

**ITEM 2.A**

OHIO LIBRARY COUNCIL  
BOARD OF DIRECTORS

OLC Office  
November 19, 2021  
10:00 A.M.

PRESENT Paula Brehm-Heeger, Cincinnati  
Sarah Clevidence, Findlay  
Tom Dillie, Minerva  
Aimee Fifarek, Youngstown  
Carol Herrick, Centerville  
Mary Ellen Icaza, Canton  
Cheryl Kuonen, Mentor  
Melissa Marolt, New Lexington  
Rick Rubin, Cuyahoga Falls (virtual)  
Jennifer Stone, Chillicothe (virtual)  
Chad Seeberg, Marysville  
Laura Lee Wilson, Huron County, Willard

ABSENT Kacie Armstrong, Euclid

GUESTS Meg Delaney, ALA Councilor  
Evan Struble, State Library of Ohio  
Nick Tepe, Incoming ALA Councilor  
Don Yarman, OPLIN

STAFF Michelle Francis, Executive Director  
Jeanine D'Andrea, Director, Membership Services  
Angie Jacobsen, Director, Communications  
Denise Kise, Accounting/Data Services  
Laurie Miller, Director, Professional Development  
Jay Smith, Director, Government and Legal Services

CALL TO ORDER The meeting was called to order by Chair Kuonen at 10:10 a.m. She welcomed guests Evan Struble and Nick Tepe, who joined the group later.

APPROVAL OF AGENDA HERRICK MOVED AND FIFAREK SECONDED APPROVAL OF THE AGENDA WITH THE ADDITION OF AN EXECUTIVE SESSION. MOTION PASSED UNANIMOUSLY.

APPROVAL OF MINUTES MAROLT MOVED AND SEEBERG SECONDED APPROVAL OF THE SEPTEMBER 17, 2021, MINUTES AS PRESENTED. MOTION PASSED UNANIMOUSLY.

Francis welcomed the Board to the OLC Offices.

FINANCIAL REPORT MONTH-END SEPTEMBER 2021 Francis presented the Financial Report for month-end September 2021.

Revenue. Personal dues are under budget but expected to increase with those who joined to get the Convention member rate. ALA recently raised their student membership dues. Even though this is a shared revenue source, it will have a

minor impact and will be reflected in dues next month. Convention and Expo is over budget due to registration numbers and expo booth sales. Other Income is over budget due to long term investments being over by \$22,762. A hard copy of the Morgan Stanley Portfolio Review was provided. Francis will mail a copy to Slone and Rubin. Jobline is slightly under budget. Francis reminded the Board that posting to Jobline is free to library systems that are OLC Institutional Members.

Expenses.

Salaries and benefits are over budget due to severance and vacation pay. Legal services is under budget due to issues with invoicing from Vorys. Vorys is working their invoicing out. Printing and design are over budget due to deferral of membership printing costs. Travel is significantly under budget. Catering and Meals is under budget due to less in-person meetings.

The net change in assets is over budget by \$171,951.

HERRICK MOVED AND BREHM-HEEGER SECONDED APPROVAL OF THE MONTH-END SEPTEMBER 2021 FINANCIAL REPORT AS PRESENTED. MOTION PASSED UNANIMOUSLY.

2022 BOARD MEETING

The proposed dates for the 2022 OLC Board Meetings are as follows: January 14; March 11; May 13; July 15; September 16 and November 18.

ICAZA MOVED AND CLEVIDENCE SECONDED ACCEPTANCE OF THE 2022 BOARD MEETING DATES AS PRESENTED. MOTION PASSED UNANIMOUSLY.

RATIFICATION OF OLC COMMITTEE APPOINTMENTS

The OLC Appointments Committee met November 11 to consider the most complete list of appointments at that time. The Legislative Network is not a governance committee and therefore, is not on the list. The Government Relations Committee has created an ad hoc committee to look at the Legislative Network structure.

WILSON MOVED AND FIFAREK SECONDED APPROVAL OF THE RATIFICATION OF THE OLC COMMITTEE APPOINTMENTS AS PRESENTED. MOTION PASSED UNANIMOUSLY. Francis thanked Wilson for her work with the Appointments Committee.

CONVENTION AND EXPO

Francis thanked the Board for their support of the Convention. Francis reported that many OLC members were happy to see each other, and the vendors were happy. She reported that there were just under 570 attendees (attendance in a normal pre-pandemic would be around 700). There were 52 vendor booths in the Expo Hall. OLC took a downsized approach by utilizing a large ballroom for the Expo instead of utilizing a convention center. OLC's goal for sponsorships was \$40,000 and we achieved \$36,775 (normal pre-pandemic sponsorships average \$16,000-20,000). The Board asked if staff would consider the compressed Expo again. Francis explained that OLC is already obligated in a Toledo contract, but this may be something to consider in future years. The membership seemed very happy to be in one space under one roof.

Kuonen thanked Francis and staff for a great convention. Francis thanked the staff and the volunteers.

Brehm-Heeger thought the app was wonderful. Jacobsen reported there were no complaints about the new approach to hard copy books. Brehm-Heeger noted that many years ago there was a reduced number of sessions in each time slot

and asked if there is any thought about reducing the number of sessions. The Program Committee is beginning to have their discussions. There were 9 tracks with breakout sessions in 2021. Members appreciated the spacing of seating and hybrid seating options in the general sessions. Brehm-Heeger likes the idea of six tracks and more poster sessions. Seeberg really liked the app. Francis noted the success of the app would not have happened without Miller and Jacobsen.

## 2022 PLANNING AND LEADERSHIP CONFERENCE

Francis reported on the 2022 Planning and Leadership Conference. It is an opportunity for the OLC Committees and Divisions to come together. It is being held virtually again this year. Units will meet in the same general session and then break out to their individual rooms. There is no formal invitation for the Board Liaisons since we don't select them until January. If you would like to attend, please let Francis know.

## STATE OF OLC REPORT 2021

Francis presented a brief update of OLC. While we are at the end of OLC's 3-year strategic plan, Francis will highlight our strategic priorities.

### Advocacy:

OLC provided coalition updates from Governor DeWine; updates on health orders, masks, vaccines, testing; Public Library Fund; and state budget webinars (4) – all free to institutional and individual members. Advocacy efforts included Ohio Library Week; Trustee Town Halls, Updated ROI Calculator, PLF and Cash Flow Estimates. Most importantly, the PLF was the highest it has been since 2008.

### Education:

1,625 Paid Attendees; Trustee Workshop; New Directors Series (5); Library Accounting Conference; Ballot Workshops (2); Outreach Retreat; Fiscal Officer 102; Crisis Communications; Beyond Virtual Storytime; Service for All Conference; Youth Services Conference; Innovations Conference; Convention & Expo. Generated the highest number of sponsorships for C&E in well over 10 years. Expanded the C&E app to expand services to members.

### Collaboration:

OLC collaborated not only within the Ohio Library Community, but with other agencies – Governor DeWine's Minority Health Vaccine Team; Governor's Imagination Library; COSI Learning Lunchboxes; Broadband Ohio – ECF & EBB; At Home Covid Testing Kits, RemoteEDx & ODE; Ohio Legal Help. Internal Collaboration: Library Director Discussion Group; Small Libraries, Marketing & PR Division Discussion Group; ETM Meetings, Metro Director Meetings. The list is constantly growing. OLC is working with Apple, looking at ways they can help public libraries. Watch for more meetings in January. The BroadbandOhio Alliance is meeting Dec. 7 at Columbus Metro and asked Francis and Pat Losinski to share information about Ohio's public libraries and digital literacy efforts.

### Communications:

OLC distributed 60 Legal/Statehouse Updates; 45 issues of This Week; 45 issues of Access Weekly; 9 Press releases; 13 Division E-Newsletters; 11 What's Happening in PL's; 93 new posts on the OLC Website.

Looking Ahead: Continue with expansion of the app; align OLC's committees and divisions; consider new association management software as the current contract is set to expire soon; professional development on labor relations and unions; collection development policies; meeting room policies; and training for front line staff.

OLC CHAIR'S REPORT Kuonen thanked the Board for attending this in-person meeting.

2022 OLC BOARD OFFICER NOMINATIONS The OLC Executive Committee submits the following nominations for officers for the 2022 OLC Board of Directors:

Vice Chair/Chair-Elect: Laura Lee Wilson, Director, Huron County Community Public Library

Secretary-Treasurer: Carol Herrick, Trustee, Washington-Centerville Public Library

Both of these individuals have accepted the nomination. The nominations will remain open through the election, which will take place at the Board meeting on January 14, 2022.

OLC BOARD COMMITTEE ASSIGNMENTS The proposed assignments for the 2022 Committees of the OLC Board of Directors were presented. Approval of the Committee assignments will take place at the Board meeting on January 14, 2022. Please let Francis or Dillie know if you have changes prior to the January 14, 2022 meeting.

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

She complimented OLC on the State of OLC. She will use these as talking points to share with Tepe as Incoming ALA Councilor. Ohio is a tremendous resource for many states. She really appreciates the Board's support.

Francis thanked Delaney for her service to OLC and the Board recognized her contributions.

STATE LIBRARY REPORT In addition to the written report, Struble reported on the following:

State Government Liaisons. Knapp will put into place State Government Liaisons. This will empower State Library employees to liaison with every state agency. It will help to raise the profile of the State Library among State government.

State Library Space. Struble reminded members that the State Library physical space is open, meeting rooms will open after January 1. Patron counts are way down.

State Library Board. Dr. Tracy Najera's term is expiring December 2021. Alan Hall will become Board President in 2022. The State Library has put forth a name for Najera's replacement.

Statewide Delivery. Struble encouraged those still experiencing issues to use the claim form.

ARPA Funds. At its September meeting the State Library Board awarded a \$60,000 American Rescue Plan Act grant to OPLIN to provide statewide access for Ohio's public libraries to a digital literacy training program, called Northstar Digital Literacy. They also awarded a \$100,000 American Rescue Plan Act grant to OhioLINK to create a Diversity, Equity and Inclusion e-book collection with unlimited access for its member libraries.

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

EXECUTIVE DIRECTOR'S  
REPORT

Northstar Implementation. 251 libraries are configured as Northstar sites but are not yet visible as locations on the public Northstar site. They will offer four webinar topics to get libraries ready. Christine Morris will be reaching out to those individuals to invite them to the first Site Admin webinar November 30. Morris has quickly gotten up to speed, dividing her time between preparing Northstar project documents, national E-rate training from USAC, and meeting database reps. The Northstar trainings will be recorded.

Francis asked if Yarman thinks libraries will apply for the third round of Emergency Connectivity Funds.

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

Budget. Francis presented a timeline for developing the 2022 OLC Operating Budget. Staff budgets are due by December 10. The Finance Committee will meet January 5 tentatively. Members of the Finance Committee are Fifarek, Brehm-Heeger, Herrick, Seeberg and Kuonen.

ALA Councilor Orientation. Delaney, Tepe and Francis will meet after this meeting to talk about the transition of ALA Councilor. Francis thanked Delaney for being so patient and thorough.

ALA Emerging Leaders. ALA has selected Chaz Carey, Librarian, Worthington Libraries to participate in the 2022 Emerging Leaders Program. OLC will notify Carey that OLC will provide a \$1,500 stipend to help offset expenses associated with participation in the program and attendance at ALA's LibLearnX Virtual Event and 2022 Annual Conference.

At Home Testing Kits. OLC has been working with the Ohio Department of Health and the Governor's testing team as they adjust their testing distribution strategy moving forward. Brehm-Heeger expressed her appreciation for the testing kits. Thanks to the Governor and the OLC Staff. Slone concurred and believed library levies passed because of that connection. Fifarek agreed and noted how it has created new community partnerships. Clevidence shared they were the only place in Hancock County that partnered with the Health Department. Smith sent a letter to legislators reminding them of public libraries role in the program. Many local partnerships have evolved out of this. Seeberg noted that the director at Marysville has now been invited to the local emergency agency meetings.

Small Libraries Division Discussion Forums. The Small Libraries Division held a virtual discussion forum on November 15. Approximately 23 participated and there were good discussions on staffing shortages, Covid vaccines and testing, opening positions.

OLC Staff Anniversaries. Jay Smith, 2 years; Sandy Diosy, 6 years; and Beth Ann Yablonski, 6 years.

GOVERNMENT AND LEGAL  
SERVICES REPORT

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

Public Library Fund. State revenues continue to exceed expectations. The October 2021 General Revenue Fund tax receipts came in \$127 million or 6.2% above estimate.

Election Recap. Voters approved all 15 public library issues on local ballots around Ohio. The average approval rate was 67%.

House Bill 327 – Divisive Concepts. Would prohibit teaching of “divisive concepts” in schools and higher education. It also prohibits state agencies and political subdivisions, including libraries from teaching or promoting divisive concepts. At this time, the bill is being heard in the House State and Local Government Committee. Smith and Francis have had conversations with Leadership.

HB 248 and HB 435 Bills that would place restrictions, and or create exemptions, on both public and private employers from requiring employees to get Covid vaccinations as a condition of employment.

Redistricting. The Ohio Redistricting Commission approved new state legislative district maps on Sept 16. Since the maps were approved along party lines, they will only last four years. These maps will take effect for Ohio’s 2022 legislative elections. Several lawsuits have been filed challenging the validity of the new maps and the cases are before the Ohio Supreme Court.

## PROFESSIONAL DEVELOPMENT REPORT

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

Professional Development Committee. Miller noted the PDC has chosen liaisons for the stand-alone conferences, committees, and divisions. They will be participating in Leadership. Also, they will be using a jam board with each committee.

Convention and Expo. Total of 576 in attendance. Positive feedback from members and vendors on the format and being in-person.

2022 Convention and Expo. The Seagate Convention Center is under construction. OLC has received mixed dates on when the projects will be completed. Staff will be doing a site visit in February to check on progress.

2022 Events. Miller will be scheduling and detailing 15 to 20 2022 events.

App. Miller appreciates Jacobsen’s knowledge on the app. OLC is expanding the app to allow us to streamline the call for programs for events and communications with speakers.

## COMMUNICATIONS REPORT

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

App. The app does so much more than what the user sees. There is an entire back end to streamline our process to make it easier for us and our volunteers.

Media Coverage. Positive media coverage and publicity for Ohio Library Council and libraries for distributing Covid testing kits and staffing challenges. Ohio was highlighted in ALA Magazine for levies and referenced as a national standard.

## MEMBERSHIP SERVICES REPORT

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

2021 Membership. The membership year ended on September 30, 2021 with a final individual membership total of 2216 members in comparison to the 2020 final total of 2328.

2022 Membership. The first membership renewal notice was sent to the mail house on Nov. 18 by first-class mail.

Herrick asked about the percentage change in library FTEs in the past year and possible reductions related to the pandemic.

ACKNOWLEDGEMENT

Kuonen acknowledged Delaney for her four years of service as the ALA Councilor. Delaney shared that OLC has been a very important part of her professional life. She joined when Fran Haley was transitioning. With 40 years in librarianship, Delaney will be retiring in December. She appreciates the opportunities that OLC has given her over the years.

ANNOUNCEMENTS

The next meeting is scheduled for Jan. 14, 2022. It will be determined closer to the date if the meeting will be in-person or via Zoom.

Slone announced that she has been named Access Director for the Chillicothe and Ross County Public Library.

EXECUTIVE SESSION

HERRICK MOVED AND MAROLT SECONDED TO ENTER EXECUTIVE SESSION AT 12:33 P.M. MOTION PASSED UNANIMOUSLY.

EXECUTIVE SESSION CONCLUDED AT 1:03 P.M.

ADJOURNMENT

With there being no further business to come before the Board, the meeting was adjourned at 1:04 p.m.