

MINUTES
STATE LIBRARY BOARD MEETING
December 10, 2019

The State Library Board met December 10, 2019 in the Lucas Room of the State Library of Ohio, 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: Ms. Laurie Gemmill Arp, President; Mr. Michael Merz, Vice-President; Dr. Tracy Najera; Mr. Alan Hall; and Ms. Beverly Cain, Secretary.

Visitors present were: Brad Stephens, Salem Public Library; Carol Cobbs, Columbiana Public Library; Jay Smith, Ohio Library Council; Scott Savage, Ashland University Library; Erin Phemester, Public Library of Youngstown and Mahoning County; Mark Thomas, Bloom Carroll Local School District; Don Yarman, Ohio Public Library Information Network; Stephanie Dinsmore, Bloom Carroll High School; Lori Gudde, Bloom Carroll High School; Nathan Conrad, Bloom Carroll High School; Nancy Kirkpatrick, OhioNET, Debbie McDonald, AWE Learning; Diane Fink, Christine Morris, OhioNET, and Maggie O'Shea, Ohio Attorney General's Office.

State Library staff members present were: Bill Morris, Julia Ward, Evan T. Struble, Jen Johnson, Nicole Merriman, Marsha McDevitt-Stredney, Anne Libby, Elissa Lawrence, David Green, Penelope Shumaker, Tracy Grimm, Erin Kelsey, Mandy Simon, Ann Watson, Eric Maynard, Anne Kennedy, Dianna Clark, and John Stewart.

APPROVAL OF MINUTES

Mr. Hall moved (M-51-19) that the minutes of the October 24, 2019 Board meeting be approved.

Dr. Najera seconded the motion. The motion passed with Ms. Arp, Mr. Merz, Dr. Najera, and Mr. Hall voting "aye."

PUBLIC PARTICIPATION

Ms. Cain introduced Jay Smith, the new Director of Government and Legal Services at Ohio Library Council, to the Board. Mr. Smith started his new position a few weeks before the meeting. He looks forward to working with the State Library in the future.

Bill Morris, Governmental Affairs Coordinator, introduced Maggie O'Shea, the State Library's new Assistant Attorney General. Ms. O'Shea is part of the executive agencies section of the Attorney General's Office.

LSTA REPORT

LSTA Competitive Grants

Evan Struble, Associate State Librarian for Library Development, thanked the LSTA review committee for their hard work in choosing the grants up for approval. He also thanked Cindy Boyden, LSTA Coordinator, for her hard work. Scott Savage, Library Director at Ashland University, presented a proposal for the "Active Learning for Information Literacy" project to the Board. The grant funds would be used to purchase flexible mobile furnishings, audio visual equipment, and collaborative presentation tools to implement an active learning classroom for

information literacy instruction to first year university students. The library hopes to enhance information literacy opportunities for 80% of students presently receiving standard library instructions. They also hope to expand information literacy instruction for students by developing active learning sessions for non-English Composition first-year students in each of three academic departments not yet supported by the library program. Ms. Arp asked how they plan to find the students who bypass English Composition. Mr. Savage replied that they have a committee to track those students and that a lot of them have come in with College Credit Plus credits.

Mr. Merz moved (M-52-19) that a Library Services and Technology Act (LSTA) grant in the amount of \$30,427 from FFY19 funds be awarded to Ashland University Library for a Literacy project for the period of January 1, 2020 – September 30, 2020.

Dr. Najera seconded the motion. The motion passed with Ms. Arp, Mr. Merz, Dr. Najera, and Mr. Hall voting "aye."

Nathan Conrad, principal of Bloom Carroll High School, Stephanie Dinsmore, Librarian at Bloom Carroll High School, Lori Gudde, science teacher at Bloom Carroll High School, and Mark Thomas, IT Director at Bloom Carroll High School, presented the Board with a proposal to develop a lab focusing on preparing students to advance in STEM/STEAM-related fields. In this lab, students will be encouraged to problem solve, design, use critical thinking skills, work in teams, and communicate effectively in today's ever-changing world. The lab will help students to be college and career ready. The lab will allow there to be a more advanced design process for classes. Students are creative and want to see their creations come to life. Students will learn skills to take with them when they graduate. Ms. Arp asked what equipment staff was most excited about and they replied that each department is excited about a different piece of equipment. Dr. Najera asked if the research space will be used to inform the creative or technology innovations. Ms. Dinsmore replied that students must complete research before building projects. Mr. Hall asked if the diagram presented was the library. Ms. Dinsmore replied that it was, that it was a full semester design project for students.

Dr. Najera moved (M-53-19) that a Library Services and Technology Act (LSTA) grant in the amount of \$50,000 from FFY19 funds be awarded to Bloom Carroll Local School District for a STEM project for the period of January 1, 2020 – September 30, 2020.

Mr. Merz seconded the motion. The motion passed with Ms. Arp, Mr. Merz, Dr. Najera, and Mr. Hall voting "aye."

Erin Phemester, Programming and Youth Services Director at Public Library of Youngstown and Mahoning County, presented the Board with a proposal for a grant that would bring in STEM trainers to provide hands-on training to library staff members. The library would also create STEM family engagement experiences which will be able to travel to different venues within the library and other organizations. The library hopes to teach students that math and science aren't scary. At the end of the project, the library will have a toolkit it can share with other libraries on how to bring STEM engagement into communities. Mr. Merz commented that the combination of two-generational learning and the library facilitating that with a school partnership are both critical pieces of strategy. Ms. Arp asked if they had heard from families. Ms. Phemester replied

that they have had STEM activities before and asked families if they would be interested in other programs.

Mr. Merz moved (M-54-19) that a Library Services and Technology Act (LSTA) grant in the amount of \$9,577 from FFY19 funds be awarded to the Public Library of Youngstown and Mahoning County for a STEM project for the period of January 1, 2020 – September 30, 2020.

Dr. Najera seconded the motion. The motion passed with Ms. Arp, Mr. Merz, Dr. Najera, and Mr. Hall voting "aye."

Special Automation Grant

Brad Stephens, Director of Salem Public Library, presented the Board with a proposal for a shared automation system in Columbiana County. The system would include Columbiana Public Library, East Palestine Memorial Public Library, Lepper Public Library, Salem Public Library, and Wellsville Carnegie Public Library. Columbiana Public Library will act as the fiscal agent. Patrons at participating libraries will have access to ten million items through SearchOhio and OhioLINK. The libraries will work together, share resources, reduce costs, and reduce duplication of effort. The libraries have a plan for public relations to let the community know about the resources that will now be available and any new rules for circulation. Mr. Hall asked what the public relations will say about the libraries in Columbiana County in SEO Consortium. Mr. Stephens said that for those libraries, joining another consortium was the right decision for them, and they are great partners in other ways. Ms. Arp asked why they are making the decision to create a consortium now. Mr. Stephens responded that several factors were at play. They were looking for opportunities to work together and it was time to make the decision sooner rather than later for several of the libraries.

Mr. Hall moved (M-55-19) that a Library Services and Technology Act (LSTA) grant in the amount of \$99,676 from FFY19 funds be awarded to the Columbiana Public Library for the purposes of developing a Columbiana County Library Consortium for the period of January 1, 2020 – September 30, 2020.

Dr. Najera seconded the motion. The motion passed with Ms. Arp, Mr. Merz, Dr. Najera, and Mr. Hall voting "aye."

Library Leadership Ohio Grant

Mr. Struble presented the Board with a proposal to fund the Library Leadership Ohio program. The program has one session in mid-July 2020 at Nationwide Conference Center. All types of libraries are encouraged to participate. Participants are not required to have a Master of Library and Information Science. Ms. Arp asked what year this would be of the program. Mr. Struble explained that this is the fifth iteration in its current form.

Mr. Merz moved (M-56-19) that a Library Services and Technology Act (LSTA) grant in the amount of up to \$35,000 from FFY19 funds be awarded to OhioNET for the purposes of the 2020 Library Leadership Ohio Conference for the period of December 10, 2019 – September 30, 2020.

Dr. Najera seconded the motion. The motion passed with Ms. Arp, Mr. Merz, Dr. Najera, and Mr. Hall voting "aye."

STATE LIBRARIAN'S REPORT

State Library Board Nomination

Ms. Cain shared with the Board that the State Board of Education was meeting that day and the appointment of the new State Library Board member is the last item on the agenda. The new Board member will start his or her new term in January. The term will be a full five-year term.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

State Library Strategic Plan

Ms. Cain explained to the Board that with a new budget cycle coming up, she thought it was important to have a new Strategic Plan in place to tie the budget request to that plan and align with the Governor's priorities. Ms. Cain didn't want it to be her plan, so she formed a committee headed by Mandy Simon, Library Consultant, to develop a new plan. Ms. Simon presented the new State Library Strategic Plan to the Board. Ms. Simon explained that the committee was comprised of members of the staff from all departments of the library. She outlined the process that the committee used to create the plan. Key stakeholder groups were identified and surveyed. The results identified that more outreach was needed. Overall, customer satisfaction was high. Users identified that they need affordable professional development and funding and marketing help. The committee decided how the information would fit with the State Library's existing programs and services and how new data could improve what the library is already using to better serve stakeholders. Ms. Simon explained that the new Strategic Plan does not include a lot of new initiatives in part because of funding and also because the Library is already on the right path. The plan has three areas of focus: raise awareness, widen access, and lead innovation. Mr. Merz asked that the Oxford comma be added to the Strategic Plan to clarify meaning. He also asked what the committee eliminated from the previous plan. Ms. Simon explained that they didn't eliminate much, but rather rearranged the priorities. Mr. Merz said that making sure people know the State Library is a good resource continues to be a priority. Ms. Arp asked how this process differed from the last. Ms. Cain explained that State Library hired a consultant to complete the last Strategic Plan. The firm held focus groups around the state and sent out surveys. When the plan was updated in the last couple of years, the State Library Executive Team looked at the plan to see what was accomplished and what still needed to be done. Mr. Merz and Mr. Hall expressed that they were pleased with the final project.

Mr. Merz moved (M-57-19) that the State Library Strategic Plan be approved as presented to the Board with such punctuation changes as approved by Ms. Ward. The Strategic Plan is as follows:

Vision: A Smarter Ohio

Our Mission

The State Library of Ohio ensures a smarter Ohio by managing the delivery of services through three channels:

- Directly, by building and managing quality collections and providing hands-on service to state government

- Cooperatively, through collaborative efforts and information sharing networks within the library community
- Virtually, through online and on-the-go access to expert assistance, digitized resources, and a vast selection of electronic materials

Goals

RAISE AWARENESS

Position the State Library of Ohio to state government as the preferred channel for information.

- Increase communication to State of Ohio agencies and employees to improve understanding of library resources, services, and programming.
- Expand outreach efforts to inform state government of the State Library's available services and facilities.
- Highlight how Library Services and Technology Act (LSTA) funds impact communities by communicating the reporting data to government representatives.
- Ensure the State Library is meeting the needs of state government through regular assessment of its services and conversations with its stakeholders.

Promote the availability of State Library resources to residents throughout Ohio.

- Promote digital resources, including the Ohio Digital Library, Ohio Memory, and online databases.
- Publicize access to books, movies, music, and other materials through State Library partnerships.
- Inform residents and public libraries about the Ohio Braille and Talking Book Program.
- Utilize established channels, such as the State Library of Ohio website, listservs, and social media accounts to raise awareness of our many valuable resources with our communities.
- Ensure the State Library is meeting the needs of residents through regular assessment of its services and conversations with its stakeholders.

Boost information sharing of the State Library's consulting services and professional resources to Ohio libraries.

- Focus on consulting services in updated marketing materials and information distributed at conferences, library visits, and other networking events.
- Illustrate the benefits of the digitization hub at the SEO Service Center and digitization support from the State Library of Ohio.
- Promote the use of the State Library of Ohio meeting rooms and F. Ward Murrey Annex to library professionals for in-person meetings and events.
- Disseminate information to public libraries about the Ohio Braille and Talking Book Program.
- Ensure the State Library is meeting the needs of libraries through regular assessment of its services and conversations with its stakeholders.

WIDEN ACCESS

Remove barriers to provide easier access to the vast collections, special services, and relevant points of interest offered to state government agencies, employees, Ohio residents, and libraries.

- Utilize the Innovate Ohio platform to provide immediate, seamless, and fully-integrated access to the State Library's various resources.
- Create trainings that inform users how to access available resources in the physical library and connect them to our digital collections and databases.

Support digitization and digital preservation initiatives across Ohio through webinars and in-person training.

- Continue and expand partnerships with libraries to preserve and improve access to their histories through DPLA and other digitization efforts.
- Further publicize the LSTA Grant partnership with the Ohio Preservation Council providing a dedicated funding initiative for conservation.

Facilitate expanded access to the Ohio Digital Library.

- Encourage partnerships between public libraries and schools to provide access for students and classrooms to the Ohio Digital Library's resources.
- Provide support and information to stakeholders for additional ways to access the Ohio Digital Library as needed.

LEAD INNOVATION

Utilize our highly-skilled staff's expertise and creativity to better connect our constituents to collections, Ohio's history, and what they need.

- Preserve and improve access to the past and present histories of state agencies via digitization and Ohio Memory.
- Encourage innovative use of LSTA funds via Ohio library grant applications.

Promote innovative pathways and dynamic learning opportunities for discovery of the State Library's collections and resources.

- Provide relevant and affordable professional development resources for libraries and library staff, including educational support for library administrators to be effective community leaders.
- Investigate new technologies to further expand SEO Service Center's offerings for On-Demand Training.

Streamline processes and update services to optimize the State Library's assets and ensure relevance and fiscal responsibility.

- Consider workflow analysis and sustainability of current and potential programs for each department.

- Work toward becoming a more flexible and nimble organization that can adjust services and programs to best suit the needs of its users.

Dr. Najera seconded the motion. The motion passed with Ms. Arp, Mr. Merz, Dr. Najera, and Mr. Hall voting "aye."

OPLIN Board Appointment

Don Yarman, Executive Director of OPLIN, presented a recommendation for appointment to the OPLIN Board. Mr. Yarman explained to the Board that former OPLIN Board member Jeff Garringer retired and left a vacancy. The OPLIN nominating committee selected a nominee who is representative of small libraries, southeast Ohio, and who is not a member of a consortium.

Dr. Najera moved (M-58-19) that Roger Donaldson be appointed to the Ohio Public Library Information Network (OPLIN) Board of Trustees to fill an unexpired three-year term ending June 30, 2022.

Mr. Merz seconded the motion. The motion passed with Ms. Arp, Mr. Merz, Dr. Najera, and Mr. Hall voting "aye."

Retirement Resolution

Mr. Merz moved (M-59-19) for adoption of the following resolution:

WHEREAS, Dianna Clark has been a dedicated and valued staff member of the State Library of Ohio/Serving Every Ohioan (SEO) Library Center since 1984; and

WHEREAS, Dianna Clark has managed the operations of the SEO Library Center/SEO Library Consortium since 2007 and has led the SEO staff and Consortium members through a tremendous period of growth, change, and innovation; and

WHEREAS, Dianna Clark has promoted membership in the SEO Library Consortium throughout the Ohio library community, increasing membership from 70 libraries with 150 locations in 2007 to 95 libraries with 241 locations today; and

WHEREAS, Dianna Clark and the SEO staff were recognized with the Governor's Award for Employee Excellence in 2013 for their work in migrating the SEO Library Consortium from Horizon to Symphony, making it easier for member libraries to offer a shared catalog of library resources to their patrons; and

WHEREAS, for more than 35 years, Dianna Clark has provided outstanding service to the State Library, the SEO Library Consortium member libraries, and Ohio residents.

NOW, THEREFORE, BE IT RESOLVED, that the members of the Board of the State Library of Ohio, on this 10th day of December 2019, express their individual and collective gratitude and appreciation for Dianna Clark.

EXECUTIVE SESSION

Mr. Merz moved (M-60-19) to move into Executive Session for discussion of a personnel matter surrounding the upcoming retirement of the State Librarian.

Mr. Hall seconded the motion. The motion passed with Ms. Arp, Mr. Merz, Dr. Najera, and Mr. Hall voting "aye."

Mr. Merz moved (M-61-19) to return from Executive session at 11:44.

Dr. Najera seconded the motion. The motion passed with Ms. Arp, Mr. Merz, Dr. Najera, and Mr. Hall voting "aye."

Mr. Merz moved (M-62-19) to approve the revised State Librarian job posting as follows:

Ohio's State Library Board seeks an energetic, engaged, and enthusiastic professional to lead the Ohio library community as its next **State Librarian**. This new leader understands the realities of contemporary libraries—school, academic, special and public—and will evaluate and support current programs and services while moving forward creating a “smarter Ohio” with new initiatives, fresh staffing models, and emerging technologies. The successful candidate will realize a Smarter Ohio where Ohioans access the necessary resources to be engaged citizens, excel in the workforce, and pursue their passions and interests. The State Librarian will work closely and effectively with a variety of State Departments and Agencies as well as with national and regional library organizations to continue Ohio's tradition of leading trends and innovation in 21st century library service.

The State Librarian, appointed by the five-member State Library Board, serves as the Executive Director for the [State Library of Ohio](#) and the Secretary to the State Library Board. The State Library, located in Columbus, provides services to State government, Ohio libraries, and Ohio residents. With a dedicated staff of 51 and a \$21 million budget, the State Library fulfills its mission through three channels:

- Directly, by building and managing quality collections and providing hands-on service to state government
- Cooperatively, through collaborative efforts and information sharing networks within the library community; and
- Virtually, through online and on-the-go access to expert assistance, digitized resources, and a vast selection of electronic materials

The State Librarian oversees day-to-day operations which include the development of multiple special collections, provision of services and training for Ohio's library professionals, coordination of the Ohio Digital Library and statewide delivery network, and support of the Serving Every Ohioan (SEO) consortium through the SEO Service Center in Caldwell.

Columbus, Ohio's State Capital, is located in central Ohio and is the 14th largest city in the country. Columbus is brimming with excitement and vitality making the *New York Times* [List of 52 places to visit in 2019](#), *Money Magazine's* [“The 6 Best Big Cities”](#) and *Forbes* [“Best Places for Business and Careers.”](#) The City is also regularly recognized for its many excellent institutions including the Columbus Zoo, COSI – Center for Science and Industry, and the Columbus Metropolitan Library. Columbus is also home to The Ohio State University, Capital University, and the Columbus School of Art and Design. New residents will find a diverse and welcoming community supporting art, music, museums, theater, shopping, and entertainment.

Sports enthusiasts will find numerous opportunities to cheer on professional hockey and soccer leagues as well as The Ohio State Buckeyes. Coupled with a reasonable cost of living, Columbus has something for everyone. To learn more about the position, the Library, and the Columbus area, please see [State Library Links](#).

Responsibilities. The State Librarian shall provide leadership and articulate a vision for statewide library services; act as an advocate for Ohio's library community; provide leadership in the networking of the library community; utilize new technologies to assist with resource sharing initiatives; represent the State Library at relevant local, state, and federal conferences and meetings; provide testimony at state budget hearings which impact library funding; work closely with legislators on funding issues and programming initiatives in accordance with Ohio Revised Code Ch.3375; recommend to the State Library Board the boundaries for public library service areas; act as liaison for the State of Ohio concerning library issues; serve as the Secretary to the State Library Board; and perform other executive level duties as assigned by the State Library Board. For the detailed position description, see [State Librarian](#).

Qualifications. Minimum qualifications include a Master's Degree in Library Science from an ALA-accredited program and eight years of progressive, professional library experience with five years in library management and demonstrated administrative leadership ability. Desired attributes include board, personnel and fiscal management experience; strong interpersonal skills; ability to work collaboratively with diverse groups and individuals; team building and decision making skills; initiative, flexibility, and the ability to facilitate change; experience working in a technologically advanced environment; knowledge of library trends and issues; and experience in library administration. Prior administrative experience with a state library agency or multi-type regional library organization is desirable.

Compensation. The position offers a starting salary range of \$120,000-\$160,000 (placement dependent upon qualifications) and an attractive benefits package.

For further information, contact [Bradbury Miller Associates](#). To start the application process, send a meaningful cover letter and resume as Word or PDF attachments to [Karen Miller](#) on or before the closing date of **February 9, 2020**.

Dr. Najera seconded the motion. The motion passed with Ms. Arp, Mr. Merz, Dr. Najera, and Mr. Hall voting "aye."

ADJOURNMENT

There being no further items for discussion, the Board adjourned by common consent at 11:48 a.m.

President

Secretary

BC/jmw