**Virginia Library Association**

**VLA Council**

**Libbie Mill Branch Library**

**Henrico, VA**

**Friday, September 27, 2019**

**Attendees**:

Executive Committee – Cori Biddle, Todd Elliott, Kayla Payne, Jennifer Resor-Whicker, Jessica Scalph, Lisa Varga, Adrian Whicker

VLA Council – Alisha Barnes, Cindy Church, Easter DiGangi, Joslyn Bowling Dixon, Bill Edwards-Bodmer, Barbara Ferrara, Shaunna Hunter, Kristi Jerome, Katie Kalil, Rebecca Lamb, Lisa Nickel, Anne Rappe-Epperson, Jessica Robertson, Jeanne Scott, Tom Shepley, Erica Testani, Haley Tompkins

Guests – Sonia Alcántara-Antoine

**Absent**:

Executive Committee – Samantha Thomason

VLA Council – Katelyn Burton, Melissa Davis, Gregg Grunow, Amy Harrison, Michael Hibben, Paula Kiser, Cammy Koch, Kelly Miller, Karen Nelson, Ginny Pannabecker, Sophie Rondeau, Salena Sullivan

**Call to Order** **& Introductions**

Jessica Scalph called the meeting to order at 10:01 am. Everyone introduced themselves.

**Secretary’s Report**

Kayla Payne emailed the minutes of the Council meeting held in June prior to this meeting. The June minutes can be seen here: <https://www.vla.org/assets/VLACouncilJun19%20MINUTES.docx>

Jennifer Resor-Whicker moved the minutes be approved. Todd Elliot seconded, and the motion carried. Kayla passed around a roster for attendance.

**Treasurer’s Report**

Cori Biddle gave the treasurer’s report. You can find a profit/loss statement on the VLA website under the calendar of events. This report covers the year so far, and show that the association is in great financial shape, and we are on a trajectory to exceed our revenue expectations for the year. <https://www.vla.org/assets/VLA%20STATEMENT%20OF%20ACTIVITIES%2009252019.pdf>

One reason for this is the overwhelming success of the affiliate membership, which has netted us $63,000 so far this year, $13,000 more than what we budgeted for when we first launched the membership option. Our individual membership dues have increased since our last meeting, and now exceed our budgeted expectations by almost $5,000. Because of the increase in membership numbers, we have had to move up a pricing level in Memberclicks, our membership platform. But that increase is minimal and is easily covered by the increase in membership income.

The report also shows that we are a little behind in the institutional dues category, which goes to support our legislative liaison, and our numbers on Jobline are a little low, though there are a handful outstanding invoices that are not part of today's report. Also shown in the report are the final numbers for the Innovative Library Classroom conference, which made about $900 in profit.

The income/expenses for the conference are also starting to come in. Though we won't have final expense numbers for a bit yet, we are already close to making more income from the conference than what we spent last year.

**Executive Director's Report**

Lisa gave the Executive Director’s Report. A couple of meetings ago Council voted for to hire someone to help Lisa out with administrative duties. VLA has hired an accounting firm to help with finances and a free-lance assistant to work on MemberClicks. As of today, we are 4,376 members strong compared to around 900 last year.

ALA Policy Corps has reached out to state chapters to encourage signatures for the petition against Macmillan regarding their new ebook embargo.

Lisa passed around Peace, Love, Libraries stickers which will be included in conference name badges with the registration packets.

**Executive Committee**

Jessica Scalph gave the Executive Committee Report. The Committee discussed two different groups who reached out to VLAand were interested in starting a Committee or a Forum. We are working on getting an appointment for the State Coordinator for National Library Legislative Day which will be on May 4 and 5, 2020. The Coordinator would keep track of Virginia attendees and schedule meetings with the legislative offices during the event. VLA provides two members up to $300 to attend. If anyone is interested, let us know.

Jessica read an email from Lisa Lee Broughman with an update on the Alex C. Varga Scholarship. “Members of VLA have successfully worked together to raise $5,000 to provide two $2,500 scholarships in memory of Commander Alex C. Varga, which will be awarded by the Scholarship Committee in 2020 and 2021. Donations exceeding $5,000 will be put in the general scholarship fund.” Jessica thanked all who generously gave.

Jessica expressed how much she’s enjoyed working with the members coming off of Executive Committee: Todd Elliot, Adrian Whicker, Cori Biddle, and Samantha Thomason.

**VLA Annual Conference**

Conference planning has moved into high gear but is going very well. We are finalizing the details for the conference program and should have it to the printer by the beginning of October. We had so many presenter changes this year that we don’t have a session spreadsheet to work from, so it will take more time to build the app content, but we hope to release the app by October 14.

To keep in line with our commitment to diversity and inclusion, we are paying for a microphone in every room and will be requiring presenters to use it. We are also changing the process for presentation material submission. To make pre-conference planning easier for presenters and to give attendees a reliable deadline to view all session materials, we are extending the deadline for submission to November 1, one week after the conference. At that point, all session materials will be uploaded to the conference portal for everyone to view.

Sign-ups for volunteers and our dine-arounds and conference activities are live. We’re excited to offer a lightning talk session on both Thursday and Friday, featuring 10 great topics. We still need an emcee for the Friday Lightning Talk session, so please let me know if you would like to be involved. Cynthia Grady and James L. Swanson, the Jefferson Cup winning authors, and Tee Franklin and Blue Delliquanti, two of the Graphic Novel Diversity Award winners, are all planning to attend the conference, so we’ll be offering book sales and signings in the exhibit hall this year. At this point, we’ve sold out of both hotel blocks and have more than 500 people registered.

Libby Daniels has started a “Buddy Program” to match first time attendees with mentors. This should be going live on the website shortly. The idea is to match people and have the mentor reach out before the conference so the attendees have a friendly face they can connect with during conference.

We have 75 vendor booths sold out of 80 which leaves us some room for the book signing. This will be the biggest exhibit hall yet. There will be a “Recharge” room in the Imagination Room on the 3rd floor with a lot of quiet space. On another end of the 3rd floor will be a “Collaboration” room in The Main’s Think Tank Space.

Rachel McCaskill will have a “Decoding Microaggressions” poster outside Grand B Ballrooms with examples of microaggressions and stickers for people to place next to the phrases they’ve heard before. Angie Sumner at Suffolk Public Library will help record a video near the registration desk at Conference. Attendees will stand in front of a banner with the Virginia is for Library Lovers logo and answer questions like “my first job in a library was…” to help build short videos.

Lisa showed the promotional notebook that will be given to all attendees. It includes the information for next year’s conference: “October 28-30, 2020. The Homestead, Hot Springs, VA. When in doubt, go to the library!”

Please pass along the session volunteer opportunities to your employees who are attending conference. Boxed lunch pickup will be the same as last year with gluten free and vegan options available for pickup at the registration desk.

**Unit Reports**

ALA Councilor’s Report (report submitted by Samantha Thomason)

Samantha Thomason’s 2019 Annual report can be viewed on the website: <https://www.vla.org/assets/ALA%20Councilor%20Annual%202019%20Report.docx>

Association of College Research Libraries (VLACRL

Lisa Nickel reported. VLACRL had a successful summer event on Project Outcome for Academic Libraries. The Innovative Library Classroom (TILC) made a good profit this year.

When VLACRL talks about Conference within a conference, academic library chapters in other states are impressed. Most state chapters do not have the joint conference. VLACRL Dine-Around will be at Brick Anchor Brewhouse at 6:30 on Thursday the 24th.

Awards and Recognition Committee (report submitted by Katelyn Burton)

Shaunna Hunter reported. Don’t forget to purchase your tickets for the Scholarship & Awards Celebration on Wednesday evening, October 23, at Hilton Norfolk The Main when you register for the conference. Ticket prices for the Awards Celebration include dinner and provide support for the awards, so we hope you will plan to get to Norfolk on Wednesday and kick off the conference in style!

Sonia Alcántara-Antoine, Library Director of the Newport News Public Library approached the Awards & Recognition Committee with an idea to establish a Virginia Library of the Year Award. This would be a new addition to the Awards, and would honor a library of any type that has demonstrated outstanding service to its community. Sonia has agreed to chair an ad hoc working group to establish criteria for judging. We are hoping to get the approval of Council to fund the prize and support Sonia’s work in establishing this new award, with a goal of including it in the 2021 awards selection timeline.

Sonia spoke about her idea to Council. This idea came about after seeing Broward County won Library of the Year in Florida. Library Journal does a Library of the Year award but no Virginia schools have won, and rarely do academic, school and special libraries win the LJ Award. No vote is required, but Lisa recommended the Awards Committee prepare a proposal for the January or April meeting.

Collection and Technical Services Forum (CaTS) (report submitted by Jessica Robertson)

Jessica Robertson reported. The CaTS Forum is happy to report that we have had another fun, successful forum, this time at Libbie Mill in Henrico. Collection Development/Acquisition staff from all over the state came out to participate in a half day forum, then most also joined us for a networking lunch. There were about 30 attendees. Topics discussed included things such as Planning and Selections, Electronic Resource Management, Acquisitions/Workflows/Processing, Collection Maintenance and Evaluation, and developing collection-minded training for front line staff.

Next up for the CaTS group is the Cataloging Forum at VLA. We will also have a dine-around at California Pizza Kitchen and a business meeting where Easter DiGangi will become the new Chair for the upcoming year. Be on the lookout for a CaTS sponsored raffle basket too!

Continuing Education Committee (report submitted by Barbara Ferrara)

Alisha Barnes reported. The Continuing Education Committee sponsored three mini-Presentation Academies around the state in August and September. They were announced to presenters when conference proposal acceptance emails went out. The academy consisted of completion of an online module and independent reading, as well as an in-person practice session. The first academy was on August 16th in Christiansburg at the Montgomery-Floyd Regional Library. Four presenters attended. The second academy was at the South Norfolk Library of the Chesapeake Public Library on August 23rd and 16 presenters attended. On September 13th the final academy was held at the Salem Church Library of Central Rappahannock Regional Library. Twenty presenters attended. Nan Carmack sent out a follow-up requesting an evaluation earlier this week.

Kyle Binaxas, from the Professional Development Committee of RALC (Richmond Academic Library Consortium) asked for this to be offered as a workshop at University of Richmond after the conference. We have agreed to do so on November 22nd, and they will be making a donation to VLA.

The committee’s conference program, Imagine All the People (Living a Literate Life), was accepted and will be presented by Vicki Sanborn of the Literacy Institute at VCU during Annual Conference on Friday, October 25th at 1:15. The topic is adult literacy. Committee Chair Barbara Ferrara will introduce Vicki and contribute public-library information during the Q&A portion of the session, if asked.

Outgoing chair Barbara Ferrara and Incoming chair Alisha Barnes are working with committee member Nan Carmack to plan next Spring’s Virginia Library Leadership Academy (VALLA). The dates are set for March 30 and April 1, 2020 at the Stonewall Jackson in Staunton, VA and Dr. Angela Spranger will be the leadership presenter on the first day and Dr. Nan Carmack will be the project management presenter on the second day. We are hoping to have some preliminary promotional material ready in time for the conference or soon after, however we are still working on the budget.

Intellectual Freedom Committee (report submitted by Rebecca Lamb)

Rebecca Lamb reported. We have completed numerous upgrades to the VLA Intellectual Freedom webpage, including adding original content created by committee members and links to articles about intellectual freedom issues in Virginia. Our goal is to keep the latter current so that members can go to one location for information.

Plans are underway for our annual Banned Books Week Contest, with email notice going out August 29. Cori Biddle, a volunteer, is creating an updated application form using Google Docs, and the link to apply will be sent in the next week or so. The deadline for applications will be October 11.

Finally, have we have accepted a new committee member, Sherry Matis who is a Research and User Experience Librarian at Virginia Wesleyan University. Sherry’s addition helps fulfill our goal to have greater participation from academic libraries and to expand our geographic representation. We will be discussing changes to committee leadership for 2020 during a meeting next week.

Jefferson Cup Committee (report submitted by Salena Sullivan)

Katie Heslop is our 2020 chair. Both Cynthia Grady and James L. Swanson will be at the Awards Dinner at VLA.

Librarians of Color Forum

Over the past couple of years there has been interest in forming a Librarians of Color Forum. Joslyn Bowling Dixon will chair this forum. It is in its early stages right now but they will be having a dine around at Norfolk Seafood Company to garner interest for Forum leadership.

LGBTQIA+ Forum

Lisa will be working with the former leaders of the Diversity and Inclusion Forum to restructure the LGBTQIA+ Forum going forward.

Legislative Committee (report submitted by Tom Shepley)

Tom Shepley reported. We have been working on the legislative goal of fully funding state aid. Phil Abraham and Tom Shepley met with Secretary of Education Atif Qarni. We had a favorable meeting, have provided some information back to the Secretary. We are requesting his support for including full funding in the Governor’s budget. We are also working with the Governor’s Office to seek support for full funding.

I have also spoke to the Library of Virginia’s Public Library Committee to update them on the goal of seeking full funding.

There is some discussion within the committee about trying to have a state legislative day, but there has been no final decision on this. We are trying to coordinate a conference call the first week of October.

Library of VA

Cindy Church reported. Today starts the State Fair and we are still looking for volunteers. If you can volunteer you will be given a parking pass and an admission ticket to the fair. Cindy thanked VLA for their financial support. LVA is handing out stickers and tattoos at their booth, and the family trees have been a big hit.

Local & Family History Forum

No report.

New Members Roundtable

Bill Edwards-Bodmer reported. NMRT's Pub Crawl event has been planned for Wednesday, October 23 at 8:30. We'll start at Grace O'Malley's Irish Pub, then head to Brick Anchor Brew House, and end at Tap It Local. We have advertised on our Facebook page, as well as on the Facebook pages for the regional VLA socializers. The Mentorship program wrapped up this month and was a success. We successfully matched 40 participants (20 mentor/mentee pairs) this year. That it is up from 22 participants (12 pairs) last year. A big thank you to Chelsea Seddon for organizing and leading the mentor program this year. Anne Rappe-Epperson will be leading a session at Conference.

Professional Associates Forum (report submitted by Jeanne Scott)

Jeanne Scott reported. Since the last VLA Council meeting, our Professional Associates Forum has been busy sending out surveys and analyzing the data was collected.

We are sending out short surveys consisting of 2-3 questions every other month in an effort to reach a new audience and figure out what our professional associates need from a conference and/or workshops to aid them in their day to day work activities and help them develop professionally.

We sent out the first survey in June and the second survey was sent out in August. We were pleased to have received 347 responses from our first survey. There were only 143 responses to our second. I want to recognize Kristi Jerome (VLA PAF Chair Elect) and Isaak Hopson who analyzed the responses to these surveys.

The results of the first survey were interesting. We found that the top challenges faced at work and the topics the respondents consider the most essential to cover at a future conference were:

1. dealing with staffing issues,

2. technology,

3. (tie) community dialogues/community engagement and responding to patrons in crisis

The major factors that influence whether or not an associate would want to or be able to attend a conference were:

1. Session topics

2. Costs (not as easy for staff to attend conferences as it is for faculty - funding for staff development is not as readily available so cost is a huge factor)

3. Location (travel time and costs must be taken into consideration)

When asked if there is value in connecting with professionals from other library systems almost 100% (329 out of 347) of the responders said yes! Then we wanted to know why. Of course, there were a lot of different reasons why, but most centered around learning from each other, there is value in connecting with people from other areas, sharing ideas, finding out how others solve problems similar to your own.

The second survey centered around the types of libraries our responders work in, what their roles are and finally what would it take for them to become more active in VLA PAF. We received 143 responses.

A majority of the responders (84%) work in public libraries, 16% work in academic libraries and 1 (less than 1%) work in a joint use library. The results from the second question (In what area(s) of the library do you currently work>) revealed how short staffed many libraries are. Of the 143 responders (66 of 143) work in more than one area:

● 17 out of 143 work 2 jobs

● 33 out of 143 work 3 jobs

● 16 out of 143 work 4 jobs!

When asked what it would take for them to become more active with VLA PAF, the open-ended responses were varied. A majority of the responders are in search of training, volunteer opportunities, face to face meetings and about 10% did not know anything about the Professional Associates Forum.

It is now very clear to us that we need to increase our presence on the VLA web page, become more active in social media and design promotional materials (flyers, bookmarks, etc.) that can be used in various ways to publicize our group throughout the commonwealth.

Nan Carmack and Cindy Church (Library of Virginia) reached out to Lisa and me to discuss the possibility of having professional associates share in some staff development opportunities (provided by the Library of Virginia) next spring. We will explore the possibilities and, at the very least, will use these opportunities to promote membership in VLA PAF.

Over the next few months we will be working on our promotional materials that can be used at these training sessions and other events, such as our days of information gathering. It is our goal to create promotional items that can be used in print and across other platforms (VLA web pages and social media).

The end goal will be to have a two day VLAPAF conference in 2021 and every other year.

Scholarship Committee (report submitted by Michael Hibben)

Adrian Whicker read the report. In this final month before the VLA Conference, the Scholarship Committee will be busy promoting basket donations for the Scholarship Basket Raffle Booth. Already, a number of individuals, libraries, and representatives from VLA committees and forums have reached out to offer to donate a basket. If you, or a committee or forum you’re on, haven’t considered putting together a basket, there’s still time. And if you don’t feel creative or crafty enough to make a basket, or don’t feel like you have the time, consider donating a “thing” instead. Think a Keurig, a record player, a fitbit, or some other popular item that would generate interest. If you would like to donate a basket or other item for the raffle, please email Scholarship Committee Chair Michael Hibben at mhibben@roanokecountyva.gov .

Virginia Association of Law Libraries (VALL)

No report.

Virginia Libraries Journal

Cori Biddle reported. Editorial Board Updates:

Cori Biddle has become the Managing Editor and will continue in this position for the following year (2020), then will transition to Editor in Chief (2021)

This is helping immensely to get through the work of transitioning platforms

Following the conference, we will be identifying an Assistant Editor

Editorial Board members have received initial training on the platform and we’re working on applied training with 2 current submissions

Current Journal Status:

The Editor in Chief and Managing Editor met with Ubiquity Publishing representatives to discuss issues and opportunities for the new journal platform

We are continuing to work with Virginia Tech Publishing to get our new journal platform ready. It’s coming along. Updates include:

* Our policies, article type information, submission information, and peer review set up is complete
* We have resolved some metadata / platform transition issues and are working through others
* We have one remaining item to publishing v.63 and will announce the completed v.63 and new platform together
* We have 2 items close to publication status for v.64 are aiming to publish these prior to the conference in October

Outreach Planned for Fall/Winter:

* We have an updated VLA web page in the works
* VLA Conference proposal accepted for a Virginia Libraries journal editorial board panel, “Peace, Love, and a Sense of Accomplishment! Writing with Virginia Libraries!” - we’re excited!
* Call for new submissions via our new journal platform
* Author Info Webinars - Intro to journal, submission, review, and publication process
* Peer Review call and training
* Indexing - Investigating additional indexing options (ERIC - Education research database)
* Twitter account - with new journal platform we will build out our social media presence

VLA Liaison to VAASL Board of Directors

No report.

Website Content

No report.

Youth Services Forum

Erica Testani reported. Forum goals for next year will be to change focus of meetings and discussions from storytime to other topics within Youth Services, as well as reach other parts of the state with more accessible programming and webinars using the Zoom software. YSF Conference Dine-Around will be on October 24 at 6:30 at the Taproom.

**Other Business**

None

**Adjournment**

Todd Elliot moved to adjourn, and Jennifer Resor-Whicker seconded at 11:21 am.

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*Minutes prepared by Kayla Payne, VLA Secretary*