

OHIO LIBRARY COUNCIL
BOARD OF DIRECTORS

Via Zoom
Mar. 10, 2023
10:00 A.M.

- PRESENT
 - Julianne Bedel, Medina
 - Sarah Clevidence, Findlay
 - Tom Dillie, Minerva
 - Aimee Fifarek, Youngstown
 - Carol Herrick, Centerville
 - Mary Ellen Icaza, Canton (virtual)
 - Robbie Jenkins, Gallipolis
 - Cheryl Kuonen, Mentor
 - Melissa Marolt, New Lexington
 - Jennifer Stone, Chillicothe
 - Laura Lee Wilson, Huron County, Willard

- ABSENT
 - Kathy Bach, Cincinnati
 - Rick Rubin, Cuyahoga Falls

- GUESTS
 - Wendy Knapp, 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 of Government and Legal Services

- CALL TO ORDER
 - The meeting was called to order by Chair Wilson at 10:01 a.m.

- APPROVAL OF AGENDA
 - KUONEN MOVED AND HERRICK SECONDED APPROVAL OF THE AGENDA AS PRESENTED. MOTION PASSED UNANIMOUSLY.

- APPROVAL OF MINUTES
 - FIFAREK MOVED AND MAROLT SECONDED APPROVAL OF THE JANUARY 20, 2023, MINUTES AS PRESENTED. MOTION PASSED UNANIMOUSLY.

 - HERRICK MOVED AND JENKINS SECONDED APPROVAL OF FEBRUARY 14, 2023, EXECUTIVE SESSION MINUTES AS PRESENTED. MOTION PASSED WITH 10 AYE VOTES AND ONE ABSTENTION. (Bedel).

 - Francis thanked the Board for their acknowledgement and recognition of the increase in the retirement percentage from the Executive Session minutes.

- FINANCIAL REPORT
YEAR-END 2022
 - Francis presented the financial report for Year-End 2022.

 - Revenue. Institutional Membership Dues were over budget by \$33,686 and Individual Memberships were over budget by \$26,592. Publications were over

budget due to an increase in requests for hard copies. Continuing Education was over budget due to increased attendance at Legislative Day; sponsorships and registration numbers at Convention and Expo; and Workshops were over budget due to strong attendance and response to hybrid approach. Contract Income was under budget due to less joint purchasing through the Equalis Group. Other Income was under budget by \$123,033. Interest and Dividends are over budget in returns on short-term investments (+\$27,719) and Unrealized Gain/(Loss) reflected a downturn in the market (-\$157,080).

Expenses. Salaries and benefits were under budget. Retirement was under budget due to timing of plan contributions (-\$2,969). Health Insurance was under budget due to selection of plan (-\$8,138); Payroll taxes were slightly over budget (+\$1,391). Consultants and Contractors were under budget (-\$30,923), mostly due to Legal Services and switching our contract lobbyist from Vorys Advisors to North Hill Consulting. Communications were under budget due to a decrease in mailings. Printing and Design were under budget due to reduced printing (-\$10,639). Maintenance and Equipment were over budget (+\$13,124) due to Equipment Rental and Software Support being over budget. Space rental was under Budget (-\$36,660) due to a temporary reduction in office space rental (-\$6,577). Also, the Convention/Expo space rental was under budget (-\$21,000) due to the negotiated reduced rate and Workshops were under budget by (-\$9,083). Travel was under budget mostly due to virtual meetings (-\$2,927) and Management and Expenses were over budget (+\$40,030), mostly due to Catering and Other meals with increased attendance at workshops and Bank Services were over due to increase in credit card transactions (+\$1,840).

The Net Change in Assets is \$10,413.

HERRICK MOVED AND FIFAREK SECONDED APPROVAL OF THE YEAR-END 2022 FINANCIAL REPORT AS PRESENTED. MOTION PASSED UNANIMOUSLY.

NOMINATING COMMITTEE
APPOINTMENT

JENKINS MOVED AND MAROLT SECONDED THAT THE OLC BOARD OF DIRECTORS APPOINT MICHAEL PENROD, DIRECTOR, WOOD COUNTY DISTRICT PUBLIC LIBRARY, TO SERVE AS AN AT-LARGE MEMBER ON THE OLC NOMINATING COMMITTEE FOR A THREE-YEAR TERM (2023-2025). MOTION PASSED UNANIMOUSLY.

AD HOC COMMITTEE
ON DIVISION MERGERS

Members of the Ad Hoc Committee to review the request for Division Mergers included: Tom Dillie, Aimee Fifarek, Cheryl Kuonen, Jennifer Slone and Laura Lee Wilson.

The Ad Hoc Committee met virtually on Feb. 14 and is recommending the following:

Approve the merger of RISD with the Adult Services Division effective January 1, 2024. To stay consistent with the Code of Regulations, the new merged division will have no more than 8 members. Due to term limits and this voluntary merger, neither division will need to appear on the 2023 election ballot for openings. OLC staff will reach out to each division for feedback on a name for the new merged division.

The Committee recommends that each Division Action Council review their goals and objectives. The Ad Hoc Committee is recommending a survey be sent to every Division Action Council.

Additional review is needed related to the interaction of Divisions and Committees at the Convention and Expo. Participation, attendance and interest in OLC Connects has diminished in recent years. The Ad Hoc Committee is recommending this be included in the survey to Division Action Councils.

ICAZA MOVED AND KUONEN SECONDED TO ACCEPT THE RECOMMENDATIONS OF THE AD HOC COMMITTEE. MOTION PASSED UNANIMOUSLY.

Staff will notify the RISD and Adult Services Division Action Council members and will call a meeting to discuss the details of the merger.

Herrick asked about the timeframe of the other divisions being surveyed. Francis explained we will wait for feedback from the survey, and the Board may have discussion after reviewing those results.

**ANDREW CARNEGIE
AWARD**

Francis reported that the Andrew Carnegie 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.

The OLC Government Relations Committee and OLC staff are recommending that the Andrew Carnegie Award be presented to Ohio Senate Finance Committee Chairman Matt Dolan (R-Chagrin Falls).

FIFAREK MOVED AND BEDEL SECONDED TO ACCEPT THE RECOMMENDATION OF PRESENTING THE ANDREW CARNEGIE AWARD TO SENATOR MATT DOLAN. MOTION PASSED UNANIMOUSLY.

**OLC BOARD OF
ELECTIONS**

Francis reported that in the 2023 OLC elections, four positions on the Board of Directors will be on the ballot, including one MLIS position, one Trustee position and two At-Large positions. Current Board members serving in these positions (and their eligibility for re-election) include:

Position	Board Member	Term(s) of Service	Eligible for Re-Election
MLIS	Tom Dillie	2021-23	No
Trustee	Carol Herrick	2021-23	No
At-Large	Mary Ellen Icaza	2021-23	Yes
At-Large	Melissa Marolt	2021-23	Yes

Current Board members eligible for re-election are asked to indicate whether they wish to be candidates for re-election. The OLC Nominating Committee will be responsible for identifying and recommending candidates for election, including incumbents as well as new candidates for election to the Board.

A call for candidates interested in being considered for election to the Board will be included in *This Week* and *Access* and posted on the OLC website beginning on the Monday following the March Board meeting and continuing through April.

OLC CHAIR'S REPORT

Wilson stated that she looks forward to seeing everyone on April 26 for Legislative Day at the Statehouse. She will also be attending some of the Trustee Dinners.

ALA COUNCILOR
REPORT

In addition to his written report, Francis reported on the following in Tepe's absence.

ALA Elections. ALA Elections are March 13 – April 5. Tepe encourages all Ohio ALA members to vote to approve the new bylaws.

ALA President-elect position. The two nominees running for president-elect are: Cindy Hohl, Director of Policy Analysis and Operational Support at the Kansas City Public Library in Missouri, and Eric Suess, Director of the Marshall Public Library in Idaho.

Fifarek noted that Cindy Hohl will be speaking at the Akron Roundtable lunch program on Thursday, May 18 at noon. She'll be speaking about censorship and intellectual freedom.

STATE LIBRARY
REPORT

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

Library Journal. Knapp sent a Letter to the Editor regarding the Library Journal Stars article asking them to rethink how they rate and rank libraries. Francis asked Knapp to share the electronic version of this article and OLC will highlight that.

Budget. Knapp provided testimony on February 15 before the House Finance Subcommittee on Higher Education regarding the 2024-2025 biennial budget.

Interlibrary Loan. The State Library was recognized by OCLC for their exceptional delivery of Interlibrary Loan.

OPLIN REPORT

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

Branch Fiber Extension Program. Yarman is pleased with how the branch fiber extension program is going. There are approximately 50 branches that will move to new contracts through this process.

Statewide Databases. The request for the next Statewide Database Collection is supported by an LSTA grant to OPLIN, OhioLINK, and INFOhio. These are negotiated on a 5-year cycle which ends in June. The partnership has submitted their grant request for the next five-year package to the State Library Board for consideration at their March 16 meeting.

OPLIN Board Nominations. There is an open Nomination Call for OPLIN Board members.

Francis added that we have been including the OPLIN Board Nominations Call in the OLC Newsletters.

EXECUTIVE DIRECTOR'S
REPORT

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

Employee Benefits. Francis thanked the Board for the percentage increase in retirement benefits. There was no change in premium for dental insurance or vision insurance.

Institutional Membership Dues. As of March 6, 223 libraries systems have paid in full; 12 libraries have made partial installment payments; and 16 library systems haven't paid at all. We will give them until the end of the month before follow-up.

Lifetime Membership. OLC received two lifetime memberships in January and February. Lifetime members are acknowledged in *Access Weekly*, sent thank you notes from the Membership Committee Chair and receive a personal thank you note from Francis on behalf of the Board and the OLC staff.

Short-term Reserves. A transfer of \$600,00 will be assigned to the OLC's advisors at Morgan Stanley to invest in short-term investments. Consistent with our investment policy, \$400,000 will be invested in CDs and \$200,000 will be deposited into our short-term money market account.

BroadbandOhio Digital Opportunity Summit. Staff attended BroadbandOhio's Digital Opportunity Summit on February 16 at the Columbus Metropolitan Library. The summit served as an opportunity to announce the regional digital inclusion alliance lead entities. They will be holding meetings over the next several months and using public libraries as the backdrop. TLCPL is the lead entity for Northwest Ohio.

Public Library Association. Staff has had conversations with Mary Davis at PLA regarding the pre-conference. In addition, the staff is serving on the local planning committee.

Staff Notes. Wilson noted Francis' work anniversary of 9 years was on February 12. She expressed the Board's appreciation for all her work.

GOVERNMENT AND LEGAL SERVICES

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

Public Library Fund (PLF). The February 2023 PLF distribution of \$47,622,215 – which is \$169,418 (or -0.35%) below ODT's original estimate that was issued in July 2022; and \$2,232,200 (or +4.92%) more than ODT's updated estimate issued in December 2022. Overall state tax receipts for the month of January came in about \$140 million (+5.4%) above estimates. So far, State Fiscal Year 2023 tax collections are up \$649.9 million (or +4%) above estimates.

State Budget – Executive Proposal (HB33). The Governor released his State Budget proposal for Fiscal Years (FY) 2024-2025. The administration remains focused on the following key areas: children and literacy; economic development; mental health; housing, public safety; nursing homes; and water.

The Governor's proposal includes a commitment to Ohio's public libraries by funding the PLF at 1.7% in FY 24 and FY 25 in permanent law. The Office of Budget and Management has made the following PLF projections: FY 2023: \$492 million; FY 2024: \$505 million; FY 2025: \$530 million. Other policy items included in the state budget proposal is language with regarding to seed libraries. There is also language regarding social media platforms that target online operators that target children. It would require parental consent for anyone under 16 years of age.

HB 1 Update. HB 1 has been introduced. Dr. Howard Fleeter wrote an article providing an overview of HB 1 and the potential impact these changes could have on Ohio's schools and local governments. OLC has met with other impacted groups representing local governments including counties, townships, cities, schools, parks, health districts, children services, county auditors and county boards of developmental disabilities. OLC will work with Dr. Fleeter and others to determine what impact HB 1 could have.

Legislative Day. Legislative Day will be held in the Statehouse Atrium and Rotunda on April 26. Eight libraries will be showcased in the Rotunda focusing on libraries programs from across the state.

Trustee Dinners. The trustee dinners are an opportunity for trustees and administrators to hear how they can be effective advocates, particularly as the state legislature focuses its attention on the FY24-25 state budget. Key legislators will be speaking at the dinners.

State Budget Update Webinars. OLC has hosted and will continue to have additional free State Budget Update Webinars as we move forward in the legislative process. Another Webinar will be held on March 31 at 2:00 p.m.

Legislative Day Webinar. OLC will host a webinar on April 14 on how to prep for Legislative Day.

PROFESSIONAL DEVELOPMENT REPORT

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

2023 OLC Convention and Expo. The Program Committee has completed the judging of programs and will meet on March 9 to discuss program selections. They are aiming for 50-60 breakout sessions. Three keynote speakers are being finalized. Exhibitor Information and Sponsorship opportunities are posted on the website and 15 of the 63 booths have been sold. Francis reported we received two more sponsorships this morning for a total of \$19,000.

Youth Services Conference. The Youth Services Conference will be held at the Salt Fork Lodge on March 30.

2025 Convention and Expo. The 2025 Convention and Expo RFP will need to go out soon. In addition to an increase in food and beverage rates, there is also a rise in service charges. Usually would run at 18-22%, now it is up to 28%.

COMMUNICATIONS REPORT

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

Microsites. Resources and information have been added to the Library Funding microsite as well as the Convention and Expo microsite.

Event Promotion. The Youth Services Conference has been promoted in Access and the OLC website. An online submission form was created for the Library Facilities Conference. The call for programs was issued March 6.

Website. The most popular pages on the OLC website over the past two months are: JOBLine; Youth Services Conference; Ohio Library News; Convention and Expo and Conferences, Workshops & Webinars.

MEMBERSHIP SERVICES REPORT

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

2023 Individual Membership. The Membership Committee met via Zoom on February 23, and are scheduled to meet again on March 23.

Quick Poll on Libraries Paying Staff Dues. To date, we have received 159 responses to the quick poll asking library directors about their policy on paying individual dues. A third request will be sent soon to the remaining 92 libraries.

Nominations and Elections. Division coordinators were sent nomination information on March 2. Slates of candidates are due to OLC by April 1. Staff will

work directly with these coordinators to answer questions and send broadcast emails to assist them with the nomination process.

Awards and Honors. Staff encourages the Board to share the Awards and Honors information with their staff and other library contacts. Nominations are open through April 30.

NEXT MEETING

The next meeting will be May 19 at the OLC Office. The auditors will attend the May meeting to present the audit and answer questions from the Board. Other meeting dates are July 14 at OLC; September 15, via Zoom; November 17 at OLC.

ADJOURNMENT

With there being no further business to come before the Board, the meeting was adjourned at 11:30 a.m.