



**VLA Council Quarterly Meeting
Libbie Mill Library / Zoom
Friday April 22, 2022, 10am**

Council Members attending in person: Please bring a laptop if you are able. All attendees will log into Zoom and will unmute when speaking, to support the hybrid format.

- I. Call to order (KT Vaughan)
- II. Introductions (KT Vaughan)
- III. Secretary's Report (Lisa Broughman)
- IV. Treasurer's Report (Kyle Binaxas)
- V. Executive Director's Report (Lisa Varga)
- VI. VLA Chapter Councilor to ALA Report (Lucinda Wittkower)
- VII. Legislative Update (Phil Abraham)
- VIII. Executive Committee Report (KT Vaughan)
 - a. Dear Appropriator letters
- IX. VLA Annual Conference 2022 (Lisa Varga, KT Vaughan, Vivian Washington)
- X. Unit Reports
- XI. Other Business
 - a. Continuing Education Committee and VALLA
- XII. Adjournment. If the meeting ends before noon, we will host an open discussion for the remaining time. Please stay to chat with other VLA leaders as you are able and willing.

P.O. Box 56312
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**VLA Council Quarterly Meeting
Zoom
Friday January 21, 2022
APPROVED APRIL 22, 2022**

Attendees

Executive Committee

K.T. Vaughan (President), Jennifer Resor-Whicker (Past President), Kimberly Knight (President-elect), Kyle Binaxas (Treasurer), Zach Elder (Second Vice President), Lucinda R. Wittkower (ALA Chapter Councilor), Lisa Varga (VLA Executive Director), Lisa Broughman (Secretary)

Council

Jennifer Brown (Programming Forum), Kelsey Cheshire (Scholarship Committee), Cindy Church (Library of Virginia Liaison), Quettara Drayton (Scholarship Committee), Julia Feerrar (Editor, Virginia Libraries Journal), Stephanie Hardy (VLACRL), Christina Harris (LGBTQIA+ Forum), Olivia Hasan (Librarians of Color Forum), Margaret Howard (Continuing Education Committee), Shaunna Hunter (Awards & Recognition Committee), Paula Kiser (Website Content Committee), Amy Sanders (VLA Administrative Assistant), Chris Shaver (Professional Associates Forum), Tom Shepley (Legislative Committee), Vivian Washington (Conference Committee), Christine Woods (VLACRL)

Call to Order

K.T. Vaughan called the meeting to order at 10:04 a.m.

Secretary's Report

Lisa Broughman submitted a draft of the minutes of the September 17, 2021 Council meeting. Paula Kiser moved to approve the minutes; Cindy Church seconded. The motion passed to approve the minutes.

Treasurer's Report

Kyle Binaxas reviewed the 2021 Statement of Activities and reported that the final bills for the annual conference had been paid. The Association spent approximately \$105,000 on the conference while earning around \$96,000 so there was a deficit of roughly \$9,000. The Association is beginning to receive income from the VLA/ALA Joint Student Membership program; sixteen members have joined through this program. The Association received a \$1000 donation from the Charlottesville Arts Community Foundation to go toward the VLA scholarship fund. Additionally, Lisa Varga is working with the members of VPLDA (the Virginia Public Library Directors Association) to solicit donations towards scholarships. At this time, the Scholarship Committee will only need to raise about \$2000 to cover the \$9,000 goal for this year. There was a significant increase in income from the VLA Jobline (budgeted \$6,500; received \$20,200) so the Association brought in more income than anticipated. There was money left over from the Professional Development Endowment fund (\$3,600). The Association's total expenses are budgeted for \$315,888 and is well within the allotment for the operating budget. Lisa Varga explained that the January Council meeting reviews budgets from both the previous and upcoming years, and

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described a few notable points on the 2022 Budget Proposal that include the addition of a new line item to track income from the VLA/ALA Joint Student Membership program, the decision to host regional meetings instead of a single conference for the Professional Associates Forum, and some new lines to track donations to the Librarians of Color and LGBTQIA+ Forums. Additionally, Lisa Varga provided some clarification on the difference between the Affiliate and Institutional memberships and that funding from the latter supports the Legislative Liaison stipend. She also explained how VLA sponsors The Innovative Library Classroom conference. Following edits made by Lisa Varga to correct the Legislative Liaison stipend and the Conference costs, Jennifer-Reasor Whicker moved to approve the minutes; Kimberly Knight seconded. The motion passed.

Executive Committee Report

K.T. Vaughan reported that the Executive Committee received DEI training from Dr. Sharon Blackwell Jones and an abbreviated version on *Addressing Unconscious Bias in the Workplace* will be offered to VLA Council members on January 27. The Association is in a good place financially and will be able to offer additional funding for scholarships and planned programming.

Designated Agenda

The proposed 2022 Designated Agenda was posted to the VLA Council Meeting calendar. Zach Elder moved to approve the Designated Agenda as it stands; Stephanie Hardy seconded. The motion passed.

Executive Director's Report

Lisa Varga submitted a written report to the Council and updated the Council on the status on memberships. Invoices for Affiliate and Individual renewals were sent out on December 1, 2021. There was an increase in fees for Affiliate Memberships with 65 renewals submitted already, 25 have not been renewed. Seventeen individuals have taken advantage of the ALA/VLA Joint Student Memberships. The VLA Jobline received five submissions so far in 2022, and 188 advertisements were posted in 2021. K.T. Vaughan took this opportunity to introduce Amy Saunders as the VLA Administrative Assistant.

VLA Council Meeting Dates

The Executive Committee hopes to meet in person in Richmond at the Libby Hill Library for the remainder of the Council meetings, with a hybrid meeting format for those who are unable to attend in person. The 2022 meeting dates are as follows:

- January 21, 2022
- April 22, 2022
- June 3, 2022
- September 16, 2022

VLA Annual Conference

Vivian Washington reported that the Conference Committee will begin meeting in early February and will send out a call for proposals by the end of the month. The theme of the conference is *Recovery and Revival*. K.T. Vaughan asked for Council members to send in tips for preparing successful sessions or suggested session topics that focus on the theme of Recovery and Revival,



which may be submitted to either K.T. or Vivan. Lisa Varga announced that this year's conference will have two keynote speakers, which will reduce the number of concurrent sessions. The keynote speaker for Thursday will be Marcellus Turner, the Chief Librarian at Charlotte Mecklenburg Library; and Friday's keynote speaker is Dr. Angela D. Reddix, a celebrated thought leader, innovator, and entrepreneur.

Legislative Committee Update

Tom Shepley briefly described how the Republican wins in the fall shifted the focus of this spring's Legislative agenda, which includes seeing an increase to book challenges in schools. The Legislative Committee wanted to include *Support the Freedom to Read* as a line item in this year's VLA Legislative Program, which was submitted to the Council prior to the meeting. Additional line items included *Strengthen State funding for public libraries to improve childhood literacy and invigorate STEAM-focused instruction in schools*, and *Support the Library of Virginia*.

Lisa Varga provided an update on the legislative activities in Virginia and the Association's collaboration with VAASL (Virginia Association of School Librarians) to address SB275 and HB1032. The volume of bills being submitted is unprecedented and VLA is working closely with the American Library Association and their Office of Intellectual Freedom on those bills that affect school libraries, but the Association is trying to avoid confusion by oversaturating the messaging put out by VLA. For that reason, VLA may share efforts with VAASL and VEA (Virginia Education Association) but will let those associations take on those bills without a library component. Collectively, the goal is to ensure censorship does not win in Virginia.

The Council discussed various options for addressing these concerns which include letter writing, contacting legislators, incorporating intellectual freedom into information literacy courses, building relationships with our legislators, encouraging people to vote, and joining in on these conversations within ALA and PLA. Additionally, an Ad Hoc Advocacy Committee has been formed and will bring forth a proposal for having a permanent presence within VLA. Nothing yet has been announced by ALA about their plans for National Library Legislative Day, but if it is held this year VLA offers a stipend to offset the costs for memberships who choose to participate.

The Legislative Committee moved to adopt the Legislative Program; the motion passed.

Unit Reports

Committees

Awards and Recognitions: Shaunna Hunter rejoined the committee as Chair and will send out a call for nominations soon.

Continuing Education: Margaret Howard reported that the committee is working on final preparations for the Virginia Library Leadership Academy (VALLA) which will be held in person on April 5-6 in Staunton with Dr. Angela Springer and Dr. Nan Carmack as the speakers. Seven applicants from the canceled 2020 VALLA will participate in this year's academy with an additional 18-19 available spots. The theme is *Breaking Barriers, Building Communities*.

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Intellectual Freedom: Not present.

Jefferson Cup: Not present.

Nominating: Jennifer Resor-Whicker reported that the committee needs to find a candidate from an academic library for President-Elect/President/Past President, and public librarian candidates for Secretary and ALA Councilor. Call for nominations will be sent out very soon. Self-nominations and nominations are welcome.

Scholarship: The Scholarship Committee has new leadership. Kelsey Cheshire, Behavioral and Social Sciences Research Librarian at Virginia Commonwealth University, will be the Chair for the next two years. She also serves as Secretary for the LGBTQIA+ Forum. Quettara Drayton, Youth Services Librarian at Petersburg Public Library, will serve as Vice-Chair. Quettara is also active with the Librarians of Color Forum.

At this time, the committee is actively recruiting new members since the committee had several folks cycle off, but they did have four members who volunteered to serve another 2-year term. A call for volunteers will be shared soon.

The committee is happy to announce it received a generous donation of \$1,000 from the Charlottesville Arts Community Foundation. There will still be three scholarship recipients, but the award amount will increase from \$2,500 to \$3,000 this year, leaving \$8,000 for the Scholarship Committee to raise.

This year's scholarship application will be live and posted on the VLA website before the month is over. The application due date is set as March 13, 2022.

Website Content: Rather than dividing the duties as Chair and Vice-Chair, Paula Kiser and Megan Slingerland will serve as Co-Chairs this year. Paula Kiser reported that last year's focus was on keeping the website updated, but this year's goal is to redesign the front page of the VLA site. The committee is also planning to clean up the back end of the Memberclicks site to make it more user-friendly and to ensure each committee and forum has a liaison. Christine Woods posted to the chat a link to a Google Form for the Meet a Member page, and invited Council members to submit their own form and to share it with other VLA members.

Forums

Collections & Technical Services: Kyle Binaxas reported that there are two new members on the committee which is currently planning this year's virtual programming and training. CaTS usually offers one large event in February, however this year they are considering offering smaller regional events with breakout rooms for roundtable discussion. Forum members are also discussing the possibility of creating a repository for technical services projects.

LGBTQIA+: Christina Harris reported that the forum held numerous fun events last year and are hoping to offer similar programming in 2022. The forum is looking for a Treasurer, and is

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considering setting up quarterly meetings which may be held regionally and in person, dependent on the COVID numbers at that time. The forum will soon send out a list of upcoming events.

Librarians of Color: Olivia Hasan reported that the forum's December event was hacked, and the Zoom meeting was quickly shut down following several racial and homophobic slurs. In response, the Executive Committee of VLA hired Dr. Sharon Blackwell Jones to lead a Healing Circle for LoC members. Dr. Jones will also be hosting an Unconscious Bias training session for VLA leadership. Upcoming events include the *Library Fellowship Talk*, along with other virtual and in-person events. K.T. Vaughan commended Olivia for handling the Zoom bombing quickly and responsibly.

Local & Family History: Not present.

College & Research Libraries: Stephanie Hardy reported that the VLACRL Spring program will be virtual, but the forum hopes the Summer session will be in person again. Announcements will be sent out soon.

Professional Associates: Chris Shaver reported that the forum has been planning their regional workshop series which will be held virtually, with the hope that some in-person events can be held later in the year.

Youth Services: Not present.

Programming: K.T. reported on behalf of Jennifer Scott Brown who, with Zach Elder has put together a Slack channel for sharing programming ideas. Zach reported there is no limit the number of people who can join and it will be advertised to the VLA community, soon.

Library of Virginia: Cindy Church reported on the following upcoming LVA-sponsored events:

The Library Service, Safety, and Security Workshop: Dealing with Challenging Patrons

Spend some quality training time with the leading national expert on library service, safety, and security, Dr. Steve Albrect! 10 AM to 4 PM

Dates (In person!):

Tuesday, April 19th - James City County Library (Williamsburg Regional Library)

Wednesday, April 20th - Fredericksburg Library (Central Rappahannock Regional Library)

Thursday, April 21st - Meadowbrook Library (Montgomery Floyd Regional Library)

Alternate dates: June 7, 8, 9 (same locations)

Topics to be covered:

Working in the Post-Pandemic Library Environment

Our Safety & Security Motto: Focus on Behaviors, Not Labels

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Our Service Themes: Be Firm, Fair, Consistent, Assertive, and Reasonable
Preventing Harassment By Patrons
Preventing Job Burnout Through Stress Management: The BREADS Way

Dr. Steve Albrecht is the author of the 2015 ALA book, *Library Security: Safer Facilities, Better Communication*. He has trained thousands of library employees on the dos and don'ts of dealing with challenging patrons, including rude, entitled, and demanding people; harassing patrons; patrons dealing with homelessness, mental illness, or substance abuse; tweenagers; angry parents; Internet hogs; and others who want to disrupt the library environment. His popular workshop offers practical, realistic tools, which will make your facility a better, safer place to work. Enjoy Steve's real-life experiences as an author (24 books, so far) and workplace violence prevention practitioner. For this live session, Steve uses humor, his knowledge of workplace behavior, practical security measures, and how to activate your best-practices customer service skills.

Making the Library a Welcoming and Empowering Place for People with Disabilities (Tutorial from ALA)

You will gain a solid understanding of the broad and diverse types of disabilities, and how they impact the way people use the library and its resources. Build better relationships with library users with disabilities and maximize their empowerment and engagement. Gain tips for effective library outreach to people with disabilities and partnerships with related organizations and customer services tips you can apply to all types of library users.

This tutorial is designed to provide an introduction to all library staff, including support staff, general professional staff, age-level or subject specialists, managers, and administrators about communicating and interacting with people with disabilities.

This webcast and update were developed and narrated by Brenda Hough. Brenda has been a librarian for more than 15 years. She has delivered training and education for the Northeast Kansas Library Systems, the Bill and Melinda Gates Foundation, WebJunction, the Public Library Association, Emporia State University, UIUC's Certified Public Library Administrator program, and more.

See below for access information. This will expire on July 31, 2022.

View the session here: <https://vimeo.com/572299759> Password: Virginia
Supporting documents: <https://www.ala.org/rusa/documents-accessability-academy>

Southeast Collaborative Conference

Dates: March 15-17, 12:00 – 4:00 PM

Cost: FREE!

<https://sites.google.com/view/secollaborative>

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Virginia Libraries Journal: Julia Feerrar reported that Volume 65 of the journal is complete! Read the 2021 issue here: <https://virginialibrariesjournal.org/>

Three new members were appointed to the Editorial Board: Bettina Peacemaker, Andrea Castillo, and Liz Weir. Additionally, Erin White (currently a Board member) was appointed Assistant Editor, Tracey Berning is now Managing Editor, and Julia Feerrar will be staying on for one more year as Editor in Chief.

We are now welcoming new submissions, which will be reviewed and published on a rolling basis. We would love to highlight the work of VLA forum and committee members. Feel free to reach out if you or your colleagues would like to discuss ideas for submissions (virginialibrariesjournal@googlegroups.com).

Other Business

K.T. Vaughan discussed the recent Zoombombing of Librarians of Color Forum meeting and the need for the Association to support its members. The VLACRL anti-harassment statement was shared with Council members, and may be something VLA adopts Association-wide. Lisa Varga said other committees and forums might use this framework and the included links to anonymously report bad behavior in future online meetings. We can also put into place a pre-registration process for Zoom meetings, along with making use of waiting rooms to vet attendees. K.T. was happy to hear that the Healing Circle was effective and recommended Council participate in the upcoming *Addressing Unconscious Bias in the Workplace* training on January 27th, which will also be led by Dr. Sharon Blackwell Jones.

Jennifer Resor-Whicker announced that the call for proposals to present at The Innovative Library Classroom conference were sent out and the deadline to apply is February 18, 2022. The conference will be held in-person at William & Mary in June.

Kelsey Cheshire and Lisa Varga reminded Council members that VLA is set up as a charity in the Amazon Smile program with proceeds supporting VLA scholarships.

Adjournment

Jennifer Resor-Whicker moved to adjourn with Tom Shepley seconding. The meeting adjourned at 11:48 a.m.

Minutes prepared by Lisa Broughman, VLA Secretary

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VLA Statement of Activities
January 1, 2022 through April 18, 2022

| REVENUE | BUDGET | GENERAL | LEGISLATIVE | SCHOLARSHIP | TOTAL |
|----------------------------------|------------------|------------------|-----------------|----------------|------------------|
| Advertising | \$500 | | | | \$0 |
| Affiliate Membership Dues | \$87,500 | \$105,400 | | | \$105,400 |
| ALA Joint Student Membership | \$700 | \$814 | | | \$814 |
| Conference | \$141,895 | \$10,225 | | | \$10,225 |
| Jobline | \$17,000 | \$6,500 | | | \$6,500 |
| VLAPAF Conference | \$5,000 | | | | \$0 |
| Interest | \$5 | \$2 | | | \$2 |
| Institutional Memberships | \$45,000 | \$39,960 | | | \$39,960 |
| Legislative Support | \$4,000 | | \$235 | | \$235 |
| Membership Dues | \$16,000 | \$15,070 | | | \$15,070 |
| Miscellaneous | \$1,000 | | | | \$0 |
| Programs | \$2,500 | \$305 | | | \$305 |
| The Innovative Library Classroom | \$4,250 | \$5,250 | | | \$5,250 |
| Scholarship | \$9,000 | | | \$4,539 | \$4,539 |
| VALLA | \$15,000 | \$8,795 | | | \$8,795 |
| Contingency | | | | | \$0 |
| Professional Devel Donations | \$1,000 | \$60 | | | \$60 |
| Librarians of Color Award | \$1,000 | | | | \$0 |
| LGBTQIA+ Forum | \$1,000 | | | | \$0 |
| TOTAL REVENUE | \$352,350 | \$192,381 | \$235 | \$4,539 | \$197,155 |
| | | | | | |
| EXPENSES | | | | | |
| Adminstrative | \$150,100 | \$57,838 | | | \$57,838 |
| Bank Charges | \$7,500 | \$3,631 | | | \$3,631 |
| Conference | \$101,000 | | | | \$0 |
| VLAPAF Conference | \$5,000 | | | | \$0 |
| Contingency | | | | | \$0 |
| Council | \$12,750 | \$11,420 | | | \$11,420 |
| Legislative Liasion | \$45,000 | | \$23,556 | | \$23,556 |
| Legislative Expenses | | | | | \$0 |
| Misc | | | | | \$0 |
| Programs | \$1,000 | | | | \$0 |
| The Innovative Library Classroom | \$3,000 | \$2,900 | | | \$2,900 |
| Scholarship | \$9,000 | | | \$9,000 | \$9,000 |
| Units | \$4,000 | | | | \$0 |
| VALLA | \$14,000 | \$9,987 | | | \$9,987 |
| TOTAL EXPENSES | \$352,350 | \$85,776 | \$23,556 | \$9,000 | \$118,332 |

| MAIN INVESTMENT ACCOUNT VLA | |
|------------------------------------|-----------|
| INVESTMENT VALUE 2/28/2022 | \$375,660 |
| INVESTMENT VALUE 3/31/2022 | \$384,292 |
| INCREASE/DECREASE | \$8,632 |

| PROF DEVELOPMENT ENDOW | |
|-------------------------------|----------|
| INVESTMENT VALUE 2/28/2022 | \$59,687 |
| INVESTMENT VALUE 3/31/2022 | \$60,167 |
| INCREASE/DECREASE | \$481 |



Executive Director Report
VLA Council
April 22, 2022

Membership

2022 Membership

- 234 Individual members
- 44 Life Members
- 89 paid Affiliate Members (4689 employees)/7 unpaid (84 members)
- 95 Institutional Members/78 paid so far (3rd reminder notices sent 4/11/22)
- 46 ALA Joint Student Memberships

2021 Membership year closed with:

- 293 Individual members
- 43 Life Members
- 89 Affiliate Members (4493 employees)
- 82 Institutional Members/12 unpaid

Joblines for 2022:

68 posted

17 people applied for the Joint Conference of Librarians of Color. Our committee (Kimberly Knight, Kelsey Cheshire and Nico D'Archangel) is reviewing the applications and will make decisions shortly. 2 people will receive \$1500 each.

ALA Councilor Report for Virginia Library Association, April 21, 2022

All ALA Council Documents are located here: <https://www.ala.org/aboutala/virtual-january-and-annual-conference-council-meetings>

I. Meetings Attended by ALA Councilor since last report

- a. Virtual January Council (used to be known as MidWinter)
 - i. Virtual ALA Council I Meeting Highlights (full minutes not available yet)
 1. Voted to adopt virtual council rules, hybrid attendance will be available in the future when conferences/meetings are in-person
 2. Committee Reports
 - ii. Virtual ALA Council II Meeting Highlights (full minutes not available yet)
 1. Committee on Organization (ALA CD#27), voted to establish Coretta Scott King Book Awards Round Table, Revise the ALA Publishing Committee Charge, Dissolve Staff Organizations Round Table, Dissolve Library Support Staff Interests Round Table, Create Library Support Staff Round Table
 - iii. Virtual ALA Council III Meeting Highlights (full minutes not available yet)
 1. Voted to simplify membership model to be implemented in 2024 (see CD #44 for details)
 2. Committee on Diversity: Adopted DEI Scorecard as a primary means for ALA's measures for DEI (CD #14)
- b. Virtual March Council Meeting, March 10, 2022
 - i. Items discussed and voted on:
 - Resolution to Support School and Youth Services Librarians Facing Increased Intellectual Freedom Challenges (unanimously passed)
 - Resolution to Promote EDI Efforts in AASL While Addressing Historical Effects of Racism (passed, I voted yes)
 - Resolution Calling on the US Executive Branch to Drop Espionage Act Charges Against Julian Assange (did not pass, I voted no)
 - Transforming ALA Governance (passed, I voted yes): This is the first step to moving toward changing the organizational structure. The most discussed point of concern was that this moves ALA Council to an advisory body to an elected executive committee instead of a decision-making body.

II. Upcoming Meetings

- a. ALA Annual Council Meetings, June 2022

Submitted by: Lucy Wittkower, 4/21/2022

VALLA 2024 Task Force

April 19, 2022

- **Proposal** to remove VALLA from Continuing Education Committee
- **Proposal** to sunset Continuing Education Committee
- **Proposal** to create a VALLA 2024 Task Force

The Continuing Education Committee has had difficulty maintaining leadership and CE opportunities, particularly after the 2008 economic crisis when travel was restricted by many institutions. Currently, the Continuing Education Consultant for the Library of Virginia provides weekly free training information to all VLA members, and all other VLA units have been doing their own training sessions (CaTS, VLAPAF, VLACRL, etc.) To streamline the organization, it is proposed that we sunset the Continuing Education Committee, removing the Virginia Library Leadership Academy from the CEC umbrella and establish it as its own Committee (with the Chair appointed by the President and 2nd VP of VLA.)

To help usher in this change, a VALLA 2024 Task Force has been suggested, with Clint Rudy (past VALLA Chair, VALLA graduate and Suffolk Public Library Director) as Chair with input from previous VALLA graduates and Co-Chairs, including Margaret Howard, who chaired the 2022 VALLA. The Virginia Public Library Directors Association has pledged input and guidance as well, as they have a vested interest in growing library leaders in VA. We would also seek representation from deans at academic libraries in the Commonwealth.

The Task Force will be charged with:

Establishing protocol for

- applications for future cohorts
- communication with potential and accepted candidates
- securing speakers for the Academy
- evaluations/surveys of past academy attendees and VALLA 2024 attendees
- ensuring that the program is financially self-sustaining
- recruitment of mentors
- assistance with completion and implementation of projects
- a project management cycle for all future VALLA programs
- site selection for VALLA 2024 and all subsequent VALLA events

Requires: Immediate conversation between Zach Elder, Lisa Varga, Margaret Howard and current members of the Continuing Education Committee.

Required revisions to Manual:

- Remove references to Continuing Education Committee from pages 3, 40, 47, 48.
- On page 47, remove Purpose, Objectives, Officers and Membership. Modify VALLA Logistics paragraph to remove any reference to CEC, as well as page 48; the CEC webpage will be replaced by a VALLA page.

Required changes to VLA website:

- Removal of CEC from the Committee Service Interest form
- Remove CEC webpage and move any content to other relevant locations