort by the Georgia Public Library Service, State Library of North Carolina, South Carolina State Library, Tennessee State Library & Archives, and The Library of Virginia to offer innovative and useful online learning experiences for library staff at all levels through a convenient online conference. Approximately 1,300 library staff from around the country chose from 20 sessions to attend over the 3-day event.

### **Children's and Youth Services Consulting**

Sue Paro worked with Professor Debbie Ramer (William and Mary) to present a webinar on *The Science of Reading, the Virginia Literacy Act, and Public Libraries*. Sue provided consulting services to 37 libraries about summer reading, nature backpacks, story times, and other programming. The monthly newsletter, *Youth Services Notes*, reached 346 subscribers with a 37.8% open rate.

### **Broadband Initiatives**

Interim Chief of Library Development Cindy Church continued her work with the VHCD Office of Broadband providing valuable input on potential projects for BEAD non-deployment funds which would benefit public libraries and LVA in 2026.

## Library of Virginia

### STATEMENT OF FINANCIAL CONDITION As of February 28, 2025

SOURCE	BUDGET	PAYROLL	OPERATIONS	SUBRECIPIENTS	TOTAL EXPENDITURES	AVAILABLE BALANCE	PERCENT SPENT
General Fund	\$ 45,547,088	\$ 7,826,634	\$ 2,443,750	\$ 20,098,188	\$ 30,368,572	\$ 15,178,516	67%
Federal Funds	\$ 4,573,731	\$ 1,026,915	\$ 2,618,051	\$ -	\$ 3,644,966	\$ 928,765	80%
Special Funds	\$ 1,849,000	\$ 432,543	\$ 562,244	\$ -	\$ 994,787	\$ 854,213	54%
CCRP Funds	\$ 5,500,000	\$ 682,131	\$ 206,330	\$ 2,395,738	\$ 3,284,199	\$ 2,215,801	60%
Total	\$ 57,469,819	\$ 9,968,223	\$ 5,830,375	\$ 22,493,926	\$ 38,292,524	\$ 19,177,295	67%

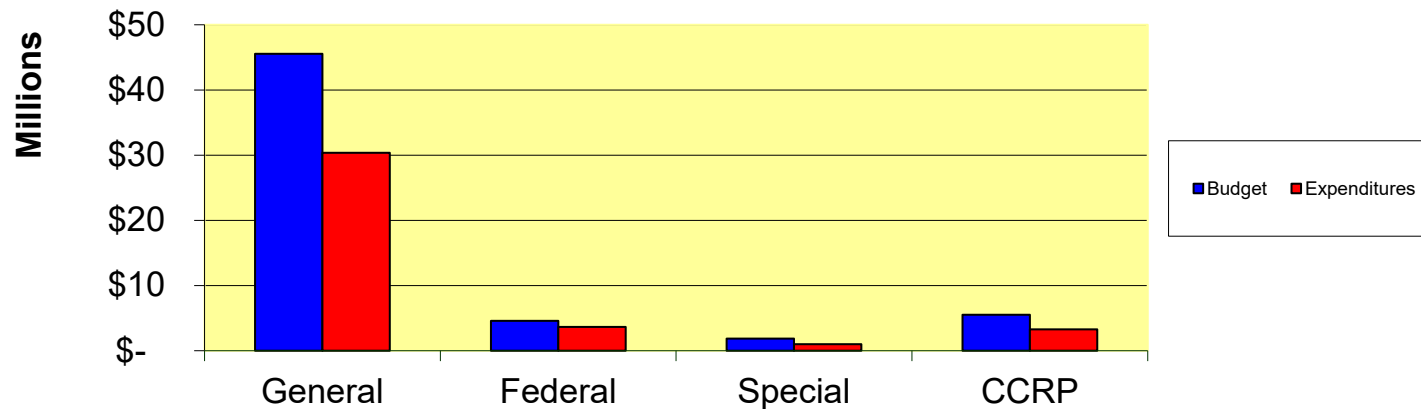
### STATEMENT OF FINANCIAL CONDITION As of February 28, 2024

SOURCE	BUDGET	PAYROLL	OPERATIONS	SUBRECIPIENTS	TOTAL EXPENDITURES	AVAILABLE BALANCE	PERCENT SPENT
General Fund	\$ 42,749,112	\$ 6,822,315	\$ 4,609,735	\$ 17,894,849	\$ 29,326,899	\$ 13,422,213	69%
Federal Funds	\$ 4,573,731	\$ 978,118	\$ 2,528,587	\$ -	\$ 3,506,705	\$ 1,067,026	77%
Special Funds	\$ 1,849,000	\$ 436,596	\$ 607,728	\$ -	\$ 1,044,324	\$ 804,676	56%
CCRP Funds	\$ 5,500,000	\$ 637,276	\$ 170,644	\$ 3,372,096	\$ 4,180,016	\$ 1,319,984	76%
Total	\$ 54,671,843	\$ 8,874,305	\$ 7,916,694	\$ 21,266,945	\$ 38,057,944	\$ 16,613,899	70%

### STATEMENT OF FINANCIAL CONDITION YTD COMPARISON 02.28.24 to 02.28.25

SOURCE	BUDGET	PAYROLL	OPERATIONS	SUBRECIPIENTS	TOTAL EXPENDITURES	AVAILABLE BALANCE	PERCENT SPENT
General Fund	\$ 2,797,976	\$ 1,004,319	\$ (2,165,985)	\$ 2,203,339	\$ 1,041,673	\$ 1,756,303	2%
Federal Funds	\$ -	\$ 48,797	\$ 89,464	\$ -	\$ 138,261	\$ (138,261)	-3%
Special Funds	\$ -	\$ (4,053)	\$ (45,484)	\$ -	\$ (49,537)	\$ 49,537	3%
CCRP Funds	\$ -	\$ 44,855	\$ 35,686	\$ (976,358)	\$ (895,817)	\$ 895,817	16%
Total	\$ 2,797,976	\$ 1,093,918	\$ (2,086,319)	\$ 1,226,981	\$ 234,580	\$ 2,563,396	3%

## The Library of Virginia Budget to Expenditures Comparison as of February 28, 2025



### STATEMENT OF FINANCIAL CONDITION As of February 28, 2025

SOURCE	BUDGET	PAYROLL	OPERATIONS	SUBRECIPIENTS	TOTAL EXPENDITURES	AVAILABLE BALANCE	PERCENT EXPENDED
General Fund	\$ 45,547,088	\$ 7,826,634	\$ 2,443,750	\$ 20,098,188	\$ 30,368,572	\$ 15,178,516	67%
Federal Funds	\$ 4,573,731	\$ 1,026,915	\$ 2,618,051	\$ -	\$ 3,644,966	\$ 928,765	80%
Special Funds	\$ 1,849,000	\$ 432,543	\$ 562,244	\$ -	\$ 994,787	\$ 854,213	54%
CCRP Funds	\$ 5,500,000	\$ 682,131	\$ 206,330	\$ 2,395,738	\$ 3,284,199	\$ 2,215,801	60%
<b>Total</b>	<b>\$ 57,469,819</b>	<b>\$ 9,968,223</b>	<b>\$ 5,830,375</b>	<b>\$ 22,493,926</b>	<b>\$ 38,292,524</b>	<b>\$ 19,177,295</b>	<b>67%</b>

*As of February 28, 2025, the financial condition of the Library of Virginia is in accordance with the Appropriation Act and the intent of the General Assembly.*

**Dan Hinderliter**

Deputy of Finance and Administrative Services

THE LIBRARY BOARD • July 1, 2024 – June 30, 2025



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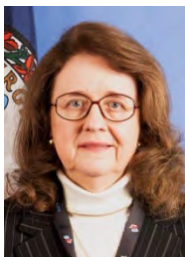
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## **Library Board Meeting Dates**

### **2024 – 2025**

Unless otherwise noted, meetings are held at the Library of Virginia in Richmond.

**Friday, September 20, 2024**

**Committees and Full Board**

Meeting at the State Records Center  
1998 Charles City Road, Richmond, VA 23231  
8:30 a.m. – 12 p.m.

**Thursday, November 21, 2024**

**Full Board Only**

2 – 4 p.m.

~~**Monday, January 6, 2025**~~

Canceled due to weather

**Wednesday, February 5, 2025**

**Full Board Only – Electronic Meeting**

1 p.m. - 2:30 p.m.

**Friday, April 11, 2025**

**Committees and Full Board**

8:30 a.m. – 12 p.m.

**Monday, June 23, 2025**

**Committees and Full Board**

Annual Meeting and Appreciation Lunch  
8:30 a.m. – 2 p.m.