

OHIO LIBRARY COUNCIL
BOARD OF DIRECTORS

OLC Office
July 15, 2022
10:00 A.M.

PRESENT Kacie Armstrong, Euclid
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
Chad Seeberg, Marysville
Jennifer Slone, Chillicothe (virtual)
Laura Lee Wilson, Huron County, Willard

ABSENT Rick Rubin, Cuyahoga Falls

GUESTS Nick Tepe, ALA Councilor
Shaun Wright, OLC Convention Chair (virtual)
Don Yarman, OPLIN

GUESTS ABSENT Wendy Knapp, State Library of Ohio

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 Dillie at 10:06 a.m. Jenn Slone and Shaun Wright joined virtually. Knapp was not able to join the meeting due to illness. Rubin was able to join for family reasons. Dillie noted there will be an Executive Session at the end of the agenda to discuss Citizen of the Year Award and the 2022 Awards and Honors recommendations.

APPROVAL OF AGENDA BREHM-HEEGER MOVED AND FIFAREK SECONDED APPROVAL OF THE AGENDA AS PRESENTED. MOTION PASSED UNANIMOUSLY.

APPROVAL OF MINUTES HERRICK MOVED AND ICAZA SECONDED APPROVAL OF THE MAY 13, 2022, MINUTES AS PRESENTED. MOTION PASSED UNANIMOUSLY.

FINANCIAL REPORT
MONTH-END – MAY 2022 Francis presented the Financial Report: Month-End May 2022.

Revenue: Institutional Membership dues are over budget by \$34,000 due to increases in property taxes and the PLF. Individual membership are over budget by over \$11,000. Continuing Education revenue is over budget by \$47,000.

Legislative Day is over budget due to increased attendance. Convention and Expo is over due to early sponsorships. Workshops are over budget due to strong attendance and hybrid approach. Contract income is on budget. Other income: Worker's Comp is under budget due to BWC rebates. Long term investments are well under budget by \$80,000 reflecting the downturn in the market.

Expenses: Salaries and benefits are under budget mostly due to accrued vacation. Worker's Comp is under budget due to BWC rebates. Retirement is under budget due to timing of plan contributions. Health insurance is under budget due to selection of plan. Supplies and resources are over budget due to ExpoCad subscription. Communications is under budget. Printing and Design is under budget. Maintenance is over budget due to equipment rental. Space rental is under budget due to temporary reduction in assessment. Convention and Expo under budget due to timing of payments. Travel and meals are under budget. Catering is over budget by \$31,000. This will be more accurately reflected in the next financial statement.

Francis reported that many other state associations are already looking at increasing dues and registration costs. This was discussed at ALA Annual during the ICLAE meeting. The net variance is \$13,462. This is after taking out the PPE loan.

KUONEN MOVED AND BREHM-HEEGER SECONDED APPROVAL OF THE MONTH-END MAY 2022 FINANCIAL REPORT AS PRESENTED. MOTION PASSED UNANIMOUSLY.

2024 PLA AND 2024
OLC CONVENTION

Francis reminded the Board that the OLC met and voted unanimously to support the 2024 PLA Conference being held in Columbus, Ohio on April 3-6, 2024. As the host state chapter, PLA is offering the following to OLC in conjunction with the conference:

- OLC members may register for the PLA Conference and preconference at the PLA Member rate.
- OLC will have the opportunity to sponsor a 1.5-day preconference, which can be split into ½ day or full day. PLA will handle all registration and meeting planning. OLC will be responsible for speaker management and any cost associated with the preconference (AV, beverage breaks, marketing).
- OLC can have a table in the registration area to promote OLC, sell goods, etc. and a booth within the exhibit hall.

The staff is recommending the OLC hold a pre-conference in conjunction with PLA 2024 in place of holding a separate Convention and Expo in 2024.

Drew Wichterman, 2024 Convention Chair is fully aware of the situation. OLC could see an increase in individual memberships that year. It is possible that OLC could see people from other states attend the pre-conference as well.

Brehm-Heeger asked if there would be social events, like a reception and Awards and Honors, etc. Francis stated there would be many opportunities to hold events. Armstrong asked if there would be ways to help libraries with transportation and bus coordination.

KUONEN MOVED AND ARMSTRONG SECONDED TO NOT HOLD A SEPARATE CONVENTION IN 2024 AND TO PARTNER WITH PLA. MOTION

PASSED UNANIMOUSLY.

2023 OLC CONVENTION

Francis and Miller reminded the Board about the unfortunate news with the Cleveland Convention Center and Global Health Center going under construction. Cincinnati has been selected as the 2023 Convention site based on the Board's previous vote. The contracts for Cincinnati are complete. The headquarters hotel will be the Hyatt and the Duke Energy Convention Center is across the street. The dates for the 2023 Convention and Expo are September 27-29.

2022 CONVENTION AND EXPO

Francis introduced Shaun Wright, 2022 Convention & Expo Chair.

Wright thanked the Board for the opportunity to share information. The theme for the convention is Libraries as Allies.

He reported that the Program Committee has scheduled 4 keynote sessions with ample 1-hour (60) programs. OLC is teaming up with the Re-imagining School Readiness Workshop group for sessions on Wednesday. There will be sessions on burnout as well.

The Expo Committee will be focusing on recharging and connecting in the Expo Hall. There will be an affirmation board so attendees can start a dialogue about positive things. Gadget gallery will have e-health kits from NEO-RLS and COSI will be offering head shots.

The Local Arrangements Committee has planned an evening with Mystic art on Wednesday, Thursday night reception at the Toledo Lucas County Public Library and after-hours party with karaoke and scavenger hunt.

Francis noted we currently have 40 exhibitors, which is a little lower than previous years at this point. OLC is working on additional outreach. It was noted that costs for the Expo have increased since the budget was passed. For example, the cost of carpet has 30% due to inflation. Transportation costs are increasing as well. AV and travel may be a little more than previously budgeted. Francis reported that OLC currently has \$37,000 in sponsorships, which exceeds the amount for 2022. The OLC staff hopes to reach \$45,000.

When Francis came back from PLA, OLC staff sent out additional letters to PLA exhibitors regarding C&E. The goal is for registration to open at the end of the month. The App and the C&E website are up and running.

OLC AWARDS AND HONORS FEEDBACK

The Awards and Honors Committee met May 31, 2022, and began discussion of OLC organizational and memorial awards as directed by the Board on March 11, 2022. Francis noted the Committee has taken on a lot and appreciates their thoughtful discussion.

The Committee plans to have another meeting to discuss the principles and guidelines for award categories; the awards process and create policies/procedures for the committee to follow going forward. They plan to have recommendations to the OLC Board in September.

CHAIR'S REPORT

Dillie had no new information to report.

ALA COUNCILOR REPORT

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

ALA Annual Conference and Council Sessions. There were 13,990 in attendance in Washington D.C. There were fewer vendors than pre-pandemic. Council took up the final recommendation of the Transforming ALA Governance Working Group, and an amendment was passed that would keep Council's policy-making authority instead of putting that in the hands of a newly constituted executive Board. The vote was very narrow. Several councilors expressed hope that in the next step of the process the Constitution and Bylaws committee would provide council with multiple models that would attempt to bridge this ongoing gap. They passed a motion to dissolve council forums, due to a feeling among many that that they had become dysfunctional.

A resolution was brought to council barring ALA from holding conferences in states with restrictive abortion policies. There was a significant response to this from the floor, particularly from councilors from Tennessee who expressed concern that passing this resolution would have an immediate impact on the funding for libraries in their state. The resolution was defeated by a 3-to-1 margin. In addition, it was noted that several of the State Librarians have been under threat.

STATE LIBRARY REPORT

A written report was provided as Knapp could not be in attendance.

OPLIN REPORT

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

Yarman apologized that the CISCO Umbrella subscription had been unavailable since July 1. The delay is related to the State's fiscal rules when contracts can begin and end. Francis offered that OLC may be able to help. This is not a problem for E-rate which impacts about 100+ libraries. Procurement is under DAS.

EXECUTIVE DIRECTOR'S REPORT

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

IRS Forms 990 and 990-T. Following the completion of the 2021 financial audit, the OLC's auditors prepared IRS Forms 990 and 990-T. The forms were reviewed by the Finance Committee and filed.

COSI Learning Lunchboxes. Staff is resuming distribution next week. COSI is providing 25,000 boxes to public libraries which would normally cost about \$30 each. Essentially, OLC is saving members about \$750,000. Staff may not be able to distribute the boxes again next year during the State Budget. There will be conversations about alternative options, possibly something through the State Library Cargo system.

Digital Navigator Pop-ups. OLC and launched the Connectivity Champion/Digital Navigator Pilot Program with OPLIN and the Connectivity Champions from the Ohio Department of Education. More than 30 public libraries were invited to participate in a meeting last week to hear more about the pilot program.

BroadbandOhio. In June the state submitted their initial plan to the federal government for the Digital Equity Planning Grant. BroadbandOhio will be hosting a listening tour in the state's 5 regions and working with workgroups to develop their State Digital Equity Capacity Plan.

ALA Annual. Francis reported on takeaways from her ALA Annual trip. She reported that Ohio is still not as bad as Virginia, Texas and Pennsylvania as related to book challenges. In the state of Virginia, an individual is suing Barnes

and Noble and publishers. Many other state associations are looking at raising dues and registration rates as their costs increase.

Voting. OLC voting began on June 30. Staff will review the results with Kuonen and the election results will be posted to the website after all candidates on the ballots are notified.

State Auditor's Office. Staff met with the State Auditor's office, about detailed reporting and expenditures. Many libraries are only reporting at the 100 code level. There will be additional information and training at the Fiscal Officer 102 workshop.

Staff Anniversaries. Denise Kise celebrated her 9-year anniversary on July 1.

GOVERNMENT AND LEGAL SERVICES REPORT

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

Public Library Fund. State tax receipts continue to come in very well. The July 2022 PLF distribution was about \$3.1 million (+7.1%) above ODT's original estimate.

Legislature. Smith reported that most legislators will be in their districts campaigning through November. They are not expected to be back in session prior to November.

HB 140-Ballot Language. The Governor signed HB 140 on June 14, and now it becomes effective in 90 days. It changes the way language appears on the ballot. It makes several changes to the way information about a proposed property tax levy is presented to voters in required ballot advertising and on the actual ballot itself. These changes will not impact libraries on the ballot this November. It will affect the primary elections next year.

Road ahead Tour. The GRC and Legislative Network are planning this fall's Road Ahead Tour. This is an opportunity for library directors to meet with OLC in various locations around Ohio to learn about our overall advocacy strategy as we gear up for next year's biennial budget process.

OLC Facilities Survey. Smith reported that OLC has been asking libraries to send us pictures of their facility issues related to roofs, HVAC, etc. OLC is trying to make a case for ARPA funds.

PROFESSIONAL DEVELOPMENT REPORT

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

2022 OLC Convention and Expo. Miller thanked Wright for the nice recap he gave of the highlights of Convention and Expo. Miller is looking into AV and transportation quotes. The Programming Committee is meeting on August 7.

Standalone Conference Participation. The Library Management and Leadership Conference was well attended and received in May.

COMMUNICATIONS REPORT

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

Convention and Expo. Jacobsen reported that she is currently focused on Convention. The Save the Date brochure is at the printer; the microsite is up, and she is working on the app.

OLC Website. JOBLine continues to be in the number one spot, followed by What's Happening in Ohio's Public Libraries. Members are utilizing the First Amendment Audit resources.

MEMBERSHIP SERVICES
REPORT

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

2022 Membership. The Membership Committee met via Zoom on June 16. Discussion included the New Member Meet and Greet at Convention and promotion of prorated dues, and the Convention booth. Individual membership revenue is over budget to date.

Nominations and Elections. The elections opened on June 30 and will close on July 30.

NEXT MEETING
ANNOUNCEMENTS

The next meeting is scheduled for Sep. 16 and it will be virtual via Zoom.

EXECUTIVE SESSION

ARMSTRONG MOVED AND ICAZA SECONDED TO ENTER EXECUTIVE SESSION AT 12:16 P.M.

ADJOURNMENT

ICAZA MOVED AND BREHM-HEEGER SECONDED A MOTION TO ADJOURN AT 12:57 P.M. MOTION PASSED UNANIMOUSLY.