The Ohio Library Support Staff Institute

20th Annual OLSSI
July 17th – 19th, 2022

Otterbein University
Westerville, Ohio
Greetings OLSSI attendees!

The Ohio Library Support Staff Institute is so excited to be back in person once again! We have been working through the year to bring an educational, affordable, and fun experience to library support staff. Whether you are from a public or academic library, K-12 or special collections, we have classes for everyone. Our theme this year is ‘Alive & Well.’ I hope everyone gets a chance to relax, refresh, and reinvigorate your love of libraries this week.

Before we get started with this year’s OLSSI, I would like to share some updates as well as reminders:
- In previous years, Monday night dinner has been on your own in town. Due to Covid still being a concern, OLSSI has chosen to provide Monday night dinner for those that would like to stay on campus. Of course, you are free to still eat out at a local restaurant if you choose.
- Masks are optional, but recommended in crowded areas. There will be masks available outside classrooms if you would like one. Please respect other attendees’ personal space.
- If you need assistance, look for the staff in blue shirts. There will also be someone sitting at the Information Desk, and this binder also contains local emergency numbers.

I hope everyone is as excited as I am to be back in person, and if you are new, I hope you have an amazing first OLSSI!

One last note- Our volunteer committee consists of amazing library staff from across Ohio who serve in an array of different types of libraries. Having a diverse committee helps us to provide a range of classes that support staff at any library, may it be K-12, academic, public, or special libraries. We would love to have you join us in planning OLSSI 2023! Please speak with myself or a counselor if you are interested or would like more information.

Happy OLSSI 2022!

Jennifer Hicks
OLSSI 2022 Chair
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Schedule of Events

SUNDAY – 7/17/22

3:00 – 5:00 PM: Check-In

5:00 – 6:00 PM: Meet & Greet

6:00 – 8:00 PM: Dinner / Opening Ceremony

8:00 / 8:30 PM: Entertainment, games, movie

MONDAY – 7/18/22

8:00 AM: Breakfast

9:00 – 10:15 AM: Class set #1
   A) Chair’s Class: Program Planning on a Budget – Jennifer Hicks (OLSSI Chair), Miami University
   B) Crowdsourcing Your Library Problems – Michelle Graff & Erin Waltz, Ohio Supreme Court Law Library
   C) Roundtable: Technical Services – Brian Humphreys, Tanya Ellenburg-Kimmet, Hayley Fuhrer

10:30 – 11:45 AM: Class set #2
   A) High School Yearbook Digitization – Sara Nagai & Meredith Southard, Upper Arlington + Worthington
   B) Voicecorps: Reading Service for the Blind – Terry Sullivan
   C) Roundtable: Circulation & Public Services – Jennifer Hicks, Gina Maida, Missy Courtright

Noon: Lunch

1:15 – 2:30 PM: Class set #3
   A) Licking County Veteran History – Doug Stout, Licking County Library
   B) Message Dissemination During a Crisis – Gregg Dodd, Columbus Metropolitan Library
   C) Roundtable: Digital Services & E-Resources – Tanya Ellenburg-Kimmet, Missy Courtright

2:45 – 3:45 PM: Class set #4
   A) Library Snapshot: Havighurst Special Collections – Rachel Makarowski & Kim Hoffman
   B) Courtright Memorial Library: Tour – Stephen Grinch

4:00 – 4:45 PM: Betterment/Relaxation set
   A) Tai Chi – Jim & Linda O’Brien
   B) Free Time!

5:30 – 6:30 PM: Dinner: served in cafeteria (or) out on your own – your choice

7:30/8:00 PM: Entertainment, games, White Elephant Bingo
TUESDAY – 7/19/22

8:00 AM: Breakfast

9:00 – 10:15 AM: Class set #5
   A) Appreciative Inquiry – Michelle Bradley, Ohionet
   B) Effects of Genre Labels – Misty Alvaro, Columbus Metropolitan Library
   C) Genealogy – Peter Thayer, Marietta College

10:30 – 11:45 AM: Class set #6
   A) INFOhio: Resources & Services – Emily Rozmus & Sarah Mowery, INFOhio
   B) Nutrition Programs & Libraries – Janet Ingraham Dwyer, State Library of Ohio
   C) StoryWalk – Annamarie Carlson & Kate Albers, Upper Arlington Public Library

Noon: Lunch

1:15 – 2:30 PM: Final Class / Closing Speaker
The Future of Libraries – Shawn Beem, Capital University Law School

2:30 PM: Closing Ceremony / Grand Prize Giveaway.

3:00 – 4:00 PM: Attendee Check-Out
Instructors

Kate Albers
Upper Arlington Public Library
Upper Arlington, Ohio
kalbers@ualibrary.org
Bio: Kate Albers is the Miller Park Branch Manager for Upper Arlington Public Library. Kate has worked at Upper Arlington Public Library for 14 years. Kate is passionate about informal education for young children, and loves to explore projects that offer children the opportunity to discover and learn in informal settings, such as the StoryWalk.

Misty Alvaro
Columbus Metropolitan Library
Columbus, Ohio
malvaro@columbuslibrary.org

Shawn Beem
Capital University Law School
Columbus, Ohio
sbeem@law.capital.edu
Bio: Shawn M. Beem is the Assistant Dean for Professional Development at Capital University Law School, where he assists students and alumni with individual career and professional development. He is a frequent developer of innovative programs, presentations, and articles on the subject of career and professional development. He is also an adjunct professor teaching Interviewing & Counseling, and Paralegal Professional Development. Dean Beem earned a Bachelor of Arts in French and International Studies from the University of Dayton, and a Juris Doctor from Capital University Law School. He spent a year studying at the Université de Strasbourg in France, earning a Diplôme d’Etudes Françaises. Dean Beem lives in Columbus, Ohio in the historic Franklin Park neighborhood with his husband Michael, and Emmett, a sassy brown tabby cat.

Michelle Bradley
OhioNet
Columbus, Ohio
michelleb@ohionet.org
Bio: Michelle believes in Appreciative Inquiry to create positive and transformational change in people and organizations. After spending over 20 years “in the trenches” of library administration and management, she is passionate about helping libraries engage with their communities, increase collaboration and partnerships, discover their strengths, imagine their futures, design positive strategies for success, and improve their workplace cultures. As the Director of Consulting Services for OhioNet, she presents, trains, and facilitates in strategic planning, community engagement, wellbeing, positive change, communication, and leadership.

Michelle is a certified Conversations Worth Having Trainer as well as a certified Appreciative Inquiry Facilitator, and holds a Certificate in Creating Positive Change from the Change Lab, a Certificate in Creating Wellbeing and PERMAH Survey Accreditation from the Wellbeing Lab,
and is a Certified Practitioner of Human Centered Design from LUMA. She holds a Master of Library Science from Indiana University, a Graduate Certificate in Public Management from Indiana University, and a B.A. in Advertising from Purdue University. For more information visit her LinkedIn profile: https://www.linkedin.com/in/michelle-bradley-1a2822a (or) https://bit.ly/3Piu8Ue

Annamarie Carlson
Upper Arlington Public Library
Upper Arlington, Ohio
acarlson@ualibrary.org
Bio: Annamarie Carlson is the Youth Manager at the Upper Arlington Public Library. Annamarie has worked at UAPL for one year, previously working as a Youth Librarian at Westerville Public Library. Annamarie is passionate about helping families build connections through books, learning, and fun.

Gregg Dodd
Columbus Metropolitan Library
Columbus, Ohio
gdodd@columbuslibrary.org
Bio: Gregg Dodd joined the Columbus Metropolitan Library (CML) in 2013 as the Director of Marketing & Communications. Dodd leads the development, planning, and implementation of the library’s comprehensive and aligned strategic marketing strategy, ensuring that all communications appropriately and accurately express the organization’s vision, community image, position and values. Dodd’s work includes crisis communication, media training, community relations, and management of CML’s premier partnerships with local and regional business and cultural organizations. Dodd served as CML’s Interim Director of Development and Affinity from Nov. 2014 to July 2015. Prior to joining CML, Gregg spent seven years as the Deputy Director of Communications, Marketing and Events for the Ohio Statehouse, and seven years with the Ohio Arts Council serving as their Director of Public Information and Legislative Affairs.

Janet Ingraham Dwyer
State Library of Ohio
Columbus, Ohio
jdwyer@library.ohio.gov
Bio: Janet Ingraham Dwyer is youth services library consultant at the State Library of Ohio. Her job is to support, advise, and empower children’s and teen services library workers. She manages Ohio’s participation in the nationwide Collaborative Summer Library Program, and collaborates with the Ohio Library Council on Ohio Ready to Read, a statewide resource network to facilitate early literacy activities in libraries.

Janet also champions library involvement in the USDA nutrition programs and other opportunities to meet basic needs, and encourages library support for child and community well-being. She is devoted to collaboration across libraries, schools, community organizations, social service agencies, and other groups and individuals to support Ohio’s youth and families.
Michelle Graff  
Supreme Court of Ohio Law Library  
Columbus, Ohio  
Michelle.Graff@sc.ohio.gov  
Bio: Michelle Graff is a Reference Librarian at the Supreme Court of Ohio Law Library. She graduated in 2016 with a master’s degree in Library Science from Dominican University in River Forest, Illinois. Prior to working at the court, she was the Access Services Library Associate at Marian University in Indianapolis, Indiana.

Jennifer Hicks  
Miami University at Middletown  
Middletown, Ohio  
hicksjl2@miamioh.edu  
Bio: Jennifer Hicks is the Circulation & Reserves Supervisor for Miami University-Middletown Campus. She has presented on makerspaces and programming at national and international conferences, and is the co-editor of “Makerspaces for Adults: Best Practices and Great Projects” published in 2020 by Rowman & Littlefield.

Kim Hoffman  
Miami University  
Oxford, Ohio  
hoffma84@miamioh.edu  
Bio: Kim Hoffman is the Preservation Librarian at Miami University in Oxford, Ohio. Her responsibilities include maintaining the circulating and special collections, as well as the digital preservation program. She received her MS in Library and Information Science, and her MA in Museum Studies in 2019 from Syracuse University, where she also earned a Certificate of Advanced Studies in Cultural Heritage Preservation. She holds volunteer positions in the American Institute for Conservation (AIC), the Academic Library Association of Ohio (ALAO), the Ohio Preservation Council (OPC), and the Society of American Archivists (SAA), where she is the current Vice-Chair/Chair Elect of the Preservation Section.

Rachel Makarowski  
Miami University  
Oxford, Ohio  
makarorm@miamioh.edu  
Bio: Rachel Makarowski is the Special Collections Librarian at Miami University. In her position, she is responsible for many of the functions for special collections, including instruction, outreach, reference, cataloging, curation, and collection management. She graduated from Indiana University Bloomington with an MLS, specializing in Rare Book and Manuscript Librarianship, and worked in numerous positions at the Lilly Library. She previously worked at the Rare Book School during her time as an undergraduate at the University of Virginia. Her research interests focus on teaching with primary sources, including the intersection of primary source instruction with other responsibilities in special collections.
Sarah Mowery  
INFOhio  
Columbus, Ohio  
mowery@infohio.org  
Bio: Sarah Mowery is a Professional Instructional Specialist with INFOhio. She has worked in education for 16 years as a school librarian and technology coach in elementary and middle school settings. While in these roles, she's been an integral part of the building leadership teams working as a curriculum connector and integrating web-based tools. She earned a BA in Sociology from Bowling Green State University and an MLS with a specialization in PK-12 schools from East Carolina University. Sarah was one of the original INFOhio I Coaches when the program first began in 2013 and has a passion for sharing how INFOhio resources can transform teaching and impact learning for students and educators across the state of Ohio.

Sara Nagai  
Upper Arlington Public Library  
Upper Arlington, Ohio  
snagai@ualibrary.org  
Bio: Sara Nagai is the Digital Collections Coordinator at the Upper Arlington Public Library, where she has worked since 1999. She began creating the UA Archives (the library's online local history collection) in 2002, and works with the Upper Arlington Historical Society, schools, city government, and individuals to digitally preserve items related to the history and culture of Upper Arlington. She received her Master of Library and Information Science degree from Kent State University in 2004.

Jim and Linda O’Brien  
Loudonville, Ohio  
lindavonob@yahoo.com  
Bio: Jim is a Board Certified, Senior Tai Chi Trainer. He has practiced martial arts since the 1970’s. Jim has black belts in Tai Kwon Do and Tiamoto, and taught classes in Loudonville for over 10 years, as well as in Mansfield & Ashland. As a commissioned officer for the State of Ohio, he taught self-defense at the Ranger and Ohio Peace Officer Academies. After retirement from a long career in Ohio State Division of Parks and Recreation, he began his study of Tai Chi. Jim studies with Master Trainer Becky Rahe, Dr. Paul Lam, and other master trainers. Board Certified Instructor, Linda started her practice of Tai Chi in 2013 after her retirement as a director of Food Services/Licensed Dietitian.

Emily Rozmus  
INFOhio  
Columbus, Ohio  
rozmus@infohio.org  
Bio: Emily Rozmus is a Senior Instructional Specialist at INFOhio. She has worked in education for over 25 years, first as a secondary English teacher and district librarian before starting at INFOhio in 2013. Emily has developed district growth plans, integrated technology, created instruction for information literacy, fostered teacher development, and worked on teams to implement curriculum. At INFOhio, she focuses on training educators to use INFOhio resources to improve early learning. She also works to share research and best practices for helping students be better readers of INFOhio's digital text.
**Meredith Southard**  
Worthington Libraries  
Worthington, Ohio  
msouthard@worthingtonlibraries.org

**Bio:** Meredith Southard has been a reference librarian for Worthington Libraries since 2002. In 2022, she became Local History Librarian, and she manages the Worthington Memory local history website, as well as the library’s Worthington history collection. She received her Master of Library Science degree from the University of South Carolina.

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**Doug Stout**  
Licking County Library  
Newark, Ohio  
dstout@lickingcountylibrary.org

**Bio:** Doug Stout has been with the Licking County Library for 32 years, 7 months, and 18 days. During that time, he has filled various roles as Head of Circulation and Building services. In 2014, the library allowed Doug to begin their veterans project “In the Company of Heroes” and the title Veterans Project Coordinator was added to his other duties. Due to the popularity of the program, in 2018 he was relieved from his other duties so he could focus solely on the Veterans Project. During the past eight years, he has produced four films on veterans of Licking County for the library, began a weekly veteran column in the local newspaper, and published a compilation of those articles in a book. Doug has no plans to retire as long as he can continue remembering Licking County veterans for the library.

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**Peter Thayer**  
Marietta College  
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thayerp@marietta.edu

**Bio:** J. Peter Thayer works as an Assistant Professor in the Legacy Library. His focus areas are reference, library instruction, interlibrary loan, and government documents. He is married to Ann Clark Thayer, who is a former MC adjunct instructor.  

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**Erin N. Waltz**  
Supreme Court of Ohio Law Library  
Columbus, Ohio  
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**Bio:** Erin Waltz is the Director of the Supreme Court of Ohio Law Library, where she has worked since 2010. Before coming to the Supreme Court, Erin was the Research Librarian at Bricker & Eckler LLP, and the Ohio Attorney General's office. Because she once raised her hand to volunteer for something, Erin has now been the President of Central Ohio Special Libraries Association, and the Chair of the Columbus Bar Association Legal Research Committee.  
Erin received her BA in History from Capital University, and her MA in Library and Information Science from Kent State University. Erin is a strong believer in promoting library services, and National Library Week is her favorite non-family-oriented holiday.
Event Staff

Camp Counselors

Cindi Bardash
Missy Courtright
Brian Humphreys

Rachel Mathie – Conference Liaison/Head of Camp Counselors

OLSSI Officers

Chairperson – Jennifer Hicks
Vice-Chair in charge of Site Coordination – Gina Maida
Vice-Chair in charge of Programming – Corazon Britton/Michael Bradshaw
Treasurer – Tanya Ellenburg-Kimmet
Secretary – Hayley Fuhrer
Immediate Past Chair – David Sharp

Chair Emeritus & Consigliere – P.M. (Michael) Bradshaw

*** Staff members are those wearing the **BLUE** shirts.
Please feel free to ask any staff member any questions to help make your time at OLSSI the best it can be!

**EMERGENCY NUMBERS:**
Otterbein University Police: 614-823-1222
Westerville Police: 614-882-7444
Westerville Fire Dept.: 614-901-6600

Saini Taxi: 614-588-7767
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Donors

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- Barrel & Boar BBQ Gastropub
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- Docuseek
- Dunkin Donuts
- EBSCO
- Friends of the Loudonville Public Library
- Fusian Restaurant
- Gardner-Harvey Library, Miami University Middletown
- GeoScienceWorld
- Good Vibes Winery
- Harry Buffalo restaurant
- IUG: Innovative Users Group
- JAMA Network (Journal of the American Medical Association)
- JSTOR Digital Library
- LexisNexis
- The Library Store
- Loudonville Public Library
- Michael Bradshaw
- Mohican Adventures
- NEO-RLS (Northeast Ohio Regional Library System)
- OhioNet
- Old Bag of Nails Pub
- Overdrive
- Pro-Quest
- The Step2 Company LLC
- Uptown Deli & Brew
- Visit Westerville
- Wall Street Journal

The Steering Committee would like to thank ALL of the donors for their support of this year’s Ohio Library Support Staff Institute…
Jennifer Hicks
OLSSI Chairperson;
Circulation & Reserves Supervisor, Miami University at Middletown

Date: Monday, July 18, 2022
Time: 9:00 – 10:15AM
Location: Courtright Memorial Library – Room 124
Synopsis: Guidance for designing budget-friendly programs.
Chair’s class:
Programming on a Budget
Jennifer Hicks
Miami University-Middletown - Gardner-Harvey Library

Notes:
Where to find program ideas-
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Where to find supplies-
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____________________________________________________________________________

Shopping list-
Staples-
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Sales/free-
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Splurge-
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Program ideas-
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Ideas for instructors-
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Crowdsourcing your Library Problems

Michelle Graff
Reference Librarian, Supreme Court of Ohio Law Library

Erin Waltz
Director, Supreme Court of Ohio Law Library

Date: Monday, July 18, 2022

Time: 9:00 – 10:15AM

Location: Courtright Memorial Library – Room 126

Synopsis: This session will demonstrate the value of connecting with colleagues (in & outside your library) to problem solve.
Roundtable: Technical Services

Moderators:  
Brian Humphreys, Tanya Ellenburg-Kimmet, Hayley Fuhrer

Date: Monday, July 18, 2022

Time: 9:00 – 10:15AM

Location: Courtright Memorial Library – Room 127

Synopsis: Roundtable is focused on technical services topics. Conversation will be determined by participants, but may include topics like acquisitions, cataloging, collection management, preservation, bindery, and more.
High School Yearbook Digitization

Sara Nagai  
Digital Archives Coordinator, Upper Arlington Public Library

Meredith Southard  
Librarian, Worthington Libraries

Date: Monday, July 18, 2022  
Time: 10:30 – 11:45AM  
Location: Courtright Memorial Library – Room 124

Synopsis: Thinking of digitizing your local high school yearbook collection? These high-demand items can bring significant attention to your local history website, but the digitization process presents unique challenges. Sara and Meredith will discuss their experiences with outsourcing, quality control, and community response and outreach.
Terry Sullivan

Date: Monday, July 18, 2022

Time: 10:30 – 11:45AM

Location: Courtright Memorial Library – Room 126

Synopsis: Voicecorps provides reading services of printed content and materials to people who are blind, have low vision, or are unable to read print. In this class, learn about this enriching service, and other reading services available in Ohio.
Roundtable: Circulation & Public Services

Moderators: Jennifer Hicks, Gina Maida, Missy Courtright

Date: Monday, July 18, 2022

Time: 10:30 – 11:45AM

Location: Courtright Memorial Library – Room 127

Synopsis: Roundtable discussion focused on circulation and public services topics. Conversation will be determined by participants, but may include topics like reference work, interlibrary loan, circulation, cargo, adult services, youth services, outreach, and more.
Licking County Veteran History

Doug Stout
Veterans Project Coordinator

Date: Monday, July 18, 2022

Time: 1:15 – 2:30PM

Location: Courtright Memorial Library – Room 124

Synopsis: In our changing times, libraries continue to look for new ways to connect with their communities. Beginning a veteran’s project is a way to do just that. Veterans are a diverse part of the population that encompass all races, genders, and social status, so a veteran’s program allows your library to reach a large part of the people in your community. This program will highlight some of the successes the Licking County Library has had with their program, and show some tools, tips, and tricks if your library wants to bring this rewarding project to your community.
Resources for Veteran information prepared by Doug Stout
Veterans Project Coordinator of the Licking County Library. June 2022

County Recorder offices - servicemembers are instructed to file their discharge with their local County Recorder’s Office. This way if they are ever misplaced these copies can be official records. Different counties have different rules for access etc. I was surprised to find our local recorder had digitized discharges on file from the Civil War that they let me have digital copies of. Family members often can request these records so if someone is looking for a relative's record they should check with the office of the recorder where the veteran lived. If unsuccessful at the last place they lived, they should check other counties they lived in also. I have found discharges on file that people lived here a year or two and then moved.

National Archives - There was a fire in the National Archive Army records in St Louis, Missouri in 19873 so there are some problems finding WWII Army personnel information. However, families should still try. They are not the fastest source but worth the inquiry. Inquiries can be submitted online.

Websites - Records are being added online often on Fold3.com and Ancestry.com which will help when searching for the service record of a veteran. However, each of these sites, depending on the veteran period, have its strengths and weaknesses. One thing I have found, due to confidentiality laws, the older the veteran period the better for finding information. 1950-present is the hardest online.

Revolutionary War & War of 1812
- Fold3.com has pension records if they filed for one
- Ancestry.com also has some if not all the pension records that Fold3 has. It also has Daughter of the American Revolution applications which may help some with service information.

Civil War
- Fold3 for Ohio troops has a service record card only for now. For United States Colored Troops and Confederate soldiers, they have more service records online. There are also pension cards but not all of them. Ancestry has a pension card that isn’t in the Fold3 database yet

- Official Roster of the soldiers of the State of Ohio in the War of the Rebellion 1861-1865 - I am not impressed with ancestry’s record of these. I find it hard to navigate but you will want to use this roster wherever you can find it

- Ancestry:

  Prison records - these are sketchy and apply mainly to Andersonville Prison in Georgia, but worth looking at

US Deaths of Volunteers - if they were in the Ohio Volunteer Infantry or Ohio National Guard and died in service they may be listed in this record. It is a name search but can also be searched by state and alphabetically by date of death. The only downfalls are sometimes the regiment is recorded wrong or the last name is spelled incorrectly. The good thing is it is alphabetical by date so by checking the date of death listed
sometimes you can still find the record no matter of spelling. This lists dates, places of death, and causes of death usually
US Deaths of Regulars-if they were in the regular army in the Civil War this is where they are recorded. It is set up the same as the volunteer list and the search guidelines are applicable there

Ohio Grave registration- I am not positive what dates these started and ended. I have heard it was a mandate by the government that all soldiers buried in Ohio have this on file. They are useful at times but the service info I have found is wrong on some of them

1890 Veteran Schedule- There was no US census taken in 1890 except for the Veteran schedule (census). It is found under the census records in ancestry. These normally list the veteran name unit and enlistment and discharge dates. It also may list if the veteran has an ailment like rheumatism, piles or chronic diarrhea, wounded in the leg, etc.

- Military History of Ohio Illustrated 1886 Soldiers Edition- These offer a history of Ohio in the Civil War. In the back, the Soldier Edition lists some of the soldiers and records of the county

Spanish American and Philippine-American War
- Ancestry has worked best for me as far as service cards and some War with Spain rosters

World War 1
- Soldiers of the Great War Memorial Edition in three volumes published in 1920
- Ancestry.com- Primary source for Ohio Soldiers, is the book Official Roster of Ohio Soldiers, Sailors and Marines in the World War 1917-1918

If the soldier served overseas there is usually a Passenger list of the ship he went on and back on in 1918 and 1919. If their bodies were returned for burial those happened in 1921, I have found and transportation is listed

World War One draft registration record. That doesn’t mean they served
Fold3- World War One burial cards are the only use of Fold3 to date I have found for WWI
- Local newspaper searches during the period are good

World War II
- The Air Force was the Army Air Corp until 1947 when it was separated as the branch Air Force
- Ancestry.com- Enlistment records with information and service number. If a service number for Army or Army Air Corp begins with a 3 that means they were drafted
• Veterans BIRLS records - records death dates and branch and has some service dates. If the dates are I assume they couldn’t be confirmed because of the fire

Young American Patriots WWII Ohio published in 1947
Draft Registration cards-again this doesn’t mean they served but are worthwhile. Even when they came home if they hadn’t registered for the draft before they had to register.
For some of these registrations, there may be a service date on it
Prisoner of War records
Army Hospital Admission records can be for wounds or any sickness etc.
Marine Corps Muster records are handy for service numbers and also finding where they went for basic and who they served with
Navy Muster records-these show Ship names. Some show dates of enlistments, ranks, and service numbers
Casualty records list name and casualty date home of origin
Headstone Application Records
• Fold3-

Enlistment records same as on ancestry
Missing Air Crew reports-lists men on flight, location, and sometimes eyewitness statements, causes, etc.
Army Hospital Admission records- you can use the servicemembers service number to search on Fold3. For some reason, there are records with no name so they don’t show up in ancestry.com but they will show up in Fold3 as a service number match
• National Archives-https://aad.archives.gov/aad/ Enlistment records

• Local newspaper searches during the period are good

Korea
• Ancestry-some Naval Muster records and casualty records
• Koreanwar.org- good for casualty searches, but double-check information
• Local newspaper searches during the period are good

Vietnam
• The Vietnam wall website for casualty information www.vvmf.org
• Coffelt Database of Vietnam Casualties — coffeltdatabase.org
• Local newspaper searches during the period

Iraq & Afghanistan
• Local newspaper searches during the period

Missing in Action-
• Dpaa.mil- Defense POW/MIA Accounting Agency searchable list of missing from WWII to the present day

Photos-
• Classmates.com is good for a non-military photo, however, some schools would print a service photo of KIA or staff or pupils in service.
Message Dissemination During a Crisis

Gregg Dodd
Director of Marketing, Columbus Metropolitan Library

Date: Monday, July 18, 2022
Time: 1:15 – 2:30PM
Location: Courtright Memorial Library – Room 126
Synopsis: The pandemic has emphasized the need for clear and timely communication. In this class, learn about the importance of developing plans and strategies to effectively implement & navigate in times of emergency.
Roundtable: Digital Services & E-Resources

Moderators:
Tanya Ellenburg-Kimmet, Missy Courtright

Date: Monday, July 18, 2022

Time: 1:15 – 2:30PM

Location: Courtright Memorial Library – Room 127

Synopsis: This roundtable is focused on digital services and e-resources topics. Conversation may include topics like digitization, streaming resources, e-books, e-audiobooks, archiving, repositories, and more.
Library Snapshot: Walter Havighurst Special Collections & University Archives

Rachel Makarowski
Special Collections Librarian, Miami University

Kim Hoffman
Preservation Librarian, Miami University

Date: Monday, July 18, 2022

Time: 2:45 – 3:45PM

Location: Courtright Memorial Library – Room 124

Synopsis: An overview of the Walter Havighurst Special Collections and University Archives to learn about rare books, manuscripts, and special subject collections that call this library home.
Library Tour

Stephen Grinch
Archivist, Courtright Memorial Library

Date: Monday, July 18, 2022
Time: 2:45 – 3:45PM
Location: Courtright Memorial Library – Circ Desk
Tai Chi

Jim & Linda O’Brien
Certified Tai Chi instructors

Date: Monday, July 18, 2022

Time: 4:00 – 4:45PM

Location: Courtright Memorial Library – Room 124 (or) outdoors

Synopsis: A beginner’s class in Tai Chi, which can improve muscle strength, flexibility, fitness, posture, and balance through gentle exercises and stretches.
Appreciative Inquiry

Michelle Bradley
Director of Consulting Services, Ohionet

Date: Tuesday, July 19, 2022

Time: 9:00 – 10:15AM

Location: Courtright Memorial Library – Room 124

Synopsis: Library staff know the value of professional development to personal learning, libraries, and those we serve. With all the options out there, it is important to invest your time and money into meaningful learning opportunities. In this session, learn how to fire up your learning, and make learning more impactful.
Appreciative Inquiry:
FROM PROBLEMS TO POSSIBILITIES

Michelle Bradley, Director of Consulting Services
OhioNet
michelleb@ohionet.org
**DEFINE the Affirmative Topic**

Choose the positive as the focus of inquiry (Define the affirmative topic).

- Because of our traditional problem-solving frame of mind, it’s sometimes easier for us to first identify an important gap, issue, or problem (what we want less of) then reframe it into what we want more of. What do we want less of? Brainstorm some of the problems, issues, or gaps that you might have at your library.

- Take one the problems you have named and flip it. What is the positive opposite? The thing you do want?

- *Now frame it. What is the positive impact if the flip is true; what is the desired outcome?* Affirmative or positive topics are usually one to six words or phrases, not complete sentences or questions, that describe what you want MORE of.

  Examples: “Service Without Boundaries” or “Strength in Diversity”

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*Source: Conversations Worth Having by Jackie Stavros and Cheri Torres*

Michelle Bradley  
OhioNet
Tips for Conducting an Appreciative Interview

Before you begin your interview – take a moment and quickly review these:

• Use the interview protocol as a guideline. Introduce the interview and ask the questions as if you were just sitting and talking with your co-worker. Strive to create an informal atmosphere.

• If interviewees want to think about their answers, please give them the option of thinking about it.

• Here are some questions to probe further:
  o Tell me more.
  o What was going on that caused you to feel that way?
  o What makes that important to you?
  o How did that affect you?
  o What was your contribution?
  o What was the organization doing that helped you do this?
  o What were other people doing that helped?
  o What do you think was really making it work?
  o How has it changed you?

• Let the interviewee tell their story. Don’t tell yours or give your opinion about their experiences.

• Be genuinely curious about their experiences, thoughts, and feelings.

• Some interviewees will take longer to think about their thoughts; allow for silence.

• If someone doesn’t want to, or can’t answer any of the interview questions, that’s okay; let it go and go on to the next question and try to come back to the question you missed before the end of the interview.

• Watch your time – you will need to make sure that as you are probing with fascination at what they are saying, that you are also aware of your time.

• Taking notes – when asking questions, use the space after each question for notes. Note taking can be tricky, but you will want to be able to read your notes after the interview is concluded. Immediately after your interview – summarize your notes, using the summary sheet on the next page.

Source: Appreciative Inquiry: Change at the Speed of Light by Jane Magruder Watkins, Bernard Mohr, and Ralph Kelly

Michelle Bradley
OhioNet
APPRECIATIVE INTERVIEW

The Four Generic Questions

1. **Best Experience:** Tell me about the best times that you have had with your organization. Looking at your entire experience, recall a time when you felt most alive, most involved, or most excited about your involvement. What made it an exciting experience? Who was involved? Describe the event in detail.

2. **Values:** Let’s talk for a moment about some things you value deeply: specifically, the things you value about yourself, about the nature of your work, and about your organization:

   a. Without being humble, what do you value most about yourself— for example, as a human being, or as friend, a parent, a citizen and so on?

   b. When you feel best about work at your organization, what about the task itself do you value?

   c. What is it about your organization that you value?

   d. What is the single most important thing that your organization has contributed to your life? To the world?

3. **Core Value:** What do you experience as the core value of your organization? Give some examples of how you experience those values.

4. **Three Wishes:** If you had three wishes for your organization, what would they be?

Source: Appreciative Inquiry: Change at the Speed of Light by Jane Magruder Watkins, Bernard Mohr, and Ralph Kelly

Michelle Bradley

OhioNet
Sharing Our Success Stories

Appreciating the “Best of What is”

Paired Interview Guide

“What we ask determines what we find. What we find determines how we talk. How we talk determines what we can imagine. What we can imagine determines what we achieve.” (from “The Gift” by Geri England, GTE publication)

PERSONAL HIGH POINT STORY

We have all had customer experiences throughout our career at XYZ. In some we have been the customer and in others we may have been serving the customer directly or serving an “internal customer”.

YOUR CONTRIBUTION

If you could teach one thing that you do well that would strengthen customer service at XYZ, what would it be? Could you share with me some thoughts on how you might teach this concept?

VALUING WHAT IS WORKING TODAY

What is one element of customer service that you feel is successfully practiced in the XYZ Public Library today — and should be encouraged in our training — that supports you in providing exceptional customer service in the community? What does it look like when that element is demonstrated at its best?

IMAGINE XYZ in 2025

Imagine it is now January 2025. Exceptional customer service experiences abound throughout the organization. Despite the challenges we have dealt with, and new challenges we face, we are acknowledged by our customers and the community at large for our commitment and extraordinary service delivery.

HOW DO WE GET FROM 2022 TO 2025?

Given the demands and constraints that are part of our current reality, what can you do to bring these visions of 2025 to life? What support would you need to make this happen?

Reflecting back upon the interview, what are the key themes that we can use in our customer service training? Be specific.

Michelle Bradley
OhioNet
What Are Communities Calling for Libraries to Be?

COVID-19 has undeniable changed our community and how we live—whether that be in how we work, how our children learn, how we shop or how we socialize. Our entire community has done stellar work over the past couple of years to respond to the constant changing circumstances brought about by the pandemic. Despite struggles, there were many instances of innovation and everyday heroism. Although the pandemic is not yet past us, it has changed our world forever. As an organization that exists to support the success of the community, we at the library want to explore your current reality, your successes, your struggles, and how we can support you. We want to answer the question “What is our community calling for the library to be in this new world?”

1. Tell me about some challenges or struggles that you or your family faced over the past 20 months during the pandemic, and how you overcame them. How did that impact or alter the way you live your daily life? [Suggestion for probing questions: What did you do? Who was involved? What was the result?]

2. Moving forward, as you reflect on how you live in this pandemic-altered world, what challenges do you continue to face and what do you believe the community needs?

3. In order to overcome these challenges and to meet the community’s needs, what new things need to happen? What would you like to let go of or do differently?

4. Reflecting on the changes in how you live, and the community’s needs you’ve just talked about, let’s explore how the library can BEST support you in the pandemic altered reality.

5. Imagine it’s 18 months from now, and the library is providing extraordinary support that meets your needs in this pandemic-altered world. Please be specific about what we are doing in 2023. How are we helping you, your family, or others in the community? How are we keeping you informed, supporting you, connecting you, engaging you, enriching you, saving you time, or saving you money? What else are we doing that is different from 2022?

6. What are some small steps we could take right away to begin achieving your vision?

Michelle Bradley
OhioNet
APPRECIATIVE INTERVIEW

XYZ Libraries: An Excellent Workplace

Let’s start with the assertion that all of us in Access Services and Documents on Demand provide an excellent experience for XYZ Libraries’ patrons. We believe this starts with providing an excellent place to work for our staff. We’re going to ask one another questions to explore how we can build on what is already working well.

1. **Best Experience:** Tell me about the best times you have had in your work life, either here at XYZ or elsewhere. Looking at your entire experience, recall a time when you felt most alive, most involved, or most excited about your involvement.

2. **Values:** Let’s talk for a moment about some things you value deeply. Specifically, talk about the things you value about yourself, about the nature of your work, and about XYZ Libraries.
   a. **Yourself:** Without being humble, what do you value most about yourself — for example, as a person and a member of the XYZ Libraries staff?
   b. **Your work:** When do you feel best about your work at XYZ?
   c. **Your organization:** What is it about either XYZ Libraries or your department that you value?
   d. What is the single most important thing XYZ has contributed to your life?

3. **Three Wishes:** If you had three wishes to spend on creating an excellent workplace, what would they be?
Appreciative Inquiry Interview Questions

Discover Questions – Define the best of “what is.”

1. Thinking back over your favorite memories of __________, what have been real high points for you? What are your most positive, peak experiences with __________? Why did these experiences mean so much to you?
2. What ways have you contributed to the success of __________? Are there other things you would like to do and haven’t had the chance to?
3. What are the root causes of __________’s success? What kind of environment contributes to that success?
4. When have you experienced __________ most alive and effective as an organization?
5. When have you really enjoyed your work with __________ and felt like you were having a positive impact? What are your proudest of having accomplished?
6. What do you most appreciate about __________ and the work we do?
7. What do you think __________ does well and should continue doing or do more of?
8. What trends and changes are you seeing in our community that make you think of possibilities for __________ and how we could serve the community?
9. What decision have we made in the past 10 years that got us to where we are now?
10. What are __________’s most strategic advantages? Which ones give you a great sense of pride and purpose? Why?
11. What is the most significant positive outcome we could ever hope to achieve?
12. What is your sense of the root cause of __________’s ongoing success? Give an example.

Dream Questions – Dream of “what could be.”

1. Imagine __________ as you most want it to be five years from now. What is it like? What do you see and hear? Who do we serve? Where? What services do we offer? How many locations do we have? What skills will be critical for our staff? How do we get our work done?
2. What would the idea __________ be like?
3. What possibilities can you see for __________’s future that doesn’t exist now?
4. What unique contribution can __________ make in the future of our community?
Design Questions – Design “what should be”.

1. Describe a time when you have witnessed, experienced, or been involved with providing seamless service to our customers. What made it work?
2. How can we build on our strengths as an organization?
3. What changes would you most like to see in _____________? What do you imagine your own role might be in helping to make this happen?
4. What would have to be in place to support your dreams for _____________’s future?
5. How would you design the organization to make your most noble aspirations and dreams for _____________ come true?
6. What are the three most compelling opportunities for building our partnership, those which promise extraordinary results for you and _____________? What must we do to realize these results?

Deliver Questions – Decide “what will be.”

1. What changes would you most like to see in _____________? What do you imagine your own role might be in helping to make this happen?
2. What would have to be in place to support your dreams for _____________’s future?
3. How would you design the organization to make your most noble aspirations and dreams for _____________ come true?
4. Tell me about a time that _____________’s organizational structure most supported you in implementing our mission. How can we make our structure more flexible and resilient?

Guide for 90-minute Virtual Engagement Using the AIR Framework

1. Define the Topic of the Inquiry
PAUSE to get grounded and then identify what you want to focus on

2. Design the Discussion

A—Appreciate and Learn from past and current experiences
I—Imagine the future you want
R—Reflect on what actions you will take to bring your future image to life

Set the Context:

XYZ Library sets aside one day per year when we close the library to regular business and bring staff together for a day of learning and engagement. We believe this day is important, and we also understand that everyone has a lot on their plates, and that it isn’t easy to set the “to do” list aside for an entire day. With that in mind, we want to make sure the day is worthwhile and impactful for you and for the library. We’d like to get a sense of what a day well spent on staff development would look like to you.

Paired Interviews—5 Minutes Each

Question #1—Appreciate and learn from past and current experiences

Thinking back on previous staff in-service days, there will have been high points and low points. Let’s focus on the high points of a staff development day, when you were really engaged, and you felt like the day was not only worthwhile, but really made a difference in some aspect of your work life. Tell me your story. What was happening? What qualities of the program or what activities took place that really made it successful and stand out to you?

Small Groups of Four-10 minutes

Assign Roles

Discussion Facilitator
Timekeeper
Recorder
Reporter

Michelle Bradley
OhioNet
• Each person, share the highlights of your partner's story (2 minutes each)
• Listen and take notes
• As a group, identify 3-5 themes from the stories
• Recorder—Type the themes into the chat box when you return to the main room
• Reporter—Share information about your themes with the large group if called on.

Question 2—Imagine the future you want
Small Group—10 minutes
Assign Roles

Discussion Facilitator
Timekeeper
Recorder
Reporter

Imagine it is six months from now, and we are having our annual staff in-service day. You find that you are really engaged in what is going on and keenly interested in what you are learning. The day has in fact flown by and you remained focused and energized throughout the day. You know that what you experienced today is going to have an impact on your work life.

Describe the day in detail. What activities, resources, people, or topics were present that made it so engaging and successful?

Visual Image and Word Image—10 minutes
Collaboratively as a small group, using Google Jamboard, create an image or collage that represents your preferred future for an ideal Staff In-Service day. Once your image is created, quickly and collaboratively write a statement that describes your vision.

Link will be in Chat Box

Use the tab that corresponds to your group number.

Reporter—Be prepared to explain your image to the large group
Question 3-Reflect on what actions you will take to bring your future image to life
What are the smallest things we can do to make your ideal staff in-service day a reality? What is on small thing that you personally can do to contribute to the ideal?

Put responses in the chat box.

TIPS for Conducting your Inquiry

- Craft an engaging invitation.
- Make sure participants know that this is interactive (Cameras on! Microphones on! Breakout Discussions!).
- Use Google Forms to collect notes during paired interviews and group discussions.
- Make it fun—play music, start with a fun icebreaker.
- Be open to what emerges!
- Have fun!

Alternate Activity for Visual and Word Image

- Write a poem
- Create an award
- Perform a skit
- Write a Pixar Story

Credits
AIR Framework
Maureen McKenna
http://returnonenergy.ca/

Michelle Bradley OhioNet
Other Implications of Appreciative Inquiry for Libraries

- Strategic Planning
- Stakeholder Engagement
- Appreciative Meetings
- Employee Appraisals
- Appreciative Hiring Interviews
- Program Evaluation
- Use generative questions in conversations

Four things you can do now:

1. Read articles and books on Appreciative Inquiry
2. Re-frame your problems
3. Ask positive/generative questions
4. Take the one-week challenge:

The one-week challenge:

Don’t talk about anything you don’t want, don’t need, or don’t like.
Talk about what you want, need, and like. The best that can happen.
See what happens for you.
And for those around you.

Individual Reflection:

What is one thing that I am going to do as a result of this session?
Bibliography


Additional Reading and Sources

The Center for Appreciative Inquiry. www.centerforappreciativeinquiry.net

The Appreciative Inquiry Commons. https://appreciativeinquiry.champlain.edu/
Effects of Genre Labels

Misty Alvaro
Materials Manager, Columbus Metropolitan Library

Date: Tuesday, July 19, 2022

Time: 9:00 – 10:15AM

Location: Courtright Memorial Library – Room 126

Synopsis: In this class, learn about the benefits and (perhaps unintended) consequences of genre labeling.
Genealogy

Peter Thayer
Assistant Professor, Marietta College

Date: Tuesday, July 19, 2022
Time: 9:00 – 10:15AM
Location: Courtright Memorial Library – Room 127

Synopsis: Getting started on genealogy work can be overwhelming. This session will demonstrate basic searches in key genealogy websites, and provide guidance for using other resources to help your searches.
INFOhio: Resources & Services

Emily Rozmus
Senior Instructional Specialist, INFOhio

Sarah Mowery
Professional Instructional Specialist, INFOhio

Date: Tuesday, July 19, 2022
Time: 10:30 – 11:45AM
Location: Courtright Memorial Library – Room 124

Synopsis: INFOhio supports student learning by providing access to valuable digital resources for every student, educator, and parent in Ohio. These resources can be used in schools, in public libraries, and at home. This class will share some of the services and resources available to students, families, and teachers.
Nutrition Programs & Libraries

Janet Ingraham Dwyer
Library Consultant, State Library of Ohio

Date: Tuesday, July 19, 2022

Time: 10:30 – 11:45AM

Location: Courtright Memorial Library – Room 126

Synopsis: Food insecurity and economic uncertainty impact communities across Ohio. Join this class to learn how libraries feed hungry bodies as well as hungry minds.
Links for *Nutrition Programs and Libraries* class:

Team Vittles  
http://www.teamvittles.org/

County Health Rankings and Roadmaps  
https://www.countyhealthrankings.org/

KIDS COUNT Data Center: Ohio (Annie E. Casey Foundation)  
https://datacenter.kidscount.org/data#OH/

Food Insecurity on College Campuses: The Invisible Epidemic (Health Affairs)  
https://www.healthaffairs.org/do/10.1377/forefront.20220127.264905

College Students Hunger Statistics and Research  
https://www.feedingamerica.org/research/college-hunger-research

Libraries and Summer Food (Collaborative Summer Library Program)  
https://www.cslpreads.org/libraries-and-summer-food/

Summer Food Service Program (State Library of Ohio)  
https://library.ohio.gov/summer-food-service-program

Summer and Afterschool Meals in Libraries (No Kid Hungry Center for Best Practices)  
https://bestpractices.nokidhungry.org/programs/summer-and-afterschool-meals-libraries

Library Pantries Food Communities! (Let’s Move in Libraries)  
https://letsmovelibraries.org/library-pantries-feed-communities/

Libraries and Food Facebook group  
https://www.facebook.com/groups/399101418755423
Ohio Regional Foodbanks
https://ohiofoodbanks.org/foodbanks/

Freshtrak – a nationwide food access lookup
https://freshtrak.com/

Food Literacy (ALA’s Literacy Clearinghouse)
https://literacy.ala.org/food-literacy/

Dodge, Hillary. 2020. Gather 'round the table: food literacy programs, resources, and ideas for libraries.
https://www.alastore.ala.org/content/gather-%E2%80%98round-table-food-literacy-programs-resources-and-ideas-libraries
http://www.worldcat.org/oclc/1121054834

Empty shelves: How your academic library can address food insecurity (ACRL College & Research Libraries News)
State Library of Ohio
has supported library participation in the Summer Food Service Program with education, publicity, and technical assistance since 2013.

95 Ohio Libraries
served as Summer Food Service Program sites in 2020 for grab-and-go meals during the COVID-19 emergency.

1 Out of Every 10
Summer Food Service Program (SFSP) sites statewide in 2019 was in a library.
- 139 libraries sites
- 1381 total sites
  (data from Ohio Department of Education)

87.8% Increase
In libraries serving as SFSP sites: increased from 82 in 2012 to a high of 154 in 2018.

Why Libraries?
Children are going hungry in your community. In Ohio, one in five children struggles with hunger, and only 10.4% of students who receive free or reduced price school meals also participate in SFSP or other Summer Nutrition Programs. Transportation, awareness, and unavailability of local sites are all significant barriers to participation in the SFSP. (See https://fnic.org/research/resource-library/summer-nutrition-report-2020 and https://feedingamerica.org/hunger-in-america/ohio.)

There is funding available to feed them. Participating sponsors are reimbursed the cost of providing this valuable service. In some of the counties suffering the greatest economic hardship, no one is utilizing these funds to fight food insecurity and feed hungry children during the summer.

It really is simple. Libraries don’t need to prepare food, design or adapt new or unwieldy programs. SFSP is a longstanding program administered by the Ohio Department of Education (ODE). Initial involvement is as simple as contacting a local sponsor or the ODE.

It aligns with the mission of the public library to connect community members with the information and resources they need. Summer reading programs have long been a pillar of libraries’ literacy support for young patrons. But hungry kids don’t read. They can become trapped in a cycle of poor school performance and ill health that can have lifelong literacy and learning consequences.

Get Started!
library.ohio.gov/summer-food
Visit the State Library website to learn more about the SFSP, how your library can become a sponsor or site, and other ways to support SFSP.

Want to know more?
Libraries are collaborating with food banks and other community partners to address food insecurity through referrals, direct distribution of groceries, pantry shelves, and other initiatives to improve the well-being of children and families. For more information about SFSP or about the role of libraries in fighting food insecurity, contact Janet Ingraham Dwyer, Library Consultant at 614-644-6718 or jdwyer@library.ohio.gov.

A Smarter Ohio
274 East First Avenue, Columbus, OH 43201 • 614-644-7061 • library.ohio.gov

Updated 3/2021
SUMMER MEALS AND LIBRARIES

1 in 5 US children lives in poverty.¹

2.9 million children are reached by USDA Summer Nutrition Programs per day.²

Only 1 in 7 eligible children receive summer lunch.³

10.7 million US children live in food insecure households.⁴

Communities miss $3.96 in federal funding for each lunch an eligible child does not receive.⁴

Millions of dollars are being left on the table by almost every state.⁵

All listed stats are pre-pandemic.

WHY LIBRARIES?

Establish more summer meal sites to meet community need.

Pair summer meals with engaging learning opportunities. Feed minds AND bellies.

Provide families with a safe space to eat, learn, and play.

Hungry kids don’t read!

[1] Source: Food Research & Action Center, United States Profile of Hunger, Poverty and Federal Nutrition Programs
[4] Source: USDA Food and Nutrition Services, Summer Food Service Program: 2019 Reimbursement Rates
HOW YOUR LIBRARY CAN BECOME A MEAL SITE

The USDA’s Summer Food Service Program (SFSP) makes free healthy meals and snacks available to young people in communities with high rates of poverty. Many public libraries already participate as meal or snack sites, or provide programming to nearby feeding sites. Libraries can incorporate their summer library programs and other fun, literacy-based activities to support child well-being and send children and teens back to school ready to learn. Here’s how you can participate:

DETERMINE ELIGIBILITY

- Enter the library’s address in the USDA’s Area Eligibility Map: www.fns.usda.gov/areaeligibility
- If you are in a PINK area, you are eligible to be an SFSP site.
- If you are in a BLUE area, you are not eligible under area eligibility.
- If you are in a blue area but adjacent or very close to a pink area, contact your state SFSP administering agency using this directory: www.fns.usda.gov/contacts. From the “By Program” menu, select SFSP. State administering agencies are permitted to use weighted averages to calculate eligibility when appropriate. Weighted averages may change your eligibility if you are adjacent to eligible areas.

LOCATE A SPONSOR

- Sponsors are establishments that handle the financial, administrative and food service responsibilities for SFSP in an area.
- Contact the SFSP site nearest your library and ask for their sponsor’s contact information. Identify existing sites using the USDA’s Capacity Builder Map www.fns.usda.gov/capacitybuilder
- If there are no SFSP sites near your library and you are in an eligible area, contact your school district administrative offices or the food bank that serves your area to discuss the possibility of their becoming an SFSP sponsor and using your library as a site.
- Or, contact the SFSP administering agency for your state. The state administering agency can advise and refer you to the nearest sponsor. For a directory of state administering agencies: www.fns.usda.gov/contacts. From the “By Program” menu, select SFSP.

OTHER WAYS TO SUPPORT SUMMER MEALS

- If SFSP is not a good fit for your library or your service area is not eligible, you can still host a summer food program by working with businesses, nonprofits, local food banks, and other community partners to provide meals or snacks.
- Contact SFSP sites in your area to discuss how you can support and enrich their summer food program through outreach.
- Publicize local SFSP sites to your library patrons who may not be aware that free healthy meals are available in the community.

For more information about the Summer Food Service Program, access “Libraries and Summer Food: A How-To for Public Libraries” at www.cslpreads.org/libraries-and-summer-food
Library Pantries Feed Communities!
By the CSLP Child & Community Well-Being Committee and participating libraries

Last month’s CSLP newsletter featured the story of the Public Pantry at the Woodstock Public Library in Illinois. We asked readers to submit a photo if they host a Little Free Pantry or have a pantry shelf in the library. Here are some creative and caring ways libraries are feeding their communities around the USA.

Webster Library in Kingfield, Maine hosts a beautiful and well-used matching set: Little Free Pantry and Little Free Library. Photo: Morgain Bailey

Laurel Public Library in Delaware added a community food distribution basket outside of the library this summer.
Pataskala Public Library in Ohio set up its Little Free Pantry this summer.

McCracken County Public Library in Paducah, Kentucky. Area Little Free Pantries have their own Facebook page: www.facebook.com/Paduahminifoodpantry

Kincaid Community Library in Kansas has hosted a pantry since April 2019 for its small, rural town.

The Little Free Pantry at Johnston Public Library in Iowa
The Blessing Box in front of the Danbury Public Library in North Carolina

Close-up of the Blessing Box at Danbury Public Library, North Carolina

Pantry shelves at the George Culver Community Library in Sauk City, Wisconsin
Left: Library manager Christina demonstrates proposed placement of a Little Free Pantry at Deale Library, part of the Anne Arundel County Public Library in Maryland. Right: the permanent LFP at Deale Library. LFPs are being placed at all Anne Arundel County Public Library locations in partnership with local anti-hunger organization Caring Cupboard.

Many libraries participate in the Summer Food Service Program or provide afterschool snacks. Hosting a Little Free Pantry or pantry shelf is another way that libraries can increase their capacity to meet community needs. Food distribution is certainly a non-traditional library service, yet libraries and food are a great fit. Everyone is welcome at the library, and no one pays admission or is expected to buy anything. The library has always given stuff out for free. There is no stigma to the library. Think about these attributes in terms of providing food to people in need. And think of what libraries gain by participating in food distribution: we directly address hunger and support vulnerable populations, attract new user groups, increase our visibility as a community asset, and position ourselves as an important stakeholder in community well-being.

Interested in hosting a Little Free Pantry or pantry shelf at your library? It can be as simple as setting aside a space in your lobby, or other accessible area, for a shelving unit or basket. If you would like to establish a permanent outside structure, the Little Free Pantry website offers a helpful FAQ covering location, building, and stocking, and a resource page that links to plans, supply lists, publicity materials, and more.
Before you set up your pantry:

- If appropriate, confirm with your governing authority that your plan meets building and zoning codes. You may also need approval of your library Board, and even if this is not required, it’s smart to communicate your plan to the Board, all library staff, and other stakeholders, talk through any concerns, and generate support before you get started.

- Decide how the pantry will be stocked. Will it rely exclusively on community donations? Or will it be stocked by the library, or the Friends group, or an outside partner such as a food pantry, nonprofit organization, or school? Who will monitor the pantry for cleanliness and to ensure it is appropriately stocked?

- Decide what items are acceptable: nonperishable food only? Produce? (community members who garden may be happy to share their surplus!) Personal toiletry products? School supplies?

- Develop a plan for initial and ongoing publicity. The Little Free Pantry website [resource page](#) includes sample publicity items. The [CSLP Libraries and Summer Food guide](#) includes ideas and talking points for summer meals which can be adapted to support a pantry.

- Consider inviting your community to help establish the pantry. Depending on current social distancing guidelines, you may not be able to have a group work together, but under pre- or post-pandemic circumstances, building a Little Free Pantry could be a great project for a Teen Advisory Group, a makers club, or even a book discussion group (in conjunction with reading a book on building/architecture or on food!). You may think of creative ways to involve your community and connect to library programming even with social distancing guidelines in place.

Please let us know if you establish a Little Free Pantry or pantry shelf at your library. You may contact the CSLP Child & Community Well-Being Committee via [jdwyer@library.ohio.gov](mailto:jdwyer@library.ohio.gov). Thank you for all the many ways you support your community!
StoryWalk

Annamarie Carlson
Youth Services Manager, Upper Arlington Public Library

Kate Albers
Miller Park Branch Manager, Upper Arlington Public Library

Date: Tuesday, July 19, 2022
Time: 10:30 – 11:45AM
Location: Courtright Memorial Library – Room 127

Synopsis: StoryWalks display picture books on trails, in parks, and outside the physical library so patrons can enjoy reading and the outdoors at the same time. Annamarie and Kate will share their experiences with StoryWalk, creating library programs that incorporate StoryWalk, and successes/challenges for other libraries thinking of adding a StoryWalk.
Keynote Speaker:
The Future of Libraries

Shawn Beem
Assistant Dean, Capital University Law School

Date: Tuesday, July 19, 2022

Time: 1:15 – 2:30PM

Location: Towers Hall – Room 112

Synopsis: Even though we would all like to imagine a world post-COVID, the reality in our world is still very much impacted by the pandemic. Libraries and library staff have adapted as a result of the pandemic. What is the future of libraries?
Thanks for joining us!

That wraps up this year’s Ohio Library Support Staff Institute! We hope you polished up some old skills, learned a few new things, made some new friends, and had time to relax while you were here!

If you’d like to contact an OLSSI staff member or a fellow attendee, you can find their e-mail address at the front of this binder.

We hope we see you next year for OLSSI 2023: July 23 - 25, 2023

If you enjoyed your time at OLSSI, we hope you will consider joining the Steering Committee, and help us plan next year’s conference!

*Drop us a line at: OLSSI.Chair@gmail.com*

New people and new ideas are what keeps OLSSI going! We’ll be finishing up business on this year’s event, and start the planning the 2023 Institute at our next meeting:

**OLSSI Steering Committee Meeting**

*September 9, 2022*

*State Library of Ohio*

*Columbus, Ohio*

*10:30 AM – 3:30 PM*
### Attendee List

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