

**Pinellas Public Library Cooperative
Library Directors Advisory Council
Regular Monthly Meeting**

MINUTES

October 26, 2018 – Meeting Location: PPLC

LDAC Member Attendance:

- Jen Obermaier, Clearwater
- Phyllis Gorshe, Dunedin
- Lois Eannel, East Lake
- Vince Gadrix, Gulf Beaches
- Dave Mather, Gulfport
- Casey McPhee, Largo
- Susan Hurley, Oldsmar
- Gene Coppola, Palm Harbor
- Angela Pietras, Pinellas Park
- Lisa Kothe, Safety Harbor
- Betcinda Kettells, St. Pete Beach

- Mika Nelson, St. Petersburg-phonied in
- Mike Bryan, Seminole
- Cari Rupkalvis, Tarpon Springs

PPLC Staff Attendance:

- Cheryl Morales, Executive Director
- Erica McCaleb, Countywide Services Coordinator
- David Stoner, Technology Coordinator

1. Angela called the meeting to order at 9:34 a.m.
2. **Acceptance of September 28, 2018 minutes:** Lois motioned acceptance of the minutes, Casey seconded the motion. Minutes were accepted.
3. **SIG Reports**
YOUTH SIG: Met on Friday, October 12. Lois reported that PlayN Around Theater presented to the group. There was also a discussion about the meeting format, with too heavy of a focus on Youth programming, and not enough on teens. The next meeting on November 9th will be devoted entirely to teens, and a schedule was created for the topics for meetings over the next several months. The group also discussed more collaboration by libraries countywide, including social media promotions, sharing items and materials for programs, and creating traveling boxes with materials and supplies for programs.
4. **PPLC Executive Director's Topics**
Sundry Circulation Topics: Cheryl discussed the importance of having the proper stat class for patrons for cardholder circulation data, when it comes to residents vs non-residents. All staff needs to be reminded that when a cardholder chooses their library of preference, it does not change their stat class. Library preference vs stat class is what is creating an issue for some patrons when creating Hoopla accounts. Also, the Pinellas County property appraiser's website can be used to check unincorporated addresses.
David mentioned the Enterprise update that is scheduled to take place on the morning of Monday, October 29th. Please give the upgrade a day or two to work

out any bugs that may be there before alerting David to any new problems. A new version of Symphony has also been released, and he is waiting to see what issues it has and if they are fixed before deciding on a time that we will upgrade to that version.

Promotional and program support: Discussed earlier during the Youth SIG report. PPLC would be willing to store and send out the travelling boxes for programs.

State Stats Form: Cheryl passed out a spreadsheet with instructions for the Annual Statistical report form for the State. Several sections were highlighted, and a discussion was had about which fields are to be filled in by member libraries, and what will be added by PPLC. Cheryl requested that all libraries have their data entered by November 9th.

Countywide Services Updates: Erica went through the list of items available for us to take back to our libraries- a guide for Florida voters published by the Florida Bar Association, and updated rack cards and posters that have the Imagine Museum on them. The addition of the Imagine Museum to the Museum pass program will be official on November 1st, and the barcodes for each library will be distributed at the PPLC Board Annual meeting on Wednesday, October 31st, at the Imagine Museum. Erica is still working on the ukulele LSTA grant agreement, and she thanked everyone for updating program statistics and creating the slides for the upcoming board meeting. Cheryl thanked the LDAC member libraries responsible for cataloging the museum passes.

Database Updates: Thirteen libraries have agreed to the new prices for Fold3, and the date that will be going live is currently unknown. Cheryl will send out updates on that when she gets them. Angela requested information for magazine recommendations for the RBDigital magazine service.

5. Old Business

Seeking volunteers for LDAC Bylaws review committee: Cheryl, Mike, and Jen volunteered.

6. New Business

Discussion Points/Highlights from Statewide Directors Meeting: Staff that attended the meeting discussed several of the speakers and presentations from the meeting. Lois read list of highlights she had created, including a popular session from Steve Seibert from the Florida Humanities Council, the announcement from Amy Johnson that the state's cataloging contract with OCLC will not be renewed in 2019, and the Sunshine State Digital Network update. Cheryl discussed her goal to get the Pinellas Memory onto the SSDN. A decision on how to go about doing that was tabled to the next meeting.

Library Day, February 2019- Who plans to participate: Library Day in Tallahassee is scheduled for February 19th, 2019. Several directors said they plan on attending, and Cheryl said that she will be reserving several hotels rooms, but attendees will need to pay for the rooms themselves. There will be more discussion about this at the next meeting in November. Casey mentioned that the Suncoast League of Cities Delegation will be having a luncheon at Largo at noon on December 10th.

Policy on using Drivers Licenses instead of card for checkout: It was brought up that some libraries have a policy on the number of times a patron may check out items using their Driver's License, and other libraries do not. It was asked if there is a county wide policy about this, along with allowing patrons to use photographs (on their phones) of their library cards to check out materials. The issue was referred to the Circulation SIG to discuss.

Brodart/McNaughton: Cheryl was contacted by Brodart about presenting their McNaughton service to the LDAC. Some libraries already have this service, some have spoken to Brodart about it, so it was decided that having them attend a meeting was not necessary.

Annual PPLC Board Meeting reminder: Wednesday, October 31st, tour at 9:00am, meeting begins at 10:00am. Cheryl also reminded LDAC that Sirsi will be at the next LDAC meeting, and they will be presenting at 9:30am, and the LDAC meeting will begin at 10:30am. Any interested library staff is invited to attend the Sirsi presentation.

7. Announcements from PPLC Libraries

Largo: November 15th will be the date for the bookmobile reveal. Staff made a Halloween themed video about how to get a library card that can be viewed on their Facebook page or YouTube channel.

East Lake: Expecting the delivery of a new A/C unit and certificate of occupancy soon. Grand Opening celebrations are still scheduled for the weekend of January 18th.

Oldsmar: Had another successful series of programs for teens on survival skills (how to survive a zombie invasion) along with the final evening/afterhours program, teens using nerf guns to fight a zombie hoard that has invaded the library.

Clearwater: Held a staff training day on Columbus Day, and topics included mindfulness and managing stress.

St. Pete Beach: The St. Pete Beach Friends of the Library group will be celebrating their 50th anniversary on Saturday. The library will be celebrating their 50th anniversary in October of 2019.

8. Adjournment

11:31 a.m.

**Next LDAC meeting: Friday, November 30, 10:30 a.m. to Noon.
Location: PPLC**

Respectfully submitted,
Susan Hurley, LDAC Secretary