

OHIO LIBRARY COUNCIL
BOARD OF DIRECTORS

Via Zoom
September 17, 2021
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
 - Rick Rubin, Cuyahoga Falls
 - Chad Seeberg, Marysville
 - Jennifer Slone, Chillicothe
 - Laura Lee Wilson, Huron County, Willard

- GUESTS
 - Meg Delaney, ALA Councilor
 - Kim DeNero-Ackroyd, 2021 Convention Co-Chair
 - Wendy Knapp, State Library of Ohio
 - Brian Moore, Group, Morgan Stanley
 - 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 of Professional Development
 - Jay Smith, Director of Government and Legal Services

- CALL TO ORDER

The meeting was called to order by Chair Kuonen at 10:02 a.m. She welcomed guests Brian Moore, Morgan Stanley, and Kim DeNero- Ackroyd, 2021 Convention and Expo Co-Chair.

- APPROVAL OF AGENDA

RUBIN MOVED AND BREHM-HEEGER SECONDED APPROVAL OF THE AGENDA WITH NO CHANGES. MOTION PASSED UNANIMOUSLY.

- APPROVAL OF MINUTES

CLEVIDENCE MOVED AND SLONE SECONDED APPROVAL OF THE JULY 16, 2021 MINUTES AS PRESENTED. MOTION PASSED WITH 12 YEA VOTES AND ONE ABSTENTION. (Herrick)

SEEBERG MOVED AND BREHM-HEEGER SECONDED APPROVAL OF THE JULY 16, 2021 EXECUTIVE SESSION MINUTES. MOTION PASSED WITH 12 YEA VOTES AND ONE ABSTENTION. (Herrick)

WILSON MOVED AND MAROLT SECONDED APPROVAL OF THE SEPTEMBER 2, 2021 SPECIAL MEETING MINUTES. MOTION PASSED WITH 12 YEA VOTES AND ONE ABSTENTION. (Seeberg)

FINANCIAL REPORT
MONTH-END
JULY 2021

Francis presented the Financial Report for month-end July 2021.

Revenue. Dues income is up over \$6,000 due to an increase in Institutional Membership. Personal membership is more than \$8,400 under budget due to lower number of renewals. Publications are down due to limited sales and increase in free downloads. Vendors and early exhibitors were not reflected in this report. Other income is almost \$16,000 above budget due to the increase in value of long-term investments in our TRAK account.

Expenses. Salaries are over budget due to severance pay and vacation payout. Worker's comp is under budget due to rebates. Health insurance is under budget due to less staff participating in the program. Legal services is under budget due to delay and corrected invoices from Vorys. Auditor is under budget due to delayed payment. Maintenance is over budget due to timing of payments. Francis reported that we will be switching our copier lease and will be saving over \$1,000 per month. In addition, OLC will be utilizing more options through the Results at Hand app that will cost \$3,629.

The net change in assets is over budget by \$73,266.

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

RATIFICATION OF
APPOINTMENTS FOR
2022 CHAIRS

The OLC Appointments Committee met Sept. 9 to consider chairs for the 2022 Stand-Alone Conferences and the 2022 Convention & Expo Program Committee Assistant Chair.

Adult Services & Reference Conference (Virtual)
Angela Young, Reed Memorial Library

Library Management & Leadership Conference
Kathy Bach, Cincinnati & Hamilton County Public Library

Equity, Diversity, and Inclusion Conference
Dr. Sadie Winlock, Cleveland Public Library

2022 Convention & Expo Program Committee Assistant Chair
Drew Wichterman, Tipp City Public Library

WILSON MOVED AND ARMSTRONG SECONDED APPROVAL OF THE RATIFICATION OF APPOINTMENTS OF THE 2022 STAND-ALONE CONFERENCE CHAIRS AND THE 2022 CONVENTION & EXPO PROGRAM COMMITTEE ASSISTANT CHAIR. MOTION PASSED UNANIMOUSLY. Francis thanked Wilson for her work with the Appointments Committee.

OLC FINANCIAL
INVESTMENT REPORT

Francis introduced Brian Moore from Morgan Stanley. Moore reported OLC Financial Investment total current value is \$1,336,839. That works out to a year-to-date return of 5%. He indicated that OLC's Portfolio is very balanced. Historically, we have utilized CD's for short-term investments, but they are not widely available or yielding a good rate of return. OLC is utilizing a managed money market account to manage the short-term investments.

Fifarek asked to clarify about moving some money into fixed and preferred category. It would be a focus on buying investments that are not so exposed to long-term interest rates. Something that would be able to adjust more quickly.

Francis noted that she and Moore talk regularly. If the Finance Committee wants to meet about moving some of the assets, we can arrange that. Moore has our investment policy for authority. Kuonen asked Fifarek as chair of Finance Committee if she wanted the Committee to look at the policy. Fifarek recommended that what Moore is suggesting is consistent with OLC's financial strategy. Kuonen thanked Moore for his report.

CONVENTION AND EXPO

Francis introduced Kim DeNero-Ackroyd, Co-Chair of the 2021 Convention and Expo. DeNero-Ackroyd gave highlights of the Convention: 5 keynote speakers; 53 programs; 10 poster sessions; and 43 expo vendors. OLC will continue to welcome vendors who are coming from larger conventions that are now going virtual. The Book Loft will run the bookstore; pictures of libraries from around the state as part of a celebration of the 125th anniversary will be highlighted in the Expo Hall; Ghost Tours; Board Game Gallery; Battledecks, Columbus Metro Library reception; and Rock the Mic Karaoke. She thanked the Board for requiring masks, it gives a sense of safety. Battledecks is celebrating 10 years and is looking for judges. Francis thanked Lescallett and DeNero-Ackroyd, co-chairs for their tireless work. Francis thanked all the volunteers. Registration numbers overall have topped 260. Paid registration count is at 151. Some directors have informed OLC that they will give staff paid time off and cover registration. This is truly appreciated. Sponsorships are up more than ever. Francis' personal goal is \$40,000 and we are currently at \$35,000. OverDrive has increased their support and we very much appreciate OPLIN's annual support of wi-fi.

The City of Columbus recently issued a mask order. Presenters and speakers have exceptions when speaking. The Convention & Expo will follow protocol for the spacing of chairs, etc. Also, the number of touch points are being reduced with less paper, self-serve ribbons, etc.

Kuonen thanked DeNero-Ackroyd for her time. DeNero-Ackroyd thanked the Board.

2022 COMMITTEE APPOINTMENTS

Francis reported that staff is working to fulfill openings on Committees and will have them finalized to present to the Appointments Committee of the Board in October for ratification at the November Board meeting.

CHAIR'S REPORT

Kuonen had no additional report. She is looking forward to seeing Board members in-person at the Convention & Expo.

2021 OLC ELECTIONS

Armstrong reviewed the results after the elections closed. Congratulations to our current Board members who were reelected: Wilson, Rubin, Fifarek, Kuonen, and Slone. Also, congratulations to Nick Tepe, ALA Councilor.

2022 BOARD MEETING DATES

The proposed 2022 Board Meeting dates are as follows:
January 14, March 11, May 13, July 15, September 16, November 18.
Final approval will be at the November 2021 board meeting.

Since this report, ALA LibLearnX has been changed to a virtual conference. PLA is still being planned as an in-person conference.

ALA COUNCILOR'S REPORT

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

Delaney's next step will be to get Tepe up to speed. Delaney will continue to work on the Transforming ALA Governance Task Force.

STATE LIBRARY REPORT

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

Statewide Delivery. There have been small improvements with delivery. There is still concern with some of the routes, but backlog was 3000 totes of materials, which should be shipped out over the next couple of days. There is still a transit time of 2 weeks versus 2 days. The State Library will schedule site visits to all the hubs. They continue to work closely with their partners, OhioLINK and the Department of Administrative Services to seek corrective action.

American Rescue Plan Act. The American Rescue Plan Act (ARPA) grants are eligible to all types of libraries. Applicants requested \$8 million in grant requests. Recommended applications will be presented to the State Library Board for funding in September 2021.

OPLIN REPORT

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

Emergency Connectivity Fund. In round 1 of ECF, 82 libraries submitted 89 requests for project funding. A second window of ECF requesting will open on September 28. Lorrie Germann is scheduling webinars to help schools and libraries apply for the remaining funds.

MASK Authentication. OPLIN will host a MASK webinar on November 18.

EXECUTIVE DIRECTOR'S REPORT

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

Statewide Delivery. Francis noted that Knapp has been great with keeping OLC informed on the Statewide Delivery information, and the quick turn-around on the OLC Webinar updating OLC members of the status.

At-Home COVID Testing Kits. The tests are in great demand and are flying off the shelves. The Ohio Department of Health is grateful for the partnership with public libraries and their colleagues and other states are looking to Ohio as a model. Governor DeWine has personally expressed his appreciation and directed his communications team to issue a special press release about the program.

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.

2022 Planning and Leadership Conference. The Planning and Leadership Conference will be held virtually on December 2-3. This is an opportunity for Committees and Divisions to plan for the following year.

Francis reported the US Navy Memorial is honoring Drew Carey as the Lone Sailor Award and putting together a video utilizing OLC's footage.

GOVERNMENT AND LEGAL SERVICES REPORT

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

PLF. State revenues continue to exceed expectations. The Office of Budget and Management reports the August 2021 General Revenue Fund tax receipts came in \$15.4 million or 0.7% above estimate. The September 2021 PLF distribution is \$8.25 million above ODT's original estimate that was issued in July 2020. With the help of Dr. Howard Fleeter, OLC updated the county-by-county Public Library Fund estimates for the remainder of the Calendar Year 2021. He is anticipating the total CY 2021 PLF will be \$463.1 million

The legislature is returning to the statehouse in September following a short summer recess after passing the State Biennial Budget in June. Some of the issues likely to be discussed include vaccine and mask mandates, election security and reform, and redistricting.

HB 140. Changes language on future levies. Just sponsor testimony. Not something of high priority on the Senate Ways and Means Committee's agenda.

H.B. 322 and H.B. 327. HB 322 is focused on divisive concepts in schools and how they are taught (Sponsored by Rep. Don Jones). HB 327 (Sponsored by Rep. Sarah Fowler Arthur) seeks to expand beyond schools to include political subdivisions. The bill has not come back up yet in committee hearings. Brehm-Heeger noted her Cincinnati Museum contact is concerned about training staff on anything controversial.

General discussion took place amongst members on ways libraries can deal with controversial topics.

PROFESSIONAL DEVELOPMENT

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

She noted the previous discussion would be a good topic for the leadership and management conference and in the trustee workshop.

OLC Convention & Expo. The registration deadline is Oct. 1. Also, the hotel registration deadline is approaching.

Staff has had some initial conversations with future locations in Dayton and Cleveland. The RFP will be issued after this year's convention.

Kuonen noted that we are in a smaller venue this year, not at the Convention Center. We are at a Convention Center in Toledo in 2022 because we already had that contract in place. As we go forward, 2024 PLA will be in Columbus, and the Board may wish to start having conversations about a Convention in future years.

Clevidence reported that someone asked if the Convention is going away. Miller indicated that coming in with fresh eyes allows her to take a fresh look. Some OLC members have shared that they don't feel like they need to come to the C&E because of other OLC PD conferences and workshops offered throughout the year – it's a lot of programming, especially with the Stand-Alone Conferences. Is an annual convention still necessary? Kuonen noted at one time, the OLC Convention was every other year. It was a financial decision. OLC barely breaks even, and there is so much volunteer time that goes into it. There will be more robust discussions with staff. Maybe one year is all stand-alone conferences.

COMMUNICATIONS REPORT

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

Convention and Expo. Convention is the focus right now. The on-site program book and the Convention App is just about ready. The app can be found on the App Store or Google Play. Attendees can complete their evaluations, schedule their day, and it eliminates many touch points. Exhibitors will like it too as it gives them an opportunity to see who is there and send out messages. Collateral materials for OLC Connects are being created.

Press Releases. A press release was issued by the Ohio Department of Health about the at-home COVID testing kits. Press releases were sent for each of the OLC Awards and Honors recipients. Several of the award winners received significant media coverage in local newspapers/websites.

OLC Website. JobLine continues to be the number one spot, followed by the Convention and Expo; Youth Services Conference; Ohio Library News and At-Home COVID-19 Testing Kits.

MEMBERSHIP SERVICES
REPORT

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

Individual Membership. OLC has received 54 new members since the prorated dues began in July and possible new members due to the differential in the Convention fee.

ALA/OLC Joint Membership Program. ALA/OLC Joint Student Membership through August 31 totals 64.

Awards and Honors. The luncheon details are moving along. Staff encouraged Board members to attend the luncheon.

ANNOUNCEMENTS

Kuonen thanked everyone for their work on the Convention.

The next meeting of the OLC Board of Directors is scheduled as an in-person meeting on November 19 at the OLC Office. We will reassess closer to the date if it must be virtual or hybrid.

Armstrong asked if we have an MOU with OELMA where their members can attend our conferences. Francis reported that yes, OELMA and ALAO can attend our convention at the member rate. Delaney did a great job with meeting with OELMA. OELMA and ALAO don't have full-time staff and change presidents every year.

Armstrong was impressed with local news media outlets printing the Library Innovation Award.

ADJOURNMENT

With there being no further business to come before the Board, the meeting was adjourned at 12:16 p.m.