



State Library
of Ohio

State Fiscal Year

2025 -2026

ANNUAL REPORT



FROM STATE LIBRARIAN MANDY KNAPP

The State Library of Ohio does many things, but primarily three: a research library of government information in Columbus; grants to libraries of all types; and services to libraries. Most notably among these services are the statewide delivery of library materials for interlibrary loan and the Serving Every Ohioan (SEO) Consortium, which provides libraries with a library catalog. Each of these areas grew and developed in the last year, and I am so proud of what we've accomplished.

This Annual Report focuses on the State Library's achievements towards our stated goals in the 2025-2026 Action Plan. The Action Plan draws on actions from our Strategic Plan as well as our federally mandated Library Services Technology Act (LSTA) Five-Year Plan. Action Plan activities center on three areas: **Raise Awareness**, **Widen Access**, and **Streamline Processes**.

This fiscal year brought significant transformation to the research library. This included the implementation of a new library catalog system. This major upgrade enhances our ability to manage materials and better serve residents across the state. After an extensive search, we were pleased to identify a location that meets our current needs and supports future growth. Our staff worked with remarkable dedication to prepare, pack, and relocate materials efficiently and carefully.



The State Library also continues to strengthen library services through our grant making program. In our cybersecurity pilot, the State Library contracted for an assessment of five libraries' internal networks, then worked to improve those networks. This initiative supports new cybersecurity legislation and makes our library systems safer.

Our SEO Consortium looked at its library catalog and is working to ensure we have the most effective technology to meet Ohioans' information needs. The successes of this year reflect the dedication of our staff, the strength of our partnerships, and our shared commitment to advancing library services for all Ohioans.

It was my great pleasure this fiscal year to conduct a listening tour across the state. It was very meaningful to me to be able to meet so many librarians, library directors, and staff in person and to be able to see firsthand the wonderful work they are doing to change the lives of people in their communities.

STATE LIBRARY BOARD



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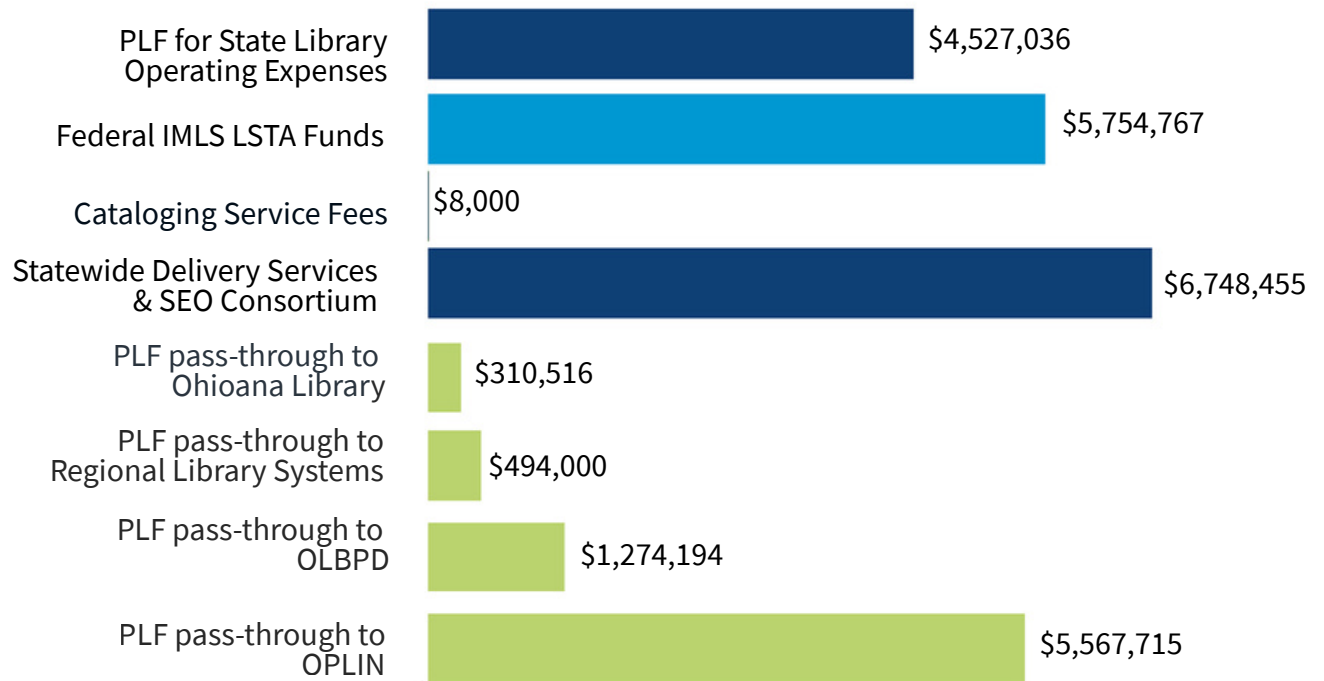
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FINANCIAL

SFY26 INCOME ALLOTMENT SOURCES & PASS-THROUGH FUNDS



INCOME

● PASS-THROUGH FUNDS	\$7,646,425
● ● STATE LIBRARY ALLOTTED FUNDS	\$17,038,258
SFY 26 TOTAL ALLOTTED INCOME SOURCES	\$24,684,683



EXPENDITURES

● STATE LIBRARY OPERATING	\$7,198,574.35
● FEDERAL GRANTS AWARDED	\$2,687,361.31
● SEO CONSORTIUM & STATEWIDE DELIVERY	\$5,346,924.49
TOTAL STATE LIBRARY	\$15,232,860.15
● PASS-THROUGH FUNDS	\$7,382,761.00
TOTAL EXPENDITURES	\$22,615,621.15

SFY26 - State Fiscal Year 2026

LSTA - Library Services and Technology Act (from U. S. Institute of Museum and Library Services (IMLS) Grants to States Program

OLBPD - Ohio Library for Blind and Print Disabled

OPLIN - Ohio Public Library Information Network

SEO - Serving Every Ohioan Service Center and Consortium

2025 - 2026 ACTION PLAN & ACHIEVEMENTS

RAISE AWARENESS

GOAL ONE

Expand outreach efforts to inform state government of the State Library's available services and facilities through methods of engagement that mindfully prioritize inclusivity.

OBJECTIVE

Invite selected key personnel from the Ohio Legislature to tour State Library and/or schedule meetings to show value of the State Library. Invite two key personnel by June 30, 2026.

ACHIEVEMENT

Staff met with six key members of the Ohio Legislature over the course of the year. Legislators were offered tours of the State Library collection, or relevant documents from the State Library's collection were brought to their office. In one case, the meeting was held in district, to showcase grants their local library had received.

GOAL TWO

Ensure the State Library is meeting the needs of state government through regular assessment of its services and conversations with its stakeholders.

OBJECTIVE

Discuss State Library's services and the needs of state government with multiple stakeholders in state agencies. Meet with at least two representatives from state agencies by June 30, 2026.

ACHIEVEMENT

Staff presented to more than seven state agencies to showcase State Library services. Agencies included the staff of the Ohio Supreme Court and the Ohio Department of Health.

RAISE AWARENESS

GOAL THREE

Publicize access to books, movies, music, and other materials through State Library partnerships, while also mindfully including diverse perspectives.

OBJECTIVE

Design, print, and curate promotional items and informational flyers for staff to promote State Library's programs, services, and collections. Design or update, print, and curate at least four promotional items and informational flyers by June 30, 2026.

ACHIEVEMENT

Revised and updated more than eight promotional pieces for State Library programs and services. In addition, a new *Continuing Education Roundup* newsletter template was created to better promote State Library resources.

RAISE AWARENESS

GOAL FOUR

Illustrate the benefits of the digitization hub at the SEO Service Center and digitization support from the State Library of Ohio.

OBJECTIVE ONE

Promote resources via library consultants. Library consultants will conduct at least 10 site visits by June 30, 2026, with a focus on digitization efforts at various sites. Information gathered at site visits is shared at meetings, conferences and other events.

ACHIEVEMENT

Library consultants have visited more than nineteen library locations and discussed digitization efforts specifically with at least three library systems. Information gathering informed conference presentations and initiatives and continues to inform projects.

OBJECTIVE TWO

LPD and SEO collaborate to assess our needs and determine which components can be phased out or recertified as we expand SEO's digitization area into a fully functional Digi-Hub. Budget depending, complete a needs assessment by October 31, 2025, with a plan of action in place by March 31, 2026.

ACHIEVEMENT

As part of this goal, the current equipment in the Digi-Hubs was evaluated, and the demand for services at this time was assessed. The current level of digitization equipment available appears to mostly meet the demand for services. Subsequently, staff met with library directors in the southeastern region to better assess needs and opportunities. The next step is to incentivize existing Digi-Hubs to provide digitization services specifically to the southeastern Ohio region.



RAISE AWARENESS

GOAL FIVE

Ensure the State Library is meeting the needs of state government through regular assessment of its services and conversations with its stakeholders.

OBJECTIVE

Conduct Listening Tour. Between April and September, share monthly progress with State Library Board. Before December 31, 2025, present findings, including themes and key takeaways to the State Library Board.

ACHIEVEMENT

An overview of information was posted to State Library's website and shared with participants in the Listening Tour. Gathered information was shared with the strategic planning team for incorporation into the 2026-2028 Strategic Plan.

RAISE AWARENESS

GOAL SIX

LSTA Goal Project 2.3.5: Train staff to address mental health needs of patrons and colleagues, supporting people experiencing homelessness and providing improved understanding and crisis handling tips.

OBJECTIVE ONE

Explore initiatives and/or services to assist library workers with mental health issues including, but not exclusively, burnout and emotional fatigue. Make recommendation to Executive Director for next steps by November 30, 2025.

ACHIEVEMENT

Recommendation submitted to formalize a track of curated training content to assist library workers with mental health issues with content from current continuing education subscriptions.

OBJECTIVE TWO

Explore initiatives and/or grants for cognitive mental health services for the public. Make recommendation to Executive Director for next steps by December 31, 2025.

ACHIEVEMENT

Recommendation is to work with a certified Mental Health First Aid (MHFA) entity to provide formalized training at a more local level, utilizing the Regional Library Systems (RLS) if possible. This may include: working to identify official MHFA partners and developing continuing education in partnership with provider, investigating the feasibility of reviving MHFA LSTA grant in 2026-27, and/or coordinating a one-day workshop focused on the social work that libraries play in communities.

WIDEN ACCESS

GOAL ONE

LSTA Goal Project 2.2.2: Manage and expand use of state government records, both digitized and born-digital.

OBJECTIVE ONE

Improve the findability of resources in the physical collection, including back cataloging, and if budget allows, re-cataloging of the Dewey collection. Report progress to Executive Director by June 30, 2026.

ACHIEVEMENT

Library Services and Information Systems & Technology (IS&T) staff corrected duplication of over 20,000 items in catalog, corrected over 1,000 cataloging errors and cataloged over 100 rare items that had not been cataloged previously from the Dewey collection. Strategic de-selections made to Dewey collection before the move of items.

OBJECTIVE TWO

Investigate options for an Ohio government documents portal that would include born digital, digitized and print holdings. Make recommendations to Executive Director for next steps by June 30, 2026.

ACHIEVEMENT

Library Services staff began to investigate software options, including attending training on new software. After staff began meeting regularly to discuss recommendations, a survey was launched to determine the holdings of other Ohio institutions. Important improvements to the available software are scheduled for the summer months. A full recommendation will be delayed until there is a clear picture of available options.

WIDEN ACCESS

GOAL TWO

Continue and expand partnerships with libraries to preserve and improve access to their histories through digitization efforts.

OBJECTIVE ONE

Consider next steps in preserving rare books, government documents and other items in the State Library's collection. Make recommendation to Executive Director for preservation by June 30, 2026.

ACHIEVEMENT

Staff met with experts in the preservation field to gather best practices. Two external grant applications relevant to this goal were submitted. Ultimately, one was awarded: an Ohio Preservation Kit, designed to empower small cultural heritage organizations with essential tools and resources for preservation. Using preservation grant materials, at least 50 items were repaired, 20 of which dated from the 19th century. Recommendation is to investigate contracting for additional preservation work or to hire a staff position for that service.

OBJECTIVE TWO

Investigate opportunities for regional LOCKSS system for digital preservation. Create report and make recommendations to Executive Director by March 31, 2026.

ACHIEVEMENT

Recommendation submitted to pursue opportunities for a regional LOCKSS system for digital preservation, including gauging interest from libraries in the state. A leadership team compiled a list of additional questions which are being researched.

WIDEN ACCESS

GOAL THREE

Encourage innovative use of LSTA funds via Ohio library grant applications.

OBJECTIVE ONE

Continue to select a grantee as “exemplary” from completed grants in the State Program Report from the previous year. Staff will work with exemplary awardees on how they might serve as an example/give a presentation on project to others. Select exemplary grantee by January 31, 2026.

ACHIEVEMENT

Exemplary grantees were selected and submitted to the Institute of Museum and Library Services (IMLS) on schedule and are highlighted by IMLS as needed.

OBJECTIVE TWO

Discuss resolutions in honor of exemplary grantees with Board President.

ACHIEVEMENT

A board subcommittee was formed. This subcommittee made selections of exceptional grantees. These exceptional grantees were honored at March State Library Board Meeting.

WIDEN ACCESS

GOAL THREE CONTINUED...

OBJECTIVE THREE

Research innovative ideas for grant initiatives. Learn about community-based grant making and investigate feasibility. Report on findings to Executive Director by December 31, 2025.

ACHIEVEMENT

Staff met with other grant-making institutions to learn about processes and share ideas. With this input, staff recommended next steps include expanded office hours and implementing grantmaking best practices learned from other state libraries.

GOAL FOUR

Consciously consider what services and programs the State Library of Ohio provides that have excluded certain populations in the past, and improve accessibility to all Ohio's residents, library professionals and state agencies/employees.

OBJECTIVE

Submit presentation proposals at all types of library conferences, not just public libraries. Staff will submit five conference presentation proposals in the 2025-2026 fiscal year.

ACHIEVEMENT

Four of the five submitted conference proposals were accepted. Two of those were conferences not specific to public libraries.

WIDEN ACCESS

GOAL FIVE

Provide relevant and affordable professional development resources for libraries and library staff, including educational support for library administrators to be effective community leaders.

OBJECTIVE ONE

Identify cost-effective statewide subscriptions to continuing education opportunities. By April 30, 2026, identify meaningful metrics to track; by June 30, 2026, begin to track metrics on an ongoing and systematic basis.

ACHIEVEMENT

Metrics have been identified; staff have been assigned to track the data on an ongoing basis.

OBJECTIVE TWO

Commit to the future of library leadership in Ohio through two premier leadership programs: ILEAD Ohio and Library Leadership Ohio. Host Library Leadership Ohio (LLO) in Summer 2026.

ACHIEVEMENT

After a record-setting number of applications – up 30% from the last Library Leadership Ohio – the event was successfully held in July.

OBJECTIVE THREE

Investigate and explore opportunities in the new catalog to highlight parts of the collection relevant to the work of state agencies. Make a recommendation to Executive Director to utilize the new interface in an ongoing way by April 30, 2026.

ACHIEVEMENT

A part of the new interface called Primo allows staff to highlight collections in our catalog. Staff will train on the software and develop workflows for implementation as part of the next Action Plan.

STREAMLINE PROCESSES

GOAL ONE

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

OBJECTIVE ONE

Continue working with the Department of Administrative Services (DAS) or other appropriate entity to find a new facility for the State Library with an eye toward changing and modifying State Library services to be a more sustainable and modern organization.

ACHIEVEMENT

After working consistently and diligently to find the best options for the Research Library collection and staff offices, a state-owned building at 35 E. Chestnut was identified for staff offices. A purpose-built facility for high-density library storage in Gahanna was also decided upon. Work on reopening and reestablishing services is ongoing.

OBJECTIVE TWO

Finished migration from our ILS Sierra to new LSP Ex Libris product as part of OhioLINK migration. Expected completion date is July 2025. After migration, work on ongoing catalog clean-up and additional staff training and support. Goal: Resolve workflow issues on an ongoing basis. Make recommendations to Executive Director for further improvements by December 31, 2025, and June 30, 2026.

ACHIEVEMENT

Successfully migrated the Research Library to the new Ex Libris Library Services Platform. All relevant staff were trained on new processes and procedures. Implemented RapidILL, a new interlibrary loan service which is designed to simplify and expedite the process of requesting and receiving articles and book chapters. State Library staff played a key role in the reintegration of SearchOhio and OhioLINK systems, including performing testing and troubleshooting issues.

STREAMLINE PROCESSES

GOAL ONE CONTINUED...

OBJECTIVE THREE

SEO will make steps towards a Request for Proposals (RFP) for a new Integrated Library System (ILS). Goal start date of new system is July 1, 2027.

ACHIEVEMENT

The RFP was distributed in January 2026. A review committee of member libraries was formed to evaluate the six (6) submitted proposals. Ultimately, one proposal did stand out. An announcement on that selection will be made in late summer 2026.

OBJECTIVE FOUR

Depending on budget, work with staff to identify parts of the Columbus collection to be moved to SEO Service Center. Parts should be identified by November 1, 2025. Work to gather quotes to move Columbus collection. As budget allows, have plans to move selected parts of the Columbus collection to SEO Service Center by July 1, 2026. If possible, discuss SEO access to Alma catalog for the purpose of retrieving offsite materials. Determine workflow and staff training needed.

ACHIEVEMENT

Staff identified that the Dewey collection should be moved to the Caldwell facility. Through the hard work and efforts of State Library staff, this part of the collection has been relocated. Selected Caldwell staff have been given access to the Alma catalog in order to facilitate requests.

STREAMLINE PROCESSES

GOAL ONE CONTINUED...

OBJECTIVE FIVE

Implement process automation for repetitive tasks and laborious flows like requests and approvals. Identify one item as a test case by November 30, 2025. Create a list of three additional tasks or workflows for next steps by March 31, 2026. Provide staff training on managing and optimizing automated workflows which will include developing guidelines for ethical design and use of automated systems. Provide staff training on at least one topic by March 31, 2026.

ACHIEVEMENT

A work group began testing the discovery process by identifying and collecting their own department's flows within the inventory spreadsheet in Fall 2025. A test case was identified and successfully implemented and next steps on this goal appear in the next Action Plan. Training was implemented at the March All-Staff Meeting.

OBJECTIVE SIX

Conduct data literacy training for staff to improve analysis skills. Assess needs and Innovate Ohio Platform training offerings by December 31, 2025. If feasible, coordinate trainings by June 30, 2026.

ACHIEVEMENT

A training schedule has been put together; however, training implementation is delayed due to the Columbus facility relocation.

STREAMLINE PROCESSES

GOAL ONE CONTINUED...

OBJECTIVE SEVEN

Develop long-term phased strategies for data management which take into account obligations with the state. The first step in the process is to gather policies and do an inventory which should be completed by July 31, 2025, then plan for the implementation of a robust cybersecurity program. An outline of training topics should be started by December 31, 2025, and will be implemented in collaboration with the training for other disaster incidents. Goal: Have a training schedule ready for implementation by June 30, 2026.

ACHIEVEMENT

The training schedule is ready; however, implementation is delayed due to Columbus facility relocation

OBJECTIVE EIGHT

Continuously review progress of IT Management as a Service (ITMaaS). Make recommendations for next steps to Executive Director by December 31, 2025, with follow up by June 30, 2026.

ACHIEVEMENT

The focus for this service is on cybersecurity. A pilot has been helpful in guiding the service towards long-term sustainability. The service officially launched July 13.

STREAMLINE PROCESSES

GOAL ONE CONTINUED...

OBJECTIVE NINE

Evaluate staff time spent on statewide delivery using LSTA time audits as a model. Make recommendation to Executive Director by June 30, 2026.

ACHIEVEMENT

Time audit completed; current allocation of funds is appropriate.

OBJECTIVE TEN

Discuss feasibility of a scanning system for delivery drivers with a recommendation to Executive Director for next steps by June 30, 2026.

ACHIEVEMENT

After meeting with the vendor consistently, direct customer access to the delivery system is not feasible. Currently exploring other methods of distributing that information.

STREAMLINE PROCESSES

GOAL TWO

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

OBJECTIVE ONE

Investigate a system or systems to better streamline internal processes and keep all departments informed of relevant, potentially overlapping work. This could be a content management system, customer relations management system for helpdesk ticketing and communications with libraries, and/or a grants management system. Work will include software demos and trials. May result in one or more software acquired, depending on organizational needs. Recommendation to Executive Director on next steps by December 31, 2025; RFP for at least one service released no later than July 1, 2026.

ACHIEVEMENT

A recommendation for needs related to Service Management Platform was submitted. The Columbus relocation delayed this project; next steps appear in the 2026-2027 Action Plan.

OBJECTIVE TWO

Develop a process that guarantees SEO personnel are accurately categorized to address both the current and future requirements of the organization. Process developed by June 30, 2026.

ACHIEVEMENT

Process has been developed and implementation has begun. Next steps appear on next Action Plan.

STREAMLINE PROCESSES

GOAL TWO CONTINUED...

OBJECTIVE THREE

In Board Retreat and/or with Board Subcommittee, work on a Request for Proposal (RFP) and timeline for strategic plan.

ACHIEVEMENT

RFP written and distributed. Responses were analyzed. OhioNet was selected as the vendor for the strategic plan. OhioNet delivered final report on time and on budget. The strategic plan was finalized at the Board's July 2026 meeting.

OBJECTIVE FOUR

With Safety Team, work on updated Disaster Recovery Plan. Have plan updated by June 30, 2026. In conjunction with Data Systems Manager or designee, work on emergency preparedness training for staff. Goal: Have a training schedule ready for implementation by June 30, 2026.

ACHIEVEMENT

Disaster Recovery Plan update was completed, and the Plan was distributed to managers. Unfortunately, training has been delayed due to the Columbus facility's relocation.

GOAL TWO CONTINUED...



OBJECTIVE FIVE

Construct a crisis communication plan, including training on the plan for staff. Have a fully formed crisis communication plan by December 31, 2025, with a plan on how to move forward with staff training by March 31, 2026.



ACHIEVEMENT

Plan formed and approved by the Executive Director. Staff training occurred in February.



Thank you to our staff

We appreciate their hard work, teamwork, and commitment throughout the year. Every achievement highlighted in this report reflects efforts and dedication of all.

We are proud of what we have accomplished together and grateful for the energy, creativity, and perseverance our staff brought to the work. These successes belong to the entire team.

Thank you for helping make this year a success!



**State Library
of Ohio**