

OHIO LIBRARY COUNCIL  
BOARD OF DIRECTORS

Via Zoom  
Sept. 16, 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 Stone, Chillicothe (virtual)  
Laura Lee Wilson, Huron County, Willard

ABSENT Rick Rubin, Cuyahoga Falls

GUESTS Evan Struble, State Library of Ohio  
Don Yarman, OPLIN

GUESTS ABSENT Nick Tepe, ALA Councilor

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 10:01 a.m. Dillie noted that Nick Tepe, ALA Councilor, will not be joining us today. Evan Struble will be reporting on behalf of Wendy Knapp.

APPROVAL OF AGENDA FIFAREK MOVED AND WILSON SECONDED APPROVAL OF THE AGENDA AS PRESENTED. MOTION PASSED UNANIMOUSLY. Dillie reminded members that there will be an Executive Session after the meeting for Board Members only.

APPROVAL OF MINUTES KUONEN MOVED AND MAROLT SECONDED APPROVAL OF THE JULY 15, 2022, MINUTES WITH ONE CORRECTION NOTED. MOTION PASSED UNANIMOUSLY. (Correction: typo in Call to Order – Rubin was “unable” to join us.)

CLEVIDENCE MOVED AND FIFAREK SECONDED APPROVAL OF THE JULY 15, 2022, EXECUTIVE SESSION MINUTES AS PRESENTED. MOTION PASSED UNANIMOUSLY.

FINANCIAL REPORT

Francis presented the Financial Report: Month-End July 2022.

Revenue: Institutional Membership dues are over budget by \$33,686 and Individual Membership dues are over budget by \$12,286. Continuing education is over budget \$55,576 due to early sponsorships for C&E and participation in workshops are above what was budgeted. Unrealized gain is down for long-term investments. Workers Comp is \$9,819 under budget due to timing of payments and BWC rebates. However, OLC just received a check through the partnership with Sedgwick that will be posted for September.

Expenses: Health Insurance and staff salaries are under budget. Communications is under budget due to more electronic communication. Printing and design is under budget due to printing being done in-house. Maintenance and equipment rental is above budget mostly due to hotel equipment rental for workshops. Travel and meals for presenters is over budget due to timing of payments. Catering meals is over budget due to increased attendance at workshops.

The net change in assets is \$20,478. Armstrong asked if the number of Friends groups has decreased. Should directors be checking that their Friends groups and Foundations are joining.

SEEBERG MOVED AND HERRICK SECONDED TO ACCEPT THE FINANCIAL REPORT AS PRESENTED. MOTION PASSED UNANIMOUSLY.

AWARDS AND HONORS  
COMMITTEE  
RECOMMENDATIONS

At the March meeting of the Board, there were questions regarding the James Cook Book Award (JCBA). The Board directed the Awards and Honors Committee to have initial conversation regarding organization awards. At their May 31 in-person meeting, Awards and Honors Committee discussed the direction they would like to go in, and the principles that will guide the Committee's future discussions and decisions:

- OLC awards should go to people, not books, and that the recipients of Ohio Library Council awards should be those who are working, or have worked in, Ohio libraries.
- Named awards lose meaning over time (the committee struggled to recall any details about the individuals currently memorialized by OLC awards – Diana Vescelius and John Phillip.)
- The OLC Board should find and recommend alternatives to current named award categories (particularly where there might be overlap with a similar award from another organization) and/or for future named award requests. Examples include:
  - John Phillip Outreach / Association of Bookmobile and Outreach Services
  - James Cook Book Award / Ohioana Book Awards
  - Library Board Resolutions
  - Acknowledgement on individual library websites
  - Local memorials
- Number of award nominations have declined in the last decade.
- Merge award categories wherever possible to reduce the overall number awards.
- Remove memorialized names from the current slate of OLC award categories.
- Ensure that the awards remain inclusive and reflective of the various people and work performed in Ohio's libraries.

There are currently 8 Awards recommended by the Awards and Honors Committee. Also, the Citizen of the Year Award recommended by the OLC Board; the A. Chapman Parsons Award and the Andrew Carnegie Award recommended by the Government Relations Committee. The Committee met on September 1 to continue to discuss the number of awards currently offered by the Ohio Library Council. Out of these meetings comes three recommendations for the OLC Board to consider.

SEEBERG MOVED AND ARMSTRONG SECONDED TO ACCEPT THE RECOMMENDATIONS PUT FORTH BY THE AWARDS AND HONORS COMMITTEE AS PRESENTED. After discussion, no vote was taken.

The Board appreciates the time and thoughtfulness given by the Awards and Honors Committee. The Board discussed that there may need to be some consideration to the Local Library Advocate title, as the Northeast Ohio Regional Library System (NEO-RLS) already has an Advocacy Award that focuses on local advocacy.

The next step is to have more direction on resolutions and/or specific actions of the Board - which awards would be removed by resolution, etc. The Committee feels they addressed the JCBA in their previous comment and that any changes to the JCBA are a governance issue that should be taken up by the OLC Board of Directors and not by the Committee. The Board may wish to hold discussion or form an Ad Hoc Committee to engage the details of the Awards and Honors Committee, or perhaps suggest further narrowing of Awards.

Herrick agreed that they have the name change and specific criteria already. Brehm-Heeger focused on awards in OLC Community; Citizen of Year; Chap Parsons; and Andrew Carnegie. There was discussion of the limited participation in the Awards and Honors program. Maybe having the OLC Board look at this and consider it from the Board level. The Board acknowledged that the Committee has done a lot of work and wouldn't want them to feel it has been rejected.

The Awards and Honors Committee should be alerted that the Library Advocate Name overlaps with the NEO advocate award and maybe adjust the award name with their final recommendation for the Board.

AN AMENDMENT WAS MADE TO THE PREVIOUS MOTION TO READ: SEEBERG MOVED AND ARMSTRONG SECONDED TO ACCEPT THE RECOMMENDATIONS PUT FORTH BY THE AWARDS AND HONORS COMMITTEE AND ASKS THE COMMITTEE TO BRING SPECIFIC DETAIL FOR CRITERIA, ETC. AT THE NOVEMBER BOARD MEETING. MOTION PASSED UNANIMOUSLY.

- (1) MERGE THE OHIO FRIENDS OF THE LIBRARY RECOGNITION, TRUSTEE/BOARD OF TRUSTEES AWARD OF ACHIEVEMENT, AND JOHN PHILIP OUTREACH AND COMMUNITY ENGAGEMENT AWARD TO CREATE ONE SINGLE CATEGORY, *LOCAL ADVOCATE AWARD*, THAT RECOGNIZES EXCEPTIONAL SERVICE TO A LIBRARY COMMUNITY THROUGH SUSTAINED ADVOCACY, INNOVATIVE LEADERSHIP AND/OR IMAGINATIVE AND EFFECTIVE ACTIVITIES WHICH INCREASE COMMUNITY AWARENESS OF THE LIBRARY AND ITS MISSION, VISION AND CORE VALUES.

- (2) ADD "COMMUNITY ENGAGEMENT AND/OR OUTREACH PERFORMED BY A LIBRARY EMPLOYEE" TO THE SERVICE EXCELLENCE CRITERIA. THIS BROADENS THE SERVICE EXCELLENCE CATEGORY TO INCLUDE PART OF THE JOHN PHILIP OUTREACH AWARD NOT REFLECTED IN THE LOCAL ADVOCATE AWARD. THE FOCUS OF THIS AWARD WILL BE ON SERVICE EXCELLENCE BY A LIBRARY EMPLOYEE WHEREAS THE LOCAL ADVOCATE AWARD IS FOR THOSE WHO ARE DONATING THEIR TIME/TALENTS/PASSION TO LIBRARIES.
- (3) REMOVE NAME FROM EXISTING CATEGORY: CHANGE DIANA VESCELIUS EMERGING LEADER AWARD TO EMERGING LEADER AWARD.

RATIFICATION OF APPOINTMENTS

ICAZA MOVED AND KUONEN SECONDED THE RATIFICATION OF JOEL MANTEY, FINDLAY-HANCOCK COUNTY PUBLIC LIBRARY AS THE 2023 CONVENTION AND EXPO PROGRAM COMMITTEE ASSISTANT CHAIR AND WILL SERVE AS THE 2024 PROGRAM COMMITTEE CHAIR (ASSISTING WITH OLC'S PRE-CONFERENCE FOR PLA 2024) AND AS THE 2025 CONVENTION AND EXPO CHAIR. MOTION PASSED WITH 12 YES VOTES, AND ONE ABSTENTION (Clevidence).

RUBIN MOVED AND MAROLT SECONDED RATIFICATION OF JULIA SHAHEEN, STARK COUNTY DISTRICT LIBRARY AS THE 2023 C&E EXPO COMMITTEE CHAIR; AND TARA KRESSLER, CINCINNATI AND HAMILTON COUNTY PUBLIC LIBRARY AS THE 2023 C&E LOCAL ARRANGMENTS CHAIR. MOTION PASSED WITH 11 YES VOTES, AND TWO ABSTENTIONS. (Icaza and Brehm-Heeger)

COMMITTEE APPOINTMENTS

Francis reported that staff liaisons are currently working on fulfillment of Committee openings and will bring recommendations for approval to the Appointments Committee prior to the November Board meeting.

2022 ELECTIONS

Kuonen, 2022 Chair of the OLC Board of Directors Nominating Committee, reviewed the results after the elections closed. Congratulations to current Board member Sarah Clevidence who was reelected, and to the newly elected Board Members: Julianne Bedel, Medina; Robert Jenkins, Gallipolis; and Kathy Bach, Cincinnati. Francis reported a list of all newly elected Division Action Council positions was included in the Board packet and published in *Access Weekly*.

BOARD MEETING DATES

The proposed 2023 Board meeting dates are as follows: Jan. 20, Mar. 17 (St. Patrick's Day), May 12 or May 19, July 14, Sept. 15, and Nov. 10 (Veterans Day). Final approval will be at the November 2022 Board Meeting. Some of these meetings will be in-person and some will be virtual.

If there are any changes or considerations, including St Patrick's Day please contact Francis prior to the November board meeting.

Other dates to note:

- ALA LibLearnX (New Orleans) – Jan. 27-31
- Library Fiscal Officer Conference – April 11-12
- OLC Legislative Day – April 26
- ALA Annual (Chicago) – June 22-27
- OLC Convention & Expo (Cincinnati) – Sept. 27-29

ALA COUNCILOR

A written report was included for the Board's review.

STATE LIBRARY

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

## REPORT

Library Leadership Ohio. The second live, online session of Library Leadership Ohio was held on Aug. 25. One session remains in the 2022 series which will be held on Oct. 13.

Staffing. Jeff Regensberger joined the State Library of Ohio as a Library Consultant/LSTA coordinator on Aug. 29. He comes to the State Library from Worthington Libraries.

LSTA Metadata Mini Grants. The SLO will be launching their third round of LSTA Metadata Mini-Grants. This grant enables libraries to digitize and create new collection for the Digital Public Library of America.

Institute of Museum and Library Services. The Institute of Museum and Library Services (IMLS) requires each state to evaluate their 5-year plan, investigating how LSTA funds are being allocated for programs and projects to strengthen the efficiency, reach and effectiveness of library services in the state. The SLO is working on their 2023-2027 plan and will share with the Board in October.

System for Award Management (SAM). SAM is a government account that libraries must register with if they apply for a federal grant. It is a free account. There is information on the SLO Website. Struble will work to push this information out.

## OPLIN REPORT

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

System for Award Management (SAM). Yarman noted that a SAM account is also required for E-Rate as well.

October Board Meeting. The October Board meeting will be held on the 1<sup>st</sup> Friday of the month, instead of the 2<sup>nd</sup> Friday.

Staffing. The deadline for the Software Developer position at OPLIN has closed. Interviews will be conducted in October.

Cisco Umbrella. Even though there were issues with the Cisco Umbrella license renewal, extensions were in place, and the situation was fully resolved on July 27. To prevent a repeat of this next year, Yarman is requesting a meeting of the State Library fiscal staff and DAS Purchasing to determine how to obtain and pay for software license renewals before the current licensing term ends. OPLIN will also recruit a group of public library technology managers to advise whether Umbrella remains the desired product or whether another solution will better meet libraries' needs.

Fiber Ethernet to Branches. OPLIN is planning to issue a statewide, competitive bidding opportunity for broadband vendors to provide library branch circuits. While OPLIN cannot pay for the branch circuits, by issuing a statewide RFP through the E-rate system, it is hoped that vendors will take advantage of expanded business opportunities to offer better pricing than libraries have seen acting on their own. Libraries could then locally request E-rate discounts against the bids received in the statewide call for proposals. Because OPLIN is a consortium, they can open an RFP.

## EXECUTIVE DIRECTOR'S REPORT

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

COSI Learning Lunchboxes. OLC staff completed distribution of more than 25,000 boxes to more than 200 public library systems - saving OLC members \$750,000. Thank you to the libraries that served as distribution locations.

Ohio BUILDS – Appalachian Grants. OLC held a virtual meeting on Aug. 16 libraries in the Appalachian region of Ohio on potential funding. Gov. Mike DeWine and Lt. Governor Jon Husted announced details to make a \$500 million investment in Appalachia. The goal of the plan is to support local initiatives to revitalize downtown districts, enhance the quality of life, and help rebuild the economies of Ohio's 32 Appalachian counties.

Small Library Director's Forums. The Small Libraries Division hosted discussion forums in three locations around the state to discuss issues of common interest and how to deal with challenges unique to small libraries. More than 70 directors registered for the forums.

Library Card Sign-up Month. September is Library Card Sign-up Month. OLC contacted all members of the Ohio General Assembly and encouraged them to promote Library Card Sign-up Month in their districts.

OLC Workers Comp Program. There are more than 175 public library systems who will be participating in OLC's 2023 Group Rating Program. Under state law, in order to participate in the group rating program, an entity must be a member of the sponsoring organization (OLC). OLC recently conducted an audit of our program and found that two participants had not paid OLC dues and were therefore not members of OLC. Both library systems were contacted.

ODE Grants – Libraries Accelerating Learning Grant. The Ohio Department of Education (ODE) created a \$5 million grant program specifically for public libraries to support Future Forward Ohio, the state's strategic priorities to help students recover from the impact of the COVID-19 pandemic. The grant is open to all public library systems in Ohio and collaboration between library systems is permitted. ODE hosted a webinar last week and a recording will be made available on the OLC website.

2023 Planning and Leadership Kickoff. Francis reported to better meet the needs of our members and volunteers, OLC will be adjusting the format of the traditional "Leadership Conference." This year, a live kickoff virtual event will be held on Wed., Nov. 16. OLC Committees and Division Action Councils will then have until Friday, Dec. 9 to meet separately. This is an invitation only virtual event and there will be no charge.

New Directors Workshops. Francis thanked members of the Board who made time to speak at these workshops.

Dolly Parton/First Lady's Luncheon. Francis thanked members of the Board who attended the First Lady's Luncheon with Dolly Parton celebrating the Imagination Library of Ohio.

BroadbandOhio. Ohio is participating in the State Digital Equity Planning Grant Program, a federally funded grant, to develop a statewide plan for achieving digital equity goals and closing the digital divide. As part of this planning process, they are establishing Regional Digital Inclusion Alliances (RDIAs) across the state to champion digital equity and inclusion at the local and regional levels. BroadbandOhio, through these RDIAs, will amplify local voices and digital inclusion successes from stakeholders across the state. OLC and

BroadbandOhio will host a webinar on Oct. 20 so that OLC Members can learn more about the state's plan and how libraries can play a vital role.

AOS Library Expenditure Code Reporting. OLC is working with the Ohio Auditor of State's Office (AOS) to provide training for public library fiscal officers on the AOS Detailed Library Expenditure Code Reporting for financial statements. Several training sessions are scheduled for libraries utilizing the Uniform Accounting Network (UAN), non-UAN libraries and other larger metro systems.

Convention & Expo. Francis thanked the OLC staff and the volunteers for their work in preparing for Convention & Expo.

## GOVERNMENT AND LEGAL SERVICES REPORT

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

PLF Update. The Sept. 2022 PLF distribution was \$2.97 million above ODT's original estimate. This brings the statewide PLF Calendar Year (CY) 2022 year-to-date total to \$378,754.176. State collections continue to exceed estimates.

Knife Law Regulation Changes. The Ohio General Assembly made changes to the regulation of knives that may have an impact on governmental public libraries. Senate Bill 140 – expressly eliminates knives, razors, and other cutting instruments from the definition of “deadly weapons” under ORC 2923.12. In addition, Senate Bill 156 makes it a fundamental right for all individuals to own, possess, transport, carry and keep a knife for purposes of personal protection.

Update on ODH Free Rapid Covid Tests. OLC sent out an update to members and continues to work with the governor's testing team. OLC Members will be advised if there are any changes to the distribution formulas from the state.

Road Ahead Tour. The Road Ahead Tour is scheduled throughout the month of Oct. This is an opportunity for library directors to meet with OLC staff across the state to learn about OLC's overall advocacy strategy for next year's biennial budget process.

Lame Duck Session to begin on November 16. Immediately following the November general election, the Ohio legislature will begin the lame duck session.

Luncheon with Gubernatorial Candidate Nan Whaley. Smith attended a luncheon with Democratic Gubernatorial Candidate Nan Whaley. Whaley discussed her platform and goals for her campaign. A similar event is planned with Governor Mike DeWine.

America 250 – 88 County Engagement Committee. OLC had the opportunity to participate with a planning committee co-chaired by the County Commissioner's Association and former Governor Ted Strickland to strategize on how Ohio can celebrate this event in every county.

## PROFESSIONAL DEVELOPMENT REPORT

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

2022 OLC Convention and Expo. Miller reported that due to unfinished construction at the Glass City Center, there are breakout rooms on the first floor of the center that will not be available for use. Adjustments are being made to the room assignments. OLC staff will be discussing concessions for the shortfall with the center. There are currently 56 exhibitors and 433 people registered to attend. Deborah Caldwell Stone and Megan Cusick will be holding a general session on Thursday to provide an update on the Unite Against Book Bans campaign. OLC's

hotel blocks at the Renaissance Toledo and the Hilton Garden Inn are both full. Shuttles will run between the Renaissance and Glass City Center. The Convention App is up and it will continue to be updated.

Francis noted that OLC's contract with the Glass City Center is for full use of the Center. OLC has received over \$40,000 in Sponsorships. The Programming, Expo and Local Arrangements Committees have been very helpful. The attendance numbers are not over last year.

Meeting participation. The EDI Conference speakers are still being finalized and the registration should open soon.

Planning for 2023 Events. The PDC met to discuss the OLC 2023 programs on August 23. They discussed having two stand-alone events. Possibly one focusing on facilities and one centering around youth services. Both would be in-person events.

## COMMUNICATIONS REPORT

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

Convention and Expo. The Convention and Expo website is live and registration opened on July 25. A promotional brochure was sent on July 22. The on-site program book was sent to the printer. The mobile app is more robust and includes session descriptions, speaker information, program ratings and more. Speakers will be able to upload their slides and handouts. Attendees will be able to evaluate sessions through the app.

Press Releases. Press releases were sent for each of the Awards and Honors recipients. The winners were also announced in *Access* on July 27. Several of the Award winners received significant media coverage.

Election Results. Election results were announced via *This Week* and *Access* and the website on Aug. 17.

OLC Website. The most popular pages on the website are: JOBLine; Convention an Expo; What's Happening in Ohio's Public Libraries; Conferences, Workshops and Webinars.

## MEMBERSHIP SERVICES

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

Individual Membership. The membership count of 2,367 is up from August 2021 of 2178. (+189). There are 411 New members which is the highest since 2014. The Committee is scheduled to meet on Oct. 6.

New Member Meet & Greet. Board members are encouraged to attend the New Member Meet & Greet, Sept. 28, outside of the Exhibit Hall from 5:00-5:30.

Awards and Honors Luncheon. Board members are encouraged to attend the Awards and Honors Luncheon on Sept. 28, Ballroom C from 12:00-1:30.

## NEXT MEETING

The next scheduled meeting is Nov. 18 at the OLC Office. Brehm-Heeger asks if there is a virtual option for that meeting? Francis will try to make those accommodations.

## EXECUTIVE SESSION

WILSON MOVED AND HERRICK SECONDED TO ENTER INTO EXECUTIVE SESSION AT 11:56 A.M. MOTION PASSED UNANIMOUSLY.

ICAZA MOVED AND BREHM-HEEGER SECONDED TO CONCLUDE THE EXECUTIVE SESSION AT 12:15 P.M. MOTION PASSED UNANIMOUSLY.

ADJOURNMENT

HERRICK MOVED AND FIFAREK SECONDED A MOTION TO ADJOURN THE REGULAR SESSION OF THE OLC BOARD MEETING AT 12:15 P.M. MOTION PASSED UNANIMOUSLY.