

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

**MINUTES**

**December 9, 2019 – Meeting Location: Safety Harbor Public Library**

**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 (via phone)
- Lorie Tonti, Seminole
- Cari Rupkalvis, Tarpon Springs

**PPLC Staff Attendance:**

- Cheryl Morales, Executive Director
- David Stoner, Technology Coordinator

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1. Susan called the meeting to order at 2:06 p.m.
  2. **Acceptance of October 21, 2019 minutes:** Casey motioned acceptance of the minutes and Lisa seconded the motion. Minutes were accepted.

**3. SIG Reports**

e-CONTENT SIG: Angela had emailed her report to directors. Hoopla will be offering same content as Overdrive and similar vendors. When examining sales. Hoopla is looking into a quantitative means to possibly show that library platforms help rather than diminish publisher profits. Discussed Hoopla/RB Digital records in Sirsi catalog and whether or not RB Digital magazine spending should be cut to move funds to Flipster. Group decided that 5% of eAudio budget would be for youth titles.

**6. Old Business**

Read Strong Pinellas follow-up: Susan re-caped Linda Tucker's presentation from the October meeting. Given R'Club Child Care needed something by mid-November, the group decided to wait and see what the organization does in upcoming year. All agreed that given the lack of a plan and ideas it was difficult to participate at this time.

#### 4. New Business

State Library Directors meeting and TBLC annual meeting: The general consensus was that the TBLC annual meeting was a success particularly, given this year's venue at the zoo. Susan felt that the Director's meeting in Tallahassee offered more interesting subjects compared to last year's in Brandon. She also said that Amy had mentioned that the state-wide Inter-library loan system should have something by March 2020.

The group went on to discuss the municipal library director's segment of the state meeting. Casey suggested the given the difference in sizes of the libraries that it was hard to be on the same page on various topics. Perhaps there should be a way to divvy up the group so that libraries of comparable sizes can address issues together. Cheryl said that director's of similar libraries should have been and put together rather randomly placing participants together. Betcinda thought the second day was more focused and she discussed NEFLIN's database of area experts. If a library has an expert in a particular area, that information can be put on the NEFLIN database. That includes any type of expertise that a director feels may be helpful to other libraries. Right now it's just for NEFLIN libraries. We do not have permission to access it yet. Cheryl said Amy was asked if we could get NEFLIN to agree to run the database for the state. SWFLIN has a policies and procedures database that we are welcome to put our policies on. If a library is looking for a policy it can research the database. Betcinda thought learning about those two things on the second day was helpful. She also talked about the state and FLA giving out awards. A lot of library organizations give out awards and that is useful tool for promoting libraries in the community.

Library Day January 22: Cheryl will not be able to attend this year. She and Phyllis want to know who is interested in attending. They will make all the reservations so PPLC members can stay in the same hotel. Cheryl needs to know by January 1st to make the arrangements.

Career Online High School: Gene wanted to talk about the program because during the state Director's meeting he had spoken with Craig Clark, Director from Boynton Beach Library, who is also a passionate supporter of the program. Gene had discussed what will happen to Career Online High School when funds are not available from the state. He emphasized that state support for the program is not consistent on a yearly basis. So there has to be another way to find recurring dollars. Gene believes the importance of the program necessitates answering this problem. In collaboration with Craig, Gene wonders if the MLCs could be a possibility for handling budget shortfalls in the program as they arise. In this scenario, the MLCs could possibly phase into their annual budget monies to support at least a portion of the online high school libraries. That way, libraries can continue to offer the program all of the time. Gene acknowledged that going this route could possibly make the state question why they need to support if the MLCs are taking on that role. But regardless, he wondered if it is something that can be discussed at the MLCs. Lisa suggested that TBLC may be able to provide the platform and then ask how many scholarships a library can support. A scholarship is approximately \$1300. So each participating library would have to commit to to a

minimum scholarship number and TBLC buys one scholarship to get that library started. Each platform is \$2500 each.

Fine Free Presentation to the PPLC Board: At a recent meeting, Lisa had asked the PPLC Board if they would be interested in a presentation on what is going on in the library world about the elimination of fines. Lisa said that the board indicated that they would be interested. The group discussed this subject coming up in various forms whether from patrons or in media. At this point, Lisa suggested the presentation would just be about giving the board information since we are not necessarily going one way or the other at this point. Cheryl said that PPLC Office Manager, Abby Sheehan is working her B.A. in public policy and wants her culminating project to be about fine free libraries. She would be a good resource to pull all the data together for the presentation.

2020 LDAC Meeting Schedule: Gene read the by-laws pertaining to LDAC meetings. There was nothing that indicated the frequency in which LDAC needed to meet. After discussing options, Gene motioned that beginning in 2020 LDAC will not meet in May, July and December. David seconded the motion.

Pest Infestation Policy: Based on what Jen's heard from Circ SIG, she wanted to look into the how consistent libraries are implementing the Pest Infestation Policy. It appears that when patrons are returning infested materials that some libraries place locks on accounts while others do not. Some libraries are requiring proof of treatment at the patron's home. Jen felt that a policy exists but that the actual procedure for implementing it is unclear. She felt the libraries are all over the board county-wide. She said that these inconsistencies have been brought up by patrons. Jen wanted to know if we should clarify a procedure or leave it up to every library to do what they want. Cheryl read the policy and it appeared that libraries do have a lot of latitude in handling this issue. Most directors said that once they receive infested materials that they dispose of those materials immediately. Replacing the materials are sometimes handled by putting a note on the record that the patron needs to pay a replacement fee. The group decided to review the policy on the PPLC website and place under old business for January meeting.

Sunshine State Digital Coordinator: Gene thought it would be beneficial to have Keila attend one of our future meetings to learn what she does and develop a better relationship with the office.

## **5. PPLC Topics**

ILS Upgrade: Cheryl said that when she attended the last consortia users group meeting in Cleveland a couple of months ago that she learned that the upcoming migration to the new version is a substantial one. That there is a lot of pre-planning and scheduling involved. Cheryl said they are considering MLK weekend to do the work. Every library that wants to implement this upgrade will need to have administrative privileges on the PC. So you may have to involve your IT department to have those privileges. Upgrading is an option for each library.

Countywide staff development day as an annual event: After hearing from a number of directors, Cheryl wanted to discuss whether or not to have the event every other year as opposed to yearly, in order for libraries to do “local” staff development events. Susan said she would like to continue the county-wide event since it’s fresh in everyone’s minds. She thought we might get more people interested in doing presentations if we keep the yearly momentum. Gene said his staff not only enjoyed the programs but also meeting the staff from other libraries because we all have the same issues and concerns. Most of the directors agreed. Betcinda said she tried to introduce her staff to every director she could find. She felt this is important that staff know all members of the organization rather than just peers. Casey suggested that future events may have programs on a level of a VIP event where an outside person is hired to do more of an instructive program as opposed to peers conducting programs. Gene said we’ve received some good constructive criticism system wide and that we could build on that for next year’s event to keep the continuity going.

Henry Plant museum pass - temporary suspension for Christmas Stroll: Cheryl said that David had told the Circ SIG about the suspension of the museum pass and that they noticed that the passes were still being checked out. Even though the passes were moved to a non-circulation item staff were overriding the block. Cheryl just reiterated that it is non-circulation until December 27th.

## **6. PPLC Board Meeting - LDAC Chair Report**

October Meeting - Susan said that a major point of discussion was East Lake’s Wi-Fi hotspot lending policy. This involved the interpretation of PPLC policy concerning electronic or materials circulation. East Lake originally planned to lend the hotspot to residents only. East Lake changed its policy so that now, anyone can take the hotspot’s out.

November meeting - PPLC budget was approved.

## **7. Announcements from PPLC Libraries (10 minutes)**

PPLC: Cheryl said stadium lighting had been placed around that building and that has increased security.

St. Pete Beach: Betcinda said she has a full-time librarian position open. She said that at their temporary location they will be handling incoming and outgoing currier service. Other libraries should see no difference in holds.

## **8. Adjournment: 4:32 p.m.**

**Next LDAC meeting: Monday, January 13th at 2:00 p.m.  
Location: PPLC**

Respectfully submitted,  
Vincent Gadrix, LDAC Secretary