

OHIO LIBRARY COUNCIL BOARD OF DIRECTORS

Nov. 7, 2025
10:00 A.M.
OLC Office

PRESENT	Kathy Bach, Cincinnati Monica Baughman, Worthington Travis Bautz, Middletown (Virtual) Julianne Bedel, Medina Sarah Clevidence, Findlay Kim DeNero-Ackroyd, Cleveland Heights (Virtual) Sandra Hedlund Tunnell, Ashland Mary Ellen Icaza, Canton Robbie Jenkins, Gallipolis (Virtual) Elizabeth Muether, Celina Bernie Rochford, Akron (Virtual) Stacey Russell, Zanesville William Rutger, Sandusky
GUESTS	Mandy Knapp, State Library of Ohio Nick Tepe, ALA Councilor Susan Titkemeier, Marion, Incoming Board Member 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, Government and Legal Services
CALL TO ORDER	The meeting was called to order by Chair Icaza at 10:07 a.m. Icaza welcomed guest Susan Titkemeier, Marion Public Library as an Incoming Board Member in 2026. Cindy Lombardo, Peninsula Library & Historical Society was also elected to the Board for a three-year term beginning in January 2026.
APPROVAL OF AGENDA	Icaza noted Item 5.C – Revised 2026 OLC Committee Assignments will be distributed. Also, she noted the Executive Session following the regular meeting.
	RUTGER MOVED AND BAUGHMAN SECONDED APPROVAL OF THE AGENDA AS PRESENTED. MOTION PASSED UNANIMOUSLY.
APPROVAL OF MINUTES	HEDLUND TUNNELL MOVED AND CLEVIDENCE SECONDED APPROVAL OF THE SEPTMBER 19, 2025 MINUTES AS PRESENTED. MOTION PASSED UNANIMOUSLY.
FINANCIAL REPORT MONTH-END SEPT. 2025	Francis presented the financial report for the month-end September 2025. <u>Revenue.</u> <u>Dues.</u> Institutional dues are over budget due to Plain City Public Library joining. Individual Memberships are under budget due to decrease in personal memberships.

Continuing Education. The Convention and Expo is over budget due to timing of accrual. Workshops are under budget due to low attendance.

Contract Income. Is over budget due to the one-time Amazon rebate.

Other Income. Interest and Dividends is over budget due to returns on short-term investments. Workers' Compensation is under budget due to timing of payment. Unrealized Gain/(Loss) is over budget due to returns on long-term investments. Jobline is under budget due to decrease in non-member posting. Management and Consulting is under budget due to decrease in background checks.

Expenses.

Salaries and Benefits. Retirement is under budget due to timing of plan contributions. Health Insurance is under budget due to timing of 2025 adjustments. Payroll Taxes are under budget.

Supplies and Resources. Supplies are under budget. Computer Software/Supplies are under budget.

Communications. Under budget due to timing of Convention.

Printing and Design. Printing is under budget due to timing of payments.

Maintenance and Equipment. Equipment rental is over budget due to coding.

Travel and Meals. Board is under budget due to fewer reimbursements. Committees and Divisions are under budget due to reduced request for reimbursement.

Management Expenses. Bank services are over budget. Organization Memberships is under budget. Staff Development and Memberships are under budget due to timing. Catering and Other Meals are under budget due to reduced registrations.

The net change in assets is under budget by \$263,924

Francis noted the next major expense will be Convention and Expo. To date, around 850 people have registered.

RUSSELL MOVED AND BAUGHMAN SECONDED TO APPROVE THE FINANCIAL REPORT: MONTH-END – SEPTEMBER 2025 AS PRESENTED. MOTION PASSED UNANIMOUSLY.

OLC BOARD MEETING DATES

Dates for the 2026 meetings of OLC Board of Directors are as follows: Jan. 16, Mar. 13, May 15, Jul. 17, Sept. 18 and Nov. 13.

BACH MOVED AND MUETHER SECONDED ACCEPTANCE OF THE 2026 OLC BOARD MEETING DATES AS PRESENTED. MOTION PASSED UNANIMOUSLY.

RATIFICATION OF 2026 OLC COMMITTEE APPOINTMENTS

Francis thanked the staff for their work on Committee Appointments. These are before the board for ratification. The question was asked if an individual is required to be working in a public library to be a member of a committee. Currently, the only requirement is that an individual be an Individual

	Member of OLC. This question has been raised in the past and it is something the board may need to address in the future.
HEDLUND TUNNELL MOVED AND RUTGER SECONDED THE RATIFICATION OF 2026 OLC COMMITTEE APPOINTMENTS. MOTION PASSED UNANIMOUSLY.	
PUBLIC LIBRARY PUBLIC RELATIONS CAMPAIGN	Francis noted her goal of utilizing a marketing campaign for consistent messaging. OLC has partnered with another state association to reduce our costs. She thanked Jacobsen for her involvement. The campaign would include statewide polling and working with consultants to create toolkits for libraries to utilize. Rochford asked if this is more for PR or for surveying. It is a combination of both. OLC wants to localize the messaging from the polling. Rutger emphasized the specific deliverables as tools to use and localize.
PROPERTY TAX COALITION	Francis noted OLC is part of a coalition regarding the constitutional amendment to eliminate the property tax. The coalition is made up of several statewide associations representing local government entities: OLC, OTA, CCAO, Ohio Parks, Mayors Alliance, Municipal League, Children's Services, DD Boards and others. The coalition is currently interviewing consultants.
2026 PLANNING AND LEADERSHIP CONFERENCE	OLC is hosting the 2026 Planning and Leadership Conference on Nov. 18. The invitation was sent to 170 volunteers and so far 68 are registered. OLC is charging a small fee to cover our expenses. There will probably be a recommendation to go back to a virtual conference in 2026 based on member feedback and reduction in local library budgets. Special thanks to the OLC staff for their work on the leadership resources.
2025 CONVENTION & EXPO	Francis reported that registration closed on Wednesday and 867 people have registered. There will also be on-site registrations. OLC is celebrating our 130 th Anniversary. Jacobsen has put everything in the app. There is a track for Technical Services. The Rock and Roll Hall of Fame reception is Wednesday. Thursday is Game Night at the Library.
STATE OF OLC REPORT	Francis presented an annual report to the board on OLC activities in 2025.
	<p>What's Ahead.</p> <ul style="list-style-type: none"> Strategic Priorities PR Campaign Revisit Lease Constitutional Amendment
	Icaza thanked the staff for their hard work.
2026 BOARD OFFICER NOMINATIONS	The Executive Committee of the Board put forth the following recommendations of William Rutger, Vice Chair/Chair-Elect; and Travis Bautz, Secretary-Treasurer. Nominations stay open until January.
2026 OLC BOARD COMMITTEE ASSIGNMENTS	The proposed assignments for the 2026 Committees of the OLC Board of Directors were presented. Board members should notify Francis or Russell by Dec. 31 if they prefer a change. They will be finalized at the January meeting.
ALA COUNCILOR REPORT	In addition to his written report Tepe reported on the following:

STATE LIBRARY OF
OHIO REPORT

Workforce Changes and Staffing Reductions. On Oct. 16, ALA laid off multiple staff, including Deborah Caldwell Stone, the director of the Office of Intellectual Freedom. The reductions in staff followed months of assessment and analysis. Any necessary restructuring will continue to evolve over the next few months. As part of the ongoing assessment, ALA has been proactively reviewing the nearly 1,000 programs that it offers to ensure that resources are focused on initiatives that have the greatest impact.

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

Federal Government Shutdown. September ended with the country entering into a federal government shutdown. All “non-essential” activities of the federal government, including most operations of the Institute of Museum and Library Services (IMLS) ceased.

State Librarian’s Listening Tour. Knapp’s listening tour concluded. She will have a report for the State Library Board meeting in December.

Strategic Planning Process. The State Library is currently working on their strategic planning process to determine where to focus their energy.

Cybersecurity Pilot. The SLO with SEO focused on the hardware aspect of their Cybersecurity Pilot with the following five libraries selected Steubenville, Minerva, New Madison, Tuscarawas County, and Hardin-Northern.

Digital Public Library of America. DPLA is going through some structural changes and announced they are spinning off their Heritage piece and Cleveland Public Library will be heading that up.

State Library Facility. The State Library is continuing to look for a new location. They may be moving some parts to SEO where they own that building.

SLO Foundation. The State Library learned that the Ohio Department of Natural Resources has a foundation. They are in the infancy stage of looking at the possibility.

OPLIN REPORT

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

Cybersecurity Webinar. Dooley gave a webinar for Public Libraries on Starting a Security Plan under ORC 9.64 and it will be posted to OPLIN’s YouTube Channel. She focuses on how to get started and prioritize the plan’s elements, and identifies free resources that will help.

MBC Light. Last year, OPLIN launched Managed Branch Connections (MBC), giving libraries the option of paying OPLIN \$2,000 for fiber internet to their branches with the same support that they provide for the main/central library circuit. Many libraries argue that gig fiber is overkill for very small branch locations. Therefore, OPLIN created MBC Light, where OPLIN can provide high speed data on copper lines for \$750 per year.

Website ADA Compliance. There are upcoming deadlines for website ADA compliance. Municipalities serving over 50,000 people need to be compliant by April 2026, and others by April 2027. Solomon is hosting a session on Friday at the OLC Convention and Expo.

EXECUTIVE DIRECTOR’S

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

REPORT

2026 OLC Budget. Francis discussed the timeline for developing the 2026 OLC Budget. Members of the Finance Committee should plan on a meeting in early January via Zoom to review the budget prior to the January 16 meeting.

ALA Emerging Leaders Program. The American Library Association is pausing the program due to recent changes in staffing.

OLC Board Orientation. Francis met in-person with Susan Titkemeier and Cindy Lombardo on Oct. 30 for Board Orientation.

Ohioans Approved 18 of 20 Public Library Levies. 18 of the 20 library levies passed with an average voter approval rate of 63 percent.

Small Library Director Forums. These forums are designed for directors of small libraries to discuss issues of common interest and to share ideas on how to deal with challenges unique to small libraries. One was held on Sept. 24 in Tiffin and a second was held on Oct. 23 virtually. A third session is scheduled for Dec. 2.

Planning & Leadership Conference. The Planning & Leadership Conference is an annual tradition and opportunity for OLC's Committees and Divisions to come together and begin planning for the following year. This year it is being held on the Tuesday prior to the Convention and Expo.

Staff Anniversaries. Sherry Heffner, 1-year on Oct. 14; Jay Smith, 6 years on Nov. 18.

GOVERNMENT AND LEGAL SERVICES REPORT

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

PLF Update. The Ohio Department of Taxation posted the Oct. 2025 PLF distribution of \$39,186,903 which is \$1.76 million or -4.32% below ODT's original estimate that was issued in July 2024; and \$1.82 million or -4.44% below their updated estimate issued in December 2024. There will be more extensive analysis in the coming days.

HB 137. Library Access to the Ballot. Opposition testimony was presented by Paula Brehm-Heeger, Cincinnati as well as others. A recording of the hearing is available on the Ohio Channel. It is important to note that we had some legislators change their minds on how they voted based on conversations with their libraries.

HB 186 & HB 335. While neither bill directly impacts public libraries at this moment, they are significant because they illustrate ongoing legislative efforts to amend laws in an attempt to lower property taxes across the state.

HB 309. Deals with County Budget Commissions. Voted out of House and moving to the Senate. Smith noted there are many bills that affect property taxes that OLC is tracking.

Sandra Hedlund Tunnell thanked Smith and Francis for their advocacy information.

PROFESSIONAL DEVELOPMENT REPORT

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

Convention & Expo. Miller gave an extensive overview of the Convention & Expo. She noted some changes in C&E registration with the new association management software.

COMMUNICATIONS
REPORT

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

Planning and Leadership Conference. Resources have been updated and posted to the OLC app and Member Info Hub. Division and Committee members can submit their meeting minutes, goals and annual reports electronically through the OLC Website.

Convention & Expo. The mobile app is live and ready to download. The on-site guide is currently being printed. Collateral materials for the OLC Connects area of the exhibit hall are being created for Divisions and Committees. Additional displays will celebrate OLC's 130th anniversary.

Advocacy and Communications Strategy. OLC staff is meeting with public relations firms to explore the development of an advocacy toolkit that will help our members communicate the value of Ohio's public libraries more effectively.

MEMBERSHIP SERVICES
REPORT

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

2025 Individual Membership. The 2025 Individual Membership year ended on Sept. 30, 2025 with a final individual membership total of 2128 as compared to the 2024 total of 2670.

2026 Individual Membership. The first membership renewal is scheduled to be sent on Dec. 8.

New Member Referral Program. The program began on Nov. 1 and will run through Feb. 1, 2026. The winner of the program will receive \$50.00 in credit toward OLC Professional Development to be used within the 2026 calendar year.

SCALA Webinar. D'Andrea was a speaker on the KSU Student Chapter of ALA Webinar on Oct. 29. Discussion involved programs, events, resources and opportunities for MLIS students to get involved in OLC and ALA.

Leadership Tracking. Changes to Division Action Councils and Committee members will be added to Basecamp and the OLC Website will be updated in early January.

RECOGNITION OF
OUTGOING BOARD

Icaza and Francis presented gifts to Robbie Jenkins and Sarah Clevidence as outgoing Board members. Clevidence noted it has been an honor to serve.

NEXT MEETING

The next meeting of the OLC Board of Directors is scheduled for Jan. 16, 2026.

EXECUTIVE SESSION

RUSSELL MOVED AND BAUGHMAN SECONDED TO ENTER INTO EXECUTIVE SESSION AT 12:21 P.M.

EXECUTIVE SESSION CONCLUDED 1:54 P.M.

ADJOURNMENT

With there being no further business to come before the Board, the meeting was adjourned at 1:54 P.M.