

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

MINUTES

September 9, 2019 – 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
- Elisabeth Roen, (proxy) Palm Harbor
- Angela Pietras, Pinellas Park
- Lisa Kothe, Safety Harbor

- Betcinda Kettells, St. Pete Beach
- Mika Nelson, St. Petersburg-phonod in
- Mike Bryan, Seminole
- Cari Rupkalvis, Tarpon Springs

PPLC Staff Attendance:

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

1. Angela called the meeting to order at 2:05pm
2. **Acceptance of August 12, 2019 minutes:** Lois motioned acceptance of the minutes; Jen seconded the motion. Minutes were accepted.
3. **SIG Reports**

YOUTH SIG: Meets on Sept. 13th at CLW East.

CATALOGING SIG: Met on Aug. 21st. Angela said that a topic of concern that was discussed were the links in the Catalog for old netLibrary titles. Many of the titles are outdated or available for free online, and the SIG would like to see them removed. A motion to remove, pending approval from any involved libraries that showed listings. Motion was made by Lois. Lisa seconded the motion.

CIRC SIG: Next meeting is Nov. 7th at East Lake Library.

E-CONTENT SIG: Met on Aug. 22nd. The group discussed the role of Chair and elected a new chair and secretary.

ILS SIG: Next meeting is Sept. 12th at PPLC.

ADULT SIG: Met on Aug. 14th. Casey said they discussed putting together lists of reading festivals and other place to get some ideas for outreach programs. One idea that was mentioned was partnering with breweries. They also discussed working with SPC and how Clearwater developed that relationship.

LDAC also discussed tax forms, and how libraries are handling patrons printing forms, since we receive less and less each year. It is a per library decision whether or not to charge for printing the forms.

4. Old Business

E-Content- Fiscal Year 2019 Directive Coming to an End, Update on Desired Outcomes for FY 2020: Clarification of purchasing recommendation to focus on more new titles. Youth titles will still be purchases, with 15% of the budget for Youth books and 15% for youth audios. Additional donations from member library to purchase more books is always accepted. The goal is to try and get to a 1:8 ratio for holds in Overdrive.

5. New Business

Clarification on Account Registration Policies (Homeless and Special Local Library Cards):

David presented an item he would like to clean up in Symphony. There are currently five different visitor profiles that are all very similar. LocLib, LocLibEdu, LocLibStu, LocLibVis, and 2Circ0Hold. LDAC discussed what each is used for, and Angela made a motion to combine the 4 LocLib profiles into one single patron type (LocLib) which would be allowed 50 checkouts and no holds. Lois seconded the motion, and it was passed.

David also had a question about Unique Exempt patron profile/patron type and if that could be cleaned up. There are various reasons that patrons are given this designation. The designations can not be changed, but it was recommended that directors check with staff to make sure it is being used appropriately.

LDAC Retreat/workshop:

LDAC discussed bringing back the annual retreat for Directors. LDAC will continue to think of ideas and discuss further at a later date.

6. PPLC topics

Annual Board Meeting: Cheryl informed LDAC that there will be no annual PPLC/LDAC Board meeting this year, due to the countywide training event in October.

Budget for FY'20: There were some technical difficulties with getting the report printed, but Cheryl will send out a draft once it is ready. There are no expected cuts for spending on services in FY20. There was some information provided about what PPLC expects to have for FY20:

Funding source	FY19	FY20
State	\$894,429	\$709,858 + reserves
County	\$5,411,490	\$5,746,150

Update from the planning meeting for the upcoming Libraries Light the Way conference: Received proposals for breakout session presenters and will be making final selections on Wednesday. Registration links will be out soon. They will meet again in early October.

New Museum Passes: Are at PPLC and are ready to be picked up. Safety Harbor volunteered to create graphics for libraries to use to advertise the addition of the Dunedin History Museum and the Tampa Bay History Center to the program.

Cheryl also announced a new program offering vouchers to see the Florida Orchestra. Each library will be getting 50 vouchers to check out to patrons. Patrons can check out a maximum of two vouchers and will need to complete the voucher requirements to obtain tickets. The vouchers can be checked out as ephemeral. The Florida Orchestra's performance season runs from Sept-May.

Review of LDAC board and SIG representatives for FY20:

Chair- Susan
Vice Chair- Betcinda
Secretary- Vince

E-Content- Angela
Youth Services- Jen
ILS- Phyllis
Adult Services- Casey
Cataloging- Angela
Circ- Lisa

7. PPLC Board Meeting- LDAC Chair Report

The main discussion focused on the policy for discarding fixed assets.

8. Announcements from PPLC Libraries

Before announcements, there was a discussion about the LDAC meeting schedule for the rest of the year and upcoming events that conflict with current dates. LDAC settled on the following schedule for the remainder of 2019:

October- Monday the 21st at PPLC, 2pm

November- no meeting

December- Monday the 9th at PPLC, 2pm

Dunedin: Have a position open for a Senior Librarian in Circulation.

Gulf Beaches: Looking into getting new carpet.

Oldsmar: Will have several part time positions open soon.

Tarpon Springs: Launched a board game and puzzle collection.

St. Pete Beach: Will be relocating during the time the new roof is being put on the building. This will possibly happen sometime between November and January.

Seminole: Mike Bryan is retiring on December 6th.

Safety Harbor: Upcoming fundraisers- 80s mystery theater and a cupcake contest.

East Lake: The 20th anniversary at their current location is on Nov. 3rd and they will be having a celebration on that date. On Nov. 23rd and 24th the staff will be hosting a murder mystery program.

Palm Harbor: The ribbon cutting for the new Gaming Center will be on Sept. 27th at 4pm. The Night of Magic fundraiser will be on Oct. 12th

PPLC: Now accepting applications for a Countywide Services Coordinator

Largo: Their FOL is celebrating their 80th anniversary and a proclamation recognizing this will be during national Friends of the Library week in October.

Casey is doing another Friends of the library conversation in Broward in October.

St. Pete: Have many projects in the pipeline right now and are looking to fill a few open positions.

9. Adjournment

3:44pm

Next LDAC meeting: Monday, October 21 at 2pm

Location: PPLC

Respectfully submitted,
Susan Hurley, LDAC Secretary