

OHIO LIBRARY COUNCIL
BOARD OF DIRECTORS

Via Zoom
May 14, 2021
10:00 A.M.

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| 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 Rick Rubin, Cuyahoga Falls Jennifer Slone, Chillicothe Laura Lee Wilson, Huron County, Willard |
| ABSENT | Chad Seeberg, Marysville |
| GUESTS | Meg Delaney, ALA Councilor Wendy Knapp, State Library of Ohio Shonna Nitzel, Maritz Global Events Don Yarman, OPLIN |
| STAFF | Michelle Francis, Executive Director Jeanine D'Andrea, Director of Membership Services Angie Jacobsen, Director, Communications Denise Kise, Accounting/Data Services Laurie Miller, Director of Professional Development Jay Smith, Director of Government and Legal Services |
| CALL TO ORDER | The meeting was called to order by Chair Kuonen at 10:01 a.m. Kuonen welcomed Laurie Miller, OLC Director of Professional Development and noted Shonna Nitzel Maritz from Martiz Global Events will join the call as well. |
| APPROVAL OF AGENDA | FIFAREK MOVED AND RUBIN SECONDED APPROVAL OF THE AGENDA WITH NO CHANGES. MOTION PASSED UNANIMOUSLY. |
| APPROVAL OF MINUTES | BREHM-HEEGER MOVED AND SLONE SECONDED APPROVAL OF THE MARCH 19, 2021 MINUTES AS PRESENTED. MOTION PASSED UNANIMOUSLY. |
| FINANCIAL REPORT MONTH-END MARCH 2021 | Francis presented the Financial Report for month-end March 2021. She reported that the auditors were in two weeks ago. Because of the delay in the income tax filing, they are busy and unable to attend this meeting. The audit results will be shared at the July Board meeting. |

Revenue. Institutional Dues are over budget due to new library systems joining; for the first time in many years, there are only 4 libraries that have not renewed. Personal memberships are under budget due to delayed payments from libraries and a lower number of renewals. Other Institutional and Friends are under budget due to timing of invoices. Continuing Education is over budget due to early payments from exhibitors and workshops are over budget due to increased webinars/virtual workshops attendance. Contract income is over budget due to utilization of the Equalis Group contract. Other Income is over budget due to increase in value of long-term investments.

Expenses. Salaries and Benefits are over budget due to severance pay which is based on years of service and vacation payout. Health insurance is under budget due to timing of premium payment. Payroll taxes are over budget due to the payouts. Consultants and Contractors is under budget due to a delay in the legal services 1st quarter invoice. Supplies and Resources under budget due to timing of purchases and coding.

Francis noted that OLC applied for the Paycheck Protection Program (PPP). OLC was granted a little over \$165,000 in the loan forgiveness program to help with payroll.

The net change in assets is under budget by \$ 15,998.

HERRICK MOVED AND ICAZA SECONDED APPROVAL OF THE MONTH-END MARCH 2021 FINANCIAL REPORT AS PRESENTED. MOTION PASSED UNANIMOUSLY.

NOMINATING COMMITTEE REPORT

Francis reported the Nominating Committee met on May 5 and reviewed the list of individuals who expressed interest in running for the OLC Board of Directors and the candidates for the ALA Councilor.

Armstrong thanked Francis for reaching out to additional candidates to cover all areas of the state.

The Nominating Committee recommended the following slate of candidates for election:

MLIS Director [one to be elected]

William Rutger, Avon Lake Public Library

Laura Lee Wilson, Huron County Community Public Library, *Incumbent*

Library Trustee Director [one to be elected]

Jed Grisez, Trustee, Archbold Community Library

Rick Rubin, Trustee, Cuyahoga Falls Public Library, *Incumbent*

At-Large Director [one to be elected]

Aimee Fifarek, Public Library of Youngstown-Mahoning Co, *Incumbent*

Beth Steiner, Auglaize County Public Library

At-Large Director [one to be elected]

Stephanie Buchanan, Bucyrus Public Library

Cheryl Kuonen, Mentor Public Library, *Incumbent*

At-Large Director [one to be elected]

Roger Donaldson, Jackson City Library

Jennifer Slone, Chillicothe & Ross County Public Library, *Incumbent*

ALA Councilor [one to be elected]
Andrew Mangels, Westlake Porter Public Library
Nick Tepe, Athens County Public Libraries

BREHM-HEEGER MOVED AND ARMSTRONG SECONDED ACCEPTANCE OF THE COMMITTEE'S RECOMMENDATION OF THE SLATE OF CANDIDATES FOR ELECTION TO THREE-YEAR TERMS BEGINNING JANUARY 2022. There were 6 aye votes and 5 abstentions (Wilson, Rubin, Fifarek, Kuonen, Slone). MOTION PASSED.

2022 OLC CONVENTION
& EXPO DATES

Francis introduced Shonna Nitzel, Maritz Global Events (Experian).

We are moving ahead with 2021 and we need to look at 2022.

The 2021 OLC Convention & Expo was supposed to originally be held in Toledo, but the hotel and convention center are under construction. They should be ready in 2022. Two sets of dates were available for OLC to discuss: September 28-30; and October 5-7, 2022. The meetings and expo would take place in the Seagate Convention Center. The Renaissance hotel would serve as the primary full service hotel and is about two blocks away from the Convention Center. A new Hilton Garden Inn will be connected to the Convention Center and is currently under construction. The new property could serve as an overflow hotel. The city of Toledo has offered \$10,000 to use either for transportation or can be used for other things. Delaney was concerned with the October dates as they are in conflict with Yom Kippur.

RUBIN MOVED AND HERRICK SECONDED TO AUTHORIZE OLC STAFF TO MOVE FORWARD WITH NEGOTIATIONS WITH THE SEAGATE CONVENTION CENTER AND RENAISSANCE HOTEL AS THE HEADQUARTERS HOTEL, WITH THE HILTON GARDEN INN AS AN OVERFLOW HOTEL IN TOLEDO FOR THE 2022 OLC CONVENTION AND EXPO WITH THE PREFERRED DATES OF SEPTEMBER 28-30. MOTION PASSED UNANIMOUSLY.

DIVERSITY COMMITTEE
NAME CHANGE

The OLC Diversity Awareness and Resources Committee submitted a recommendation to change the name of the committee to better represent their work and activity.

ARMSTRONG MOVED AND FIFAREK SECONDED THAT THE NAME OF THE CURRENT OLC DIVERSITY AWARENESS AND RESOURCES COMMITTEE BE CHANGED TO THE DIVERSITY, EQUITY, AND INCLUSION COMMITTEE EFFECTIVE JULY 1, 2021. MOTION PASSED UNANIMOUSLY. Francis will contact the Committee.

2021 CITIZEN OF THE
YEAR

The OLC Board of Directors is responsible for identifying nominees and selecting the winner of the OLC Citizen of the Year Award. This will come before the Board again at the July meeting.

STATE BUDGET UPDATE

Smith gave an overview of the State Budget.

While the budget was in House, OLC testified in front of the Higher Education Subcommittee and the full Finance Committee. The House did not address the reduction of the PLF to 1.66%. There was a lot of support, but there was confusion due to an article that claimed libraries were able to tap into millions of federal dollars. Many legislators were of the understanding that Ohio libraries

were receiving this money. OLC testified again in the full Finance Committee to clarify the issue with House members. Staff gave state budget testimony in the Senate Local Government Committee on May 4. Wilson thanked Smith and Francis for their damage control on the confusion around the federal funds.

Multiple senators indicated they would be submitting amendments to maintain the PLF at 1.7%. Some of the key senators who indicated their support are Jay Hottinger, Matt Dolan and Theresa Gavarone. Overall, more than 2000 amendments have been submitted in the Senate for the State Budget. Staff is scheduled to testify again next week before the full Senate Finance Committee. OLC is encouraging all libraries to contact their state senators – advocacy cannot stop until the bill gets passed. The Senate hopes to have their budget completed by June 10.

Kuonen thanked Smith and Francis for their incredible time and guidance.

CHAIR'S REPORT

Kuonen discussed upcoming Board meetings. The July meeting will be a Zoom call, but she would like to try for in-person in September or possibly a hybrid meeting. Members requested a hybrid option to allow for flexibility, especially for those with a long commute to Columbus. Armstrong noted policies were put in place and travel budgets were paired back. Kuonen noted the Board can decide at the July Board meeting. Long-term, the Board could look at 3 in person and 3 zoom meetings. Fifarek noted that she misses being in person, however, if we have inclement weather, it would allow members to attend the meeting. Icaza likes the hybrid idea – we are used to the flexibility. Francis will look into hybrid options, the Owl devise in particular. It was noted that it could be used for education as well.

ALA COUNCILOR'S REPORT

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

ALA Connect Live Program. ALA President Jefferson invites members to an ALA Connect Live program of President Jefferson and President-Elect Wong where they will have a conversation about leading the association on May 20 at 2 p.m. eastern time.

Kuonen thanked Delaney for her involvement with ALA and serving on several committees.

STATE LIBRARY REPORT

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

American Rescue Plan Act (ARPA). The State Library of Ohio will receive \$4,547,789 in support from the American Rescue Plan Act (ARPA) funds received from the Institute of Museum and Library Services Grants to states.

Statewide Delivery Services. Statewide Delivery service has been one of the many core library services affected due to the COVID-19 pandemic. This program will receive approximately \$1,000,000 in support from the American Rescue Plan Act (ARPA) funds.

Library Leadership Ohio 2021. Library Leadership Ohio will be held online over the span of three weeks in summer 2021. The event is supported with federal LSTA funds from the Institute of Museum and Library Services and will be facilitated by OhioNET and the State Library of Ohio.

State Operating Budget. The State Library of Ohio is working on a plan assuming there will be a reduction in operating funds in the budget.

OPLIN REPORT

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

Emergency Connectivity Fund. The ECF is a one-time program from the FCC, funded with a \$7.171 billion allocation from the American Rescue Plan Act to support remote learning through schools and libraries during the COVID-19 pandemic. The rules of the program are expected to be released May 10. Funds will be disbursed through existing E-rate mechanisms. Libraries may seek reimbursement for eligible purchases made between July 1, 2020 and April 30, 2021.

Eligible purchases include broadband equipment, broadband services, and connected learning devices. After the final rules are released, OPLIN will arrange a webinar with Lorrie Germann to explain more.

LinkedIn Learning. There were a few glitches with the transfer from Lynda to LinkedIn. If you access from a library link everything is smooth, if you access from any non-traditional way it is difficult. Libraries are going to put instructions on their systems on how to login.

EXECUTIVE DIRECTOR'S REPORT

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

Institutional Membership Dues: Two years ago, OLC had 11 systems that were not members. To date, there are only 4 public library systems that have not joined. The revenue lost by those 4 non-member libraries not joining is just under \$7,000.

Library Levy Issues on May Primary Election Ballot. All 9 public library issues on the May 4 primary election ballot passed. These included eight renewals and one renewal with an increase.

Trustee Town Halls. In place of the regional dinner meetings for public library trustees and administrators, OLC scheduled a series of virtual Library Trustee Town Halls with members of the Ohio Senate. This is perfect timing with state budget advocacy efforts as the Senate deliberates and begins to develop their version of the bill.

Staff Anniversaries – Jacobsen, 5 years; Swanson, 21 years.

Small Libraries Division Forum. OLC held a small Libraries Division Discussion Forum on May 7 with approximately 35 participants.

COSI Learning Lunchboxes. COSI reached out to OLC regarding distribution of the Learning Lunchbox STEM kits. COSI is trying to target neighborhoods and families in need. They have set aside over 12,000 kits for libraries for free. OLC will need to find a way to distribute them to libraries. Each library system will receive 50 of the NASA STEM kits. OLC will arrange a webinar next Thursday with further details. COSI has an intake form and will populate them. It is possible that staff will rent a box truck and go to the 4 areas of the state after the first of June. Libraries will be responsible to pick them up from the drop off point.

Sedgwick. There are currently 172 members participating in OLC's Group Rating Program for Worker's Comp through Sedgwick.

GOVERNMENT AND
LEGAL SERVICES
REPORT

Pandemic Update. Health orders expire on June 2. OLC is encouraging directors to have a conversation and to begin thinking about what library services, buildings, etc. will look like as we come out of the pandemic.

Library Director Forums. Staff has arranged a series of library director forums next Thursday and Friday. The response has been great. Francis and Smith will also have a chance to clarify some things.

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

PLF. The May PLF distribution came in slightly below ODT estimates of December by 2 million. This was expected due to the delay in personal income tax filings from April to May. It will be made up in the June distribution.

Webinars. The April 26 State Budget Update webinar had 224 participants. Smith thanked our members in the field. Their contact and follow up is appreciated.

State Operating Budget. The Ohio House passed Sub. HB 110 in April. They chose to not include language to maintain the PLF at 1.7%. Additionally, a 2% across the board personal income tax cut was included in the bill which will have an impact on the General Revenue Fund.

In other non-PLF related provisions included in the House version of the State Budget were: Free library photocopies of identification. Requires public libraries to provide an individual with a photocopy of that individual's driver license, driver's permit, or state identification free of charge if the individual requests one. Ohio Checkbook. The budget bill includes language to codify OhioCheckbook.com and merge databases operated by the Office of Budget and Management and the Ohio Treasurer's Office. The language in the budget does not mandate that a library participate in the program.

HB 2 and SB 8 - Broadband Legislation. Picked up where HB 13 failed to pass. Both bills utilize a competitive grant pool to fund the last mile of broadband infrastructure in Ohio. OLC supports the creation of the Ohio Residential Broadband Expansion Grant Program. Grants would be available to expand service to Ohioans living in traditionally underserved areas.

HB 140 – Ballot Language. Legislation seeking to modify election notices and ballot language was recently passed by the Ohio House. At this time, the bill has not been brought up for any hearings in the Ohio Senate.

PROFESSIONAL
DEVELOPMENT REPORT

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

Miller gave a brief introduction and reported with her most recent position at Ohio School Boards Association, she coordinated many events around the state. She is glad to see OLC moves the Convention around the state.

Professional Development Committee. The Committee met on May 6 to discuss the 3 stand-alone events. They are working on a video to highlight the Certification Program.

2021 Convention and Expo. Miller and Francis had an on-site visit at the Hyatt Regency. OLC will continue to monitor as pandemic regulations change the hotel requirements. Miller met with the Convention & Expo Chairs and the Program Chairs. All keynote speakers have signed contracts.

COMMUNICATIONS
REPORT

Francis noted that Jeni Britton-Bauer's contract has not been signed yet, but it is likely that she will be one of keynotes.

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

State Budget Press Release. OLC issued a press release/media advisory on May 3 to clear up misconceptions at the Statehouse about federal aid to Ohio's public libraries and to announce OLC's budget testimony in the Ohio Senate on May 4. The federal aid issue and OLC's testimony was covered by several media outlets, including the Statehouse News Bureau.

Library Levies. A press release was sent about Ohioans approving all nine public library issues on the May 4 ballot. The average voter approval rating was 81 percent.

Ohio Library Week. Ohio Library Week was held in a virtual format this year and coincided with National Library Week. The event combined online programming with a strategic social media campaign.

Trustee Newsletter. The Spring 2021 issue of Trustee Newsletter will be distributed to Trustees via email and will be posted to the OLC website. OLC may send the newsletter electronically twice per year and in print twice to get information to Trustees more quickly.

Coronavirus. Information continues to be shared about the evolving situation with the coronavirus on the website.

MEMBERSHIP SERVICES
REPORT

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

Poll on Paying Staff Dues. 177 libraries responded out of 245 which is a 72% response rate. 76 libraries pay all (43%); 75 pay partial (42%); 26 pay none (15%); and 68 did not respond (28%).

Voting. Ballots are being prepared for Division candidates, and request for information will be sent to Board candidates next week. Ballots will be sent electronically to those members who provide OLC with an email address, and others will be sent in print no later than June 30, and responses are due by July 30. The Customer Service and Support Staff Division is looking for candidates. If you have suggestions, please send to D'Andrea.

Awards and Honors. The deadline for Award submissions was April 30, 2021. There are a total of 28 nomination submissions for consideration. The Committee is scheduled to meet June 4, 2021 and will bring recommendations to the July Board meeting. Armstrong noted the pandemic and the importance of acknowledging the work and dedication of public library staff.

Francis acknowledged staff for an amazing team effort with all that has been going on. Kuonen agreed and thanked staff.

FIFAREK MOVED AND SLONE SECONDED TO MOVE INTO EXECUTIVE SESSION AT 12:14 P.M. TO DISCUSS EXECUTIVE DIRECTOR'S CONTRACT. MOTION PASSED UNANIMOUSLY.

CAROL HERRICK MOVED AND RICK RUBIN SECONDED TO CONCLUDE THE EXECUTIVE SESSION AT 12:56. MOTION PASSED UNANIMOUSLY.

NEXT MEETING

The next meeting of the OLC Board of Directors is scheduled as a Zoom call for July 16, 2021.

ADJOURNMENT

With there being no further business to come before the Board, the meeting was adjourned at 12:57 P.M.