

**MINUTES
STATE LIBRARY BOARD MEETING
January 20, 2022**

The State Library Board met January 20, 2022, in the Boardroom of the State Library, 274 East First Avenue, Columbus, Ohio 43201.

CALL TO ORDER

The business meeting was called to order at 10:00 a.m.

ROLL CALL

Julia Ward, Executive Secretary to the State Librarian's Office, called the roll. State Library Board members present were: Mr. Alan Hall, President; Ms. Laurie Gemmill Arp; Ms. Theresa Fredericka; Mr. Andrew Wichterman; and Ms. Wendy Knapp, Secretary. Ms. Janet Carleton was absent.

Visitors present were: Don Yarman, Ohio Public Library Information Network; Andrew Rowan, Ohio Attorney General's Office; Jay Smith, Ohio Library Council; and Ashely Rodriguez, Kent State University intern.

State Library staff members present were: Julia Ward, Marsha McDevitt-Stredney, Nicole Merriman, Evan Struble, Erin Kelsey, Elissa Lawrence, Cindy Boyden, Tracy Grimm, Phil Willke, and Eric Maynard.

OATH OF OFFICE

Mr. Hall administered the oath of office to Mr. Wichterman. Mr. Wichterman was appointed to his first full, five-year term on the State Library Board by the State Board of Education at its December meeting.

APPROVAL OF MINUTES

Ms. Arp moved (M-1-22) that the minutes of the December 9, 2021, Board Meeting be approved.

Ms. Fredericka seconded the motion. The motion passed by voice vote with Mr. Hall, Ms. Arp, Ms. Fredericka, and Mr. Wichterman voting "aye."

PUBLIC PARTICIPATION

There was no Public Participation.

LSTA REPORT

LSTA Five-Year Plan Evaluation Update

Evan Struble, Associate State Librarian for Library Development, gave the Board an update on the LSTA Five-Year Plan Evaluation. Mr. Struble explained that the Institute of Museum and Library Services (IMLS) requires an evaluation of the LSTA Five-Year Plan every five years. The plan that is being evaluated right now is for years 2018-2022. Mr. Struble shared that the State Library contracted with Quality Metrics, led by Martha Kyrillidou, to conduct the evaluation. Quality Metrics will work with stakeholders, grant recipients, State Library staff, and current and former members of the LSTA Advisory Council to discuss in focus group style what they liked and disliked about the Ohio LSTA Program. They will use that data, along with numeric data from reports that the State Library submits to IMLS, to provide guidance back to the State Library by the end of March. Mr. Struble explained that Quality Metrics will also submit a draft LSTA Five-Year Plan for 2023-2027 by the end of June. Ms. Arp asked if Quality Metrics will address how COVID-19 affected the Five-Year Plan. Mr. Struble replied that it will be taken into consideration and the firm will be flexible in how they engage with people. Ms. Fredericka asked how Mr. Struble works with the firm, wondering if it is time consuming. Mr. Struble shared that it is time consuming, with a lot of meetings taking place resulting in good work being done. He said that it will continue for the next six months.

STATE LIBRARIAN'S REPORT

Delivery Update

Ms. Knapp provided the Board with an update on the statewide delivery service. She explained that toward the end of December, the State Library started receiving complaints from libraries about the service again. The State Library is working with the Department of Administrative Services (DAS) and OhioLINK to reach a solution. Ms. Knapp explained that most of the customer service tickets received are for missed stops, claims for missing and damaged items, and partial pick-ups of materials. Mr. Hall thanked everyone for the work that goes into keeping the statewide delivery service running smoothly.

Ms. Fredericka asked if a hybrid Board Meeting is possible with some members of the Board being remote. Ms. Knapp explained that the law currently says no, but a law may be passed soon to change this. She said that she does want to offer the ability for the public to stream the meetings.

Intern Introduction

Ms. Knapp introduced Ashely Rodriguez, Kent State University School of Information intern, to the Board. Ms. Rodriguez is completing her practicum experience in the Research and Catalog Services Department under the direction of Nicole Merriman, Head of Research and Catalog Services. Her focus is on special collections, and she is particularly interested in collection management, digitization, and outreach.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Election of Vice-President

Ms. Knapp called for nominations for the office of Vice-President of the State Library Board. A vacancy was created when former Vice-President of the Board Hall ascended to the presidency after former President of the Board Nájera's term on the Board expired.

Ms. Fredericka moved (M-2-22) that Janet Carleton be nominated for the office of Vice-President of the State Library Board effective January 20, 2022, for the remainder of the biennial term beginning July 1, 2021.

Mr. Wichterman seconded the motion.

Ms. Fredericka moved (M-3-22) that the nominations be closed, a unanimous ballot be cast for Ms. Carleton and that she be declared elected to that office effective January 20, 2022, for the remainder of the biennial term beginning July 1, 2021.

Ms. Arp seconded the motion. The motion passed by roll call vote with Mr. Hall, Ms. Arp, Ms. Fredericka, and Mr. Wichterman voting "aye."

Policy for the State Library's Use of the Statewide Delivery System for the Distribution of Donated Materials to Libraries

Ms. Knapp presented the Board with the proposed policy for the State Library's use of the statewide delivery system for the distribution of donated materials to libraries. She explained that approving the policy will memorialize an informal policy that has always been used. Ms. Fredericka asked how the policy will impact libraries' collection development and if the receiving libraries get final say in what

is put into their collection. Ms. Knapp explained that libraries do still get the final say. Mr. Wichterman further explained that libraries get a lot of donated material and make the decision when items are donated whether or not to add them to the collection.

Ms. Arp moved (M-4-22) to adopt the following policy for the State Library's use of the statewide delivery system for the distribution of donated materials to libraries:

The State Library of Ohio may use the statewide delivery system only to distribute donated materials from federal or state agencies or materials that support the programs of the State Library of Ohio.

Mr. Wichterman seconded the motion. The motion passed by roll call vote with Mr. Hall, Ms. Arp, Ms. Fredericka, and Mr. Wichterman voting "aye."

Deaf History Month Resolution

Ms. Fredericka moved (M-5-22) for adoption of the following resolution:

A RESOLUTION to proclaim Ohio Deaf History Month

WHEREAS, the General Assembly of the State of Ohio has designated the period beginning March 13 and ending April 15 as Ohio Deaf History Month; and

WHEREAS, Ohio Deaf History Month celebrates deaf history and the contributions of the hearing impaired and deaf community to society; and

WHEREAS, Recognition of Deaf History Month at the national level was initiated by two deaf employees at the Martin Luther King, Jr. Memorial Library in Washington DC; and

WHEREAS, The State Library of Ohio has a longstanding partnership with the Ohio School for the Deaf, working together to provide information for and about people who are deaf or hard of hearing; and

WHEREAS, Ohio's school, academic, public and special libraries make a difference in the lives of millions of Ohioans and provide excellent and invaluable service to library users regardless of age, ethnicity, disability or socioeconomic background; and

WHEREAS, many libraries in Ohio and across America are celebrating Ohio Deaf History Month with a variety of special displays, programs, or events; now, therefore, be it

RESOLVED, that on this day, January 20, 2022, the State Library Board proclaims Ohio Deaf History Month, March 13 – April 15, 2022, and encourages Ohio libraries to host deaf awareness activities during this month-long celebration, using closed captioning where available for virtual events.

Ms. Arp seconded the motion. The motion passed by voice vote with Mr. Hall, Ms. Arp, Ms. Fredericka, and Mr. Wichterman voting "aye."

Retirement Resolution

Ms. Arp moved (M-6-22) for adoption of the following resolution:

A RESOLUTION to honor and recognize Joan Sharp upon her retirement from the State Library of Ohio.

WHEREAS, Joan Sharp has been a dedicated employee of the State Library of Ohio with over 26 years of service, benefitting state government employees, the Ohio Library community, and Ohio residents; and

WHEREAS, Joan Sharp began her State Library of Ohio career as a Library Assistant in the Technical Services Department; and

WHEREAS, Joan Sharp was promoted to the position of Account Clerk in the Fiscal Services department where she continued to serve for over 20 years and successfully navigated the transition of the State of Ohio's accounting system from CAS to OAKS; and

WHEREAS, Joan Sharp provided exceptional customer service to the staff of the State Library of Ohio especially when ordering supplies; and

WHEREAS, the staff of the State Library of Ohio, especially the Fiscal Services Department, will miss her upon her retirement; now, therefore, be it

RESOLVED, that on this day, January 20, 2022, the State Library Board, on behalf of the State Library of Ohio and its customers, hereby thanks Joan Sharp for her efforts, appreciates her contributions to the services and programs of the State Library of Ohio, congratulates her on her retirement, and wishes her the best in the future.

Mr. Wichterman seconded the motion. The motion passed by voice vote with Mr. Hall, Ms. Arp, Ms. Fredericka, and Mr. Wichterman voting "aye."

ADJOURNMENT

There being no further items for discussion, Ms. Fredericka moved (M-7-22) that the Board stand adjourned at 10:24 a.m.

Ms. Arp seconded the motion. The motion passed by voice vote with Mr. Hall, Ms. Arp, Ms. Fredericka, and Mr. Wichterman voting "aye."

President

Secretary

WJK/jmw