**Virginia Library Association**

**VLA Council**

**Libbie Mill Branch Library**

**Richmond, VA**

**Friday, January 17, 2020**

**Attendees**:

Executive Committee – Joslyn Bowling Dixon, Regina Carter, Bill Edwards-Bodmer Kayla Payne, Jennifer Resor-Whicker, Jessica Scalph, Lisa Varga, Lucinda Rush Wittkower

VLA Council – Alisha Barnes, Candice Benjes-Small, Cindy Church, Kerri Copus, Easter DiGangi, Amy Harrison, Katie Heslop, Shauna Hunter, Kristi Jerome, Jesse Kelly, Paula Kiser, Cammy Koch, Virginia Phelps, Anne Rappe-Epperson, Tom Shepley, April Watkins, Adrian Whicker

**Absent**:

VLA Council – Gregg Grunow, Rebecca Lamb, Kelly Miller, Ginny Pannabecker, Sophie Rondeau

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

Jennifer Resor-Whicker called the meeting to order at 10:00 a.m. Everyone introduced themselves. Lisa Varga discussed the Acronym Fine Jar (AFJ), and how it will be used this year. If you use an acronym and do not define it you will be required to tithe to the AFJ. Once the acronym has been used and defined at a meeting, it does not need to be defined again. At the end of the year the proceeds collected will be used to fund a food treat for Executive Committee and Council.

**Secretary’s Report**

Kayla Payne emailed the minutes of the Council meeting held in September prior to this meeting. Kayla explained that all documents pertaining to today’s meeting can be found on the website calendar under today’s date. The September minutes can be seen here: <https://www.vla.org/assets/VLACouncilSept2019.docx>

Cindy Church moved the minutes be approved. Tom Shepley seconded, and the motion carried. Kayla distributed a roster for recording attendance, and a card for Council to sign congratulating Tracie D. Hall on her appointment as ALA Executive Director.

**Treasurer’s Report**

Lisa Varga and Bill Edwards-Bodmer gave the treasurer’s report. VLA hired an accounting firm to help Lisa with reconciling accounts. There was some miscommunication, showing expenses from 2020 in the 2019 budget. A corrected report will be made available at a later date.

**2020 Budget**

Lisa presented the 2020 Budget. The budget can be viewed here: <https://www.vla.org/assets/2020%20Budget%20Proposal.pdf> Bill highlighted some aspects of the 2020 budget. VLA brought in 20,000 in excess revenue, which may be put into the investment account. Affiliate membership did very well in 2019.

Tom Shepley moved that the budget be approved. Jessica Scalph seconded, and the motion carried.

**VLA Chapter Councilor to ALA Report**

Lucinda Rush Wittkower gave the ALA Councilor’s report. Lucy will be attending ALA Midwinter in Philadelphia (next week) and National Library Legislative Day on May 4 and 5. So far, 8-10 people from Virginia have registered. National Library Legislative Day (NLLD) is a two-day advocacy event in Washington D.C., hosted by the American Library Association, which provides attendees education about federal legislative priorities for libraries, advocacy training, and an opportunity to join state delegations for meetings with elected leaders and congressional staff on Capitol Hill to raise awareness about how and why libraries are vital to communities across America. VLA will pay $200 per day for you to participate. Registration is $175, which includes some meals. The hotel block is $219 per night.

**Executive Director's Report**

Lisa gave the Executive Director’s Report. The report can be viewed here: <https://www.vla.org/assets/Executive%20Directors%20Report%20January%202020.pdf>

Membership

2019 Membership year closed with

• 368 Individual members

• 40 Life Members

• 70 Affiliate Members (4,020 employees)

• 78 Institutional Members/16 unpaid (2018 numbers: 84 Institutional Members/9 unpaid)

2020 Membership

• 218 Individual Members

• 49 paid Affiliate Members (3,030 employees)/21 not yet renewed (1,009 employees)

• 41 Life Members

• Institutional Invoices for 2020 have not yet been sent

Joblines:

201 postings

26 Complimentary for Institutional Memberships

$16,800 revenue

8 currently unpaid

2019 Conference Statistics

* 720 attendees
* 76 vendors in 84 booths (two booths for book sales, two booths for book signings)
* 165 speakers
* 252 First Time Attendees
* 60% Public Library Staff, 25% Academic Library staff, 15% combined Government/Law/Special/Student
* 428 attendees went green and used either conference app or online PDF of conference program
* Profit was $40,818. Profit for 2018 was $54,000. More people attended at the member rate, and sponsorships were down by half.
* “What was your first library job” YouTube Series launched this week.

Macmillan eBooks

Many libraries have boycotted Macmillan. VLA, as an association, cannot and will not endorse a boycott. For more information, please research the Sherman Antitrust Act.

VLA is supporting ALA’s #ebooksforall campaign.

Conference Discounts Restructure beginning with 2020

All VLA Council Chairs, members of the VLA Executive Committee and the members of the Conference Committee will receive a discount code for $75 off their conference fees for the year(s) in which they are serving the Association. All presenters will also receive a discount of $75 (up to two presenters per session, up to two presenters per poster, and up to two presenters per lighting talk.)

National Library Legislative Day, 2020

VLA members who attend National Library Legislative Day are eligible to receive up to

$200 per day (for up to two days) reimbursement from VLA for participating in National

Library Legislative Day. Please visit <http://www.ala.org/advocacy/nlld> to register early and reserve your hotel room.

My planned conferences for 2020 are:

• ALA Midwinter (presenting at the Chapter Leaders Forum)

• PLA in Nashville

• VPLDA Annual in April

• National Library Legislative Day in DC

• ALA Annual in Chicago (presenting at the Chapter Leaders Forum)

• All 6 regional workshops for VLAPAF, currently in planning stages

**Executive Committee**

Jennifer gave the Executive Committee Report. The Executive Committee meets on Thursdays from 2-5 before the Council meets on Fridays.

VLA has been contacted to provide opinions about new bills by various aides to legislators and has been asked to provide opinions. One piece of legislation would impact libraries where FOIA is concerned. Currently, Virginia Code identifies exceptions to FOIA that relate to items that are borrowed, not electronic access. HB-313 modernizes the exception to include online materials borrowed or accessed. Another bill concerning school librarians aims to improve the ratio of professional librarians to students. According to VAASL, this ratio is better than what they requested.

Cori Biddle was supposed to be Jennifer’s conference chair, but since she has taken a job out of state, Adrian Whicker has stepped up to fill that position.

**Designated Agenda for 2020**

Jennifer presented the 2020 Designated Agenda. The Designated Agenda 2019 can be viewed here: <https://www.vla.org/assets/2020VLADesignatedAgendaFinal.pdf> One addition to section seven involves reworking the Membership Committee and bringing back a quarterly email newsletter.

**VLA Council Meeting Dates**

VLA Council meetings will be held at the Libbie Mill Branch of the Henrico County Public Library located at 2100 Libbie Lake E St, Richmond, VA 23230 in April and September. June’s meeting will be at the new Fairfield Library located at 1401 N Laburnum Ave, Richmond, VA 23223. All meetings are on Friday and begin at 10 a.m., with a goal of ending at noon. The dates are as follows:

* Friday, April 3, 2020 (Phil Abraham attends) at Libbie Mill
* Friday, June 19, 2020 (VLA officer nominees attend) at Fairfield
* Friday, September 18, 2020 (thank you breakfast provided) at Libbie Mill.

If you cannot be at a meeting, please forward your reports to Kayla in advance so we can share what is going on in VLA.

**VLA Annual Conference**

The theme of this year’s conference is “When in Doubt, Go to the Library”. Conference dates are October 28-30, 2020 at the Homestead in Hot Springs, VA. Our keynote speaker will be Beth Macy, author of *Dopesick, Factory Man,* and *Truevine*. She is a Hollins University graduate and has written for the Roanoke Times. We hope that the call for proposals will go out in February. We are looking to change the structure of the timing of events on conference days. In the interest of getting everyone out of the conference by 2:00 p.m.

There will be a Harry Potter themed costume party on Wednesday in lieu of the pub crawl, and a 90s themed social on Thursday with the balloon guy. The Scholarship and Awards dinner may occur on Thursday instead of Wednesday. The exhibit hall will be draped in the colors of the Hogwarts houses. Cindy suggested a House Points competition with things like trivia, scavenger hunts, etc., based on an event at ALA Annual last year.

Forum chairs should start thinking about what sessions you would like to see at the Conference, and contact members for session proposal ideas. If we leave early on Friday, there will be one fewer slot for sessions, so we want to have the best options possible to select from.

We are thinking of moving the poster session to Wednesday, with a cocktail hour leading into the costume party. The Business meeting would begin closer to 1 p.m. on Friday, finishing with the scholarship raffle.

**Unit Reports**

Association of College Research Libraries (VLACRL) Forum

Candice Benjes-Small reported. The VLACRL officers are:

* Chair: Sophie Rondeau (George Mason)
* Candice Benjes-Small (William & Mary)
* Past chair: Lisa Nickel (William & Mary)
* Secretary/Treasurer: Kate Lynch (Hampden-Sydney)

The new committee met in December to get acquainted, discuss roles, and plan for the 2019/20 programming meetings. They are currently trying to plan the spring program. The Virginia Community College Office System in Richmond has volunteered to be the host. Richmond gets us the highest attendance to settings. They are trying to finalize the speaker now, with plans to have the program at the end of March. VLACRL is also a sponsor for The Innovative Library Classroom (TILC), and that planning is going well.

Awards and Recognition Committee

Shauna Hunter reported. Sonia got an overwhelming response from librarians across the state willing to pitch in. The final committee members were selected based on varied professional experiences (one of us worked on another state’s Library of the Year Award committee, another has experience preparing awards nominations, some of them have worked in school and special libraries, one of them is a PR practitioner), varied library types (from either academic or public libraries), and the size and location of our institutions (they’ve got a good mix of small, medium, and large from every corner of the state). Needless to say, they are a diverse group. Sonia is confident we will be able to represent all Virginia libraries well.

Committee members are:

* Sonia Alcantara Antoine, as chair
* Kyle Binaxas, Richard Bland College
* Jacqueline Downs, Chesterfield County Library
* Tammy Hines, Longwood University
* Lyn McKinney, Fairfax County Public Library
* Steve Preston, Amherst County Public Library
* Sue Robinson Sain, Virginia Commonwealth University

Sonia sent out a Doodle poll and they should be having their first virtual meeting sometime over the next two weeks. We hope to have recommendations for the VLA Council’s April meeting.

Collection and Technical Services Forum (CaTS) (report submitted by Easter DiGangi)

CaTS is excited to report a few things this quarter. We have a new co-chair Virginia Phelps who is Collection Manager at the Chesterfield County Public Library. We are working to expand involvement in our Forum by adding additional officers. Kyle Binaxas joins the CaTS Executive Board as Secretary. We still have three roles we are recruiting for (Communications & Outreach Director, Programming Director, and Conference Director).

We also had a successful VLA presentation which was positively evaluated. Our CaTS raffle basket was a hit and helped raise money for the VLA scholarship fund.

We are pleased to announce that we are bringing back the regional workshops this spring that were so successful last year. This time they are hosted at libraries in each of the regions. The agenda will be created by the technical services topics provided at the time of registration. After the discussion there will be an optional off-site lunch for anyone who wants to join us for additional conversation and networking opportunities. The workshop series runs from March to June. We are also working on collaborative efforts with the Professional Associates Forum including presenting at their regional events. We are looking forward to a great year!

Conference Committee

Conference Committee will be meeting February 7.

Continuing Education Committee (report submitted by Alisha Barnes)

Alisha Barnes reported. The Continuing Education Committee is looking to setup a regularly scheduled, quarterly meeting. We’re reviewing some ideas for setting up face-to-face meetings with the members of the committee and potentially continuing education coordinators in libraries throughout Virginia to share ideas about professional development within library systems and the state.

The Continuing Education Committee is looking to complement the work that is being done at the Library of Virginia. Committee members will be reviewing the Virginia Public Libraries

InfoCenter. Another group of Continuing Education Committee volunteers will be working to review the Continuing Education Committees within other state library associations.

The Virginia Library Leadership Academy (VALLA) application is available. The academy will be held Tuesday, March 31, 2020 – Wednesday, April 1, 2020 at the Stonewall Jackson Hotel in

Staunton, Virginia. Dr. Spranger is Assistant Professor in Management at Christopher Newport

University and an experienced consultant and facilitator in organizational leadership, coaching, and change management. Dr. Spranger will be joined by Dr. Nan Carmack, Director of Library

Development and Networking at The Library of Virginia, as presenter and facilitator on project management in libraries. The deadline to apply is February 3, details went out to the listserv through memberclicks. Please encourage your colleagues to attend.

Intellectual Freedom Committee (IFC)

No report.

Jefferson Cup Committee

Katie Heslop reported. Nothing much to report thus far, though the committee has received over 100 submissions. Deadline for submissions is January 31.

Legislative Committee (report submitted by Tom Shepley)

Tom Shepley reported. We worked in the second half of 2019 to get full funding included in the Governor’s Budget for the next biennium. Unfortunately, we did not make the Governor’s priorities. We have turned to the legislature and are keeping our goal to seek full-funding of state aid. Our amendment was entered as proposed by Sickles, Norment and Deeds, with a four year phase-in to full funding. We will be focusing our advocacy on our key legislators for library funding, members of the money committees in both house.

Other amendments or bills we are following:

* Library of Virginia budget amendments to assist with processing gubernatorial records, and a capital project with VCU to expand their records center.
* Building funding, several projects
* Broadband: legislation to make improvements easier to implement
* Libraries as an essential service
* Firearms, giving localities the ability to ban; Chase’s amendment to require security or law enforcement on premise if weapons are banned
* Epinephrine required in public places, unfunded mandate
* Change in state aid requirement for the local match—let common government contribution to be included.

LGBTQIA+ Forum

The LGBTQIA+ Forum is seeking leadership. Please contact Regina Carter or Lisa Varga if you or someone you know is interested in taking a leadership role.

Librarians of Color Forum (report submitted by Joslyn Bowling Dixon)

Joslyn Bowling Dixon reported. The VLA Librarians of Color Forum is taking shape. The listserv is set up and the Forum page has been updated with a call for officers, chairs, and coordinators. The following positions have been filled:

**LOC Forum Vice Chair/Chair Elect**

Vice Chair: Olivia Hasan, Hampton Public Library

**LOC Forum Award Committee Chair**

Kimberly Bray Knight, Chesapeake Public Library

**LOC Forum Member Meetup Coordinator, Region 3**

Coordinator: Mirna Turcios, Newport News Public Library

**LOC Forum Member Meetup Coordinator, Region 5**

Belinda Blue, Loudoun County Public Library

**LOC Forum Social Media Chair**

Chair: Cedric Clark, Prince William Public Library System

**LOC Forum Academic Librarians of Color Liaison**

Alexandra Flores, College of William and Mary

**Meetings and events have been scheduled for Region 3 and Region** 5:

**Region 3:**

Tuesday, February 25, 2020 @ 3-5pm

Tuesday, May 26, 2020 @ 3-5pm

Meeting location for both meetings:

Pearl Bailey Library, Newport News Public Library

**Region 5:**

Friday, February 21 1PM-3PM-Prince William Public Library System, Montclair Community Library

Friday, May 15 10AM-12PM-Loudoun County Public Library, Gum Spring Library

**Region 5 Social Event**

VLA LOC Brunch

Sunday, February 23, 10:30AM-12:00PM

Salamander Resort and Spa

Middleburg, VA

In addition to the VLA LOC Facebook page (121 followers), we also added an IG page: VLA Librarians of Color about 2 weeks ago (10 followers so far!).

In the coming months, we will continue to fill positions, set up meeting and social events, and send recommendation for an LOC Forum member to serve on the Diverse Graphic Novels committee, as outlined in the Forum’s inception. The Awards committee will also work on draft for a VLA LOC of the Year award.

Library of VA (report submitted by Cindy Church)

Exhibition Gallery & Lobby | January 13–December 5, 2020

We Demand: Women's Suffrage in Virginia

In 1920, Virginia's General Assembly refused to ratify the 19th Amendment to the United States Constitution to grant women the right to vote. The suffragists lost. Or did they? We Demand: Women's Suffrage in Virginia reveals for the first time how women created two statewide organizations to win the right to vote. Virginia suffragists were a remarkable group of talented and dedicated women who have almost all been forgotten. They marched in parades, rallied at the state capitol, spoke to crowds on street corners, staffed booths at state and county fairs, lobbied legislators and congressmen, picketed the White House, and even went to jail. At the centenary of woman suffrage, these remarkable women are at last recognized for their important achievements and contributions.

Items on display include suffrage postcards and memorabilia such as pinback buttons and badges, as well as suffrage banners from the Congressional Union Party's Virginia branch. This exhibition is a project of the Task Force to Commemorate the Centennial Anniversary of Women's Right to Vote.

Access to Ryan Dowd’s Librarians Guide to Homelessness course expires at the end of January. We’ve had a little over 1,000 people sign up. Be on the lookout for a statistical infographic about libraries. Cindy is a certified NARCAN trainer and can provide training for your library. The training is about an hour and a half. Your local Community Services Board can provide NARCAN for free to libraries.

The Southeast Collaborative Online Conference is happening March 3-4, 2020 at no cost to participants. Cindy passed around fliers for the event and encouraged everyone to sign up. Cindy is solidifying plans for an instructional design course: “Explore the foundations of instructional design practice strategies that facilitate the learning process tom maximize your time, effort and, most importantly, your learners' outcomes.”

Local and Family History Forum

Gregg Grunow is stepping down as Forum Chair. Please contact Regina Carter or Lisa Varga if you or someone you know is interested in taking a leadership role.

New Members Roundtable

Anne Rappe-Epperson reported. NMRT is actively seeking committee members for all roles other than president.

Professional Associates Forum (VLAPAF) (report submitted by Kristi Jerome)

Kristi Jerome reported.

**Background Information**

The Virginia Library Association Professional Associates Forum (VLAPAF or PAF) has been going through some changes in an attempt to revamp the organization. Last year we made efforts to discover what it is that library professional associates need in a professional organization by sending out two short surveys. Once we saw that participation in the second survey dropped by more than 50%, we realized that surveys were not longer going to work for what we needed and we had to take action.

**The Administrative Stuff**

During the October business meeting at VLA Annual, we discussed how to maintain consistency in our leadership and event schedule with the new changeover to the biennial conference. We also needed to get the information gathering sessions planned and scheduled. I suggested that we make the information gathering sessions into full workshops as a way for us to get our name out there and get people interested in us. I met with Lisa to discuss the future conference and my idea for the workshops. The result of that meeting is that we are going to change our annual 1-day conference into a biennial 2-day conference and establish a biennial series of regional workshops to be hosted in all regions of Virginia, there currently being six regions.

To accommodate for this, we decided that the best course of action is that the Chair and the Chair-Elect will alternate as to who plans the Conference or Regional Workshops. Regional Workshops are happening in even years, the Conference in odd years. This means that when our current Chair-Elect, Isaak, takes over as Chair, then the next Chair-Elect will begin planning the Regional Workshops. I have attached a Gantt chart for a visual representation. [See Excel Sheet *VLAPAF Planning Timelines:* [*https://www.vla.org/assets/VLAPAF%20Planning%20Timelines.xlsx*](https://www.vla.org/assets/VLAPAF%20Planning%20Timelines.xlsx)*]*

During our monthly board meetings, we agreed that due to our conference being biennial; it no longer makes sense to transfer leadership in May. To account for this, we decided that this transfer should happen at the business meeting held during the VLA Annual Conference. This is more consistent with the flow of leadership and the general timelines of the VLA Council.

Another important change that we are making within the Forum is that we are reorganizing our committee structure. Even though we may not currently have enough members to fill all of the positions, we need to establish these now so that we can attempt to fill them and grow them as needed. Some of the previous committees were obsolete or could be merged. We also created a Knowledge Management Committee to keep track of important documents and the history of PAF. [See Word Document *Committee Descriptions* <https://www.vla.org/assets/VLAPAF%20Committee%20Descriptions.pdf>]

Of course, with all of this change that can only mean one thing. The bylaws have to be changed to reflect how things will operate from this point forward. However, we are still working out how to handle our scholarships and awards before we bring our new bylaws to Council.

**The Interesting Stuff**

*Regional Workshops*

We currently have five of six Regional Workshops scheduled for this Spring and Summer starting with Region 2 on March 4th at Longwood University. The dates are as follows:

·        March 4th: Longwood University

·        April 6th: Mary D. Pretlow Anchor Branch, Norfolk Public Library

·        May 6th: Chinn Park Regional Library

·        May 21st: Crozet Library

·        July 15th: Washington County Library, Main Library Branch

The last workshop is being planned for sometime in August. We are anticipating hosting it in Henrico County, with Chesterfield County as a backup.

These workshops will run from 10 AM to 4 PM, have multiple topic sessions, and will have lunch provided. Because lunch is provided, we are charging $20 for VLA members with $30 for non-nembers. Our theme for these workshops is “The Accidental Library Worker.”

Because we have received requests through our surveys for more topics on technical services, we are collaborating with CaTS by having one of their members, Virginia Phelps, come and speak at the first and last workshop. We are also advertising for each other, making sure that we reach as many people as possible. Nan Carmack was able to contact Trish Little Taylor, who is going to speak at the other four workshops. We are still working on finding another speaker(s) for our topic on S.M.A.R.T. Goals and Evaluations.

*VLAPAF Conference 2021*

When it comes to our conference, we are planning for May 2021. Once we have a location set, we will be planning our 2-day extravaganza. We are taking suggestions for a keynote speaker, but we are at a standstill until then.

Programming Forum

Jesse Kelly reported. The Forum just got started. Jesse sent out an email to Vice-Chairs and they have 5 people who want to join so far. They are excited to share ideas about program ideas, speakers, and more. Inside MemberClicks, there is a feature called Circles for online discussions. Council briefly discussed the notification features of Circles.

Scholarship Committee (report submitted by Kerri Copus and Michael Hibben)

With the beginning of a new year, the Scholarship Committee welcomes Kerri Copus from the Montgomery-Floyd Regional Library as the new Chair. Kerri takes over for Michael Hibben whose term concluded in 2019.

The Scholarship Committee is currently short on members and we are actively recruiting in hopes of having a fuller committee by the time scholarship ranking begins.

The 2020 VLA Scholarship is now posted on the VLA website. Please help us get the word out by sending the link to your system, any MLS student you know, or relevant listservs you’re subscribed to. The application deadline is Friday, March 6th, 2020. The committee hopes to announce the winners in late March.

Virginia Association of Law Libraries (VALL)

Amy Harrison reported. VALL has a new website: <https://www.valawlibraries.org/>

They are looking to have their spring meeting at the National Center for State Courts. The program will focus on AI technologies and algorithms, as well as a tour of that library. VALL is looking to do a joint conference when VLA is in Richmond in 2021.

Virginia Libraries Journal (report submitted by Ginny Pannabecker)

Current Editorial Board

Cori Biddle (Managing Editor) - current term: 2018-2021 (leaving in February 2020), Julia Feerrar – current term: 2018-2021, Barbara Ferrara - current term: 2018-2021, Sue LaParo - current term: 2017-2020, Virginia (Ginny) Pannabecker (Editor in Chief): 2018-2021, Sophie Rondeau - current term: 2018-2021, Lynda Wright -current term: 2018-2021 | Paige Flanagan also contributed to 2019 Editorial Board work

Journal Structure Changes:

* Approved by VLA Council and Executive Committee in June/July 2019, the Virginia Libraries Editorial Board now has a 3-year Editor-in-Chief term: Assistant Editor, Managing Editor, and finally Editor in Chief (with option to add time if interest by Editor in Chief and approval of Executive Committee).
  + New structure goal: transition plan for journal leadership and journal continuity

Editorial Board Changes & Updates:

* Cori Biddle took on being Managing Editor and has been amazing! We will miss her very much, but wish her well in her new position!
* We will be identifying a new Managing Editor within the current Board (or via a call) and sending a callout for an Assistant Editor

Presentation provided about the journal at:

* VLA Conference - “Peace, Love, and a Sense of Accomplishment”

Status and Development:

* New Ubiquity Publishing journal platform available: <https://virginialibrariesjournal.org/>
  + This transition included revising and creating additional copyright / licensing practices, and journal guidelines and workflow processes
* Typesetting: The last few months we have worked through a typesetting process for our basic article types of Editorial and Essay/Commentary. We will be finalizing typesetting templates for peer-reviewed
* Research and Best Practice article types in the next month.
  + Now every article will be available online with PDF and XML download options
* Volume 63 was completed Jan 10th with the Editorial, “Communities and Connections: Volume 63 of Virginia Libraries”
* Volume 64 started Jan 10th with the President’s Letter from Jessie Scalph, “Peace, Love, and Libraries: A Letter to VLA’s Membership”
* Two Research articles are in the works for v.64 - goal to publish these in February / March 2020
* Project to review journal content in back issues to identify and fix format issues from platform change

Outreach Plans

* Spring/Summer
  + Email membership announcing new platform, close of v.63 (with table of contents links) and start of v.64 (with Jessie Scalph’s letter); Update VLA web page; Tweet new articles
  + 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 - develop a communication plan for regular posts including: new articles, highlights of past articles, publishing tips

VLA Liaison to VAASL Board of Directors

No report.

Website Content Committee (report submitted by Paula Kiser)

Paula Kiser reported. The WCC met in December to start planning for the next year. We welcomed two new members to the committee this month. We have divided out the liaison duties so there is a contact person for each forum and committee. We are selected people to assume responsibility of the People & Happenings and the Meet a Member features of the website. Once we have chosen those people, we will be sending out emails on the listserv to solicit content for those sections. Our large project for the year will be auditing other library association pages to decide what aspects we think work well and may want to suggest adopting, looking particularly at their joblist pages and use of graphics.

Youth Services Forum (report submitted by Cammy Koch)

* Chair Cammy Koch and Vice Chair April Watkins met with Lisa Varga regarding expectations for the Forum
  + Increase activity this year
  + Host a Zoom meeting in January 2020
  + Meet a member, display, or program spotlights
  + Youth Services specific Lightning Talks at VLA 2020
* Created a new private Youth Services Forum Facebook group after privacy concerns were raised at VLA 2019
* Training interest survey was distributed through Facebook and Library of Virginia’s Youth Services Notes (monthly newsletter)

December 2019-

* Coordinated a January 2020 virtual meeting through Zoom featuring guest presenter James Giangregorio

January 2020-

* Practice run of training hosted on January 9, 2020 with Cammy, April, and James Giangregorio
* Hosted first virtual event on January 14, 2020 with hosts Cammy and April, and guest James Giangregorio- 20 people attended the live event.
  + The recorded event has been made available to the Forum through our website
  + A follow-up survey has been distributed through Facebook and the Youth Service List Serv

**Current Forum Leadership:**

* Chair Cammy Koch, Henrico County Public Library
* Vice Chair April Watkins, Suffolk Public Library
* Region I Representative
* Region II Representative
* Region III Representative Shawna LoMonaco, Newport News Public Library
* Region IV Representative
* Region V Representative
* Region VI Representative
* Social Media Coordinator
* Immediate Past Chair Erica Testani, Lewis Egerton Smoot Memorial Library

**Other Business**

VLA Awards & Recognition: Changes to the Lifetime Membership Award process

The following changes are proposed to the structure of the Lifetime Membership Award. These changes are also available to view on the VLA website: <https://www.vla.org/assets/Honorary%20Life%20Membership%20Changes.docx>

Pg. 5 – Article III, Membership

*Section 2*: Honorary Life Membership may be accorded to nominated individuals selected by the Awards and Recognition Committee. Those individuals will be approved by the Executive Committee. ~~and affirmed by members of VLA on the annual ballot.~~

Pg. 8 – Membership

Honorary life membership

Conferred by vote of the ~~membership~~ Executive Committee, provides full benefits of individual membership without payment of dues.

Pg. 42 – Awards

Honorary Life Membership

Policies

* The committee determines whether the award is granted in any given year. Eligibility for nomination is open to all persons who have worked in an/or supported Virginia libraries and the association and who have made outstanding contributions to Virginia librarianship.
* Nominations may be submitted by an individual, a library trustee, a librarian, a library board, or the Virginia Library Association.
* ~~The Executive Committee approves names of nominees to appear on the annual ballot.~~
* The Executive Committee will vote and confirm the recipient of the award during the April Executive Committee meeting.

The Award

* Election of nominee(s) by the membership bestows on the honorary life member(s) full benefits of membership without dues.
* A plaque honoring a life member is presented at the annual conference.

Jennifer asked for a motion to approve the above changes. Jessica Scalph moved and Adrian Whicker seconded. The motion passed.

**Adjournment**

Joslyn Bowling Dixon moved to adjourn, and Bill Edwards-Bodmer seconded at 11:49 am.

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*Minutes prepared by Kayla Payne, VLA Secretary*