Ohio Library Council  
BOARD OF DIRECTORS  

AGENDA  

September 18, 2020  
Via Zoom  
10:00 a.m.

1. Approval of Agenda (#)*

2. Approval of Minutes  
   A. July 17, 2020 (#)*  
      1. Executive Session (#)* [Board members only]

3. Reports for Action  
   A. Financial Report: Month-End – July 2020 (#)*  
   B. Clermont County Public Library Institutional Membership (#)*  
   C. New York Library Association MOU for Virtual Convention (#)*  
   D. OLC Andrew Carnegie Award (#)*  
   E. Ratification of OLC Committee Appointments – 2021 (#)*  
   F. Ratification of Appointments for 2021 Chairs (#)*  
   G. 2021 OLC Convention & Expo Location (#)*

4. Reports for Discussion  
   A. OLC Professional Development & Committee Structure  
   B. OLC Pandemic Response Update  
   C. Equity, Diversity and Inclusion Update

5. Reports for Information  
   A. OLC Chair’s Report  
   B. OLC Board Meeting Dates – 2021 (#)  
   C. 2020 OLC Elections Report (#)  
   D. ALA Councilor Report (#)  
   E. State Library of Ohio Report (#)  
   F. OPLIN Report (#)  
   G. Executive Director’s Report (#)  
   H. Staff Reports  
      1. Government and Legal Services Report (#)  
      2. Education Report (#)  
      3. Events Report (#)  
      4. Communications Report (#)  
      5. Member Services Report (#)

6. Announcements  
   Next Meeting: Nov. 20

7. Executive Session

8. Adjournment

(#) Report included in background packet  
* Action Item
ITEM 2.A.

OHIO LIBRARY COUNCIL
BOARD OF DIRECTORS

Via Zoom
July 17, 2020
10:00 A.M.

PRESENT
Kacie Armstrong, Euclid
Paula Brehm-Heeger, Cincinnati
Sarah Clevendence, Findlay
Aimee Fifarek, Youngstown
Carol Herrick, Centerville
Cheryl Kuonen, Mentor
Lynn Mercer, Zanesville
Rick Rubin, Cuyahoga Falls
Chad Seeberg, Marysville
Jennifer Slone, Chillicothe
Mark Whitaker, Loudonville
Laura Lee Wilson, Willard

ABSENT
Tom Dillie, Minerva

GUESTS
Meg Delaney, ALA Councilor
Michael Goldberg, Perks Pusateri & Company
Wendy Knapp, State Library of Ohio
Don Yarman, OPLIN

STAFF
Michelle Francis, Executive Director
Jeanine D’Andrea, Director, Member Services
Jason Gandee, Events Manager
Lori Hensley, Director of Education and Events
Angie Jacobsen, Director, Communications
Denise Kise, Accounting/Data Services
Jay Smith, Director, Government and Legal Services

CALL TO ORDER
Cheryl Kuonen, Chair, called the meeting to order at 10:02 a.m.
Kuonen mentioned the loss of Tom Dillie’s father on July 10 and expressed the Board’s sympathy.
Kuonen noted that guest Michael Goldberg of Perks Pusateri & Company CPAs will be joining the meeting later in the call, to discuss Item 3.B – 2019 audit.

APPROVAL OF AGENDA
Kuonen reminded members that Items 3.B – 2019 Financial Audit; and 3.C – 2019 OLC Awards and Honors Recommendations were distributed to Board members only. All discussion and actions regarding these items are confidential until approved by the Board and an official announcement is made by the OLC – especially for purposes of the Awards and Honors Recommendations.

MERCER MOVED AND WHITAKER SECONDED APPROVAL OF THE JULY 17, 2020 AGENDA AS PRESENTED. MOTION PASSED UNANIMOUSLY.

APPROVAL OF MINUTES
FIFAREK MOVED AND HERRICK SECONDED APPROVAL OF THE MAY 22, 2020 MINUTES AS PRESENTED. MOTION PASSED UNANIMOUSLY.
WHITAKER MOVED AND SEEBERG SECONDED APPROVAL OF THE JUNE 15, 2020 MINUTES AS PRESENTED. MOTION PASSED UNANIMOUSLY.

FINANCIAL REPORT MONTH-END MAY 2020

Francis presented an overview of the month-end May 2020 report.

**Revenue.** Dues income is under budget by $14,350. We have one non-renewing member. They do plan to renew next year. There are 8 other libraries that are not Institutional Members. Personal membership income is up significantly. Francis acknowledged the Membership Committee for their work, along with Board Liaison Laura Lee Wilson and staff.

Continuing Education is $87,485 under budget due mostly to cancellations of professional development workshops. Other income is under budget by $80,606. However, the stock market is improving, and we are seeing that in our long-term investments.

**Expenses.** Expenses are under budget by $86,600. Salaries and benefits are over mostly due to accrued vacation. Health insurance is under budget due to change in carrier and timing of payment. Consultants and contractors are under budget due to timing of payment for Auditor fees. Legal services are over budget due to work on new lease. Space rental is under budget due to timing of payment with new lease. OLC received the first four months of rent for free. Management expenses are under budget due primarily to the cancellation of events by $40,511. OLC is adding a new accounting code for Pandemic related expenses to purchase face masks, hand sanitizer and cancellation fees.

Expenses for cancellations of the Convention will be posted on the June month-end financial report. To date we have only issued checks for the Hilton of $25,619. The Convention Center has not invoiced us yet for the $22,400 cancellation fee. We have given our vendors the option of a refund or a credit toward the 2021 Convention. We have issued refunds to some of the vendors.

Net Change in assets is ($95,975).

HERRICK MOVED AND SEEBERG SECONDED APPROVAL OF THE MONTH-END MAY 2020 FINANCIAL REPORT AS PRESENTED. MOTION PASSED UNANIMOUSLY.

2019 FINANCIAL AUDIT

Francis introduced Michael Goldberg, Perks Pusateri and Company to discuss the 2019 Financial Audit. Francis acknowledged staff who have done an exceptional job to get this completed especially during our move.

Goldberg gave an overview of the audit and reported the accounting process has proper oversight and approvals. He noted the OLC received an unqualified opinion, meaning that the financial statements referred to in the report are presented fairly, in all material aspects.

Goldberg noted a few items: Under Accounts receivable; Careworks commission was not received until 2020. Deferred revenues under Liabilities were from memberships received after October 2019.

FIFAREK MOVED AND WHITAKER SECONDED APPROVAL OF THE 2019 AUDIT AS PRESENTED. MOTION PASSED UNANIMOUSLY.
Francis reminded the Finance Committee that they would receive draft copies of the OLC’s IRS Form 990 and 990-T to review prior to submitting them to the IRS.

**OLC AWARDS AND HONORS - 2020**

On behalf of the Awards and Honors Committee D’Andrea presented the following recommendation:

That the OLC Board accept the recommendation of the Awards and Honors Committee to not present Awards in 2020 due to the issues surrounding the health crisis of COVID-19 and its impact on library operations, staffing and services. Instead the Committee recommends that the 2020 nominations are deferred to 2021 and considered alongside the 2021 nominations. The Committee further recommends that the 2020 nominators be able to provide additional materials for candidates they nominated, so long as it falls within the timeline of the 2021 Awards process. The Committee also recommends that nominees moved to 2021 would be considered valid if they met the criteria in either 2020 or 2021, including the criteria of OLC membership.

RUBIN MOVED AND ARMSTRONG SECONDED TO ENDORSE THE OLC AWARDS AND HONORS COMMITTEE RECOMMENDATIONS AS PRESENTED. MOTION PASSED UNANIMOUSLY.

Francis noted the Committee has a process of notifying the 2020 nominators, before the announcement is made to the full membership.

**OLC PANDEMIC RESPONSE UPDATE**

Francis reported on the following:

Since March, OLC has distributed more than 40 legal and legislative updates to Institutional Member Libraries in response to the pandemic. In addition, the staff created a Coronavirus page on the OLC Website with news and updates from the State and Federal level, guidelines for reopening libraries, best practices for libraries, and a members only page with a link to all of our COVID-19 related legal and legislative information. Also, OLC worked with the Equalis Group to ensure that public libraries had access to Personal Protective Equipment (PPE) through our joint purchasing program for OLC Institutional Members. OLC advocated for the Battelle study; provided learning opportunities for Public Library Staff; and much more. OLC has had continuous conversations with Governor’s office. OLC held virtual regional forums for library directors on racism as well as reopening. In addition to the pandemic we are still getting a minimum of 10 legal questions and ballot levy questions per day.

OLC staff is working in our offices with a closed-door option. Masks are worn in the building. Staff is cleaning high touch areas daily. Francis can’t speak highly enough of the staff. Armstrong thanked the staff for their tremendous job. Seeberg commended the staff for all the online resources offered.

**OLC 2020 EDUCATION EVENTS/ACTIVITIES**

Francis and Hensley reported on the following:

**Trustee Dinners.** Our membership needs are changing drastically. Trustee dinners are not going to be able to meet the way they have in the past. We will be switching those to a virtual format. We had pre-scheduled legislators to give an update. Staff has reached out to most of those locations to cancel. Trustee dinners will now be free. Those are not a revenue generator but meant to be special for the leadership of our libraries. They will be 1 hour long and will include an OLC update, Statehouse update and Legislators speaking as special guests.
Meet the New State Librarian. We are hosting a meet the New State Librarian webinar. Knapp has agreed to do a special program with our public library directors on July 30 at 9:00 a.m. Kirstin Krumsee and Evan Struble will discuss the CARES act mini-grants and IMLS.

New Director Workshop Series. The enrollments for the virtual series are steady. Staff thanked Armstrong and Yarman for their participation.

Ballot Workshop. The Ballot Workshop was held virtually. A second Ballot Workshop will be held virtually in October or November.

Fiscal Officer 102. The Fiscal Officer 102 workshop was cancelled. However, we will host a “mini” Library Fiscal Officer workshop in August.

Webinars. Other webinars are scheduled on the following topics: Ohio Legal Help; Virtual Story Time, Curbside, Drive-through and Lobby Services; and Innovations During the Pandemic.

OLC CONVENTION AND EXPO UPDATE

Francis reported on the following:

To date we have only issued a check to the Hilton of $25,619. The Convention Center has not invoiced us yet for the $22,400 cancellation fee, as they are holding off in case that space is filled.

EQUITY, DIVERSITY AND INCLUSION UPDATE

Francis reported at June meeting and gave a brief recap.

OLC held a series of regional forums for library directors on racism. Francis thanked Kuonen and Armstrong for being on those zoom meetings. Discussion included expanding our trustee training, and we received excellent recommendations on future speakers.

OLC kept our contract with Jason Reynolds and rescheduled his in-person program for the 2021 Convention & Expo. In addition, OLC scheduled a special webinar with Jason Reynolds and Brendan Kiely on racial equity. It will serve as a good starting point for conversation on race and the impact on our public libraries. The live webinar will be on August 6th at 11:00 a.m. The goal is to make this available as a professional development opportunity for our libraries and their staff. We are offering group pricing options to Institutional Member Libraries.

Francis, Kuonen and Armstrong plan to meet with The Kirwan Institute, at OSU, which may be able to offer additional training on equity, systematic racism, and implicit bias. Armstrong thanked OLC for taking a lead role in navigating these conversations. We can include more of these topics in our annual Conference and other training.

CHAIR’S REPORT

Kuonen offered her thanks to Francis, OLC leadership and staff.

ALA COUNCILOR REPORT

In addition to her written report, Delaney reported on the following:

Delaney noted it was interesting participating in ALA Council virtually. She is appreciative of the ALA staff pivoting quickly. We have learned that this is a real time for innovation, mostly for online voting.

Ohio will be well represented as the work begun by SCOE continues. Delaney will serve as a member of the Forward Together Working Group, whose charge is to lead Forward Together through a multi-step process, involving Council and
resulting in a member vote upon approval and acceptance by Council. This group will also test and assess Forward Together recommendations.

**STATE LIBRARY REPORT**

In addition to her written report, Knapp reported on the following:

**Meet the State Librarian.** Knapp reported the webinar through OLC on Meet the New State Librarian on July 30.

**Staffing.** Morris retired and they are in a hiring freeze. The exempt staff are observing cost-saving days.

**Statewide Delivery.** Knapp reported that Statewide delivery has restarted.

**CARES Act Grants.** Knapp is pleased with how the staff paired down the CARES Act grant application. Francis noted public libraries currently only make up about 60% of the applications for CARES Act Mini Grants. Jacobsen will promote it again next week.

**Library Leadership.** Knapp is proud of the partnership with OhioNet on Library Leadership Ohio. There are currently 32 participants.

**OPLIN REPORT**

In addition to his written report, Yarman reported on the following:

**CARES Act Grants.** If your library does apply for the CARES Act grant for anything internet related, contact Yarman for help if needed.

**EXECUTIVE DIRECTOR’S REPORT**

In addition to her written report, Francis reported on the following:

**Institutional Dues.** We do have one library that has one final pay installment payment to make. Eight libraries have not paid any portion of their dues and these are the traditional eight library systems who choose to not join OLC. This year we had one additional library system not join, the Greenville Public Library. However, they have indicated they plan to rejoin OLC in 2021.

**IRS Forms 990 and 990-T.** The Finance Committee will be reviewing the 990 and 990-T forms.

**Small Library Director Forums.** The small library director forums are coming up in August virtually and two will be held.

**ALA Virtual Tour.** On July 28 as a part of the new ALA president’s bus tour, they will be coming to the Muskingum County Library virtually. The focus will be on broadband. It will be broadcast nationwide, so other libraries are able to watch it. There will be an opportunity to submit questions. Ohio is the 2nd stop on the tour.

**Staff Evaluations.** Staff evaluations were completed in June. We are working on issues addressed this spring, and overall goals:
(1) Assessing the staff hardware
(2) Association Management Software
(3) New Professional Development and Event platforms

**GOVERNMENT AND LEGAL SERVICES REPORT**

In addition to his written report, Smith reported on the following:

**Public Library Fund.** The July 2020 PLF was 3.68% below ODT’s original estimate. The actual July distribution came in 14.86% above ODT’s latest
estimates issued at the end of June. OLC is expecting to receive the certification for 2021 next week.

**Statehouse.** The Legislature has been inactive during the last couple of weeks. There has been some pressure to pass Amended Substitute HB 606 which would provide civil immunity for individuals, schools, businesses and libraries as related to COVID-19 lawsuits. The Legislature plans to come back in September.

**Substitute HB 13 – Residential Broadband Expansion Program.** The bill had passed through the House. It encourages internet service providers to apply for grants to address the lack of broadband access in specific locations. OLC has been a strong proponent of HB 13 from the beginning. The bill awaits further action by the Senate Energy and Public Utilities Committee.

**Government Relations and Legislative Network.** The Government Relations Committee and Legislative Network are meeting next week on July 24 to discuss plans for a strategy and potential advocacy meeting to be held this fall to prepare for next year’s biennial budget process.

**SB 55.** This bill was vetoed by Governor DeWine today. The new language lowered the maximum fine for violating an order issued by the Ohio Department of Health.

**EDUCATION REPORT**

In addition to her written report, Hensley reported on the following:

**Professional Development Committee.** The PDC will discuss the 3 standalone conferences for 2021.

**On Demand Education Committee.** The ODEC met this week. They are developing a mentoring program. They also would like to develop a curated list of offerings and recorded webinars.

**EVENTS REPORT**

In addition to his written report, Gandee reported on the following:

**Trustee Dinners.** We have heard from two of the three locations regarding cancellation of the Trustee Dinners and they have indicated that they will not charge a cancellation fee.

**Sponsorship.** Staff is working on a new sponsorship framework.

**Leadership Conference.** We have not cancelled Leadership Conference; however, we have cancelled our contract with the Quest Center due to the timeframe. Staff is reviewing the format for Leadership Conference and when it will take place.

**COMMUNICATIONS REPORT**

In addition to her written report, Jacobsen reported on the following:

**Social Media.** There has been much activity on our social media pages on Facebook and Twitter. We shared a video of Sherrod Brown encouraging Summer reading. Our members are using social media to share news. What’s happening in Public Libraries has been encouraging.

Francis thanked Jacobsen for her work on What’s Happening. During this difficult time, it’s uplifting to see what our libraries are doing.

**MEMBER SERVICES**

In addition to her written report, D’Andrea reported on the following:
REPORT

Individual Membership. The Membership Committee is requesting a letter from OLC leadership to directors asking for continued consideration of OLC individual membership. Armstrong thinks we all have been aware of how important OLC has been to our institutional members, and we should highlight how our individual members have participated and benefitted during this time as well. Brehm-Heeger agrees that this is an important message. However, 2021 is a budget year and library resources will be stretched. A disruption of a pandemic may cause us to review the combined membership again. Francis noted it is difficult, as we are such a hybrid of professional and trade association. These will be tough decisions for libraries to make, as they are going to make cuts somewhere. Seeberg asks if it would it be worth including Friends Groups and asking for them to pay individual staff dues using local endowment funds to cover the cost. We need to think creatively.

Committee Appointments. Staff will meet with Chair Laura Lee Wilson to discuss Committee Appointment.

Nominations and Elections. Staff will meet with Armstrong to select a date to review the results of the elections.

ANNOUNCEMENTS

The next meeting of the OLC Board of Directors is scheduled for September 18, 2020.

EXECUTIVE SESSION

BREHM-HEEGER MOVED AND WHIATKER SECONDED TO ENTER INTO EXECUTIVE SESSION AT 11:57 A.M. EXECUTIVE SESSION CONCLUDED AT 12:14 P.M.

ADJOURNMENT

With there being no further action to come before the Board, the meeting was adjourned at 12:15 p.m.
Ohio Library Council
BOARD OF DIRECTORS

ITEM NO.: 3.A  MEETING DATE: Sept. 18, 2020
SUBJECT: Financial Report: Month-End July 2020

REPORT FOR ACTION

REVENUE

<table>
<thead>
<tr>
<th>Cost Center</th>
<th>YTD Actual</th>
<th>YTD Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dues</td>
<td>$1,042,450</td>
<td>$1,026,100</td>
<td>$16,350</td>
</tr>
<tr>
<td>Publications</td>
<td>380</td>
<td>350</td>
<td>30</td>
</tr>
<tr>
<td>Continuing Education</td>
<td>21,445</td>
<td>195,020</td>
<td>(173,575)</td>
</tr>
<tr>
<td>Contract Income</td>
<td>1,748</td>
<td>2,000</td>
<td>(252)</td>
</tr>
<tr>
<td>Other Income</td>
<td>(19,790)</td>
<td>38,370</td>
<td>(58,160)</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$1,046,234</strong></td>
<td><strong>$1,261,840</strong></td>
<td><strong>(215,606)</strong></td>
</tr>
</tbody>
</table>

Dues Income (+ $16,350)

- Institutional Membership: over budget, but with one non-renewing library (+ $11,385).
- Other Institutions: under budget due to drop in renewals (- $700).
- Personal Memberships: over budget due to new memberships (+ $6,116).
- Friends: slightly under budget due to drop in renewals (- $450).

Publications (+ $30)

- Sales: on budget (+ $30).

Continuing Education (- $173,575)

- Legislative Day: under budget due to cancellation of event (- $5,400).
- Convention and Expo: under budget due to cancellation and refunds issued (- $65,460).
- Workshops: under budget due to cancellation of workshops due to the pandemic (- $102,715).

Contract Income (- $252)

- Sourcing Office: slightly under budget (- $252).

Other Income (- $58,160)

- Interest and Dividends: under budget due to downturn in the economy (- $1,173).
- Worker Compensation: under budget due to timing of payments and distribution (- $16,225).
- Unrealized Gain/(Loss): reflects downturn in the economy in the value of long-term investments (- $40,462).
- Jobline: under budget due to reduced number of outside postings (- $180).
- Management/Consulting Revenue: under budget (- $120).
EXPENSES

<table>
<thead>
<tr>
<th>Cost Center</th>
<th>YTD Actual</th>
<th>YTD Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries and Benefits</td>
<td>$488,795</td>
<td>$494,633</td>
<td>$(5,838)</td>
</tr>
<tr>
<td>Consultants and Contractors</td>
<td>48,911</td>
<td>59,200</td>
<td>(10,289)</td>
</tr>
<tr>
<td>Supplies and Resources</td>
<td>11,259</td>
<td>18,520</td>
<td>(7,261)</td>
</tr>
<tr>
<td>Communications</td>
<td>15,142</td>
<td>17,975</td>
<td>(2,833)</td>
</tr>
<tr>
<td>Printing/Design</td>
<td>3,988</td>
<td>8,066</td>
<td>(4,078)</td>
</tr>
<tr>
<td>Maintenance and Equipment</td>
<td>22,871</td>
<td>25,856</td>
<td>(2,985)</td>
</tr>
<tr>
<td>Travel and Catering</td>
<td>10,219</td>
<td>20,858</td>
<td>(10,636)</td>
</tr>
<tr>
<td>Management Expenses</td>
<td>87,845</td>
<td>113,170</td>
<td>(25,325)</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$720,898</strong></td>
<td><strong>$820,364</strong></td>
<td><strong>($99,466)</strong></td>
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</table>

Salaries and Benefits (- $5,838)
- Staff Salaries: slightly over budget due to timing (+ $531).
- Accrued Vacation: reflects unused vacation (+ $11,493).
- Retirement: under budget due to timing of plan contributions (- $3,050).
- Health Insurance: under budget due to timing of payment and change in carrier (- $10,575).
- Worker’s Comp: under budget due to reduction in premiums (- $476).
- Payroll Taxes: under budget (- $2,783).
- LTD and Life Insurance: under budget (- $978).

Consultants and Contractors (- $10,289)
- Auditor Fees: on budget even.
- Speaker Honoraria: under budget due to cancellation of events (- $1,850).
- Legal Services: under budget due to timing of payment and 2QTR invoice (- $3,590).
- Consultants/Contractors: under budget (- $4,849).

Supplies and Resources (- $7,261)
- Supplies: under budget due to cancellation of events (- $4,081).
- Subscription/Resource Materials: under budget due to timing of Hannah payment (- $2,056).
- Computer Software/Supplies: under budget due to timing and amount of purchases (- $1,124).

Communications (- $2,833)
- Telephone: Local/Mobile/Conf. Calls: over budget due to an increase in conference calls (+ $318).
- Postage/Mail Service/Courier Service: under budget due to a decrease in mailings (- $7,015).
- Internet: over budget due to unexpected license purchases (Zoom, Survey Gizmo, etc.) (+ $3,863).

Printing and Design (- $4,078)
- Printing: under budget due to a decrease in use of outside printing (- $2,457).
- Copying: under budget due to reduced usage (- $1,621).

Maintenance and Equipment (- $2,985)
- Equipment Rental: under budget due to cancellation of events (- $2,437).
• Equipment Maintenance: under budget (- $426).
• Software Support: slightly under budget (- $122).

**Space Rental** (- $30,491)
• Office Space: under budget due to timing of payment with new lease (- $19,756).
• Convention/Expo: under budget due to timing and cancellation (- $6,000).
• Workshops/Meetings: under budget due to cancellation of events (- $4,735).

**Travel and Meals** (- $10,366)
• Board: slightly over budget due to Midwinter, PLA and Emerging Leaders (+ $288).
• Staff: under budget due to reduced travel and cancellations (- $4,181).
• Committees and Divisions: under budget due to cancellation of in-person meetings (- $5,073).

**Management Expenses** (- $25,325)
• Bank Services: under budget due to decrease in credit card transactions (- $1,440).
• Depreciation Replacement: over budget due to replacements (+ $3,619).
• Employee Hiring: over budget due to background checks for libraries (+ $260).
• Insurance: slightly under budget due to timing of payments (- $188).
• Organization Memberships: under budget (- $1,100).
• Staff Development and Memberships: under budget due to timing of membership renewals and professional development activities (- $1,927).
• Catering and Other Meals: under budget due to cancellation of events (- $49,666).
• Relocation Expenses: under budget due to timing of payments (- $7,367).
• Pandemic Related Expenses: over budget due to unanticipated purchases and cancellation fees to Hilton (+ $32,189).

<table>
<thead>
<tr>
<th></th>
<th>Actual</th>
<th>Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Net Change in Assets</strong></td>
<td>$ 325,336</td>
<td>$ 441,476</td>
<td>$(116,140)</td>
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# Ohio Library Council
## Income Statement
For the Seven Months Ended July 31, 2020

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<thead>
<tr>
<th></th>
<th>Actual</th>
<th>July Budget</th>
<th>Variance</th>
<th>Actual</th>
<th>Year to Date</th>
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<tr>
<td><strong>REVENUE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Dues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Institutional</td>
<td>$ 5,833</td>
<td>$ -</td>
<td>$ 5,833</td>
<td>$ 848,485</td>
<td>$ 837,100</td>
</tr>
<tr>
<td>Other</td>
<td>250</td>
<td>-</td>
<td>250.00</td>
<td>8,050</td>
<td>8,750</td>
</tr>
<tr>
<td>Personal</td>
<td>1,130</td>
<td>1,500</td>
<td>(370.00)</td>
<td>183,366</td>
<td>177,250</td>
</tr>
<tr>
<td>Friends</td>
<td>75</td>
<td>-</td>
<td>75.00</td>
<td>2,550</td>
<td>3,000</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>$ 7,288</td>
<td>$ 1,500</td>
<td>$ 5,788</td>
<td>$ 1,042,450</td>
<td>$ 1,026,100</td>
</tr>
<tr>
<td><strong>Publications</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sales</td>
<td>$ 20</td>
<td>$ 75</td>
<td>(55)</td>
<td>$ 380</td>
<td>$ 350</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>$ 20</td>
<td>$ 75</td>
<td>(55)</td>
<td>$ 380</td>
<td>$ 350</td>
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<tr>
<td><strong>Continuing Education</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Legislative Day</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>5,400</td>
</tr>
<tr>
<td>Convention &amp; Expo</td>
<td>(1,450)</td>
<td>24,800</td>
<td>(26,250.00)</td>
<td>7,590</td>
<td>73,050</td>
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<tr>
<td>Workshops</td>
<td>2,960</td>
<td>17,890</td>
<td>(14,930.00)</td>
<td>13,855</td>
<td>116,570</td>
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<td><strong>Subtotal</strong></td>
<td>$ 1,510</td>
<td>$ 42,690</td>
<td>(41,180)</td>
<td>$ 21,445</td>
<td>$ 195,020</td>
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<tr>
<td><strong>Contract Income</strong></td>
<td></td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>Sourcing Office</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$ 1,748</td>
<td>$ 2,000</td>
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<td><strong>Subtotal</strong></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$ 1,748</td>
<td>$ 2,000</td>
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<tr>
<td><strong>Other Income</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Interest &amp; Dividends</td>
<td>$ 881</td>
<td>$ 1,750</td>
<td>(869)</td>
<td>$ 8,277</td>
<td>$ 9,450</td>
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<tr>
<td>Workers’ Compensation</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>(225)</td>
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<tr>
<td>Unrealized Gain/(Loss)</td>
<td>19,174</td>
<td>1,700</td>
<td>$ 17,473.67</td>
<td>(28,562)</td>
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<td>Jobline</td>
<td>80</td>
<td>80</td>
<td>-</td>
<td>400</td>
<td>580</td>
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<td>Management &amp; Consulting Revenue</td>
<td>45</td>
<td>65</td>
<td>(20.00)</td>
<td>320</td>
<td>440</td>
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<td><strong>Subtotal</strong></td>
<td>$ 20,179</td>
<td>$ 3,595</td>
<td>$ 16,584</td>
<td>$ (19,790)</td>
<td>$ 38,370</td>
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<tr>
<td><strong>Total Revenue</strong></td>
<td>$ 28,997</td>
<td>$ 47,860</td>
<td>$ (18,863)</td>
<td>$ 1,046,234</td>
<td>$ 1,261,840</td>
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</table>

Printed 9/14/2020
# Ohio Library Council
## Income Statement
### For the Seven Months Ended July 31, 2020

## EXPENSES

<table>
<thead>
<tr>
<th>Category</th>
<th>Actual</th>
<th>July Budget</th>
<th>Variance</th>
<th>Year to Date Actual</th>
<th>Year to Date Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Salary &amp; Benefits</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Staff Salaries</td>
<td>$58,869</td>
<td>$55,646</td>
<td>$3,223</td>
<td>$390,053</td>
<td>$389,522</td>
<td>$531</td>
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<td>Accrued Vacation</td>
<td>(3,082)</td>
<td>-</td>
<td>(3,081.99)</td>
<td>11,493</td>
<td>-</td>
<td>11,493</td>
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<tr>
<td>Retirement Contribution</td>
<td>2,196</td>
<td>2,778</td>
<td>(581.96)</td>
<td>16,396</td>
<td>19,446</td>
<td>(3,050)</td>
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<td>Health Insurance</td>
<td>5,885</td>
<td>7,148</td>
<td>(1,263.00)</td>
<td>39,460</td>
<td>50,035</td>
<td>(10,575)</td>
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<td>Workers' Compensation</td>
<td>36</td>
<td>90</td>
<td>(54.00)</td>
<td>154</td>
<td>630</td>
<td>(476)</td>
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<tr>
<td>Payroll Taxes</td>
<td>3,803</td>
<td>4,550</td>
<td>(747.48)</td>
<td>29,067</td>
<td>31,850</td>
<td>(2,783)</td>
</tr>
<tr>
<td>LTD &amp; Life Insurance</td>
<td>322</td>
<td>450</td>
<td>(128.50)</td>
<td>14,751</td>
<td>19,600</td>
<td>(4,849)</td>
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<td><strong>Subtotal</strong></td>
<td>$68,028</td>
<td>$70,662</td>
<td>$2,634</td>
<td>$488,795</td>
<td>$494,633</td>
<td>$5,838</td>
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<tr>
<td><strong>Consultants &amp; Contractors</strong></td>
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<tr>
<td>Auditor</td>
<td>$7,250</td>
<td>-</td>
<td>$7,250</td>
<td>$7,250</td>
<td>$7,250</td>
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<td>Speaker Honoraria</td>
<td>7,500</td>
<td>200</td>
<td>7,300.00</td>
<td>7,500</td>
<td>9,350</td>
<td>(1,850)</td>
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<td>Legal Services</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>16,410</td>
<td>20,000</td>
<td>(3,590)</td>
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<td>Expo Contractors</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>3,000</td>
<td>3,000</td>
<td>-</td>
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<tr>
<td>Consult / Contractors</td>
<td>1,342</td>
<td>6,100</td>
<td>(4,758.39)</td>
<td>14,751</td>
<td>19,600</td>
<td>(4,849)</td>
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<td><strong>Subtotal</strong></td>
<td>$16,092</td>
<td>$6,300</td>
<td>$9,792</td>
<td>$48,911</td>
<td>$59,200</td>
<td>(10,289)</td>
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<tr>
<td><strong>Supplies &amp; Resources</strong></td>
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<tr>
<td>Supplies</td>
<td>$691</td>
<td>$2,315</td>
<td>(1,624)</td>
<td>$5,674</td>
<td>$9,755</td>
<td>(4,081)</td>
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<tr>
<td>Subscriptions / Res Mat'l</td>
<td>501</td>
<td>150</td>
<td>351.27</td>
<td>3,509</td>
<td>5,565</td>
<td>(2,056)</td>
</tr>
<tr>
<td>Computer Sftwr / Supp</td>
<td>565</td>
<td>150</td>
<td>415.29</td>
<td>2,076</td>
<td>3,200</td>
<td>(1,124)</td>
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<td><strong>Subtotal</strong></td>
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<td>$2,615</td>
<td>(857)</td>
<td>$11,259</td>
<td>$18,520</td>
<td>(7,261)</td>
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<td><strong>Communications</strong></td>
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<td></td>
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<tr>
<td>Telephone - Local</td>
<td>$19</td>
<td>$223</td>
<td>(204)</td>
<td>$1,844</td>
<td>$1,548</td>
<td>$296</td>
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<td>Telephone - LD / Conf</td>
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<td>-</td>
<td>5.46</td>
<td>643</td>
<td>621</td>
<td>22</td>
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<td>Postage</td>
<td>213</td>
<td>2,185</td>
<td>(1,972.40)</td>
<td>2,147</td>
<td>7,820</td>
<td>(5,673)</td>
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<tr>
<td>Mailing Service</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>850</td>
<td>(850)</td>
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<td>Courier / Special</td>
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<td>40</td>
<td>(40.00)</td>
<td>8</td>
<td>500</td>
<td>(492)</td>
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<td>Internet</td>
<td>2,168</td>
<td>948</td>
<td>1,220.28</td>
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<td>6,636</td>
<td>3,863</td>
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<td><strong>Subtotal</strong></td>
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<td>$3,396</td>
<td>$991</td>
<td>$15,142</td>
<td>$17,975</td>
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<td><strong>Printing &amp; Typesetting</strong></td>
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<td>Printing</td>
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<td>(1,231)</td>
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<td><strong>Subtotal</strong></td>
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<td>$1,817</td>
<td>(1,375)</td>
<td>$3,988</td>
<td>$8,066</td>
<td>(4,078)</td>
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</table>
### Ohio Library Council

#### Income Statement

**For the Seven Months Ended July 31, 2020**

<table>
<thead>
<tr>
<th></th>
<th>Actual</th>
<th>July Budget</th>
<th>Variance</th>
<th>Actual</th>
<th>Year to Date</th>
<th>Variance</th>
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</thead>
<tbody>
<tr>
<td><strong>EXPENSES (con't)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Maintenance &amp; Equipment</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Equipment Rental</td>
<td>$1,890</td>
<td>$2,304</td>
<td>$(414)</td>
<td>$12,986</td>
<td>$15,423</td>
<td>$(2,437)</td>
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<td>Equipment Maint</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>324</td>
<td>750</td>
<td>426</td>
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<td>Software Support</td>
<td>1,398</td>
<td>1,383</td>
<td>14.73</td>
<td>9,561</td>
<td>9,683</td>
<td>(122)</td>
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<td><strong>Subtotal</strong></td>
<td>$3,288</td>
<td>$3,687</td>
<td>$(399)</td>
<td>$22,871</td>
<td>$25,856</td>
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<td><strong>Space Rental</strong></td>
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<td>Office Space</td>
<td>1,041</td>
<td>7,961</td>
<td>$(6,920)</td>
<td>31,703</td>
<td>51,459</td>
<td>$(19,756)</td>
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<td>Convention / Expo</td>
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<td>-</td>
<td>-</td>
<td>-</td>
<td>6,000</td>
<td>(6,000)</td>
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<tr>
<td>Workshops / Meetings</td>
<td>-</td>
<td>1,000</td>
<td>$(1,000.00)</td>
<td>165</td>
<td>4,900</td>
<td>(4,735)</td>
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<td>$8,961</td>
<td>$(7,920)</td>
<td>$31,868</td>
<td>$62,359</td>
<td>$(30,491)</td>
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<td><strong>Travel</strong></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Board</td>
<td>-</td>
<td>$1,655</td>
<td>$(1,655)</td>
<td>$4,968</td>
<td>$4,680</td>
<td>$288</td>
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<td>Staff Travel</td>
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<td>2,565</td>
<td>$(2,565.00)</td>
<td>4,289</td>
<td>8,470</td>
<td>(4,181)</td>
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<td>Committees</td>
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<td>550</td>
<td>$(550.00)</td>
<td>368</td>
<td>2,775</td>
<td>(2,407)</td>
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<td>Division</td>
<td>-</td>
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<td>$(750.00)</td>
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<td>3,260</td>
<td>(2,666)</td>
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<td>Presenters</td>
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<td>$(400.00)</td>
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<td>1,400</td>
<td>(1,400)</td>
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<td><strong>Subtotal</strong></td>
<td>-</td>
<td>$5,920</td>
<td>$(5,920)</td>
<td>$10,219</td>
<td>$20,585</td>
<td>$(10,366)</td>
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<td><strong>Management Expenses</strong></td>
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<td></td>
</tr>
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<td>Bank Services</td>
<td>$646</td>
<td>$1,825</td>
<td>$(1,179)</td>
<td>$7,010</td>
<td>$8,450</td>
<td>$(1,440)</td>
</tr>
<tr>
<td>Depreciation</td>
<td>2,634</td>
<td>2,085</td>
<td>548.69</td>
<td>18,204</td>
<td>14,585</td>
<td>3,619</td>
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<td>Employee Hiring</td>
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<td>-</td>
<td>260</td>
<td>-</td>
<td>260</td>
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<tr>
<td>Insurance</td>
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<td>625</td>
<td>34.08</td>
<td>4,187</td>
<td>4,375</td>
<td>(188)</td>
</tr>
<tr>
<td>Organizational Mbrshps</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>500</td>
<td>1,600</td>
<td>(1,100)</td>
</tr>
<tr>
<td>Staff Devel &amp; Mbrshps</td>
<td>328</td>
<td>170</td>
<td>158.00</td>
<td>1,588</td>
<td>3,515</td>
<td>(1,927)</td>
</tr>
<tr>
<td>Catering &amp; Other Meals</td>
<td>-</td>
<td>7,950</td>
<td>$(7,950.00)</td>
<td>6,204</td>
<td>55,870</td>
<td>(49,666)</td>
</tr>
<tr>
<td>125th Anniversary</td>
<td>-</td>
<td>-</td>
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<td>296</td>
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<td>296</td>
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<td>Relocation Expense</td>
<td>(65)</td>
<td>-</td>
<td>$(65.51)</td>
<td>17,408</td>
<td>24,775</td>
<td>(7,367)</td>
</tr>
<tr>
<td>Pandemic Related Costs</td>
<td>52</td>
<td>-</td>
<td>52.36</td>
<td>32,189</td>
<td>-</td>
<td>32,189</td>
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<td><strong>Subtotal</strong></td>
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<td>$12,655</td>
<td>$(8,400)</td>
<td>$87,845</td>
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<tr>
<td><strong>Total Expenses</strong></td>
<td>$97,308</td>
<td>$116,013</td>
<td>$(18,705)</td>
<td>$720,898</td>
<td>$820,364</td>
<td>$(99,466)</td>
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<tr>
<td><strong>Net Change in Assets</strong></td>
<td>$(68,311)</td>
<td>$(68,153)</td>
<td>$(158)</td>
<td>$325,336</td>
<td>$441,476</td>
<td>$(116,140)</td>
</tr>
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</table>
ASSETS

Cash and Short Term Investments
Commerce Nat'l Bank - Checking $57,797
Commerce Nat'l Bank - Money Mkt 10,200
Investments - Money Market 33,120
Investments - CDs 150,072
Investments - TRAK Account 516,942
Investments - Mutual Funds 547,614
Total Cash and Short Term Investments $1,315,745

Other Current Assets
Accounts Receivable $5,660
Accrued Interest (39)
Office Equipment (net of Accum Depr) 51,269
Prepaid Postage 2,120
Prepayments 18,566
Total Other Current Assets $77,576

Total Assets $1,393,321

LIABILITIES AND NET ASSETS

Liabilities
Accounts Payable $4,182
Deferred Income 1,411
Accrued Salaries 25,595
Accrued Vacation 63,090
Accrued Insurance 4,675
Total Liabilities $98,953

Net Assets
Unappropriated Fund Balance $969,032
YTD Changes in Net Assets 325,336
Total Net Assets $1,294,368

Total Liabilities and Net Assets $1,393,321
The Clermont County Public Library has not been an Institutional Member of OLC for many years. However, after continuous outreach by OLC staff to their Board of Trustees, Director and Fiscal Officer, they have expressed an interest in rejoining OLC.

They would like to join OLC for the remainder of 2020 and for the full year of 2021. The library would be invoiced a prorated amount for 2020 ($3,750) and the full amount for 2021 ($15,000).
The New York Library Association (NYLA) has reached out to OLC staff to provide additional and diverse professional development this fall considering the cancellation of the 2020 OLC Convention and Expo. NYLA will be holding a virtual conference Nov. 5-6 and has offered to extend special pricing to OLC members.

The Ohio Library Council (OLC) and the New York Library Association (NYLA) agree to cross-promotion and registration for the NYLA2020 Virtual Conference, to take place November 5-6, 2020.

Under the Memorandum of Understanding:

NYLA will:
1. Extend NYLA member pricing rates to OLC members for participation in the NYLA2020 Conference, accessed via a promotional code: BUCKEYE
2. Collect registration and payment from all OLC members seeking to participate.
3. Distribute $75 per OLC registration (uses of the promotional code) to OLC following the conference, before December 31, 2020.

OLC will:
1. Promote the NYLA2020 conference to their members via:
   a. An event listing on the OLC website, linking to NYLA.org/conference, and
   b. Two email blasts to all OLC members.
About the Andrew Carnegie Award
This award is presented to government officials who have exhibited outstanding support of public libraries and their efforts to assure quality public library services to all Ohioans. Previous recipients of this award include Governors, Ohio House Speakers, Ohio Senate Presidents and members of the General Assembly. This award is so named because no one person has given more to public libraries than Andrew Carnegie.

Senate President Obhof
Earlier this year, the OLC Government Relations Committee (GRC) was planning to present Ohio Senate President Larry Obhof (R-Medina) with the Andrew Carnegie Award at OLC’s 2020 Legislative Day. Unfortunately, that event had to be canceled due to the pandemic.

The GRC and OLC staff would like to continue our tradition of recognizing individuals who support Ohio’s public libraries and advocate on their behalf in the state legislature. President Obhof has never wavered in his support of Ohio’s public libraries and their efforts to provide quality public library service to all Ohioans.

- During the state budget negotiations for FY 2020-2021, he sponsored the amendment to set the Public Library Fund at 1.7% and he held firm in his support through Conference Committee.
- He was instrumental in the Ohio Controlling Board awarding $18.3 million through the Federal Coronavirus Relief Fund (CRF) to Ohio’s public libraries. The funds are to be used to help offset the unanticipated costs of safely operating library facilities during the pandemic. Under the CARES Act CRF funds, each library system will receive up to $25,000 for each main and branch location(s).

President Obhof is currently serving his second term in the Ohio Senate and his term will end December 31, 2020.

RESOLVED, That the Andrew Carnegie Award be presented to Ohio Senate President Larry Obhof (R-Medina).
Ohio Library Council
BOARD OF DIRECTORS

ITEM NO.: 3.E  MEETING DATE: Sept. 18, 2020
SUBJECT: Ratification of OLC Committee Appointments  SUBMITTED BY: Michelle Francis

REPORT FOR ACTION

Ohio Library Council
Awards and Honors Committee

2021

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Term Ending</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amy Abernathy</td>
<td>Chair</td>
<td>2021</td>
</tr>
<tr>
<td>TBD</td>
<td>Asst Chair</td>
<td>2021</td>
</tr>
<tr>
<td>Michelle Ramsell</td>
<td>Past Chair</td>
<td>2021</td>
</tr>
<tr>
<td>Tim Hagen</td>
<td>Member</td>
<td>2021</td>
</tr>
<tr>
<td>Liz Muether*</td>
<td>Member</td>
<td>2023</td>
</tr>
<tr>
<td>Brett Neff</td>
<td>Member</td>
<td>2021</td>
</tr>
<tr>
<td>Melissa Wagner</td>
<td>Member</td>
<td>2022</td>
</tr>
<tr>
<td>Jen Welsh</td>
<td>Member</td>
<td>2022</td>
</tr>
<tr>
<td>Emily Skunda*</td>
<td>Member</td>
<td>2023</td>
</tr>
<tr>
<td>(Appoint)</td>
<td>Member</td>
<td>2023</td>
</tr>
<tr>
<td>TBD (January 2021)</td>
<td>Board Liaison</td>
<td>2021</td>
</tr>
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</table>

*New Appointment
**Reappointment

Ohio Library Council
Convention & Expo

2021

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Term Ending</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kim DeNero-Ackroyd &amp; Trinity Lescallet</td>
<td>Co-Convention Chairs</td>
<td>2021</td>
</tr>
<tr>
<td>Shaun Wright</td>
<td>Program Chair</td>
<td>2021</td>
</tr>
<tr>
<td>TBD</td>
<td>Asst. Program Chair</td>
<td>2021</td>
</tr>
<tr>
<td>TBD</td>
<td>Expo Chair</td>
<td>2021</td>
</tr>
<tr>
<td>TBD</td>
<td>Local Arrangements</td>
<td>2021</td>
</tr>
<tr>
<td>TBD (January 2021)</td>
<td>Board Liaison</td>
<td>2021</td>
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</table>
### Ohio Library Council
#### Diversity Awareness and Resources Committee

#### 2021

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Term Ending</th>
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<tbody>
<tr>
<td>TBD</td>
<td>Chair</td>
<td>2021</td>
</tr>
<tr>
<td>TBD</td>
<td>Assistant Chair</td>
<td>2021</td>
</tr>
<tr>
<td>Andrea Fisher</td>
<td>Past Chair</td>
<td>2021</td>
</tr>
<tr>
<td>Jennifer Hicks</td>
<td>Member</td>
<td>2022</td>
</tr>
<tr>
<td>Erika Hogan</td>
<td>Member</td>
<td>2021</td>
</tr>
<tr>
<td>Natalie Jemiola</td>
<td>Member</td>
<td>2022</td>
</tr>
<tr>
<td>Jordan Valentine*</td>
<td>Member</td>
<td>2022</td>
</tr>
<tr>
<td>Tara Shiman*</td>
<td>Member</td>
<td>2023</td>
</tr>
<tr>
<td>Natalie Dielman*</td>
<td>Member</td>
<td>2023</td>
</tr>
<tr>
<td>Megan Francis*</td>
<td>Member</td>
<td>2023</td>
</tr>
<tr>
<td>Samantha Nicholson*</td>
<td>Member</td>
<td>2023</td>
</tr>
<tr>
<td>Holly Walter*</td>
<td>Member</td>
<td>2023</td>
</tr>
<tr>
<td>TBD (January 2021)</td>
<td>Board Liaison</td>
<td>2021</td>
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### Ohio Library Council
#### Intellectual Freedom Committee

#### 2021

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Term Ending</th>
</tr>
</thead>
<tbody>
<tr>
<td>Becky Woodruff</td>
<td>Chair</td>
<td>2022</td>
</tr>
<tr>
<td>TBD</td>
<td>Asst Chair</td>
<td>2022</td>
</tr>
<tr>
<td>Jennifer Farrell</td>
<td>Past Chair</td>
<td>2021</td>
</tr>
<tr>
<td>Ashley Balay</td>
<td>Member</td>
<td>2022</td>
</tr>
<tr>
<td>Chad Statler</td>
<td>Member</td>
<td>2022</td>
</tr>
<tr>
<td>Jonathan Harris*</td>
<td>Member</td>
<td>2023</td>
</tr>
<tr>
<td>(Appoint/Kish)</td>
<td>Member</td>
<td>2023</td>
</tr>
<tr>
<td>(Appoint/Mahler)</td>
<td>Member</td>
<td>2023</td>
</tr>
<tr>
<td>(Appoint/Roma)</td>
<td>Member</td>
<td>2023</td>
</tr>
<tr>
<td>TBD (January 2021)</td>
<td>Board Liaison</td>
<td>2021</td>
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### Ohio Library Council

#### Professional Development Committee

**2021**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Term Ending</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gillian Nance</td>
<td>Chair</td>
<td>2021</td>
</tr>
<tr>
<td>Luke Bentley</td>
<td>Asst Chair</td>
<td>2021</td>
</tr>
<tr>
<td>Joel Mantey</td>
<td>Past Chair</td>
<td>2021</td>
</tr>
<tr>
<td>Deborah Dubois</td>
<td>Member</td>
<td>2021</td>
</tr>
<tr>
<td>Katy Hite</td>
<td>Member</td>
<td>2022</td>
</tr>
<tr>
<td>Sarah Hintz</td>
<td>Member</td>
<td>2023</td>
</tr>
<tr>
<td>Erin Kelsey</td>
<td>Member</td>
<td>2022</td>
</tr>
<tr>
<td>Joan Kendall-Sperry</td>
<td>Member</td>
<td>2023</td>
</tr>
<tr>
<td>Maggie Killman</td>
<td>Member</td>
<td>2022</td>
</tr>
<tr>
<td>Pamela Kranenburg</td>
<td>Member</td>
<td>2022</td>
</tr>
<tr>
<td>Molly McGirr Norris</td>
<td>Member</td>
<td>2022</td>
</tr>
<tr>
<td>Barbara Scott</td>
<td>Member</td>
<td>2023</td>
</tr>
<tr>
<td>Brandon Thomas</td>
<td>Member</td>
<td>2022</td>
</tr>
<tr>
<td>Sarah Wyatt</td>
<td>Member</td>
<td>2022</td>
</tr>
<tr>
<td>Jennifer Buch*</td>
<td>Member</td>
<td>2023</td>
</tr>
<tr>
<td>Brittany Burchett*</td>
<td>Member</td>
<td>2023</td>
</tr>
<tr>
<td>Stephanie Freas*</td>
<td>Member</td>
<td>2023</td>
</tr>
<tr>
<td>Roberta Galvin*</td>
<td>Member</td>
<td>2023</td>
</tr>
<tr>
<td>Shelly Guerrero*</td>
<td>Member</td>
<td>2023</td>
</tr>
<tr>
<td>Rachel Gut*</td>
<td>Member</td>
<td>2023</td>
</tr>
<tr>
<td>Stefani Leming*</td>
<td>Member</td>
<td>2023</td>
</tr>
<tr>
<td>TBD (January 2021)</td>
<td>Board Liaison</td>
<td>2021</td>
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### Ohio Library Council

#### Membership Committee

**2021**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Term Ending</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sam Snodgrass</td>
<td>Chair</td>
<td>2020</td>
</tr>
<tr>
<td>TBD</td>
<td>Asst Chair</td>
<td>2020</td>
</tr>
<tr>
<td>Lexy Kmiecik</td>
<td>Secretary</td>
<td>2020</td>
</tr>
<tr>
<td>KT Mockensturm*</td>
<td>Member</td>
<td>2023</td>
</tr>
<tr>
<td>Roger Donaldson</td>
<td>Member</td>
<td>2022</td>
</tr>
<tr>
<td>(Vacant/Eggers)</td>
<td>Member</td>
<td>2021</td>
</tr>
<tr>
<td>(Appoint/Hallahan)</td>
<td>Member</td>
<td>2020</td>
</tr>
<tr>
<td>Brenna Hubschman</td>
<td>Student Rep</td>
<td>2021</td>
</tr>
<tr>
<td>Maria Sferra*</td>
<td>Member</td>
<td>2023</td>
</tr>
<tr>
<td>(Appoint/Schellenger)</td>
<td>Member</td>
<td>2023</td>
</tr>
<tr>
<td>TBD</td>
<td>Board Liaison</td>
<td>2020</td>
</tr>
</tbody>
</table>

3.E: Ratification of OLC Committee Appointments
(Continued)

The OLC Appointments Committee met via Zoom on Sept. 10 to consider candidates to chair the planning committees for the 2021 OLC Conferences and the candidates for the 2021 OLC Convention and Expo Program Committee Assistant Chair position.

2021 Stand Alone Conference Chairs
The committee recommends the following appointments:

- **Service for All Conference w/EDI Focus**: Drew Wichterman, Adult Services Librarian, Tipp City Public Library
- **Innovations Conference**: Jeff Yahraus, Director, Williams County Public Library
- **Youth Services Conference**: Christiana Congelio, Youth Services Manager, Marysville Public Library

2021 Convention & Expo Program Committee Assistant Chair
Per the current succession plan, the 2021 Program Committee Assistant Chair will serve as the 2022 Program Committee Chair and as the 2023 Convention and Expo Chair.

The Committee recommends the following appointment for this position:

- **Aimee Adams**, Events Coordinator, Medina County District Library
The 2021 OLC Convention and Expo is currently scheduled to be held in Toledo, Ohio. However, the Destination Toledo Convention & Visitors Bureau recently notified OLC that they will not be ready to host us next year due to COVID-19 delays and other changes.

Renovations at Toledo Ohio’s SeaGate Convention Center have been delayed and renovations at our overflow hotel are now not expected to be completed until early 2022.


Destination Toledo has indicated that they will be ready to host the OLC Convention and Expo in 2022 once the renovations are completed. However, that decision does not need to be made today.

OLC staff have been working closely with Shonna Nitzel from Experient on our options for the 2021 Convention and Expo. For the past 4-6 weeks we have been actively looking at other cities, including Columbus.

It is the recommendation of staff that the 2021 OLC Convention and Expo be held in Columbus, Ohio, Oct. 12-15 at the Hyatt Regency Columbus. The single hotel property can accommodate all of our guest rooms, meetings and exhibits associated with the event.
Ohio Library Council
BOARD OF DIRECTORS

ITEM NO.: 5.B MEETING DATE: Sept. 18, 2020
SUBJECT: OLC Board Meeting Dates - 2021 SUBMITTED BY: Michelle Francis

REPORT FOR INFORMATION

Following are the proposed dates for the 2021 meetings of the OLC Board of Directors. Board members are encouraged to check their calendars and report any major conflicts. Final approval of the schedule will take place at the Nov. 20 meeting.

- Jan. 15
- Mar. 19
- May 14
- July 16
- Sept. 17
- Nov. 19

All meetings will begin at 10:00 a.m. at the OLC headquarters in Columbus unless otherwise noted.

Other dates to note:
ALA Midwinter (Virtual) - Jan. 22-26
ALA Annual (Chicago) - June 24-29
OLC Convention & Expo - Oct.
REPORT FOR INFORMATION

Following is a list of individuals who were elected to leadership positions in the 2020 OLC elections.

BOARD OF DIRECTORS
(Terms beginning January 2021)

MLIS DIRECTOR
Tom Dillie, Minerva Public Library

LIBRARY TRUSTEE DIRECTOR
Carol Herrick, Washington-Centerville Public Library

AT-LARGE DIRECTOR
Mary Ellen Icaza, Stark County District Library

AT-LARGE DIRECTOR
Melissa Marolt, Perry County District Library

DIVISION ACTION COUNCILS
(Terms beginning January 2021)

ADULT SERVICES DIVISION
- Amanda Evans, Worthington Libraries
- Dani Hollar, Lima Public Library

CHILDREN'S SERVICES DIVISION
- Hope Justice, Logan County Libraries
- Kate Knotts, Akron-Summit County Public Library

CUSTOMER SERVICE & SUPPORT STAFF DIVISION
- Sheryl Goble, Greene County Public Library
- Denise Southworth, Southwest Public Libraries

DIGITAL & MEDIA SERVICES DIVISION
- Rachel Henck Bentley, Way Public Library
- Elizabeth Schmidt, Wright Memorial Public Library
HUMAN RESOURCES DIVISION
- Jen Grill, Mentor Public Library

INFORMATION TECHNOLOGY DIVISION
- No Ballot

LIBRARY ACCOUNTING DIVISION
- Lisa Havlin, Geauga County Public Library
- Amie Lynn, Massillon Public Library

MANAGEMENT & ADMINISTRATION DIVISION
- Brittany Burchett, Greene County Public Library
- Patty Marsh, Bellevue Public Library

MARKETING & PUBLIC RELATIONS DIVISION
- No Ballot

OUTREACH AND SPECIAL SERVICES DIVISION
- Megan Francis, Dayton Metro Library
- Alice Mackey, Marysville Public Library

REFERENCE & INFORMATION SERVICES DIVISION
- Morgan Crumbacher, Greene County Public Library
- Sara Martindale, Greene County Public Library

SMALL LIBRARIES DIVISION
- Doug Walsh, St. Clairsville Public Library
- Kathy Zappitello, Conneaut Public Library

SPECIAL COLLECTIONS DIVISION
- Marianne Kane, Greene County Public Library
- Mary Plazo, Akron-Summit County Public Library

TECHNICAL SERVICES DIVISION
- Christina Gaydos, Toledo Lucas County Public Library
- Karen Sykeny, Massillon Public Library

TEEN SERVICES DIVISION
- Liz Strauss, Dover Public Library
- Bridget Sutter, Medina County District Library
Larger ALA
- Monthly ALA Connect Live events continue. September’s session focuses on intellectual freedom and celebrates the freedom to read. Sept. 24, 2pm via: Zoom - After registering, you will receive a confirmation email containing information about joining the webinar and an option to add the webinar to your calendar.
- 2021 ALA Midwinter Meeting & Exhibits scheduled for January 22-26 in Indianapolis will take place virtually.
  - “It is clear that as we continue to coexist with coronavirus, we need to adjust our approach to meetings and events,” said Julius C. Jefferson, Jr., ALA president. “In the last few months, we have successfully pivoted our delivery to present the Virtual Event in June and ALA’s Holding Space tour series this summer. Though we very much hoped to be able to meet in person in Indianapolis, the health and safety of conference attendees, ALA members and staff, exhibitors, and other stakeholders are the priority.”
  - Jefferson continued: “We will have incredibly dynamic speakers, a full online exhibit floor, and more features that I know you’ll love.”
- ALA Scholarship Application for 2021 is now open

Chapter News
- Libraries across the country will serve as election ballot drop-off locations in November. While this is not permitted in Ohio, it’s interesting to see the ways in which libraries continue to expand essential functions of government.
  - Here’s an opinion article from Eric Klinenberg, a sociologist at New York University: https://www.nytimes.com/2020/09/03/opinion/mail-voting-trump-libraries.html?action=click&module=Opinion&pgtype=Homepage
  - States that have said they do not allow drop-offs or only the voting office are: Indiana, New Hampshire, Ohio, Pennsylvania, Virginia (but legislators looking to change for this election)

Council News
- Virtual Council meetings are coming up on Sept. 18 and Nov. 5. From my perspective this is great. Benefits include sustaining momentum between meetings and moving the Association toward its goal of becoming a 12-month organization (as opposed to Midwinter, Annual, and not much in between.)
- Forward Together Working Group is offering six information sessions for Councilors to dig into the details of the recommendations for the reimagined Association. This should help with the debating and voting coming up during Midwinter. The sessions are scheduled every other week until Nov. 20.
  - The first session was on 8/28. It presented ALA’s Core Values and showed how they will weave into all of the work of the Association.
  - The second session is on 9/11 and will focus on the Board of Directors.
  - Other sessions will cover Committees, Round Tables, governing documents, and where else in the Association the functions of Council might be better located.
Census 2020

- The State Library of Ohio’s Ohio Library Census Committee is working to disseminate up-to-date information about the Census to library staff all over Ohio. The State Library wants to make sure all Ohio libraries and library staff have the resources they need to be prepared for Census programming, outreach, and patron queries. The Census Resource for Libraries web page provides a wealth of information and links including a Census timeline, dispelling Census myths, marketing and promotional tools, and potential partners. The page will be updated regularly as more information and resources come out. Contact a member of the committee in your region with questions or to share information.
  - As a reminder, field data collection work for Census 2020 will now end on September 30, 2020.

Choose to Read Ohio

- This spring, the State Library of Ohio and the Ohioana Library Association, with the Ohio Center for the Book and the Choose to Read Ohio Advisory Council, announced the 20 books selected for the 2021 & 2022 Choose to Read Ohio (CTRO) booklist. Download the new 2021 & 2022 booklist formatted for printing and sharing. Read the press release about the new booklist and how it was selected.
  - A Choose to Read Ohio author panel was a part of the virtual 2020 Ohioana Book Festival, held August 28-30. Janet Ingraham Dwyer introduced the panel of authors.
  - Through a biennial booklist of 20 representative titles for all ages, CTRO helps libraries, schools, families, book clubs, and others build communities of readers and an appreciation of Ohio authors, illustrators, and literature. Learn more about CTRO and download booklists and toolkits at library.ohio.gov/ctro. Questions about CTRO can be directed to Janet Ingraham Dwyer at jdwyer@library.ohio.gov.

Continuation of Service During the COVID-19 Pandemic

- Due to the COVID-19 pandemic, and in accordance with Governor DeWine’s order for state employees to continue to telework when at all possible until January 4, State Library staff continue to work from their homes.
  - The State Library of Ohio will resume lending materials on Tuesday, September 8. Items will be available via contact-free front door pickup at the State Library beginning Wednesday, September 16, 2020 from 10 a.m. - 2 p.m. Please note: contact-free front door pickup service will ONLY be provided on Wednesdays for the foreseeable future. The address for the State Library of Ohio is 274 E. 1st Avenue, Suite 100, Columbus, OH 43201.
    - How contact-free front door pickup works:
      - Have your library card number ready.
      - Look for the contact-free front door pickup signs posted in the parking lot and on the library door. Call the number posted on the signs: 614-560-1646.
      - Deaf or hard of hearing patrons, please text 614-560-1646.
      - Staff answering the phone will check out your items and place them inside the vestibule on the table.
      - You must wear a face covering to pick up your items inside the vestibule.
      - You will enter the vestibule and pick up your items on the table. Your items will be in a plastic bag.
      - If you have additional questions, please email circhelp@library.ohio.gov.
  - Our reference and cataloging librarians are working remotely, responding to reference requests from state employees and the general public alike.
  - As the regional federal documents depository and state of Ohio documents depository, our physical collections are not accessible but our librarians are still responding to government documents-related questions. We continue to catalog and archive state agency web publications regarding COVID-19 for posterity.
Digital resources including the Ohio Digital Library remain available. In addition, our Library Programs and Development (LPD) division staff continue to assist libraries.

Office phone lines are being checked, but email is the best way to get in touch with staff during this time of prolonged library closure. Email contact information can be found here.

Guiding Ohio Online

Guiding Ohio Online is a State Library administered competitive LSTA (Library Services and Technology Act) grant. The purpose of the grant is to allow libraries serving rural populations in Ohio to hire a dedicated technology trainer for their library. The technology trainer is hired as an independent contractor in a full- or part-time capacity depending on the needs of the library for a one-year period.

At the July State Library Board Meeting, the following libraries were awarded an LSTA grant to serve as Guiding Ohio Online sites from October 1, 2020 – September 30, 2021:

- Ada Public Library
- Adams County Public Library
- Cardington-Lincoln Public Library
- Cuyahoga Falls Library
- East Palestine Memorial Public Library
- Henderson Memorial Public Library
- Huron County Community Library
- Kingsville Public Library
- Kinsman Free Public Library
- Logan-Hocking County District Library
- Madison Public Library
- Meigs County District Public Library
- Newton Falls Public Library
- Perry Cook Memorial Public Library
- Pickerington Public Library
- Putnam County District Library
- Salem Public Library
- Wagnalls Memorial Library

If you have any questions regarding the funding or budget of Guiding Ohio Online, please contact the LSTA Office at lsta@library.ohio.gov.

If you have any questions regarding Guiding Ohio Online trainers (hiring, best practices, etc.) please contact Anne Kennedy, Technology Consultant, at akennedy@library.ohio.gov.

List of New Acquisitions

A selection of ebooks and audiobooks recently added to the Ohio Digital Library for August is available on our website at: https://library.ohio.gov/collections/new-books/august-2020/. Due to the closure of the library building and staff working remotely due to the COVID-19 pandemic, the list was limited to ebooks and audiobooks.

LSTA

The State Library invites all library types to apply for the 2020-2021 Competitive Grant program. Applicants may request up to $50,000 in federal funds, and all projects must include a 25% local cash match of the total project cost. Applications must be received at the State Library by 11:59 p.m. on October 2, 2020. Proposals for Ohio LSTA Competitive Grants must fall within the following four categories:

- **Data Management and Analytics**: Create strong libraries and communities by defining outcomes, developing assessments, drawing conclusions from data, data visualizations, and/or managing and using data to make better decisions.
The vision of the State Library of Ohio is a Smarter Ohio where every Ohioan can access the necessary resources to be engaged citizens, excel at their jobs, participate in the workforce, and pursue their passions and interests.

- **Literacy**: Supports the library role in the learning experience where literacy is defined as the ability to read, write and interact across a range of platforms and tools, and it encompasses early literacy, digital literacy, functional literacy, and others.
- **Outreach and Partnerships**: Assist libraries in providing new and innovative ways of providing services to users and potential users and in reaching individuals at a range of locations and through a variety of methods.
- **STEM (or STEAM)**: Provides for innovative and adaptable projects which will include creative, educational, programmatic and/or instructional elements designed to increase skills and knowledge for student success.

In Early July, the State Library of Ohio’s CARES Act Mini-Grant Program was launched. Using federal LSTA funds from the Institute of Museum and Library Services distributed to State Library Agencies as part of the federal CARES Act stimulus package, the State Library of Ohio invited applicants of all library types to apply online for a $3,000 mini-grant with flexible spending parameters and an extended grant period.

- Due to the overwhelming response from the Ohio library community, all Federal funds for this grant initiative have been expended. Applicants are in the process of being notified as to their application status.

Libraries may apply for an Open Grant at any time. Information on Open Grants can be found at: https://library.ohio.gov/services-for-libraries/lsta-grants/#AvailableGrants.

- The following libraries received an Open Grant in August:
  - Mentor Public Library

Questions on the LSTA program should be addressed to Cindy Boyden, cboyden@library.ohio.gov.

**Ohio Digital Library**

- Through August 31, 2020, ODL has tallied 4,486,754 checkouts. ODL continues to far outpace the previous year, as this number of checkouts wasn’t achieved until roughly mid-October of 2019.
- In mid-March, ODL enabled the opportunity for Ohioans to take advantage of the Overdrive Instant Digital Card. A user can sign up with his/her phone number and gain quick access to e-content via ODL. Once libraries re-open, those users that signed up via the Instant Digital Card will be directed to their local library to fill out a physical library card. Since this feature was enabled for ODL, more than 47,500 registrations have taken place.
- Curious about what’s being checked out? Take a look at the real-time checkouts and holds.

**Ohio Digital Network [Digital Public Library of America (DPLA) Project]**

- Through August, the Ohio Digital Network (ODN) now has over 233,000 items on dp.la from 24 active contributors.
- Save the date! ODN’s second annual ODNFest will be held online on Tuesday, October 13.
- ODN is proud of its summer webinar series, “What the Wiki,” which focused on Wikipedia and digital library collections. Recordings for these three webinars can be found on the Ohio Digital Network’s YouTube channel.
- ODN has promotional materials for interested institutions and patrons, including stickers and post-it notes. To request promotional materials for your institution, contact Jen Johnson, jjohnson@library.ohio.gov.
- Jen Johnson and Penelope Shumaker are available to speak to cultural heritage institutions about DPLA and ODN. For details, contact Jen Johnson, jjohnson@library.ohio.gov.
- For those interested in being a part of the ODN or who want to learn more, please visit the ODN website and subscribe to the ODN listserv: https://lists.library.ohio.gov/mailman/listinfo/odn.
- Questions on DPLA or the Ohio Digital Network should be addressed to Jen Johnson, jjohnson@library.ohio.gov.
Ohio Ready to Read

- As the ongoing pandemic continues to limit opportunities for families with young children, remember that the [Day By Day Ohio Family Literacy Calendar](http://DayByDayOH.org) features a perpetual calendar with songs, activities, book suggestions, and videos for every day of the year. Day By Day Ohio offers resources to further develop early literacy skills and improve school readiness.

- Day By Day Ohio, a service of the State Library of Ohio in collaboration with Ohio Ready to Read, also includes literacy and health information and an Ohio public library locator map. It is available anytime, anywhere and requires just internet access and a computer, smartphone, or mobile device.

- Recognizing that our revision of the Day By Day calendar code would be helpful for other states interested in adopting the calendar, the State Library IT team has made the revised code available to any other interested state. As an additional service, our IT team created an implementation of the code that is “genericized” – with state-specific resources/links removed and replaced by placeholders or with content that is appropriate to any state.

Presentations

- Library Consultant Kirstin Krumsee and Government Documents Librarian Elissa Lawrence gave a presentation about the State Library and government information to a community group on August 26.

- Janet Ingraham Dwyer spoke at a NEO-RLS Adult Services Networking meeting about summer library program statistics and outcomes in 2020.

- Jen Johnson presented a webinar titled “What the Wiki: Adding Content to the Wikiverse” as part of the Ohio Digital Network’s summer webinar series focusing on Wikipedia and digital library collections.

- Erin Kelsey, in collaboration with Bexley Public Library, led an interview with Dr. Hasan Jeffries, titled “Making Sense of the Moment: The Library’s Role in Helping Us Understand Race and Racism.” The linked recording has been viewed more than 900 times!

- Erin Kelsey gave a talk on the State Library’s services to libraries as part of the OLC Small Libraries Discussion Forum.

- Cindy Boyden presented a webinar for OhioNET titled “CARES Act Funding for Ohio Libraries.”

Professional Activities

- Shannon Kupfer-Trausch compiled the input of State Library staff involved with Ohio Memory for the Ohio Memory blog post: [Ohio Memory Staff Picks, Part 2](http://library.ohio.gov)

- Government Documents Librarian Elissa Lawrence is working with the Government Publishing Office (GPO) Federal Depository Library Program (FDLP) to assist federal depository libraries in Ohio. Any questions or issues? Email [govdocs@library.ohio.gov](mailto:govdocs@library.ohio.gov)

SEO Service Center

- The total automation consortium circulation for last 30 days was **794,274**.

- There were **11,306** new users created in the past 30 days.

- Interlibrary loans initiated for the past 30 days—**242**
  - This includes Referral Center requests and SEO Items requested.

- Courtesy Renewals for Referral Center members due closures—**88**

- There were **516** support tickets for the past 30 days.

- **SEO Consortium Libraries App (BCMobile) Stats**
  - 521 new devices
  - 11,276 holds placed
  - 33,295 app launches
  - 32,446 total searches

- **Consortium Service Highlights**
  - On August 12, 2020, Jay led the SEO Technical Services Committee quarterly meeting via GoToMeeting.
During March-June, holds were suspended in the SEO Automation Consortium. Between July 20 and August 14, 226,581 holds were unsuspended. Holds are now operating as normal.

The Library Management System (LMS) team created 6,090 electronic resource users for 11 libraries.

The LMS team began profiling the data for Louisville Public Library and Rodman Public Library.

Misty Wyscarver and Jay Miley hosted the SEO Tech Services Committee meeting on August 12, 2020. Twenty members attended this meeting.

The first virtual Advisory Committee meeting was held via GoToMeeting on August 19, 2020. Those attending from SEO were John Stewart, Jay Miley, Valeria Weaver, Janice Bond, Brenda Michel, and Michael Postlethwait.

- **Training**
  - Released new [Two Minute Tutorial Using the Manage Hold Shelf Wizard](#)
  - Released new [Two Minute Tutorial Navigating the New SEO Website](#)
  - Revised [New Circulation Staff Training Recommendations document](#)
  - Revised [New Cataloging Staff Training Recommendations document](#)

- **Niche Academy Stats**

<table>
<thead>
<tr>
<th>Tutorial</th>
<th>Usage</th>
</tr>
</thead>
<tbody>
<tr>
<td>COVID-19 RESOURCES AND INFORMATION</td>
<td>13</td>
</tr>
<tr>
<td>The SEO Library App</td>
<td>33</td>
</tr>
<tr>
<td>OverDrive</td>
<td>Libby eBooks, Audiobooks, and More</td>
</tr>
<tr>
<td>Using the Online Catalog</td>
<td>161</td>
</tr>
<tr>
<td>Managing Your Online Account</td>
<td>116</td>
</tr>
<tr>
<td>Using the Online Catalog to Find Digital Materials</td>
<td>32</td>
</tr>
<tr>
<td>Using the Catalog to Find Articles and Journals</td>
<td>315</td>
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<tr>
<td>Lynda.com Tech Skills to Boost Your Career</td>
<td>2</td>
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<tr>
<td>Chilton Auto Repair Instructions</td>
<td>23</td>
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<tr>
<td>Consumer Health Complete</td>
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<tr>
<td>Elementary (Kids InfoBits)</td>
<td>4</td>
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<tr>
<td>The Reading Room: Accelerated Reader (AR) and Lexile Reading Levels</td>
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<tr>
<td>Ancestry Library Edition - Access Billions of Genealogical Records</td>
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<tr>
<td>Fold3 Remembering Veterans Through Military Records</td>
<td>3</td>
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<tr>
<td>World Book Encyclopedias and More (1)</td>
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<td>Science Reference Center</td>
<td>1</td>
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<td>The SEO Library Die-Cut Collection</td>
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<td>Using the My Lists Feature</td>
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<td>Placing Holds on Magazines</td>
<td>10</td>
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<tr>
<td>Placing Item Specific or Multiple Holds</td>
<td>74</td>
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<td>Goodreads Perfect Book Recommendations</td>
<td>17</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>1003</strong></td>
</tr>
</tbody>
</table>
The vision of the State Library of Ohio is a Smarter Ohio where every Ohioan can access the necessary resources to be engaged citizens, excel at their jobs, participate in the workforce, and pursue their passions and interests.

Strategic Planning

- Libraries currently receiving strategic planning services from State Library consultants include:
  - Ashland Public Library
  - Oak Harbor Public Library
  - Lima Public Library
  - Loudonville Public Library
  - Canal Fulton Public Library
  - Gemantown Public Library
  - New Carlisle Public Library
  - Arcanum Public Library
  - Pemberville Public Library
  - Kaubisch Memorial Public Library

- If you have questions about the State Library’s strategic planning services, or would like to be placed on the waiting list for this service, please contact Evan Struble at estрубle@library.ohio.gov.

Summer Library Program/Summer Reading Program

- The 2020 Ohio Summer Library Program evaluation survey is somewhat different and a bit shorter this year. Ohio public libraries are asked to indicate if they offered a Summer Library Program in 2020 and are strongly encouraged to submit SLP participation numbers (if collected) and to indicate whether the library participated in the Summer Food Service Program. Other questions are optional, including program/event attendance and information about new activities and strategies developed for 2020.

- All Ohio public libraries are asked to complete the Ohio Summer Library Program evaluation survey at the end of their Summer Library Program and not later than October 5. The survey link is www.surveymonkey.com/r/slpeval2020.

- The 2021 Collaborative Summer Library Program manual will be provided to all Ohio public libraries online, via access code on the CSLP website. The CSLP manual is made available to every Ohio public library building and is fully supported by federal LSTA funds administered by the State Library of Ohio. Libraries requiring CSLP manuals in paper or USB flash drive may purchase these formats from the CSLP catalog this fall. Such purchases are at the library’s discretion and are not covered by LSTA funds. The online manual will include the complete program manual, all artwork and downloadables, and many extra resources not available in the static manual formats.

- The 2021 CSLP slogan will be “Tails and Tales.” The program will feature artwork by Salina Yoon on the theme of animals.

- Contact Janet Ingraham Dwyer at jdwyer@library.ohio.gov with any questions about SLP or if we can assist you in any way. We can help you find resources, ideas, and support as you continue to adjust your SLP and other programs and services to meet safety and social distancing protocols, and as you review your outcomes and begin considering planning for summer 2021.

Transforming Teen Services

- The Young Adult Library Services Association (YALSA) is leading a nationwide training initiative to support and elevate teen services in libraries and other learning environments. Transforming Teen Services integrates connected learning, computational thinking, and youth development to help librarians build responsive services for and with teens.

- A national cohort includes teams of trainers from 46 states, Washington DC, and the Northern Mariana Islands. Ohio’s team is: Kristin Wilson, Loudonville Public Library; Steve Moser, Dayton Metro Library; and Janet Ingraham Dwyer, State Library of Ohio.

- Planned trainings across Ohio were interrupted by the public health emergency. Ohio’s team is developing a six-hour online Transforming Teen Services course, with the first cohort ready to begin in early September. Future cohort opportunities will be posted to the Library Youth Services and Ohio Teen Librarians listserv. Contact Janet at jdwyer@library.ohio.gov with questions.

- Transforming Teen Services prioritizes the value of services for and with teens, the uniqueness of each community, and the primacy of equity. Learn more: www.alalibrary.org/yalsa/train-trainer-project
OPLIN Report

EZproxy
Back in 2004, OPLIN bought an unlimited site license for EZproxy; it cost $1000, and since then it has supported remote access to all databases. The server runs 252 instances of the program, each with a unique IP address: one for each library system in Ohio, and a single IP that connects geo-located users to statewide subscriptions. OCLC acquired EZproxy in 2008, and eventually OPLIN needed to begin purchasing software upgrades and support. Presently, EZproxy costs just under $50,000 per year.

OPLIN has always let libraries use its EZproxy to grant patrons remote access to the databases they subscribe to on their own, but quite by accident, we seem to have kept this a secret. We knew many libraries purchased and managed their own local copies of EZproxy, and we assumed it was because it offered something we didn’t: direct management of the stanzas, more rigorous authentication than OPLIN’s barcode validation patterns, additional statistics. Maybe, though, libraries just didn’t know we would let them use our proxies?

So, we’re slowly spreading the word, and working with a few libraries to learn more about their particular needs and whether OPLIN can make adjustments to meet them. If your library has particular requirements of your EZproxy that OPLIN currently isn’t meeting, we’d be interested in knowing what those are. We might be able to save you some money.

LinkedIn Learning
OPLIN’s statewide agreement for library access to Lynda.com ends June 30, 2021. We had planned to issue an RFP for a statewide career skills development resource in the winter, but instead we will start this process this fall, so that a decision about the future of the Lynda agreement will be made before the company restarts the transition to the LinkedIn Learning platform. This week, Lynda began emailing library account administrators about the transition. Even though ours is a statewide purchase, Lynda’s account and communication systems treat each library as if the subscription is managed independently. Despite what the library messages imply, LinkedIn has scheduled Ohio’s upgrades for the week May 3-7.

If the RFP process selects LinkedIn Learning, we’ll migrate as planned. But if some other product is selected to replace Lynda.com, we will work to make sure that those libraries that want to continue providing LinkedIn Learning locally will have a smooth transition. I see little point in transitioning libraries to the new product when it is vanishing a few months later, and will lobby to keep the legacy platform live until the end of June.
PLF
The Ohio Department of Taxation (ODT) posted the September 2020 PLF distribution of $39,101,851 – which is $3.4 million (+9.52%) above ODT’s original estimate that was issued in July 2019. The distribution came in at $3.44 million (+9.64%) above ODT’s latest estimates that were just issued at the end of June.

This is the second month in a row where the actual PLF distribution has exceeded the estimate by a significant margin. However, the PLF CY 2020 year-to-date total is $304,315,772 which is $6.8 million (-2.18%) below what we were anticipating pre-pandemic. A look at the PLF distribution for the past three years and a link to an Excel spreadsheet listing each county’s distribution total for September 2020 can be found on the OLC website: [http://olc.org/funding/](http://olc.org/funding/).

ODT Issues Initial CY21 PLF Certification
The Ohio Department of Taxation (ODT) posted its initial county-by-county certifications for the Public Library Fund (PLF) for calendar year (CY) 2021. Each county’s estimated entitlement is available at: [https://tax.ohio.gov/static/revenue_accounting/lgf%20and%20plf/certifications/PLF%202021%20est%20July%202020.pdf](https://tax.ohio.gov/static/revenue_accounting/lgf%20and%20plf/certifications/PLF%202021%20est%20July%202020.pdf)

Please read the information carefully. The CY 2021 entitlement estimates are based on the PLF percentage being set at 1.7% of the state General Revenue Fund (GRF) for fiscal year (FY) 2021 which ends on June 30, 2021. Therefore, the CY 2021 estimates were calculated with the PLF at 1.7% (temporary law) for Jan.-June and at 1.66% (permanent law) for July-December. ODT’s initial statewide PLF distribution estimate for CY21 is $367,373,829, which is $15.2 million less than the latest estimate for CY20. As required by law, these estimates will be updated again in December 2020.

This is a great opportunity to remind everyone about the importance of statewide advocacy for the PLF and that next year will be an extremely important state budget year!

Rep. Bob Cupp elected Speaker of the Ohio House
In July, Rep. Bob Cupp (R-Lima) became the new Speaker of the Ohio House of Representatives following a vote to remove Larry Householder (R-Glenford) from the position. Householder, however, does remain in his legislative seat following his arrest on federal charges surrounding the passage of nuclear bailout legislation (HB 6).

Amended Substitute Senate Bill (SB) 10 - Theft in Office
SB 10, sponsored by Sen. Steve Wilson (R-Maineville) increases the penalty for the offense of “theft in office” when the value of property or services stolen is $150,000 or more. The maximum penalty under current law is a third degree felony if the value of property or services stolen equals $7,500 or more. Under the bill, the penalty would be raised to a second degree felony if the value of stolen property equals $150,000 - $749,999.99. If the value exceeds $750,000, then the level of the offense would be raised to a first degree felony. The bill further requires the offender to pay restitution for the costs of auditing any public entity that suffered a loss as a result of the theft.

Am. Sub. SB 10 was passed out of the House on June 9 by a vote 90-0. The Senate recently voted not to concur with changes made by the House which sends the bill to a conference committee for further action to work out the differences.
HB 606 - Civil Immunity Legislation

HB 606, sponsored by Rep. Diane Grendell (R-Chesterland), seeks to address civil liability for certain healthcare and service providers during a government-declared disaster. The legislation grants a person providing services for businesses and operations civil immunity for injury, death, or loss to person or property caused by the transmission of COVID-19. The bill does not provide immunity for those acting with malicious purpose, acting recklessly, or in bad faith.

HB 606 provides qualified immunity to “persons”, which include nonprofit institutions. This would cover association libraries in Ohio. It also includes within the definition of “person,” “govermental entities,” which includes public libraries. A “service provider” under the bill is any “person” providing any services, and so because a library is a “govermental entity” (or “nonprofit”), it is a “person” and therefore is also a “service provider” to whom the bill’s immunity provisions apply.

Am. Sub. HB 606 went to conference committee following a vote to not concur with the version passed by the Senate. As a result, the committee made two changes to the legislation before being accepted by both the House and Senate. One change extends the provisions of the bill through September 2021 and the other change removes the emergency clause that was originally contained in the bill.

Local Government CARES Act funding – SB 357

SB 357 was recently introduced by Sen. Matt Dolan (R- Chagrin Falls) to provide for the distribution of additional federal CARES Act funds for counties, townships, and local municipalities. Like the funds released earlier this year to these local governments, they are not distributed to Ohio’s libraries. However, some libraries are working with their local city or county officials to receive some portion of their allocated funding. SB 357 distributes $650 million on a per capita basis, unlike the previous disbursements that allocated the funding based on the Local Government Fund model. The bill passed out of the Senate and now awaits action in the House.

Substitute HB 13 – Residential Broadband Expansion Program

HB 13, sponsored by Rep. Rick Carfagna (R-Westerville) and Rep. Michael O’Brien (D-Warren), seeks to expand broadband coverage to unserved residential areas around Ohio. The bill as passed by the House provides $20 million from the Facilities Establishment Fund in the Ohio Development Services Agency to the newly created Ohio Residential Broadband Expansion Grant Program Fund in the Ohio Department of Commerce. The bill encourages internet service providers to apply for grants to address the lack of broadband access in specific locations. These areas lacking broadband access can be identified by local governments and publicized by the Department of Commerce.

OLC has been a strong proponent of HB 13 from the beginning and has testified multiple times in the House in support of the legislation. The legislation passed the House by a vote 81-8. On July 21, the Senate Energy and Public Utilities Committee held its first hearing on the bill.

“Road Ahead” Tour Virtual Meetings in October

Throughout the month of October, OLC will be hosting virtual meetings in coordination with the Legislative Network and the Government Relations Committee. Our goal is to encourage all libraries within each Senate District to participate and learn about the importance of advocacy, important talking points that need to be shared with decision makers, and what lies ahead as we look towards next year’s biennial budget process.

OLC Survey

OLC issued a survey to get information on public library services during the pandemic. This information is extremely important for our advocacy efforts on the PLF and is related to ongoing conversations we are having with the Lt. Governor's Office and BroadbandOhio.

Approximately 217 public library systems have completed the OLC survey. The goal of the survey is to show how Ohio’s public libraries are responding to the COVID-19 pandemic within their communities. Data from the survey will help convey to Gov. DeWine and legislators the value, strength, and importance of libraries in Ohio.

In addition to the survey information, the Lt. Governor’s office is focused on the following key areas under digital literacy:

5.H.1: Government and Legal Services Report
- Tech tutor/one-on-one assistance
- K-12 partnerships with schools/K-12 support for teachers, parents and students
- Workforce Development/job and career assistance/job searching/software to work/LinkedIn Learning/pipeline for TechCred
- Entrepreneurs/building an online presence/Grow with Google

More information will be shared at the Board of Directors meeting.

Virtual Trustee Dinners
Due to the pandemic, the OLC Trustee Dinner events that were postponed in the spring are now being held virtually this fall. This year we have invited a few legislators to participate and offer a legislative update and their perspective on what lies ahead. Rep. Rick Carfagna participated in the Central/Southwest event on Sept. 3, Rep. Haraz Ghanbari participated in the Northwest event on Sept. 10, House Minority Leader Emilia Sykes is invited to participate in the North/Northeast event on Sept. 17, and Rep. Don Jones is invited to participate in the East/Southeast event on Oct. 1.

Voter Registration Webinar with the Ohio Secretary of State’s Office
On Aug. 19, OLC hosted a voter registration webinar with key staff from the Office of Ohio Secretary of State Frank LaRose. Those presenting were Emily Bright, Deputy Elections Administrator, Patricia Currie, NVRA Coordinator, and Jeff Hobday, Senior Elections Counsel. A recorded version of the webinar is now available on OLC’s website.

In addition, OLC is partnering with the Ohio SOS to promote the Heroes for Democracy program. Ohio needs 35,000 people to serve as poll workers on election day and the OLC is supporting the state’s recruitment efforts by approving 6.0 hours of continuing education credit for the Ohio Public Librarian or Ohio Public Library Staff certification program. For those working toward renewing their Certified Public Librarian (CPL) or Certified Public Library Staff (CPLS) certification, volunteering as a poll worker on Tues., Nov. 3 will count as 6 hours of credit under Category C. Library staff who are interested in volunteering, can sign up at VoteOhio.gov/DefendDemocracy.

Library Mental Health Webinar
We are only now coming to terms with how common trauma really is; a landmark Kaiser Permanente and Center for Disease Control study that surveyed patients receiving physicals found that almost two-thirds had experienced at least one form of abuse, neglect, or other trauma as a child (1998). Although much of the study’s impact originated in the fields of health and human services, trauma-informed care is a framework that holds great promise for application to library work both in how we serve and respond to patrons as well as how we respond to taking care of ourselves.

Combine this landmark study with current events like COVID19 and social unrest, and there is the potential to disrupt our sense of control, connection and meaning. This webinar will assist participants understand why we suffer, how we might better interact with others in our system and how we can support and empower persons and ourselves toward personal wellness. Join Kim Kehl, Trauma-Informed Care Coordinator, and Vicki Montesano, Bureau Chief of Mental Health Treatment, from the Ohio Mental Health and Addiction Services on Oct. 14 at 10am. Registration for this free webinar is now available on OLC’s website.

OLC Construction Webinar
A virtual construction mini-workshop/webinar has been scheduled for Oct. 21. The content of the workshop will include presentations on construction financing options, public bidding requirements, and prevailing wage obligations. Presenters will include Becky Princehorn and Laura Bowman from Bricker & Eckler, and Stephen Clegg and Sean Sibert from the Bureau of Wage and Hour within the Ohio Department of Commerce.

$18.3 Million in CARES Act Funds available to Ohio’s Public Libraries
Ohio’s public libraries can apply for the $18.3 million in Coronavirus Aid, Relief, and Economic Security (CARES) Act funds that were approved by the Ohio Controlling Board. The funds are being distributed by the Ohio Office of Budget and Management (OBM) through the Coronavirus Relief Fund (CRF) – Public Library Assistance Program. The funds are to be used to help offset the unanticipated costs of safely operating library facilities during the pandemic. Each library system may request up to $25,000 for each main and branch
location(s). As a reminder, these funds are separate and independent from both the CARES Act grants through IMLS and the CARES Act Mini-Grant program through the State Library of Ohio. Also, these are NOT General Revenue Fund dollars and they will be restricted.

OLC has been working with OBM and the State Auditor’s Office to assist libraries with questions related to the funding and we are sincerely grateful for their partnership in this effort. More information to assist libraries, including a webinar hosted by OLC with OBM and the AOS, can be found on OLC’s website.
Ohio Library Council
BOARD OF DIRECTORS

ITEM NO.: 5.H.2           MEETING DATE: Sept. 18, 2020
SUBJECT: Education Report    SUBMITTED BY: Lori Hensley

REPORT FOR INFORMATION

Professional Development Committee (PDC)
The PDC met via Zoom on July 23. The primary topic of discussion was the 2021 standalone conferences. Two of the three 2020 events were deemed to remain relevant for 2021 -- The Service for All Conference (with equity, diversity, and inclusion to be a cornerstone of the event’s content) and the Innovation Conference. The Multiple Literacies Conference was discussed at length, but it was ultimately decided that a Youth Services Conference is more necessary in 2021.

They voted to offer the position of Chair to the 2020 Chairs. Drew Wichterman, Adult Services Librarian, Tipp City Public Library, agreed to chair the 2021 Service for All Conference. Jeff Yahraus, Director, Williams County Public Library, agreed to chair the 2021 Innovation Conference. Chris May, Director, Mansfield-Richland County Public Library declined the offer to chair the 2021 Youth Services Conference. A call for candidates interested in being considered for the 2021 Youth Services Conference was put out with a deadline of Sept. 1. The candidates will be considered by the OLC Appointments Committee and a report from that committee will then be shared with the full OLC Board.

On-Demand Education Project
They held a Zoom meeting on July 15. Very few members were able to attend so they scheduled another meeting for August 26. The mid-year reports from the participants in their mentoring program were reviewed. As expected, many of the participants were not able to connect due to the Pandemic and furloughs, etc. Those who were able to connect reported that the program was helpful, and they held high hopes for continuing the relationships within the program. Michelle Francis, OLC’s Executive Director, joined the meeting and explained that the group had never actually been approved as a committee. She explained that this would be reviewed, and clarification brought back to them soon. They did set another meeting date which is September 30.

2021 OLC Convention and Expo
Toledo’s renovation plans have been postponed due to COVID-19.
Convention and Expo Chair: Kim DeNero-Ackroyd, Cleveland Heights-University Heights Public Library and Trinity Lescallett, Tiffin-Seneca Public Library – Co-Chairs
Program Chair: Shaun Wright, Dayton Metro Library
Local Arrangements Chair: TBD
Expo Chair: TBD

An orientation meeting for the 2021 C&E Chairs is scheduled for October 29, 2020. The Program Committee will hold their first meeting on November 12, 2020.

Keynote Speaker: We have a signed contract with Jason Reynolds for Oct. 6, 2021.

2021 OLC Stand Alone Conferences
Service for All Conference
Date: May? – TBD
OCLC, Dublin, Ohio (Tentative)
Chair: Drew Wichterman, Adult Services Librarian, Tipp City Public Library

Innovation Conference
Date: July? TBD
Bowling Green State University (Tentative)

5.H.2: Education Report
An orientation meeting with the Chairs will be held once the Youth Services Chair is in place.

### Educational Events – Status Report
(Final registration includes speakers)

<table>
<thead>
<tr>
<th>2020 Events</th>
<th>Date</th>
<th>Location</th>
<th>Sponsor/Division</th>
</tr>
</thead>
<tbody>
<tr>
<td>Library Trustee Workshop</td>
<td>March 7</td>
<td>53 - Final</td>
<td>Quest Conference Center</td>
</tr>
<tr>
<td>New Director Workshop 1 of 4</td>
<td>June 4</td>
<td>23 - Final</td>
<td>Virtual</td>
</tr>
<tr>
<td>New Director Workshop 2 of 4</td>
<td>June 10</td>
<td>21 – Final</td>
<td>Virtual</td>
</tr>
<tr>
<td>Ballot Workshop #1</td>
<td>June 18</td>
<td>22 - Final</td>
<td>Virtual</td>
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<tr>
<td>Ohio Legal Help Webinar</td>
<td>July 9</td>
<td>35 – Final</td>
<td>Virtual</td>
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<tr>
<td>2020 OLC Multiple Literacies Conference</td>
<td>July 10</td>
<td>CANCELLED</td>
<td>Great Wolf Lodge, Mason, OH</td>
</tr>
<tr>
<td>New Director Workshop 3 of 4</td>
<td>July 22</td>
<td>24 – Final</td>
<td>Virtual</td>
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<tr>
<td>Virtual Storytime Webinar</td>
<td>July 23</td>
<td>133 – Final</td>
<td>Virtual</td>
</tr>
<tr>
<td>New Director Workshop 4 of 4</td>
<td>August 5</td>
<td>28 – Final</td>
<td>Virtual</td>
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<tr>
<td>Jason Reynolds and Brendan Kiely-Advancing Racial Equity Webinar</td>
<td>August 6</td>
<td>Ind – 22 G10 – 9 G25 – 7 G50 – 6 G100 – 0-Final</td>
<td>Virtual</td>
</tr>
<tr>
<td>Outreach Retreat</td>
<td>August 7</td>
<td>CANCELLED</td>
<td>Sponsored by Outreach and Special Services Division</td>
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<tr>
<td>Library Fiscal Officer 102</td>
<td>August 14</td>
<td>CANCELLED</td>
<td>State Library of Ohio; Sponsor-OLC’s Library Accounting Div.</td>
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<tr>
<td>Creativity in Quarantine: Innovative Ideas in the Pandemic Webinar</td>
<td>August 20</td>
<td>86 - Final</td>
<td>Virtual (Free)</td>
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<tr>
<td>Library on the Go: Delivering Curbside, Drive-Through and Lobby Service Safely and Efficiently Webinar</td>
<td>August 21</td>
<td>59 – Final</td>
<td>Virtual (Free)</td>
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<tr>
<td>Public Library Fiscal Officer Workshop</td>
<td>September 3</td>
<td>103 - Final</td>
<td>Virtual</td>
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<tr>
<td>2020 OLC Innovation Conference</td>
<td>August 19</td>
<td>CANCELLED</td>
<td>Bowling Green State University</td>
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<tr>
<td>2020 OLC Service for All Conference</td>
<td>September 15</td>
<td>CANCELLED</td>
<td>OCLC Conference Center, Dublin</td>
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<tr>
<td>Message Dissemination During a Crisis Webinar: How Columbus Metropolitan Library Dealt with the Pandemic-and more!</td>
<td>October 8</td>
<td>11 – Current</td>
<td>Virtual</td>
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<tr>
<td>COVID-19 and Stress: Mental Health Strategies for Your Patrons and Yourself Webinar</td>
<td>October 14</td>
<td>50 - Current</td>
<td>Virtual (Free)</td>
</tr>
<tr>
<td>Event Description</td>
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<td>Duration</td>
<td>Location</td>
</tr>
<tr>
<td>--------------------------------------------------------</td>
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<tr>
<td>Afternoon Chat with Nancy Pearl</td>
<td>October 14</td>
<td>0 - Current</td>
<td>Virtual (Free)</td>
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<tr>
<td>Audiobook Advisory: How to Talk to Your Patrons about Talking Books Webinar</td>
<td>October 22</td>
<td>7 – Current</td>
<td>Virtual (Free)</td>
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<tr>
<td>2020 OLC Convention and Expo</td>
<td>Oct. 28-30</td>
<td>CANCELLED</td>
<td>Greater Columbus Convention Center/the Downtown Hilton Hotel</td>
</tr>
<tr>
<td>Elder Care Webinar</td>
<td>TBD Nov/Dec</td>
<td>Not Opened</td>
<td>Virtual (Free)</td>
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<tr>
<td>Ballot Workshop #2</td>
<td>November 18</td>
<td>0 - Current</td>
<td>Virtual</td>
</tr>
</tbody>
</table>

### Activities since July report:

- **July 9** Ohio Legal Help Webinar
- **July 15** On Demand Education Project Meeting - via Zoom
- **July 17** OLC Board Meeting – via Zoom
- **July 17** PDC Meeting – via Zoom
- **July 21** Special Collections Division Meeting – via Zoom
- **July 22** New Director Workshop #3 – via Zoom
- **July 23** PDC Meeting – via Zoom
- **July 23** Virtual Storytime Webinar
- **July 23** OLC Staff met w/ 2021 Convention Leadership
- **July 30** Meeting with Chairs of 2021 Innovation and Service for All Conferences – via Zoom
- **Aug 4** Call w/Shonna Nitzel re: 2021 C&E
- **Aug 5** New Director Workshop #4 – via Zoom
- **Aug 6** Jason Reynolds and Brendan Kiely Webinar
- **Aug 7** Meeting with Executive Director of the Mazza Museum at Univ. of Findlay – via Zoom
- **Aug 12** Meeting with Chairs of 2021 Convention Leadership re: 2021
- **Aug 17** Adult Services Division Meeting – via Zoom
- **Aug 18** Reference and Information Services Division Meeting – via Zoom
- **Aug 20** Creativity in Quarantine: Innovative Ideas in the Pandemic Webinar
- **Aug 21** Library on the Go: Delivering Curbside, Drive-through and Lobby Service Webinar
- **Aug 26** On Demand Education Project Meeting – via Zoom
- **Aug 26** Marketing and PR Division Meeting – via Zoom
- **Sept 3** Public Library Fiscal Officer Workshop – via Zoom
OLC Leadership & 2021 Planning Conference
We will be doing this event virtually this year. Still working on the final format but it will consist of zoom breakout rooms for divisions and committees that will probably take place over two days. We are currently looking at Oct. 27th and 29th or Nov. 9th and 10th. Two days will be needed because we do not have the capacity to do almost 20 zoom breakout rooms at the same time. We are looking to have 4 or 5 breakouts at a time in 2 hour blocks. Will be finalizing details in the very near future,

2021 Convention & Expo
We have been closely working with Shonna Nitzel with Experient on our options for the 2021 Convention and Expo. This will be discussed during the Board's Report for Action under Item 3.G. We were scheduled to have the convention in Toledo next year but the Destination Toledo Convention & Visitors Bureau notified us that they will not be ready to host us due to delays on hotel and convention center renovations. Instead, they would like to host us in 2022 when they feel they will be more prepared and renovations should be done. For the past 4-6 weeks we have been actively looking at other cities for the 2021 C&E. Shonna and I have been actively working with the Hilton/Greater Columbus Convention Center and the Hyatt Regency on getting proposals and possible dates for 2021. We recently had two site tours with the Hyatt to look at their sleeping rooms and meeting space.

Webinars
I have been participating in webinars about conducting virtual events. They mostly cover best practices to make your virtual events a success. I have also participated in ones that have individuals give their accounts of their experiences with having to go virtual. I am scheduled for three more webinars this month.

Convention Sponsorships
I have been looking into what other associations offer potential sponsors to partner with them for their conferences or conventions. I have been comparing what we have done to what they are doing and seeing what ideas we might want to try. We feel it’s time to take a fresh look at this to help maximize our potential with sponsorships. Michelle and I will be meeting about what direction we would like to go in the near future.
Trustee Newsletter
The Trustee Newsletter was mailed to all library trustees and directors on Aug. 20. A digital copy is also available on the OLC website.

Election Results
Information on OLC election voting was included in Access and posted on the OLC website. Election results were announced via Access and a website news story on Aug. 19.

Website
The top ten pages on the OLC website for the past 60 days are:
1. Job Line
2. Webinars and Online Learning
3. Coronavirus resources
4. Archived Version of Advancing Racial Equity Webinar (Reynolds & Kiely)
5. Archived Version of the Coronavirus Relief Funds for Public Libraries Webinar
7. What’s Happening in Ohio’s Public Libraries
8. Accessing LinkedIn Learning/Lynda.com with Your Ohio Public Library Card
9. Archived Version of Voter Registration Responsibilities for Public Libraries Webinar
10. Archived Version of Innovative Library Ideas During the Pandemic Webinar

Division/Committee Projects
• A survey was created for the Government Relations Committee. Data will be used to lay the foundation for OLC advocacy efforts in the Fiscal Year 2022-2023 state budget discussions. Work has also begun on advocacy tools/materials and the library funding microsite.

• A notice was run in Access about the Awards and Honors Committee not presenting awards in 2020 due to the pandemic and its impact on library operations, staffing, and services.

• The Marketing and Public Relations Division has met twice via Zoom. The virtual meetings give library marketers an opportunity to ask questions, exchange ideas and share best practices for handling library promotions in the current environment. The Division has another virtual meeting planned for Sept. 29.

• The Small Libraries Forums were promoted in This Week, Access and the OLC website.

• The Adult Services Division sent out an e-mail blast with a reading playlist for the summer.

• The names and libraries of new and recently renewed Certification holders (CPL and CPLS) were listed in Access and on the OLC website.

• The Teen Services Division continues the call for James Cook Book Award (JCBA) Selection Committee members. The deadline for applications is October 1. The Division also sent a JCBA postcard at the beginning of August to solicit award nominations and selection committee members. The Division will meet via Zoom on Sept. 24.

Professional Development Projects
• An update on conferences planned for 2021 was included in Access and posted on the OLC website.
• The call for the 2021 Convention and Expo Assistant Program Chair and 2021 Youth Conference Chair was included in This Week, Access and posted on the OLC website.

• A new online submission form was created for OLC webinars.

Event/Webinar Promotion
• The Advancing Racial Equity within Public Libraries: A Conversation with Jason Reynolds and Brendan Kiely Webinar was promoted in Access, This Week, the OLC website and social media. An archived version of this webinar is also available on the OLC’s racial equity and social justice resource page (olc.org/racial-equity).

• The Virtual Storytime Webinar was promoted in Access, the OLC website and social media.

• The Public Library Fiscal Officer Virtual Workshop was promoted using This Week, Access, social media, and via targeted e-mail.

• The Voter Registration Responsibilities for Public Libraries Webinar was promoted in This Week, Access, the OLC website and social media.

• The Creativity in Quarantine: Innovative Library Ideas During the Pandemic Webinar was promoted in This Week, Access, the OLC website and social media.

• The Library on the Go: Delivering Curbside, Drive-Through, and Lobby Service Safely and Efficiently Webinar was promoted in This Week, Access, the OLC website and social media.

• The virtual Trustee Dinners continue to be promoted in This Week, Access and the OLC website.

• The Message Dissemination During a Crisis Webinar continues to be promoted in This Week, Access, the OLC website and social media.

• The COVID-19 and Stress: Mental Health Strategies Webinar continues to be promoted in This Week, Access, the OLC website and social media.

• The Afternoon Chat with Nancy Pearl Webinar continues to be promoted in This Week, Access, the OLC website and social media.

• The Audiobook Advisory Webinar continues to be promoted in This Week, Access, the OLC website and social media.
Member Services Report

Individual Membership
The Individual Membership count as of September 8, 2020 is 2,344. By comparison, the 2019 September 3 total was 2,373. There are 315 new individual members. In addition, there are currently 1678 Library Trustee Members; 103 Friends Groups; 242 Public Libraries; 13 Other Institutions and 11 Associate Members.

Activities in July and August included: New member cards and welcome packets sent; Access articles published; promotion of pro-rataion of dues; updates to ALA/OLC Joint Membership brochure; contact with Chair to discuss Committee appointments.

The proration of membership dues program, which began July 1 for new members has increased our number of new members from 304 in July to 315 by the end of August. This is a lower number than usual, perhaps due to the Convention & Expo in the fall being canceled. Traditionally, we see an increase in individual memberships from those seeking the discounted member rate for Convention & Expo.

The next meeting of the Membership Committee is scheduled on October 1. D’Andrea will meet with 2020 Chair, Lexy Kmiecik and 2021 Chair Sam Snodgrass prior to this meeting to discuss the transition of chair, and agenda items, including such topics as a virtual New Member Meet & Greet, digital New Member Packets and the possible impact of library budgets, staffing and a potential decrease in individual membership due to COVID-19.

New Member Meet and Greet
The Membership Committee generally hosts a New Member Meet & Greet at the Annual Convention. Since the cancellation of the Convention in 2020, they will discuss options for a possible virtual meet and greet, or other ways for new members to connect to other new members and the organization.

ALA/OLC Joint Student Membership
A total of 56 members have joined OLC through the ALA/OLC Joint Student Membership program as of August 30 as compared to 47 members through August 2019. Brenna Hubschman, Student Representative continues to promote the ALA/OLC Joint Student Membership program.

Nominations and Elections
The OLC Nominations and elections process is complete. The results were reviewed with Kacie Armstrong, Chair on August 4. There was a 24% return rate for the Board; however, most divisions had a return rate between a 22-49%. Historically, the return rate is between 18-22% for the Board and 20-35% for Divisions. Board candidates were notified of the results by phone, and all candidates for division action councils were notified by letter. A full report of the results was published as a news story on the OLC website on August 19 and was included in Access as a link.

Awards and Honors
The Awards and Honors Committee will meet by Zoom meeting on October 28, 2020 to discuss goals and objectives for 2021.

Committee Tracking
Updates to the Divisions from the results of the election are updated and Committee members for 2021 will be updated once committee appointments are complete.