

**Virginia Library Association
VLA Council
Twin Hickory Branch Library
Glen Allen, VA
Friday, January 26, 2018**

Attendees:

Executive Committee – Cori Biddle, Todd Elliott, Jennifer Resor-Whicker, Jessica Scalph, Keith Weimer, Adrian Whicker

VLA Council – Dorinne Bnks, Lisa Becksford, Cori Biddle, Cindy Church, Maryska Connolly-Brown, Toni Cox, Bill Edwards-Bodmer, Barbara Ferrara, Nathan Flinchum, Gregg Grunow, Stephanie Hardy, Michael Hibben, Janice Hummel, Terry Long, Rebecca Lowe, Tina McPherson, Karen Nelson, Lisa Nickel, Virginia Pannabecker, Jessica Robertson, Clint Rudy, Jeanne Scott, Tom Shepley, Liz Steyer, Hayley Thompkins

Absent:

Executive Committee – Samantha Thompson

VLA Council – Susan Catlett, Bonnie Shaw, Erica Testani

Call to Order & Introductions

Todd Elliott called the meeting to order at 10:00 am. 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

Jennifer Resor-Whicker emailed the minutes of the Council meeting held in September prior to this meeting. The September minutes can be seen here:

<http://www.vla.org/assets/VLACouncilSept17.pdf>

Liz Steyer moved the minutes be approved. Jessica Scalph seconded, and the motion carried. Jennifer distributed a roster for recording attendance, and reminded everyone that Council documents can be found on the VLA website in the calendar.

Treasurer's Report

Cori Biddle gave the treasurer's report. This is the End of Year report, which will be finalized February 1st. The association continues to be in good financial state. Some highlights from the reports include: the final numbers from the conference are in and we made \$50,000; JobLine revenue was also \$2,700 over what was in the budget; and Membership dues are higher than expected for the year.

There were no real surprises for expenses, with most of the lines coming in close to what we expected. We did spend a bit more on the Annual Conference and the Professional Associates Conference, but in the end we had a budget surplus for the year of around \$10,000 which will go into our investment accounts. Our goal is to have an investment account that is 150% of our

operational costs. We are getting closer - our account has increased \$42,740 over 2017. We also made money on our professional development endowment, which will allow us to provide stipends for the VLA Professional Associates Conference and VLA annual conference.

The report can be seen here:

<http://www.vla.org/assets/VLA%20Statement%20of%20Activities%202017.pdf>

2018 Budget

Cori presented the 2018 Budget. The budget can be seen here:

<http://www.vla.org/assets/2018%20budget%20PROPOSED.pdf>

The budget remains fairly consistent with last year's. Some increases in expenses are seen in the Administrative line due to subscription increases to GoToWebinar, SurveyMonkey, and Basecamp. Memberclicks cost also increase from last year. Also, in the administrative line is a salary increase for the executive director which was approved by the Executive Committee after conducting her evaluation at the retreat in December. This brings her salary closer to the national average for her position and recognizes the hard work she does for the association. There is a Legislative liaison increase to more appropriate compensation for our liaison (Phil Abraham) and the work he does on our behalf.

Scholarship line includes 2 scholarships for the Joint Conference of Librarians of Color – one scholarship was donated by the Tidewater Area Library Directors, the other was approved by Executive Committee and paid for out our earnings on the professional development endowment (\$1,400 each). You'll also see activity on the VALLA lines since it is scheduled for this year. We expect that JobLine will remain consistent, but will most likely be down from previous years because of the free posting with each institutional membership. We also hope this year to implement the advertising revenue stream though ad space on the website.

Keith Weimer discussed the VLA Disaster Relief Fund line that has been added to the budget that is currently blank. This idea came up during last year's conference. It began with the TX Library Association wanting us to sell coloring books for their disaster relief fund to benefit Hurricane Harvey victims. Hurricane Harvey was quickly followed by several other disasters and shootings. We began to think about how we would distribute these types of funds. Keith contacted ALA and some other organizations about how they handle these types of allocations. ALA has their own disaster relief fund. TX, LA, and MS library associations all have disaster relief funds. It's possible we could model it after our professional endowment fund. This fund would be for VA libraries who have institutional or organizational memberships in VLA. We would need to form a committee to explore this. Todd would chair this committee. Today we are voting whether or not to keep this line in the budget. At a later date, we would vote on the amount this fund should begin with. A vote for the budget would be a vote to keep this budget line for future consideration. A discussion about disaster preparedness ensued. Disaster preparedness would need a committee devoted to just that topic separate from the idea of the Disaster Relief Fund.

Tom Shepley moved to approved the 2018 Budget. Nathan Flinchum seconded. The motion carried.

Keith made motion to create a committee to explore creating a VLA Disaster Relief Fund and to create a Disaster Preparedness Committee. Tom Shepley seconded. The motion carries.

Lisa discussed the Profit and Loss Sheet. Since the budget wasn't approved before this meeting, the profit and loss sheet was created to show the expenses and revenue that the association has generated so far for 2018. The VLA Profit and Loss Sheet can be seen here:

<http://www.vla.org/assets/2018%20Profit%20and%20Loss%20through%20January%2026%202018.pdf>

Executive Director's Report

Lisa gave the Executive Director's Report. We have 522 paid memberships for 2018; 535 members are in graced status. They have until January 31 to renew their memberships before they are locked out from the VLA system. Thirty-eight institutional and organization members took advantage of the one free Jobline posting they received last year.

The report can be seen here:

<http://www.vla.org/assets/Executive%20Directors%20Report%20January%202018.pdf>

Ad Hoc Taskforce on Membership Dues

Lisa discussed the taskforce. Dues have not been raised in over 10 years. Lisa and Cori have begun exploring using a new structure for membership dues. Libraries will be given the opportunity to pay a flat fee that would allow all of their employees to be members of VLA. We hope this will remove the financial hurdle that many face when deciding to join VLA. Individual memberships will also still be available. Lisa stated that if anyone is interested in joining this taskforce to let her or Cori know in the next week or so.

Executive Committee

Todd gave the Executive Committee Report. The Executive Committee discussed the possibility of a VLA Disaster Relief Fund yesterday along with the Lemony Snicket Prize for Noble Librarians Faced with Adversity given by ALA. (<http://www.ala.org/awardsgrants/lemony-snicket>) UVA is nominating the Jefferson-Madison Regional Library for this award and the Executive Committee will be endorsing this award. This nomination is because of the library's response to the events in Charlottesville in August 2017. We also discussed National Library Legislative Day which will be May 7-8, 2018. Several members of the Executive Committee will be there.

Lisa discussed her appointment to the ALA Policy Corps. (<http://www.ala.org/advocacy/ala-policy-corps>) Todd stated that Lisa getting appointed to this group is a big deal for VA and VLA. He expressed his appreciation for Lisa, and praised how she has raised VLA's profile on a national level. Lisa expressed her excitement for this new role.

Designated Agenda for 2018

Todd presented the 2018 Designated Agenda. The Designated Agenda 2018 can be seen here:

<http://www.vla.org/assets/Executive%20Directors%20Report%20January%202018.pdf>

Changes from last year's agenda are in red:

2018 Designated Agenda

- I. VLA will manage its finances prudently and maintain a fiscally strong and responsible organization
 - a. Continue to secure funds for legislative liaison contract hours by promoting Virginia Public Library institutional memberships
 - b. Closely monitor and evaluate Association finances to assure adherence to VLA policy and fiscal responsibility
- II. VLA will develop a strategy to maximize efficacy and cost effectiveness of Association communications and publications
 - a. Work with the Website Content Committee to review the Association's website and with the Executive Director to develop policies and procedures for maintenance of the website, including the creation of new content
 - b. Continue to publish *Virginia Libraries* annually as a peer-reviewed journal with an Editorial Board
 - c. Expand the use, and evaluate the effectiveness, of Member Clicks
- III. VLA will continue to structure the Association's conferences to promote professional growth
 - a. Assess cost and budget of the Professional Associates and Annual conferences and the Virginia Library Leadership Academy
 - b. Assess viability of annual conferences
 - c. Actively pursue programs to meet the needs of the broad spectrum of VLA's membership
 - d. Promote conference attendance as professional development, career development, networking, and personal fulfillment opportunities
 - e. Reach out to neighboring state library associations to promote conferences
- IV. VLA will provide leadership for legislative and advocacy activities that support libraries and library staff in the Commonwealth
 - a. Support the work of the Legislative Committee and the 2018 Legislative Agenda
 - b. Support the legislative efforts of the American Library Association, to include National Library Legislative Day
 - c. Continue cooperation with the Library of Virginia (LVA) and the Virginia Association of School Librarians (VAASL) to secure stable funding for Find It Virginia
- V. VLA will maintain its support of members who are seeking continuing education, professional development, or degree programs in library science
 - a. Support the Association's scholarships
 - b. Create and maintain relationships with graduate programs in library science serving the Commonwealth
 - c. Develop webinars on professional topics of interest to the membership, in cooperation with the Library of Virginia, libraries, and VLA committees and forums
 - d. Continue to work with the VLA Fundraising/Development Committee

- e. Encourage diversity within our profession by working with graduate programs in librarianship and other educators, and by developing relevant educational programs
- VI. VLA will plan for succession within the Association
 - a. Create and maintain current information about the Association and its activities and accomplishments on the website
 - b. Encourage the continued involvement of, and contributions from, graduates of the Leadership Academy
 - c. Encourage new members to become active within the Association
 - d. Encourage current members in taking a more active role within the Association
- VII. VLA will increase its membership and broaden its service to all types of libraries in the Commonwealth
 - a. Assess and restructure membership dues and membership benefits, with a focus on the longevity of VLA
 - b. Support and encourage the work of the Membership Committee in reaching out to new members and retaining existing ones
 - c. Promote VLA membership at library meetings throughout the Commonwealth
 - d. Ensure a VLA presence at academic, special, school library, and technology conferences to encourage broader and more diverse VLA membership, strengthening both the Association and the library community in the Commonwealth
- VIII. VLA will develop a strategy to advocate for intellectual freedom within the Commonwealth of Virginia and beyond
 - a. Support the efforts of the Intellectual Freedom Committee, and cooperate with the ALA Office of Intellectual Freedom (OIF)
 - b. Identify partners in the Virginia Education Association (VEA), Virginia Association of School Librarians (VAASL), and other stakeholders—including partners outside the education and library professions such as community groups and legislatures
 - c. Maintain open channels of communication with ALA's Office of Intellectual Freedom and Office for Library Advocacy, national library advocacy organizations such as Every Library, and other relevant stakeholders
 - d. Develop a communication strategy for responding quickly and effectively to intellectual freedom challenges, with appropriate stakeholders and partners clearly identified (for example Executive Committee, Council, Intellectual Freedom Committee, and Legislative Committee) and roles clearly delineated
 - e. Include a monthly personal communication from the President to engage membership
- ~~IX. VLA will revise its strategic plan~~
- X. VLA will review status of the 2018 designated agenda and identify initiatives, tasks, and projects to continue or abandon, and identify and publicize accomplishments and achievements

VLA Council Meeting Dates

All VLA Council meetings will be held at the Twin Hickory Branch of the Henrico County Public Library located at 5001 Twin Hickory Rd., Glen Allen, VA 23059. The meetings will be from 10 am to 12 pm. The dates are as follows:

- Friday, January 26, 2018 (lunch provided)
- Friday, April 13, 2018
- Friday, June 8, 2018
- Friday, September 7, 2018 (lunch provided)

VLA Professional Associates Conference

Jeanne Scott reported on the VLAPAF Conference. The conference will be in the same location as last year. It will be Monday, May 21, 2018 at Newport News Marriott in Newport News, VA. The conference theme is “Other Duties as Assigned.” We have chosen our sessions and will have 36 total sessions in this year’s conference. Emails have been sent out to the presenters to notify them. We are awaiting confirmation from them to proceed with the conference brochure. We will open attendee registration in February. There will be some dinearounds scheduled for Sunday night. The keynote address will be given by Mauricio Velasquez of the Diversity Training Group. (<http://www.diversitydtg.com/>) Lydia Netzer is the closing/ luncheon speaker. Willow Gale is bringing the Jefferson-Madison Regional Libraries bookmobile.

VLA Annual Conference

Lisa reported on the VLA Annual Conference. The Annual Conference will be in Williamsburg, VA, September 26-28, 2018 at the Williamsburg Lodge & Convention Center. (<https://www.colonialwilliamsburghotels.com/accommodations/williamsburg-lodge/>) Hotel rooms will be \$159 a night, and there is no parking fee. The conference session proposal form has opened. There is a form for VLA proposals and one for VLACRL proposals. The VLACRL proposals will be peer-reviewed. There are different sessions types for people to choose from this year: Lecture/Presentation; Open Discussion/Forum; Panel Discussion; Workshop/Hands on; Other (Workshop/Hands On submissions can choose a 45-minute session or two 45-minute sessions back-to-back, for a total of 1 hour and 30 minutes.) This year’s theme is “VLA: Revolution.” When you submit a proposal, you will be asked what makes your proposal revolutionary. We would like every committee and forum to be represented with session at the conference. The deadline to submit proposals is Thursday, March 1. We hope to open registration by Friday, June 15, 2018.

We are looking at having a food truck night. We have also spoken with Christian Zabriskie and Lauren Comito of Urban Libraries Unite (<https://urbanlibrariansunite.org/>) about doing library trivia at the Thursday night social, and about doing some sessions for the conference. The keynote speaker will be Kwame Dawes (<http://kwamedawes.com/about/>).

The new conference committee held a conference call on January 19, 2018. They discussed things that worked really well at the 2017 conference and things that they would like to change or improve upon for the 2018 conference.

Unit Reports

Association of College Research Libraries (VLACRL) Forum (report submitted by Dorinne Banks)

Offered free ACRL webinars to academic libraries in VA willing to host viewings.

- November 2017 Fighting Fake News with the ACRL Framework. Host libraries included: Radford University, William & Mary University, Hampton University, Old Dominion University, and Hollins University
- January 2018 Low Morale Experience of Academic Librarians (Parts I and II) Host libraries included: George Mason University, George Washington University (DC), Hampton University, William & Mary University, Old Dominion University, and Radford University

VLACRL Spring Program topic will be “Critical Librarianship in Higher Education”. Event being held at William & Mary University Swem Library in Williamsburg, VA in April 2018. Keynote speaker will be Eamon Tewell (NY).

VLACRL is preparing to conduct a national survey of ACRL members concerning their involvement in their state associations. They hope to present the findings at the ACRL conference in 2019.

Awards and Recognition Committee

Tina McPherson reported. Applications are now open: <http://www.vla.org/2018-vla-awards--call-for-nominations>. Nominations are due by April 1, 2018. Tina thanked Adrian Whicker for helping to fill out the committee. They now have more representation from the different regions across the state. They are working on making changes based on the feedback they received from this year’s Scholarship and Awards Banquet.

Collection and Technical Services Forum (CaTS) (report submitted by Liz Steyer)

Liz Steyer welcomed Jessica Robertson as the CaTS co-chair. We are experimenting with the MemberClicks site, hoping to transition all of our content and communications over. In the meantime, we will continue to use the CaTS Facebook page as our main platform for announcements.

We have been talking about incorporating IT back into CaTS to include tech. staff and systems administrators. If anyone is interested in helping us figure out how to do that and wants to volunteer some of their time, they can talk to me or email me: esteyer@suffolkva.us.

We are hosting a Cataloging Forum on March 23 at Virginia Wesleyan University in Virginia Beach. We’ve done Collection Development Forums in the past with lots of success, so we are hoping a Cataloging-specific one will also be popular. Space is limited so anyone interested should register asap: <https://www.surveymonkey.com/r/5WN9LVF>.

We are planning to bring back the ever-popular Collection Development Forum sometime in late spring/early summer. More info should be forthcoming.

Continuing Education Committee (report submitted by Barbara Ferrara)

The Continuing Education Committee (CEC) met on January 10, 2018. 10 members attended. We would be interested in and willing to facilitating session ideas and seek out presenters and will think about topics or presenters that may be viable.

It has been about a year since the last time membership was surveyed about their interests in continuing education and we'd like to do it again soon, then annually going forward. Nan said LVA is also interested in this information and doesn't want to inundate membership with surveys.

For the CEC page on VLA.org, it was suggested that we consider adding a link to scholarship resources, in addition to updating the sections that are there. The Leadership Development Forum's wiki and groups were on the meeting agenda, but were not discussed.

Lots of interest in VALLA this year. Maureen Sullivan is the speaker. There were 52 applications for 24 spots for the Library Leadership Academy this year. The applications were from a wide variety of libraries and positions. It was about ½ academic, ½ public. The notifications will go out soon. Clint and Maureen Sullivan are reviewing them. They are looking into increasing the number of spots available. It will be April 23-24, 2018 in Staunton, VA at the Stonewall Jackson Hotel and Conference Center. Maureen Sullivan is more focused on change management than project management. Therefore, there will not be a project, and there will not be a call for mentors for this particular cohort.

Meetings will be held at least once a quarter, online, shortly before the Council meeting.

A resolution has been put forward to the Executive Committee to revise the CEC membership section of the bylaws to state that the Continuing Education Consultant from the Library of Virginia's Library Networking and Development Division be an ex-officio member of this committee. Upon the recommendation of Nan Carmack, the Continuing Education Committee proposes that the Continuing Education Consultant from Library Networking and Development at the Library of Virginia (LVA) be an ex officio member of VLA's Continuing Education Committee. This addition will deepen the ties between VLA and LVA and promote resource sharing and communication.

If approved, we suggest amending the VLA Manual and bylaws 2017, Standing Committees, Continuing Education Committee, Officers and Membership, Membership [p. 44] to read:

- Membership: The Second Vice President appoints at least six members, if possible, one from each VLA region. Terms are for two years and are staggered. The Continuing Education Consultant of the Library Networking and Development Division at the Library of Virginia is an ex-officio member of the committee. Committee members pay Association dues by January 1 of each year of office.

The amendment carries and the by-laws will be amended.

Diversity and Inclusion Forum

Janice Hummel gave the report. She is looking forward to communicating with members and the public that diversity is not one specific group. It's everybody. She hopes to get this message out this year. Everyone is valued. Loudon County has been holding "meet your neighbor" events focusing on various groups in the community. Education is power.

Maryska Connolly-Brown discussed the need for the forum to recruit a vice-chair, and the Graphic Novel Diversity Awards. Early next week an application for judges for the Graphic Novel Diversity Awards will go out.

Intellectual Freedom Committee (IFC) (report submitted by Hayley Tompkins)

Shari Henry stepped down as Chair of the Intellectual Freedom Committee in October, and Hayley Tompkins came on as the new chair. In the past several months, the Intellectual Freedom Committee has recruited new members, bringing our total to 9 altogether. At our first meeting on January 26, will welcome 5 new members: Tiffany Duck, Robb Farmer, Carolyn Caywood, Rebecca Lamb, and Rob Tench. We also now have liaison members for those who could not commit to full membership, and this includes a school librarian, Cynthia Clark, and Angela Critics, who is a member of the VLA Youth Services Forum, as well as a few previous members who rotated off the committee.

At the October conference, we had 2 successful programs – our Cradle to Grave Intellectual Freedom panel, a repeat from the 2016 Annual Conference which focused on answering big question on intellectual freedoms, and a Challenge-Proof Your Collection panel, which focused on how to build a collection development policy that will prevent challenges from happening. Many were interested in a follow-up to this discussion, which our committee has discussed holding as a webinar sometime this year.

This year, we are focusing on being proactive in promoting intellectual freedom, hopefully rather than just responding to it, as we had to do so much of in the past several years. Our committee will be attending the Wreath Laying Ceremony at Montpelier for James Madison's Birthday on March 16, also known as Intellectual Freedom Day.

Teresa Doherty has submitted a proposal to the May VLA Professional Associates Conference for frontline staff about how to handle patron challenges and banned book questions, and we will be discussing sessions for the annual conference in September.

The Intellectual Freedom Committee is meeting this afternoon (January 26) and we have a full agenda. We'll be talking about upcoming events, how to promote Choose Privacy Week in May, and adding information about reporting challenges to ALA, and how to update the IFC website so that folks can access materials to promote intellectual freedom within their own libraries.

Jefferson Cup Committee

No report

Legislative Committee

Tom Shepley presented the 2018 Legislative Agenda. The Agenda can be seen here:

<http://www.vla.org/assets/2017%20VLA%20Legislative%20Agenda.pdf>

Barbara Ferrara moved to approve the legislative agenda. Keith seconded. Motion carries.

The swing in power after the November elections has changed the way the committee is approaching bills, etc. It's important that they focus on the money committees. We have 3 patrons that are supporting us in the legislature this year: Thomas Norment in the Senate and Nick Rush and Mark Sickles in the House.

Bills of note: SB 396 (<http://lis.virginia.gov/cgi-bin/legp604.exe?181+sum+SB396>) says that a library board is not mandatory in Caroline County; SB 261 (<http://lis.virginia.gov/cgi-bin/legp604.exe?181+ful+SB261>) concerning school libraries that they are working with VA Association of School Libraries (VAASL) on; bill on that would mandate public libraries to post fliers in several languages on human trafficking.

Library of VA (report submitted by Cindy Church)

Cindy Church passed out a flier for the Library of Virginia's newest exhibit.

http://www.virginiamemory.com/exhibitions/current_exhibition?_ga=2.131137743.1347649315.1517339803-448495322.1517339803

The Library of Virginia has installed new metal detectors. There is an upcoming leadership workshop that Cindy is hosting with Elizabeth Hensley of Prince William Public Library. The workshop is called Strive for Five: Creating Opportunity for Exceptional Library Leaders and is being given by Jenna Cooley (www.jennacooleycoaching.com). It will be held Wednesday, April 11, 2018 at the Montclair Community Library. There is a \$40 registration fee that includes a light breakfast and lunch. The workshop is open to all. You can register at: <https://lvaldndstriveforfive041118.eventbrite.com>, the password for registration is strive.

Library of Virginia State Fair Booth Recap

- Statistics:
 - Visitors 2,857
 - Gave away:
 - post it notes 1,200
 - stickers – big books 2,100
 - stickers – got books 1,750
 - stickers – curated 350
 - pens 1,380
 - books - Collect & protect 256
 - gift shop coupons some
 - family history pages 1,000
- Sponsors:
 - VLA
 - Ancestry.com
 - TBL Networks
- Participation:
 - State Librarian – Sandy Treadway
 - In-coming VLA President – Jessica Scalph

- 15 public librarians from Henrico, Richmond Public, Pamunkey Regional, Portsmouth Public
- 21 Library of Virginia staff

Cindy thanked VLA for their sponsorship. They will have a booth at the State Fair again this year. Cindy also passed around some LVA swag.

Local History, Genealogy & Oral History Forum

Stephanie Hardy reported. They are in a re-building year. She wants to send a survey out to the membership to see what types of programming people are interested in seeing. The forum also needs a vice-chair.

Nominating Committee

Keith Weimer reported. As Past-President Keith is the chair of the Nominating Committee. the committee consists of Sue Erickson (Virginia Wesleyan University), Julie Goyette (Rockbridge Regional Library), and Michelle Ornat at Chesapeake Public Library. They have already received nominations for the 2 positions being elected this year. For Vice-President/President-Elect: Shaunna Hunter (Hampden-Sydney College) and Jennifer Resor-Whicker (Radford University). For Secretary: Adrian Davis (Handley Regional Public Library), Kayla Payne (Staunton Regional Public Library), and Elizabeth Dart (Shenandoah County Public Library). Biographical information and candidate statements will be available by the June Council meeting. The candidates will be invited to the June Council meeting.

New Members Roundtable (report submitted by Lisa Becksford)

The New Members Round Table Forum has begun planning events for 2018. We'll be kicking off our mentoring program with a call for mentors/mentees in February, with the program officially beginning in March. We're also planning to update the graphics of our social media pages and hope to use these to engage with our members more. We're also beginning our plans for events at the conference, including the pub crawl, as well as a panel discussion and a networking event.

Scholarship Committee (report submitted by Michael Hibben)

In 2018, the Scholarship Committee will have quarterly meetings via email to keep the committee members updated on information from Council meetings, and also to brainstorm new ideas. We had our first virtual meeting the week of January 7th and received strong feedback from all 11 Scholarship Committee members currently serving.

We discussed the following items at our first virtual meeting during the week of January 7th:

- This year's Scholarship Committee is made up of eleven members.
- Chair Michael Hibben summarized some interesting ideas that came from a December phone call he had with VLA Executive Director Lisa Varga.
- Hibben also let committee members know the VLA Amazon Smiles account have raised \$130.00 for the scholarship during the holiday shopping season.
- The lower amount of basket donations at the 2017 Conference was discussed and the possible reasons for that (which included lack of reminders and advertising to the membership in the months preceding the conference).

- Hibben pointed out some vague language in the current scholarship application that is causing confusion among potential applicants:
 - Some applicants have emailed to ask if MLS students midway through, or nearly finished, were eligible to apply. The wording of the application is giving some applicants the impression that only new MLS students are eligible.
 - The application also references an informal and formal report that winners must complete, but nowhere in the application, the VLA Scholarship webpage, or the VLA by-laws is an explanation of what is required in the reports.
 - Hibben emailed these concerns to Second Vice President, Adrian Whicker to bring to the attention of the Executive Committee for input and guidance.
 - We may want to submit some revisions and clarifications to the application for review and approval by Executive Committee after this year's scholarship winners are chosen.
- Hibben asked each of the eleven committee members to answer the four questions related to the promotion of the scholarship and basket donations, new ideas to raise money for the scholarship, and who plans on attending the 2018 conference and will be able to help run the scholarship booth and/or the raffle itself. The committee gave great feedback.

Council members were encouraged to submit scholarships baskets sponsored by their committees and forums. It was suggested that we could go to local businesses and have them donate baskets. If you find a business that wants to do this they can get a tax-exempt certificate from VLA. Could also approach your local visitor's bureau in your town or city to do this.

Virginia Association of Law Libraries (VALL)

Terry Long reported. They are having a meeting April 20, 2018 at the UVA Law School Library. More details will be forthcoming. Contact Terry if you have any needs for in-house training for intellectual freedom issues, intellectual property, or copyright, etc.

Virginia Libraries Journal (report submitted by Ginny Pannabecker)

Current Editorial Board

Editor in Chief: Virginia Pannabecker – 3-year term (from November 2015)

Editors:

Paige Flanagan – 2-year term (from November 2015) *Possible renewal for 2-3 year term

Renee DiPilato – 3-year term (from November 2015)

Sue LaParo – 2-year term (from November 2015) *Possible renewal for 2-3 year term

Luke Vilelle – 3-year term (from November 2015)

Current Journal Status:

- Finalizing Volume 62 (2017/18) is in process. In publication using an article by article method for HTML publication, which will be followed by a PDF compilation for the volume.
 - 2 items remain to be published as HTML for this volume: 2 articles - on best practice, one research
 - Prior to PDF creation, labels will be added to each article describing the type of review - Editorial, Peer Review
- For Volume 63, we have 1 submission so far - a case study that is in the beginning of the

review process; and we have approved 1 themed column that will explore and report on civic engagement work in libraries in Virginia.

Outreach

- 2017 VLA Conference – joint presentation with Website Committee
- 2018 VLAPAF Conference – our proposal for the VLA Professional Associates Forum presentation has been accepted. It is called “Virginia Libraries Journal 101 – Getting Published” and is scheduled for the 10:15am-11:00am timeslot. Paige Flanagan will present, likely with Sue LaParo
- Potential Author Webinars – Intro to journal, submission, review, and publication process
- Peer Reviewer Training Webinars – Intro to journal; focused training on peer review guidelines with examples of text excerpts modeled on (but not actually) submissions
- Submit updates to journal directories as requested – Cabell’s Journal Directory (January 2018) and DOAJ (Summer 2017)
- Indexing – Research and investigate additional indexing options (ERIC)

Annual Goals:

- Propose a revision to the Virginia Libraries Journal Section in the VLA Bylaws to reflect current makeup of Editorial Board, and other changes needing updating
- Call for additional Editorial Board members
 - Proposal to VLA Council
 - Call to all in VLA
- Update our VLA Website page
 - Paige Flanagan is our new website committee liaison
- Complete volume 62 with individual item PDFs and a compiled PDF with a few formatting changes that will add a citation, DOI, CC license, review level label (editorial/peer review), and abstract to the front page of each item.
- Complete a change to a new journal site system – still based on OJS but with better graphical and workflow support
 - Desire to work with Web Committee, Council to make the Virginia Libraries Journal site match with VLA’s visual identity in color and style
- Editorial and Peer Review
 - Guidelines Updates and Publication – After using these for volume 62, will review and revise these to improve their usefulness
 - Training for Peer Reviewers – via WebEx
- Advertising – work with Lisa to plan for advertising in full PDF volumes
- Set up Usage/Citation reports for Authors
- Update Journal History information

VLA Liaison to VAASL Board of Directors

Annual Conference

The 2017 VAASL Annual Conference (November 2-4 at the Westfields Marriott in Chantilly, VA) went very well. Total participation exceeded last year with a total of 875 participants.

Reports shared by Conference Solutions. Conference observations:

- Collected about \$41,000 more this year than last and had about 85 additional participants.
- Meal counts were exceptionally high this year. Breakfast seemed to be a good draw.

- Significant increase in Potomac membership this year. Need to consider keeping NOVA in the rotation when scheduling conferences.
- Conference Philanthropy: Inova Children's Hospital \$1556.50

2017 Annual Conference	Income	Expenses
Registrations (875)	\$167,845.00	
Venue		\$80,986.00
Hollins		\$2,500.00
Conference Solutions (including expenses for the app and registration supplies)		\$27,000.00
Totals	\$167,845.00	\$110,486.00
Difference (minus any other conference costs such as speakers and the program)	\$57,359.00	

2018 Annual Conference

The first conference planning meeting will take place at the Williamsburg Lodge on Saturday, February 24th 2018.

Thursday General Session: Leslie Preddy

Friday General Session: Alan Gratz

Friday Awards Banquet: April Henry

Saturday Breakfast: Victoria Jamieson (we are planning to add 1-2 more authors to the breakfast event.)

Executive Director (Margaret Baker)

2018 Spring Regional Conferences

Registrations	Attendees	Vendors
Shenandoah	8	5
James	9	7
Rappahannock	1	6
Clinch	2	5
Roanoke	11	7
York	2	5
Potomac	9	8
Total	42	9

Region	Proposals
Shenandoah	12
Rappahannock	7
James	13
Roanoke	15
Clinch	7
York	8
Potomac	9

Concurrent session proposals for the Spring Regionals – Feb. 16 deadline

VAASL Voice

- Only have two advertisers at this time.
- Spring Regionals were advertised in the immediate past VOICE mailing.
- An additional mailing prior to spring regionals, which will have final spring regional details.

Membership:

	Jan.'18	Jan. '17	Jan. '16	Jan. '15
Clinch	29	31	37	45
James	178	201	275	240
Potomac	423	279	304	282
Rappahannock	75	77	82	71
Roanoke	106	104	147	158
Shenandoah	109	118	117	143
York	192	309	291	211
Out of State/Vendor	22	22	27	29
Total	1134	1141	1280	1179

National Conferences and Activities

AASL (November 2017)

Virginia was well represented at AASL Phoenix with over 35 Virginia librarians in attendance. VAASL member and VAASL VOICE co-editor, Hattie Garrow, is serving on the AASL National School Library Day committee.

ALA Midwinter (February 2018)

Kelly Miller, immediate past president of VAASL will be attending and will act as Affiliate Assembly Chair. Laurie Bolt, VAASL president, and Kendel Lively, VAASL president-elect, will attend two Affiliate Assembly meetings and as part of the meetings there will be a new initiative: “As part of its yearlong State Ecosystem Initiative, American Association of School Librarians, the Chapter Relations Office, and Office for Library Advocacy will host a special dialogue on enhancing communication to advance shared objectives and strengthen libraries. With the assistance of facilitator Kathryn Deiss, we will engage in broad as well as state-specific conversations about issues and priorities, and chart a road map for collaboration and mutual support.”

There will also be an opportunity to hear from candidates, including our own Mary Keeling, who is on the ballot for AASL President Elect.

Committees

IGNITE Project (IGNITE...Inquire, Inspire, Impact the World!)

New student media festival group. Guidelines have been created and a tentative timeline, with kickoff starting 2018-2019 school year. A teaser PowerPoint will be sent to each of the Spring Regionals.

Intellectual Freedom

New chair is very anxious to work across partner groups. His name is Jeffrey DiScala, discala@odu.edu

Legislative

Included on the agenda are two bills that have been submitted one to the House, [HB199](#) and one to the Senate, [#261](#), both have impact on libraries and literacy.

- Responding by reaching out to partner groups (ALA, AASL, VSRA, VLA, PTSA college school library programs – Longwood and ODU)
- Create templates for a letter writing campaign
- Distill talking points into a one-page infographic for dissemination
- Create an advocacy packet of materials for individual school librarians

Social Media – Regular (weekly+) posting on all three (Twitter, Facebook, and Instagram) platforms.

- Our most recent Twitter post → December 1, 2016
- Our most recent Facebook post → December 1, 2016
- Our most recent Instagram post → November 2015

One consistent hash tag across events: #VAASL

Will add a request for Twitter handle information to membership renewal/application form

VDOE

All VDOE webpages are being updated to be accessible. Anything new posted after 1/19/2018 must be accessible. Anything older must be reviewed to see if still needed and, if so, must be edited to make accessible.

Website

Transition to Memberclicks is well underway. Current membership database has been uploaded to the system. The goal is that it is ready to go directly after Spring Regionals. With that in mind, two trainings have been scheduled and two more are in the works.

The next meeting of the VAASL Board is April 21.

Website Content Committee

Greg Grunow gave the report. He welcomed Karen Nelson (co-chair, Suffolk Public Library), Megan Bingham (Central Rappahannock Regional Library), and Chelsea Seddon (Roanoke Public Library) to the committee. They have linked up all the current VLA rosters to their respective pages. They have linked the VLA Council master roster to the VLA Leadership page. They now have advertising for the VLA Scholarships on the home page of the VLA site. They placed an announcement for the 2017 Banned Books Week award winners. They have updated the People and Happenings page. The conference portals for the VLAPAF and Annual Conferences will go up soon. Three new meet a member articles will be going up soon. He encouraged members of Council to fill out the meet a member form. Liaisons have been assigned to each committee and forum. If you haven't been contacted by them let Greg know. Members

will soon have the ability to submit events to VLA that can then go on the calendar. They are working on getting that active.

Youth Services Forum

Rebecca Lowe reported. She just became chair this week. She hasn't had an opportunity to speak to the previous chair, and there is currently nothing to report. She plans to work very hard to promote libraries. She will have a report at the next Council meeting.

Adrian Whicker reminded everyone that as Second Vice-President he is here to help forums or committees fill vacant leadership positions. Please contact him if your committee or forum has these needs.

Other Business

VLA Monthly Newsletter

Lisa discussed the monthly newsletter. Newsletter will be going out from VLA every month. Cori and Lisa have set up a schedule for contributing to the newsletter. If you have something to promote or news you would like to share you need to let them know as soon as possible. The content is due by the first of each month. The goal is to send the newsletters out on the 8th of the month. Articles in the newsletter are only a couple of sentences and then they link out to the site. The lists of members for committees and forums is also now available. Lisa hopes to have access to these for everyone by March 1. Committee and forum leadership can use these lists to email your committee/forum members.

Adjournment

Cindy Church moved to adjourn, and Jeanne Scott seconded at 12:06 pm.

Minutes prepared by Jennifer Resor-Whicker, VLA Secretary