

OHIO LIBRARY COUNCIL  
BOARD OF DIRECTORS

March 14, 2025  
10:00 A.M.

PRESENT	Kathy Bach, Cincinnati Monica Baughman, Worthington Travis Bautz, Middletown Julianne Bedel, Medina Sarah Clevidence, Findlay Kim DeNero-Ackroyd, Cleveland Heights Sandra Hedlund Tunnell, Ashland Mary Ellen Icaza, Canton Robbie Jenkins, Gallipolis (Virtual) Elizabeth Muether, Celina Bernie Rochford, Akron Stacey Russell, Zanesville William Rutger, Avon Lake
GUESTS	Jason Elvers, Vorys, Sater, Seymour & Pease Mandy 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, Government and Legal Services
CALL TO ORDER	<p>The meeting was called to order by Chair Icaza at 10:02 a.m. Icaza welcomed Jason Elvers, OLC's Legal Counsel from Vorys, Sater, Seymour and Pease LLP and noted he will be joining us under Item 3.A as we discuss the Boards Roles and Responsibilities. Robbie Jenkins is joining us via Zoom, and guest Nick Tepe is unable to join us.</p> <p>On behalf of the Board, Icaza recognized and thanked Sarah Clevidence for her service as the 2024 Chair of the Board and presented her with a gift.</p>
APPROVAL OF AGENDA	Icaza noted that the ALA Councilor Report is written only, as Tepe cannot join us today. RUSSELL MOVED AND BACH SECONDED APPROVAL OF THE AGENDA AS PRESENTED. MOTION PASSED UNANIMOUSLY.
APPROVAL OF MINUTES	BEDEL MOVED AND BAUTZ SECONDED APPROVAL OF THE JANUARY 17, 2025, MINUTES AS PRESENTED. MOTION PASSED UNANIMOUSLY.
OLC BOARD ORIENTATION	Francis introduced Jason Elvers of Vorys, Sater, Seymour and Pease LLP who discussed the roles and responsibilities as an OLC Board Member. He discussed the fiduciary responsibilities of a Board member through the Duty of Care and the Duty of Loyalty.

FINANCIAL REPORT  
YEAR-END 2024

Each member of the 2025 OLC Board of Directors is asked to sign the Conflict-of-Interest form to acknowledge an understanding of the policy and agree to comply with it.

Francis thanked Elvers for his time.

Francis presented the financial report for year-end November 2024.

Revenue.

Dues. Dues income is over budget (+\$10,203). Institutional Memberships are slightly under budget. Other institutions are under budget due to delayed invoicing. Individual Memberships are over budget \$12,669 due to an increase in membership.

Publications. Publications are under budget due to less demand for printed copies.

Continuing Education. Continuing Education is under budget (-\$22,770). Legislative Day is over budget due to increased attendance. Convention & Expo is over budget due to bookstore revenue carryover. Planning and Leadership Conference is under budget due to low attendance. Workshops are under budget due to timing of events.

Other Income. Other Income is over budget (+\$57,103). Interest and Dividends are over budget due to short term investments. Unrealized Gain is over budget due to returns on long-term investments. JobLine is under budget due to less use of out-of-state postings.

Expenses.

Salary and Benefits. Staff salaries are under budget due to timing of 2024 adjustments and openings. Health Insurance and Payroll taxes are under budget.

Consultants and Contractors. Consultants and Contractors is under budget (-\$22,215). Speaker Honoraria is under budget. Legal Services is under budget due to timing of invoices. Consultants/Contractors over budget due to AMS migration.

Supplies and Resource Materials. Supplies are under budget (-\$8,784). Computer Software/Supplies is over budget (+\$12,867) due to new AMS subscription.

Communications. Communications is under budget (-\$7,562). Telephone is slightly over budget. Postage/Mailing Services is under budget. Internet is under budget due to timing of payments.

Printing and Design. Printing is under budget (-\$4,895) due to reduced printing. Copying is under budget.

Maintenance and Equipment. Equipment Rental is over budget (+\$40,676) due to coding and CPIM AV costs. Software Support is over budget due to one-year AMS renewal.

Space Rental. Office Space is under budget due to CAM. Workshops/Meetings is over budget due to timing of invoices.

Travel and Meals. Travel and Meals is under budget (-\$20,185). Board travel is on budget. Staff travel is under budget. Committees and Divisions are under budget due to reduced requests for reimbursement. Presenters is over budget due to the timing of invoices.

Management Expenses. Management Expenses is under budget (-\$39,122). Bank Services are under budget. Depreciation Replacement is under budget. Staff Development over budget due to coding. Catering and Other Meals is under budget.

**The net change in assets is over budget by \$93,060**

HEDLUND TUNNELL MOVED AND RUSSELL SECONDED APPROVAL OF THE YEAR-END 2024 FINANCIAL REPORT AS PRESENTED. MOTION PASSED UNANIMOUSLY.

**NOMINATING COMMITTEE**

RUTGER MOVED AND BAUTZ SECONDED THAT THE OLC BOARD OF DIRECTORS APPOINT RYAN McDONNELL, DIRECTOR, GRANDVIEW HEIGHTS PUBLIC LIBRARY, TO SERVE AS AN AT-LARGE MEMBER ON THE OLC NOMINATING COMMITTEE FOR A THREE-YEAR TERM (2025-2027). MOTION PASSED UNANIMOUSLY.

**2025 OLC BOARD OF DIRECTORS ELECTION**

Francis reported there are four positions open 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:

MLIS	Julianne Bedel	2023-25	Eligible
Trustee	Robert Jenkins	2023-25	Eligible
At-Large	Kathy Bach	2023-25	Eligible
At-Large	Sarah Clevidence	2023-25	Not eligible

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 the Monday following the March Board meeting and continuing through April. The Nominating Committee uses this information to select the nominees and create the election slate.

**AMAZON BUSINESS**

Francis reported that OLC is finishing the first year of the contract with Amazon Business. The program has been highly successful. The Board approved for up to three years for our members to receive it for free. During the first year of the agreement, OLC will receive a rebate. Staff are reviewing various options and needs for the one-time funds: 1. Video conferencing equipment and computers. 2. Update sample policies with Vorys. 3. Strategic Planning and 4. Convention and Expo Reception at the Rock and Roll Hall of Fame.

Amazon’s legal counsel will have guardrails on the program going forward. It will probably be July or August when we learn more.

**FY 2026-2027 STATE**

Smith reported on the State Budget. Smith thanked everyone for their advocacy

## BUDGET

efforts and noted it is having an impact. The Governor introduced his proposed budget. The current proposal for the PLF goes from 1.7 to 1.75%. Some legislators have been vocal and are not supportive of increased funding for libraries. It is extremely important to educate legislators. OLC is encouraging library directors, fiscal officers and trustees to continue having weekly conversations with Legislators. You are not overeducating them. The Advocacy Action Plan is extremely useful.

OLC testified in the House Finance Committee. The House Substitute Bill is due on April 1. April 8 is the Omnibus Amendment. The full House will vote on April 9. Then it all starts again in the Senate.

Francis noted OLC has received questions regarding the Call to Action.

DeNero-Akroyd indicated the CTA has been very helpful. There is a lot of noise at the Statehouse right now.

Rochford asked if they should be copying OLC on any correspondence. OLC would like to hear what feedback they receive in responses.

Jenkins asked if OLC has talked with the Lt. Governor.

## ALA COUNCILOR REPORT

A written report was available from Nick Tepe.

## STATE LIBRARY REPORT

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

Public Library Survey. The annual Ohio Public Library Survey is open and results are due by April 1. Contact Kristin Krumsee with any questions.

State Library Budget. Knapp gave testimony on the State Library's budget to the Ohio House Committee on Workforce and Higher Education. She outlined the budgetary needs of the organization and explained the agency's use of federal funds.

America 250 – Ohio Commission. Staff met with Executive Director and Operations Director of America 250-Ohio Commission. One emphasis is on Ohio Goes to the Movies. There are many ways for libraries to become involved. OLC is hosting a Webinar.

Return of Rare Ohio Historic Letters and Documents. In 1974, the State Library of Ohio loaned the Ohio Historical Society (now Ohio History Connection) a sizable number of letters and documents from early Ohio governors to be microfilmed and to be returned. These documents include the personal letters of several famous Ohioans including Ethan Allen Brown, Daniel Decatur Emmett, Samuel Huntington, Jonathan Meigs, Jr and Thomas Worthington. The State Library is working on digitizing them.

Guiding Ohio Online. Guiding Ohio Online Grant applications are open through Mar. 23. This grant will provide funds to hire a contracted technology/digital literacy trainer for their community.

## OPLIN REPORT

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

COSLA. Yarman was in D.C. last week attending the Chief Officers of State Library Agencies meeting.

E-Rate. The window to request services for July 2025-June 2026 will close on Mar. 26. If requesting coverage for hotspot purchases be aware that funding will likely be available only for one year – or less. U.S. Senator Cruz has issued a resolution to nullify this order. Ohio's applications will firm the value of the program, both to Congress and to the vendors who created the new bids that align with program rules. Even without E-Rate discounts, the vendor proposals do offer libraries significant cost savings over current service plans.

Statewide Web Based Digital Skills RFP. OPLIN is part of the evaluation committee to select the platform that will be available from public libraries and will support the state's digital literacy education efforts in correctional facilities. Final approval of grant funds to support this project may be further delayed due to administration changes at federal agencies.

## EXECUTIVE DIRECTOR'S REPORT

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

Institutional Dues Billing. There are still a few public libraries where staff is working to correct inaccurate information from a few county auditors in order to send invoices.

Short Term Reserves. As past practice, \$600,000 from OLC's revenue received in the first few months of 2025 will be assigned to the OLC's advisors at Morgan Stanley to invest in short-term investments.

OLC Employee Benefits. Health Insurance was renewed with Medical Mutual at a 13.48% increase in premiums. Dental Insurance was renewed with Ameritas Insurance with a small increase in monthly premium. Vision Insurance was renewed with VSP Insurance with no change in premium. Life Insurance was renewed with OneAmerica American United Life Insurance with no change in premium. Long-Term Disability Insurance renewed with Hartford Insurance with no change in premium.

Staff Notes. Francis celebrated her 11<sup>th</sup> anniversary on staff on February 12.

Trustee Dinners/Lunch. These events will focus on the FY 26-27 State Budget and provide a venue for library trustees and administrators to share information. One will be a luncheon, at the MidPointe Library, West Chester Branch.

LibLearnX. Francis attended LibLearnX in Phoenix. Attendance was low. It was a great opportunity to see Ohio Library staff.

Legislative Breakfasts. Francis congratulated those libraries that have had Legislative Breakfasts. To date there has been one in Cincinnati, Avon Lake and one in Central Ohio. Please contact OLC if you host one.

## GOVERNMENT AND LEGAL SERVICES REPORT

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

PLF Update. The March 2025 PLF distribution was -2.30% below ODT's original estimate that was issued in July 2024 and +1.67% above ODT updated estimate issued in December 2024.

HB 137 – Levy Authority. Legislation was introduced that would allow taxing authorities to deny public libraries access to the ballot. HB 137 would allow a library taxing authority to deny the request for a library levy request. This means they could prevent public libraries from going to the ballot and deny voters a say

in their local property taxes. HB 137 would give sole discretion to a library's taxing authority with regards to moving a levy request to the county board of elections. OLC is strongly opposed to this legislation. OLC does want library directors, fiscal officers and trustees to contact only their Ohio House Member and Rep. Lorenz on this legislation to express strong opposition.

HB 28 – Replacement Levies. Will eliminate the option for a political subdivision, including libraries, to seek a replacement property tax levy. OLC offered written opposition testimony.

Legal Webinar on Virtual Meetings Law. OLC is hosting a free legal webinar on virtual meetings law which takes effect on April 9. Library Boards must pass a policy first before they can utilize the new option and in limited situations. OLC Legal Counsel will be presenting on that webinar.

Library Legislative Day. Legislative Day is Tuesday, April 8 in the Statehouse Atrium and Rotunda. The Governor has been invited.

## PROFESSIONAL DEVELOPMENT REPORT

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

A chair has been named for the Unconventional to Conventional Conference. A call for programs has been posted.

Convention and Expo 2027. OLC has received questions regarding the 2027 Convention and Expo. Staff will be looking at Cincinnati, Dayton and Toledo to see what is available.

## COMMUNICATIONS REPORT

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

State Budget Resources. Jacobsen thanked the Board for utilizing the advocacy tools. A new Advocacy Action Plan was created to strengthen our collective voice and to keep us consistent and aligned with OLC's statewide advocacy goals.

Legislative Day Tools. Resources and advocacy tools for the event have been added to the OLC website. Collateral materials are being developed for the day of the event. A media advisory will be sent on April 7.

Media Coverage. A press release was sent about the new Chair of the OLC Board, Mary Ellen Icaza.

Convention & Expo. The deadline for the call for programs is April 9. Sponsorship opportunities have been added to the OLC website. Exhibitor information will be added to the website and sent via email. A promotional postcard will be mailed at the end of May.

Standalone Conferences. A call for planning Committee members was published in Access and on the website. The call for programs for the Unconventional to Conventional conference is underway and the New to Libraries Conference call for programs will open in May.

Trustee Events. The Library Trustee Workshop and Trustee Dinners/Lunch have been promoted using targeted emails, *This Week*, Access and the OLC website.

Division/Committee Projects. The Teen Service Talk had 22 participating in the online discussion. These talks lead to many program ideas.

Website. The most popular pages over the past two months are: JobLine, State Budget Information, Convention and Expo and Library Funding/PLF.

#### MEMBERSHIP SERVICES

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

2025 Individual Membership. The Individual membership count as of Feb. 27 was 1890 as compared to 2252 in 2024. The third and final renewal was sent to 899 members on Feb. 26. Friends groups, other institutional and associate members have recently been billed. The new Student Member to the Committee is Raven Fountain and will attend our next meeting.

Many members find joining divisions to be a key part of maximizing their membership benefits. Division selections do not carry over from year to year, and many of our members have not selected divisions. We have included articles in *Access* with instructions on how to select Divisions in the new Member Info Hub to encourage Division participation.

Membership Meetups. The Membership Committee will launch "Membership Meetups" beginning in May as an added member benefit. These meetups will be held once per month for one-half hour, free to OLC Individual members and they must register to participate in the Zoom meet-up. The Committee is currently working on monthly topics, and speakers for these. Preliminary topics are: OLC Works for You; How to get involved, etc.

Nominations and Elections. Division Action Council Coordinators will be sent a roster of members from their unit along with a list of any members who sent in a "Get Involved" form requesting to serve, to assist them with identifying potential candidates for election. Slates are due to OLC by Apr. 15.

Awards and Honors. The Awards and Honors Committee met on Feb. 27 and will meet again on Mar. 27. A promotional flyer has been printed to take to all OLC events. The deadline for nomination submissions has been changed from April 30 to May 30.

#### NEXT MEETING

The next meeting of the OLC Board of Directors is scheduled for May 16 at the OLC Office. The auditor should be available to attend this meeting. Please give your signed Conflict of Interest forms to Francis before leaving.

#### ADJOURNMENT

With there being no further business to come before the Board, the meeting was adjourned at 11:42 a.m.