

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

MINUTES

May 31, 2019 – Meeting Location: PPLC

LDAC Member Attendance:

- Jen Obermaier, Clearwater
- Phyllis Gorshe, Dunedin
- Susan Schuler (proxy), East Lake
- Vince Gadrix, Gulf Beaches
- Dave Mather, Gulfport
- Casey McPhee, Largo
- Susan Hurley, Oldsmar
- Elizabeth Roen (proxy), Palm Harbor
- Angela Pietras, Pinellas Park
- Lisa Kothe, Safety Harbor

- Betcinda Kettells, St. Pete Beach
- Mika Nelson (via phone) St. Petersburg
- Mike Bryan, Seminole
- Cari Rupkalvis, Tarpon Springs

PPLC Staff Attendance:

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

1. Meeting to order at 9:36 am
2. **Acceptance of April 26, 2019 minutes:** Casey motioned acceptance of the minutes, Phyllis seconded the motion. Minutes were accepted.
3. **SIG Meeting Reports**

YOUTH SIG: Group recommended shared marketing of Summer Reading Program kickoffs with cooperative county wide announcement and marketing materials next year. This year all library kickoffs are held on different days.

ADULT SIG: Discussion of adding an outreach component to include attending festivals and events to reach new patrons. LDAC agreed this is a good suggestion. Group will gather list of future events.

CAT SIG: Group discussed cataloging tools, Worldcat and needed ILS improvements. Process to begin ILS selection process recommended. Current contract ends March 2020, with a renewal for 2-3 years.

ILS SIG: Next meeting June 13, 9:30 AM at PPLC.

E-CONTENT SIG: Next meeting August 15.

4. **Old Business**

PPLC Public Service Policies Review:

Corrected error on chart for Electronic Game circulation period. (14 days, not 7.) Discussion on record retention regarding deletion of duplicate accounts. Cheryl will research legal issues. Minor change in Pest Infestation Policy, change of referral section from 2G to 3G. Motion made to accept final version of PPLC Public Services Polices with these changes by Betcinda,

second by Casey. Motion accepted. Cheryl will send final copy to group and update PPLC webpage.

Census 2020:

Susan shared information from the Pinellas Complete Count meeting Lois attended.

- Field offices opening: throughout 2019
- Formation of Complete Count Committees throughout 2019
- Advertising begins: January 2020
- Data collection begins: March 2020
- National Census Day: April 1, 2020.

Marketing materials regarding the importance of complete counts will be available for libraries to distribute and post.

5. New Business

Item Type Requests:

- 14 Book No Holds item type was requested. Instead of creating a new type, Red Box Book is will do accomplish the same. Recommended use of this existing type.
- SHPL requested a new book location collection type, "poetry collection". Approved by LDAC.

Overdrive Advantage Plan:

Discussed Advantage Plan. Implementation not recommended as it is counter-intuitive to cooperative. Discussion followed to approve the following Overdrive modifications:

- Limit patron recommendations to 10 items per 30 days from current limits. (A patron recommendation places an automatic hold on the item.)
- Increase check outs from current limit of 6 to 10.
- Increase allowable holds from current limit of 4 to 5.

Motion to approve the item above by Lisa and seconded by Phyliss. Motion accepted. Changes effective immediately.

Discussion of Overdrive followed to focus future purchases on popular best sellers and evaluate usage analytics for the new fiscal year to review purchasing ratios and buy corresponding to usage.

Discussion about excessive Overdrive holds and minimal content. Currently member libraries strive to contribute 7% of material budgets to Overdrive, for a total of approximately \$150k per year. Motion set forth by Lisa to focus on best-selling eBooks with member libraries striving to contribute 10% of material budgets for fiscal year 19/20 and lower hold ratio from 1 to 8. Motion seconded by Dave and accepted with Mika voting no. Cheryl reminded group additional funding is always welcome. Request invoice for amount. All Overdrive funds roll over each fiscal year.

LDAC Learning Opportunities:

Move to August agenda.

ILS Plan/Timeline:

- LDAC tasked the ILS SIG to create a timeline and suggested vendors to invite for presentations and create list of key functionality deliverables and new features for LDAC approval.
- David demoed Blue Cloud Circ

Recommendation to Change LDAC Meeting Day

Several directors have conflicting meetings on Friday mornings and recommended change. After discussion LDAC meetings will held be second Mondays at 2:00 PM, implemented immediately.

6. PPLC Topics

Countywide Staff Day Update

No update.

Tutor.com

Majority of member libraries are interested based on potential cost with purchase partnership with St. Petersburg College. Cost pending.

FRBRish Update

Due to numerous complaints this feature was turned off.

PPLC App

Promo rack cards will not be printed. If desired, print from email package forwarded previously. Cheryl thanked SHPL staff member Jarrett Trezzo for creating graphic and SHPL for press release. Some libraries did not receive email. Lisa will resend.

OCLC FirstSearch Update

Cheryl shared hand out regarding status with OCLC and Navigator. Batch load will not occur due to \$30k cost. State library working on intra-state ILL system.

7. PPLC Board Meeting- LDAC Liaison Report – No report. No May meeting held.

8. Public Comment - None

9. Announcements from PPLC Libraries -None

10. Adjournment

11:56 am.

**Next LDAC Meeting:
Monday, August 12, 2019 – 2:00 PM
Location: PPLC**

Respectfully submitted,
Lisa Kothe, SHPL Director