

OHIO LIBRARY COUNCIL
BOARD OF DIRECTORS

Via Zoom
Sept. 15, 2023
10:00 A.M.

PRESENT Kathy Bach, Cincinnati
Sarah Clevidence, Findlay
Tom Dillie, Minerva
Aimee Fifarek, Youngstown
Carol Herrick, Centerville
Mary Ellen Icaza, Canton
Robbie Jenkins, Gallipolis
Cheryl Kuonen, Mentor
Melissa Marolt, New Lexington
Rick Rubin, Cuyahoga Falls
Jennifer Slone, Chillicothe
Laura Lee Wilson, Huron County, Willard

ABSENT Julianne Bedel, Medina

GUESTS Wendy Knapp, State Library of Ohio
Nick Tepe, 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 of Government and Legal Services

CALL TO ORDER The meeting was called to order by Chair Wilson at 10:02 a.m. Wilson welcomed members and guests.

APPROVAL OF AGENDA ICAZA MOVED AND FIFAREK SECONDED APPROVAL OF THE AGENDA AS PRESENTED. MOTION PASSED UNANIMOUSLY.

APPROVAL OF MINUTES RUBIN MOVED AND CLEVIDENCE SECONDED APPROVAL OF THE JULY 14, 2023 MINUTES AS PRESENTED. MOTION PASSED UNANIMOUSLY.

MAROLT MOVED AND SLONE SECONDED APPROVAL OF THE JULY 14, 2023 EXECUTIVE SESSION MINUTES AS PRESENTED. MOTION PASSED UNANIMOUSLY.

FINANCIAL REPORT MONTH-END JULY Francis presented the financial report for Month-End July 2023.

Revenue. Dues Income is over budget by \$65,025. Institutional Membership is over budget by \$61,756. Other Institutions is over budget by \$1,275 and Individual Memberships are over budget by \$1,969. Publications are slightly under budget by \$195. Continuing Education is over budget by \$60,280. Convention and Expo is over budget \$45,160 due to sponsorships and

Workshops are over budget due to strong attendance by \$12,900. Contract Income is slightly under budget due to timing. Other Income is over budget by \$49,909. Interest and Dividends is over budget \$18,374 due to returns. Workers' Compensation is under budget by \$13,825 due to timing of payments & BWC rebates. Unrealized Gain reflects a rebound in market \$44,966. Jobline is over budget by \$245 due to out-of-state postings.

Expenses. Salaries and benefits are over budget by \$8,088 due to timing of payments. Accrued vacation is over budget by \$18,625. Retirement is under budget by \$1,769 due to timing of plan contributions. Health Insurance is under budget by \$3,997 due to selection of plan. Payroll taxes are over budget by \$5,021 due to timing of payments. Consultants and Contractors are under budget by \$15,501. Speaker honoraria is under budget \$3,750 due to timing of payments. Legal Services is under budget \$13,430 due to timing of payments. Supplies and Resources are over budget \$399. Communications are under budget \$1,261. Printing and design are under budget \$543. Maintenance and equipment is over budget \$992 due to unexpected kitchen repairs. Space rental is over budget \$6,194 due to timing of payments and CAM. Travel is under budget \$6,650 mostly due to timing of reimbursements and payments for staff travel. Management expenses is under budget \$20,776. Bank Services are under budget \$3,561.

The Net Change in Assets is \$203,752.

SLONE MOVED AND FIFAREK SECONDED APPROVAL OF THE MONTH-END JULY 2023 FINANCIAL REPORT AS PRESENTED. MOTION PASSED UNANIMOUSLY.

RATIFICATION OF 2025
OLC C&E LOCATION/
CONTRACTS

Following the July 2023 meeting of the OLC Board of Directors, OLC staff continued negotiations for the 2025 OLC Convention and Expo in Cleveland. The following was finalized and shared with the OLC Board.

- Dates: November 19-21, 2025
- Huntington Convention Center: \$37,464 with no food/beverage minimum.
- Hilton Cleveland Downtown (HQ Hotel): 487 Room Nights blocked at \$199 per night for single and \$229 for double.
- Drury Hotel: 200 Room Nights blocked at \$195 per night and includes free breakfast & 5:30 kickback (appetizers).

KUONEN MOVED AND ICAZA SECONDED TO ACCEPT THE RATIFICATION OF THE 2025 OLC CONVENTION AND EXPO LOCATION AND CONTRACTS. MOTION PASSED UNANIMOUSLY.

OLC COMMITTEE
APPOINTMENTS 2024

D'Andrea reported staff liaisons are currently working on fulfillment of committee openings and will bring recommendations for approval to the November Board meeting.

2023 CONVENTION

Francis reported Aimee Adams is this year's Convention Chair. She was unable to join today's meeting, but sent a report. This year's theme is: Stronger Together. The Convention is slightly more relaxed with a focus on self-care in the Expo Hall. The Wednesday reception was moved earlier in an effort to accommodate our single-day attendees. Trivia night was revived. There is a Reception at main library Thursday night. Following the reception, "Library Feud" will be hosted at the Main Library. Morning yoga will be offered on Friday. The Program Committee has been hard at work. There are general session speakers and 50 continuing education sessions. Special thanks to the committees and all

of the volunteers for their hard work. There are 20 sponsors this year, generating \$64,000. So far there are 58 exhibitors and 590 registered.

OLC CHAIR'S REPORT

Wilson reminded Board members there will be an Executive Session at the end of this meeting.

OLC BOARD MEETING DATES 2024

The following are proposed OLC Board meeting dates for 2024. Board members were encouraged to check their calendars and report any major conflicts. Final approval will take place at the November Board meeting. All meetings will begin at 10:00 a.m. Some meetings will be virtual, and some will be held in-person at the OLC Office. 2024 proposed dates: Jan. 12; Mar. 15; May 17; July 19; Sept. 20; and Nov. 15.

2023 ELECTIONS REPORT

The elections process was completed on July 30. Dillie, Francis and D'Andrea met to verify the results. Divisions had a return rate between 26-67% and the Board had a return rate of 19%. A full report of the results was published in *Access*. New Board members will be invited to the November Board meeting. Francis thanked D'Andrea for all of her work.

ALA COUNCILOR REPORT

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

Government Agencies Dropping ALA Memberships. Tepe and Francis provided the Board with an update on state library agencies withdrawing from ALA.

2024 World Library and Information Congress. IFLA reaffirmed the choice of selecting of Dubai for the WLIC in 2024. 68% of their members rejected it.

Rubin asked about consulting OLC's IF Committee. Francis will follow up with the committee and the incoming chair.

STATE LIBRARY REPORT

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

LSTA Competitive Grants. The SLO is accepting proposals for LSTA Grants through October 31, 2023.

SLO Board Nominations. Board nominations are open.

State Library of Ohio Website. The State Library is scheduled to launch a new website on September 21, 2023. The URL for the State Library homepage will remain the same. All other links are expected to change and current links will not work.

Staffing. Ryan Burley began August 28, 2023 as the new Manager of Research and Catalog Services.

COSI Kit Distribution. Knapp noted they are close to being able to roll out how to get the COSI kits distributed.

OPLIN REPORT

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

OPLIN Board Vacancy. With Travis Bautz's election to the OLC Board, he will be resigning from the OPLIN Board effective December 2023. A call for nominations to fill the remainder of his term, which expires June 30, 2025, has gone out. Currently, there is only one Board member representing northwest Ohio. A trustee or fiscal officer might be a good addition.

EXECUTIVE DIRECTOR'S
REPORT

Statewide Branch 470, Year Two. Last year, 37 libraries put one or more branch circuits out for bid on the first statewide “omnibus” branch 470. Libraries can go to www.oplin.ohio.gov/branch470 to input the basic information to get started. OPLIN plans to release the 470 in November. Anyone with a contract ending before January 2026 is encouraged to sign on.

LinkedIn Learning. LinkedIn Learning is in its last year of the current agreement. The expectation is that the company will insist on price increases of 3-10%, and that is simply not affordable for OPLIN. The current statewide subscription is through June 30, 2024.

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

OLC Elections. Elections ended on July 30. Results were reviewed with Tom Dillie. There was a 19% return rate for the Board. Results were published in *Access Weekly*.

Columbus Metropolitan Club Forum on Preserving Intellectual Freedom. Francis along with Pat Losinski, CEO, Columbus Metropolitan Library; Felton Thomas, Jr., Executive Director, CEO, Cleveland Public Library and Matthew Besser, Principal, Bolek Besser Glesius and General Counsel for ACLU of Ohio participated in a panel discussion on preserving intellectual freedom in public libraries. A recording of the event is available online.

COSI Learning Lunchboxes. Francis thanked the State Library for their assistance with the STEM Kits. OLC staff recently met with COSI and the State Library of Ohio regarding the distribution of the COSI STEM kits. The kits retail for \$40 each but they will be provided to Ohio’s public libraries free of charge through this partnership. This will save Ohio’s public libraries about \$1 million. Metro library systems will be working with OLC to pick up their boxes directly from the warehouse in Westerville and the State Library of Ohio will be distributing the boxes to other library systems across the state. A webinar will be hosted soon for all public libraries.

Small Library Director’s Forums. Francis thanked Marolt for hosting in Perry County. The Small Libraries Division is hosting Small Library Director Forums around the state to discuss issues of common interest and challenges unique to small libraries. The final forum is Oc. 12 at Delaware County District Library – Liberty Branch. About 50 directors have registered for the forums.

OLC 2024 Planning & Leadership Kickoff. OLC will hold a live kickoff virtual event on Thur., Nov. 16 for OLC Committees and Division Action Councils to meet and plan for 2024. Committees and Division Action Councils will then have until Dec. 21 to meet separately. Formal invitations will be sent. This is an invitation only virtual event and registration will be required, but there will be no charge.

Association Management Software. OLC’s current Association Management Software (AMS) system is MyOLC. It is outdated and not user friendly. The current contract ends at the end of this month. The contract has been renewed for one more year. Staff has met to discuss functionality. Demos for new software will be scheduled in the next few months with the goal to transition next spring and summer.

GOVERNMENT AND LEGAL
SERVICES REPORT

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

PLF Update. September distribution rebounded compared to August. OLC met with Taxation and OBM regarding state tax revenue and recent tax law changes.

Ohio Auditor of State Releases Levy Guidance FAQ. The State Auditor released a FAQ document and best practice recommendations to help provide levy guidance to school districts and other political subdivisions, including libraries. It is important to note that these are not new laws, just the AOS's interpretation and recommendations for "best practices" under existing law.

Library Card Sign Up Month. The OLC sent out information to the Ohio General Assembly about how they can help promote Library Card Sign-up Month in their districts. Some legislators connected with their libraries.

Solar Eclipse Task Force. In anticipation of April 8, 2024, the Solar Eclipse Planning Task Force has been meeting bimonthly to collaborate with other organizations and state agencies as Ohio prepares for this special event.

The Legislature returned from their summer break. Property Taxes will be a priority, along with redistricting. Several bills were introduced in the House and Senate, OLC staff are watching those and attending those Committee meetings.

ReadOhio Initiative. OLC held a meeting with the Governor's Deputy Chief of Staff regarding the Science of Reading and the Governor's ReadOhio Initiative.

PROFESSIONAL DEVELOPMENT REPORT

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

Convention and Expo. OLC is anxiously preparing for the Convention and Expo. Members of the Board were encouraged to download the Convention App.

Educational Events. OLC completed a New Directors Workshop series from July through September. A successful Outreach Retreat was held in August. A hybrid Library Fiscal Officer 102 was held on August 31. OLC has scheduled second Ballot Issues Workshop on Nov. 14. Also, registration recently opened for the Right Click Conference on Nov. 3. Staff is working on Solar Eclipse Webinars for December.

2024 Standalone Conferences. The Professional Development Committee met to discuss topics for the 2 standalone conferences in 2024.

COMMUNICATIONS REPORT

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

Library Card Sign-up Month. Jacobsen enjoyed sharing photos and events on Library Card Sign-Up Month. OLC used a lot of that in messaging with Legislators.

Awards and Honors Media Coverage. The Award Winners have received significant media coverage. Geauga County was on the front page of Yahoo news.

Convention and Expo. Board members were encouraged to download the OLC App. New information and features are being added each for C&E. A printed guide will still be available.

Francis thanked Jacobsen and Miller for their work on the app and the printed on-site guide. Significant work goes into both pieces to support C&E.

MEMBERSHIP SERVICES
REPORT

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

Individual Membership. There was an increase of 72 new members since the proration of dues began in July and possible new members due to the differential in the Convention fee for members versus the non-member rate.

New Member Meet and Greet. D'Andrea encouraged Board members to attend to welcome new members and first-time attendees. It will be held on Wed., Sept. 27 from 4:00-4:30 in Rooms 263 and 264 prior to the Exhibit Hall Opening.

Awards and Honors. D'Andrea encouraged Board members to attend the Awards and Honors Luncheon on Sept. 27 in Rooms 263 and 264 from 11:30 – 1:00 pm. Pre-registration is required.

ANNOUNCEMENTS

The next meeting of the OLC Board is scheduled for Nov. 17 at the OLC Office.

EXECUTIVE SESSION

FIFAREK MOVED AND CLEVIDENCE SECONDED TO ENTER INTO EXECUTIVE SESSION AT 11:32 A.M. TO DISCUSS THE EXECUTIVE DIRECTOR EVALUATION. MOTION PASSED UNANIMOUSLY.

ADJOURNMENT

RUBIN MOVED AND SLONE SECONDED TO END THE EXECUTIVE SESSION AND ADJOURN THE MEETING AT 11:37 A.M. MOTION PASSED UNANIMOUSLY.