

MINUTES
STATE LIBRARY BOARD MEETING
December 10, 2020

The State Library Board met via GoToMeeting virtual meeting on December 10, 2020.

CALL TO ORDER

The business meeting was called to order at 10:03 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; Ms. Janet Carleton; and Ms. Wendy Knapp, Secretary.

Visitors present were: Angela Karen, St. Marys Community Library; Joel Riedy, Lorain Public Library System; Cindy Beach, Public Library of Youngstown and Mahoning County; Missy Littell, Cuyahoga Falls Library; Don Yarman, Ohio Public Library Information Network; Amy Pawlowski, OhioLINK; Anastasia Diamond-Ortiz, Lorain Public Library System; Erika Carleski, Ohio State University intern; Megan Mannion, Akron Public Schools; Michelle Francis, Ohio Library Council; Christine Morris, OhioNET; Jay Smith, Ohio Library Council; and Sherry Seiler, Bucyrus Public Library.

State Library staff members present were: Julia Ward, Michael Postlethwait, Evan Struble, Josh Jones, Cindy Boyden, Marsha McDevitt-Stredney, Anne Libby, Mandy Simon, Tracy Grimm, Phil Willke, Shannon Kupfer-Trausch, Stephanie Michaels, Ann Watson, David Green, Janice Bond, Nicole Merriman, Anne Kennedy, Stephanie Herriott, Jamie Pardee, Penelope Shumaker, John Stewart, and Elissa Lawrence.

APPROVAL OF MINUTES

Mr. Merz moved (M-32-20) that the minutes of the October 15, 2020 Board meeting be approved.

Dr. Najera seconded the motion. The motion passed by roll call vote with Ms. Arp, Mr. Merz, Dr. Najera, Mr. Hall, and Ms. Carleton voting "aye."

Mr. Merz read the following statement to be entered into the minutes:

This is a meeting of the Board of the State Library of Ohio.

In accordance with the provisions of Section 12(A) of Substitute House Bill 404 as now in effect, and considering the surge in COVID-19 infections in the State of Ohio presently occurring, the State Library Board has determined that its meeting of December 10, 2020, shall be conducted by videoconference.

Not less than twenty-four hours prior to the scheduled time of convening the meeting (10:00 a.m. on Thursday, December 10, 2020), the Board has provided notification of the meeting to the public and to any media that have requested notification of a meeting, the methods by which any person could determine the time, location, and manner by which the meeting will be conducted. Notice was given by posting on the State Library's public website, library.ohio.gov, that the regular meeting of the Board would be held December 10, 2020, at 10:00 a.m. public could "Join the meeting from your computer, tablet or smartphone [at the following link]: <https://global.gotomeeting.com/join/869896733>.

This meeting is not convened to deal with an emergency matter and no part of this meeting will constitute a "hearing" as defined in Ohio Revised Code § 119.01 or other hearing at which a person may present written or oral testimony on a matter before the public body.

The Board has provided the public access to this meeting commensurate with the method in which the meeting or hearing is being conducted by live-streaming on the internet. The Board has ensured that the public can observe and hear the discussions and deliberations of all the members of the public body, whether the member is participating in person or electronically.

The Board's practice for this meeting is consistent with its practice under prior legislation enacted by the General Assembly in response to the declared pandemic and global health emergency related to COVID-19.

PUBLIC PARTICIPATION

There was no Public Participation.

LSTA REPORT

LSTA Competitive Grants

Evan Struble, Associate State Librarian for Library Development, explained that there were seven competitive grant proposals before the Board and that representatives from all seven libraries will speak to the Board about their projects. Mr. Struble thanked the LSTA Advisory Council, the LSTA review teams, and LSTA Coordinator Cindy Boyden for their hard work in the grant process. Ms. Boyden explained that she will introduce each individual before they speak. Megan Mannion, Learning Specialist at Akron Public Schools, presented the Board with a proposal to strengthen STEM education through hands-on maker kit projects that high school students will create for middle school students. Ms. Mannion explained that Akron Public Schools is one of the largest and most diverse districts in the state. The school district will partner with Goodyear and Cavs Foundation on this project. Federal funds will be used to support training, maker kit materials, and student internships. Mr. Merz commented that he saw a parallel to a program that Dayton Metro Library did with COSI. Ms. Arp said that she appreciates the sustainability plan.

Mr. Merz moved (M-33-20) that a Library Services and Technology Act (LSTA) grant in the amount of \$45,691 from FFY20 funds be awarded to Akron Public Schools for a STEM/STEAM project, a Services to Youth grant, for the period of January 1, 2021 – September 30, 2021.

Mr. Hall seconded the motion. The motion passed by roll call vote with Ms. Arp, Mr. Merz, Dr. Najera, Mr. Hall, and Ms. Carleton voting "aye."

Sherry Seiler, Young Adult Librarian at Bucyrus Public Library, presented the Board with a proposal to promote STEM/STEAM hands-on education to students who are homeschooled. The library hopes to show students that science can be fun, and they can play, explore, and learn. Federal funds will be used to purchase components and books that will be used to implement, distribute, and support a new monthly grab-and-go STEM/STEAM club. Ms. Arp commented that she is excited to see a project dealing with homeschoolers. Dr. Najera asked if the public schools in Bucyrus had a similar program. Ms. Seiler responded that they did not as far as she knew. Dr. Najera asked if they were going to have a conversation with the school district about the program. Ms. Seiler said that schools were busy with the challenges of remote learning at the moment. Dr. Najera suggested that Ms. Seiler share as much information as she can with the schools because they need these ideas.

Mr. Merz moved (M-34-20) that a Library Services and Technology Act (LSTA) grant in the amount of \$23,070 from FFY20 funds be awarded to Bucyrus Public Library for a STEM/STEAM project, a Services to Youth grant, for the period of January 1, 2021 – September 30, 2021.

Mr. Hall seconded the motion. The motion passed by roll call vote with Ms. Arp, Mr. Merz, Dr. Najera, Mr. Hall, and Ms. Carleton voting "aye."

Missy Littell, Customer Experience Manager at Cuyahoga Falls Library, presented the Board with a proposal to create an outreach program to local schools to instruct students remotely in 3D print design and to create a partnership with them to help students and teachers see the library as a dependable place to receive 21st century skills. The library will conduct two classes per month for students in grades 2-12 with all skill levels. Federal funds will be used to purchase 3D equipment, Chromebooks, and laptops. Ms. Arp asked if the grant was for more equipment or to disburse current equipment. Ms. Littell replied that better equipment is needed for the virtual learning environment, and more and faster equipment will serve the project better.

Dr. Najera moved (M-35-20) that a Library Services and Technology Act (LSTA) grant in the amount of \$9,800 from FFY20 funds be awarded to the Cuyahoga Falls Public Library for a STEM/STEAM project, a Services to Youth grant, for the period of January 1, 2021 – September 30, 2021.

Mr. Merz seconded the motion. The motion passed by roll call vote with Ms. Arp, Mr. Merz, Dr. Najera, Mr. Hall, and Ms. Carleton voting "aye."

Anastasia Diamond-Ortiz, Director of Lorain Public Library System, and Joel Reidy, Strategic Initiatives Manager, presented the Board with a proposal to provide free internet access and a device to at least 50 seniors in low-income housing. Ms. Diamond-Ortiz explained that a high percentage of seniors do not have internet at home. Federal funds will be used to purchase the necessary technology and equipment to create an antenna-based LTE network. The network will have a ten-mile radius. Mr. Merz asked for verification that the target demographic was seniors in low-income housing. Ms. Diamond-Ortiz verified that was indeed the target demographic. Ms. Arp commented that she loved that the project was focusing on seniors who are particularly vulnerable right now. She asked if there was an element of getting help to the seniors with the equipment. Ms. Diamond-Ortiz explained that there are tutorials on the devices and people who will check in to make sure everything is working correctly.

Dr. Najera moved (M-36-20) that a Library Services and Technology Act (LSTA) grant in the amount of \$50,000 from FFY20 funds be awarded to the Lorain Public Library System for an Outreach & Partnerships project, a Services to Targeted Populations grant, for the period of January 1, 2021 – September 30, 2021.

Mr. Merz seconded the motion. The motion passed by roll call vote with Ms. Arp, Mr. Merz, Dr. Najera, Mr. Hall, and Ms. Carleton voting "aye."

Amy Pawlowski, Executive Director of OhioLINK, presented the Board with a joint proposal with OhioNET to develop a more diverse and inclusive Ohio library and information science workforce. The program seeks to create a candidate pipeline of college students from economically disadvantaged and underrepresented populations who, through mentorship and stimulating work experiences, will be encouraged to consider careers in librarianship in Ohio. The current program is based upon a previous program started in 2017. Interns will be matched with mentors who work

together in parallel in different experiences across the library. OhioLINK have engaged the support of private companies including OverDrive and EBSCOhost. Federal funds will be used for wages for student workers from underrepresented populations; training and professional development for student workers, their mentors, and library directors; and a marketing workshop. Ms. Carleton recused herself from the discussion as she is involved in the project. Ms. Arp asked if this program was a result of a previous grant received by OhioLINK for consulting. Ms. Pawlowski replied that it is an expansion of that work, and that it set up the framework for this program. Mr. Merz commented that this project is timely.

Mr. Merz moved (M-37-20) that a Library Services and Technology Act (LSTA) grant in the amount of \$50,000 from FFY20 funds be awarded to OhioNET, for an Outreach & Partnerships project, a Services to Targeted Populations grant, for the period of January 1, 2021 – September 30, 2021.

Mr. Hall seconded the motion. The motion passed by roll call vote with Ms. Arp, Mr. Merz, Dr. Najera, and Mr. Hall voting "aye." Ms. Carleton abstained.

Cindy Beach, Assistant Manager of Youth Services & Programming at Public Library of Youngstown and Mahoning County, presented the Board with a proposal to provide librarians with a solid foundation in the connected learning framework in order to best engage teens and new adults with programming that connects them with a variety of real world career, academic, and civic opportunities. The library hopes to bridge the enrichment digital literacy gaps that exist between income levels. The program will use adult and peer-to-peer mentoring. Federal funds will be used to provide training in connected learning to programming staff librarians. Mr. Hall asked if the library will be working with Eastern Gateway Community College. Ms. Beach replied that they are not and will be working with specialists in-house.

Dr. Najera moved (M-38-20) that a Library Services and Technology Act (LSTA) grant in the amount of \$7,500 from FFY20 funds be awarded to the Public Library of Youngstown & Mahoning County for a Digital Literacy project, a Training grant, for the period of January 1, 2021 – September 30, 2021.

Mr. Merz seconded the motion. The motion passed by roll call vote with Ms. Arp, Mr. Merz, Dr. Najera, Mr. Hall, and Ms. Carleton voting "aye."

Angela Karen, Technology Coordinator at St. Marys Community Public Library, presented the Board with a proposal to develop a circulating collection of digital literacy items in various formats and materials for outreach and virtual programming to meet the needs of lower income patrons. The library hopes to bring 21st century technology to patrons. The library hopes to expand in-house, outreach, and virtual programs. Ms. Karen explained that the library has partnered with Ohio Department of Job and Family Services and Ohio Means Jobs and hopes to make the library a place where the community can get help with finding and applying for jobs. Federal funds will be used to purchase digital literacy and STEAM books, two mobile book displays, technology equipment, and STEAM learning tools. Ms. Arp and Dr. Najera both commented that they loved the partnerships.

Mr. Merz moved (M-39-20) that a Library Services and Technology Act (LSTA) grant in the amount of \$12,033 from FFY20 funds be awarded to the St. Marys Community Library for a Digital Literacy project, a Services to Targeted Populations grant, for the period of January 1, 2021 – September 30, 2021.

Ms. Carleton seconded the motion. The motion passed by roll call vote with Ms. Arp, Mr. Merz, Dr. Najera, Mr. Hall, and Ms. Carleton voting "aye."

Library Leadership Ohio Grant

Mr. Struble explained that the 2020 Library Leadership Ohio program was able to successfully pivot to a fully online experience. Since the in-person experience of the ILEAD USA – Ohio program would not be able to be replicated online, the planning committee decided to hold another iteration of the Library Leadership Ohio program in its place. Mr. Struble introduced Christine Morris, Deputy Director of OhioNET, who presented the Board with a proposal to fund the Library Leadership Ohio Program in 2021. Ms. Morris thanked the Board and State Library staff for all of their past support. She explained that Library Leadership Ohio is an individual-based leadership training model. For 2021, a more diverse advisory council was enlisted to plan the program. This year's program plans to engage alumni. Ms. Arp commented that she appreciated the work that they are doing to make it a more inclusive experience. Ms. Carleton commented that she is pleased that the program will occur online. Dr. Najera echoed the others' sentiments and said the pandemic is an opportunity to rethink things. Ms. Morris replied that the program is more accessible online. Ms. Arp appreciated the efforts of Mr. Struble and Ms. Boyden during this time.

Ms. Carleton moved (M-40-20) that a Library Services and Technology Act (LSTA) grant in the amount of up to \$35,000 from FFY20 funds be awarded to OhioNET for the purposes of the 2021 Library Leadership Ohio Conference, a Training grant, for the period of December 10, 2020 – September 30, 2021.

Mr. Hall seconded the motion. The motion passed by roll call vote with Ms. Arp, Mr. Merz, Dr. Najera, Mr. Hall, and Ms. Carleton voting "aye."

Ms. Arp called for a five-minute break at 11:35, to reconvene at 11:40.

STATE LIBRARIAN'S REPORT

State Library Audit

Ms. Knapp explained to the Board that the State Library received one audit exception relating to the letter of representation that was submitted after the retirement of former State Librarian Beverly Cain. When the head of an agency leaves, the letter of representation must include the full asset inventory and a copy of the letter must be delivered to the successor, Governor, Auditor of State, and Attorney General. Ms. Knapp explained that exit procedures have been updated to include that requirement.

Statewide Delivery

Ms. Knapp told the Board that Priority Dispatch, the vendor for statewide delivery, contacted the State Library, OhioLINK, and Department of Administrative Services to try to renegotiate fees. In the spring, they requested additional allowances to the contract to be able to keep the service available once libraries started accepting deliveries again. Ms. Knapp explained that the State Library did credit libraries a total of \$486,000 in fees because of disruption of service and library closures. Priority Dispatch miscalculated what it would cost to restart delivery service and proposed an additional per stop increase. This was an unacceptable solution, so the State Library and OhioLINK offered a counter proposal where the State Library and OhioLINK would pay a flat weekly rate that would more closely reflect the rates paid in February but were lower than what the vendor was proposing. Ms. Knapp explained that the issue is resolved, but an announcement will go out to libraries explaining the situation and that there will be no further credits due to the increased cost to the State Library. Ms. Arp asked if stops will be back to normal by the end of the contract. Ms.

Knapp replied that if libraries can get back to pre-pandemic schedules, delivery would go back to a per-stop rate. Ms. Arp asked if the impact to the State Library budget was acceptable. Ms. Knapp explained that it wasn't easy, but it was doable.

Ms. Knapp shared with the Board that Mr. Hall sent her an email with an invoice for a very inexpensive postage reimbursement from 1972. In response, she shared a slide in the meeting comparing costs of items from 1972 to now.

UNFINISHED BUSINESS

State Library Board Nomination

Julia Ward, Executive Secretary to the State Librarian's Office, explained that with Board member Michael Merz's term ending December 31, the Board needed to choose two State Library Board nominees to be sent to the Board of Education for appointment consideration. The Board discussed their top contenders and their qualifications. The Board decided unanimously to recommend the appointment of Theresa Fredericka to the State Library Board, with Jeffrey Winkle being their second choice. They agreed that geographic diversity and type of library experience were important considerations in their decision. The Board was impressed by the qualifications of all of the candidates.

NEW BUSINESS

Recognition of Service

Mr. Hall moved (M-41-20) for adoption of the following resolution:

WHEREAS, Michael Merz served diligently as a member of the State Library Board from January 2016 through December 2020 and Vice-President of the State Library Board from March 2019 through December 2020; and

WHEREAS, Michael Merz has been an asset to his community, in part by serving the Dayton Metro Library Board of Trustees for fifteen years and as President for six of those years, by serving the Dayton Metro Library Foundation as the President, by continuously advocating for library innovation to meet the changing needs of the community, and through his notable legal career as he helped develop equal access to information and freedom of expression; and

WHEREAS, Michael Merz helped lead the State Library of Ohio through a period of ongoing change, including ongoing budget challenges, a search for a new State Librarian, and unfailing support for staff and fellow Board members of the State Library of Ohio through an unprecedented pandemic; and

WHEREAS, Michael Merz has contributed in numerous ways to the success of the many programs and services offered by the State Library, including fostering collaboration across types of libraries and supporting innovation and adaptability, as well as being the legal voice of reason for all matters in front of the Board; now, therefore, be it

RESOLVED, that the members of the Board of the State Library of Ohio, meeting virtually in regular session this 10th day of December 2020, express their individual and collective gratitude and appreciation for Michael Merz.

Dr. Najera seconded the motion. The motion passed by roll call vote with Ms. Arp, Dr. Najera, Mr. Hall, and Ms. Carleton voting "aye." Mr. Merz abstained.

The Board members thanked Mr. Merz for his service and everything he's done for the State Library Board.

ADJOURNMENT

There being no further items for discussion, Mr. Merz moved (M-42-20) that the Board stand adjourned at 12:10 p.m.

Ms. Carleton seconded the motion. The motion passed by roll call vote with Ms. Arp, Mr. Merz, Dr. Najera, Mr. Hall, and Ms. Carleton voting "aye."

President

Secretary

WJK/jmw