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**PPLC Board of Directors  
Agenda  
Regular Meeting  
Wednesday, October 30, 2019  
3:30 p.m.**

- |  |   |
|--|---|
| <input type="checkbox"/> Karen Roth, Chairperson               | <input type="checkbox"/> William B. Horne II                |
| <input type="checkbox"/> Doug Lewis, Vice Chairperson          | <input type="checkbox"/> Michael Jefferis                   |
| <input type="checkbox"/> Henry Schubert, Secretary & Treasurer | <input type="checkbox"/> Brian Lowack                       |
| <input type="checkbox"/> Bill Berger                           |   |
| <input type="checkbox"/> Lynne Faimalie                        | <input type="checkbox"/> LDAC Representative, Susan Hurley  |
| <input type="checkbox"/> Jeffrey P. Gellermann                 | <input type="checkbox"/> Cheryl Morales, Executive Director |

- I. Call to Order – Vice Chairperson
  
- II. Roll Call – Martha Frenchek
  
- III. Minutes of Previous Meeting
  1. Minutes of Meeting, September 25, 2019  
Approval of September 25, 2019 minutes
    - Motion:
    - Second:
  
- IV. Annual Review
  1. Government in the Sunshine – Jay Daigneault, Esq.
  2. Annual Statistical Review
  
- V. Financial Committee Report
  1. Charles Schwab Greystoke Consulting Report – September 2019
  2. PDR Accountants' Compilation Report - September 2019

- VI. Correspondence
  
- VII. LDAC Report – Susan Hurley
  - 1. Minutes of LDAC Meeting, September 9, 2019
  
- VIII. Executive Director’s Report – Cheryl Morales
  - 1. Building/Admin
  - 2. Countywide Services/Member Libraries
  
- IX. Old Business
  
- X. New Business
  - 1. Annual Plan of Service
  - 2. East Lake Library – Policy Review
  
- XI. Announcements/Miscellaneous
  
- XII. Public Comments
  
- XIII. Adjournment

**The next regular board meeting:** Wednesday, December 4, 2019 at PPLC @ 3:30pm.  
*(No Meeting in November)*

Deaf Literacy Center			
	Program Attendance	Total Programs	Volunteers
September 2019	1,692	156	117
September 2018	2,191		110

Talking Book Library			
	Total Circulation	New Patrons	Total Patrons
September 2019	12,246	65	5,022
September 2018	12,112	66	4,346

3 For Me Library Cards - FY19YTD			
New Cardholders FY18	Items Checked Out FY18	New Cardholders FY19	Items Checked Out FY19
1,783	6,017	2,629	13,531

## Partnerships

Museum Passes				
	Museum Visits FY18	Checkouts FY18	Checkouts FY19 YTD	Museum Visits FY19 YTD
Chihuly Collection (Launched 07.18)	385	600	1,500	1,411
Dunedin History Museum (Launched 09.19)	0	0	39	78
Great Explorations Children's Museum (Launched 05.18)	1,637	890	2,027	3,233
Florida Holocaust Museum (Launched 01.18)	972	1,069	1,669	1,868
Henry B. Plant Museum (Launched 02.19)	0	0	221	217
Imagine Museum (Launched 11.18)	0	0	1,927	2,509
Leepa-Rattner Museum (Launched 02.19)	0	0	838	568
Museum of Fine Arts	1,599	1,590	2,189	2,843
Tampa Bay History Museum (Launched 09.19)	0	0	52	104

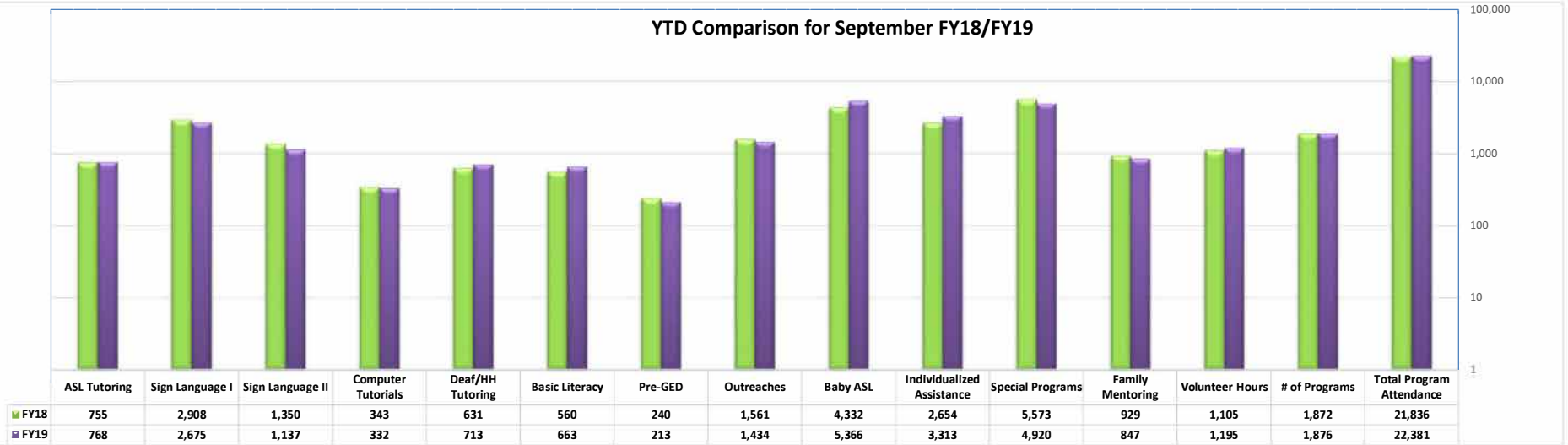
Ukulele Lending Program					
Checkouts FY18	Workshops FY18	Workshop Attendance FY18	Checkouts FY19 YTD	Workshops FY19 YTD	Workshop Attendance FY19 YTD
300	70	1,041	334	76	334

Reading With the Rays	
Program Participants FY18	Program Participants FY19
8,319	Pending

**Deaf Literacy Center Statistics October 2018- September 2019 (FY19)**

Classes and Events	FY18	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
ASL Tutoring	755	69	60	25	82	64	52	77	96	110	29	62	42	768
Sign Language I	2,908	294	234	145	209	213	188	227	283	269	196	169	248	2,675
Sign Language II	1,350	119	93	44	70	96	98	132	127	117	102	51	88	1,137
Computer Tutorials	343	30	28	15	25	22	32	26	35	36	22	24	37	332
Deaf/HH Tutoring	631	43	83	55	49	76	50	43	63	86	55	45	65	713
Basic Literacy	560	60	45	26	40	78	54	68	56	64	72	57	43	663
Pre-GED	240	22	14	10	25	24	17	14	11	28	17	17	14	213
Outreaches	1,561	70	92	118	85	81	102	104	241	175	87	222	57	1,434
Baby ASL	4,332	421	384	289	510	523	535	485	365	480	393	517	464	5,366
Individualized Assistance	2,654	266	281	198	249	273	313	254	324	303	277	284	291	3,313
Special Programs	5,573	462	878	336	0	183	548	793	532	746	121	52	269	4,920
Family Mentoring	929	79	68	52	32	82	96	58	55	110	56	85	74	847
<b>Volunteer Hours</b>	<b>1,105</b>	<b>80</b>	<b>161</b>	<b>79</b>	<b>81</b>	<b>65</b>	<b>101</b>	<b>99</b>	<b>132</b>	<b>97</b>	<b>105</b>	<b>78</b>	<b>117</b>	<b>1,195</b>
<b># of Programs</b>	<b>1,872</b>	<b>168</b>	<b>152</b>	<b>130</b>	<b>165</b>	<b>172</b>	<b>161</b>	<b>175</b>	<b>158</b>	<b>160</b>	<b>137</b>	<b>142</b>	<b>156</b>	<b>1,876</b>
<b>Total Program Attendance</b>	<b>22,941</b>	<b>1,935</b>	<b>2,260</b>	<b>1,313</b>	<b>1,622</b>	<b>1,952</b>	<b>2,085</b>	<b>2,555</b>	<b>2,478</b>	<b>2,781</b>	<b>1,532</b>	<b>1,585</b>	<b>1,965</b>	<b>22,381</b>

**YTD Comparison for September FY18/FY19**

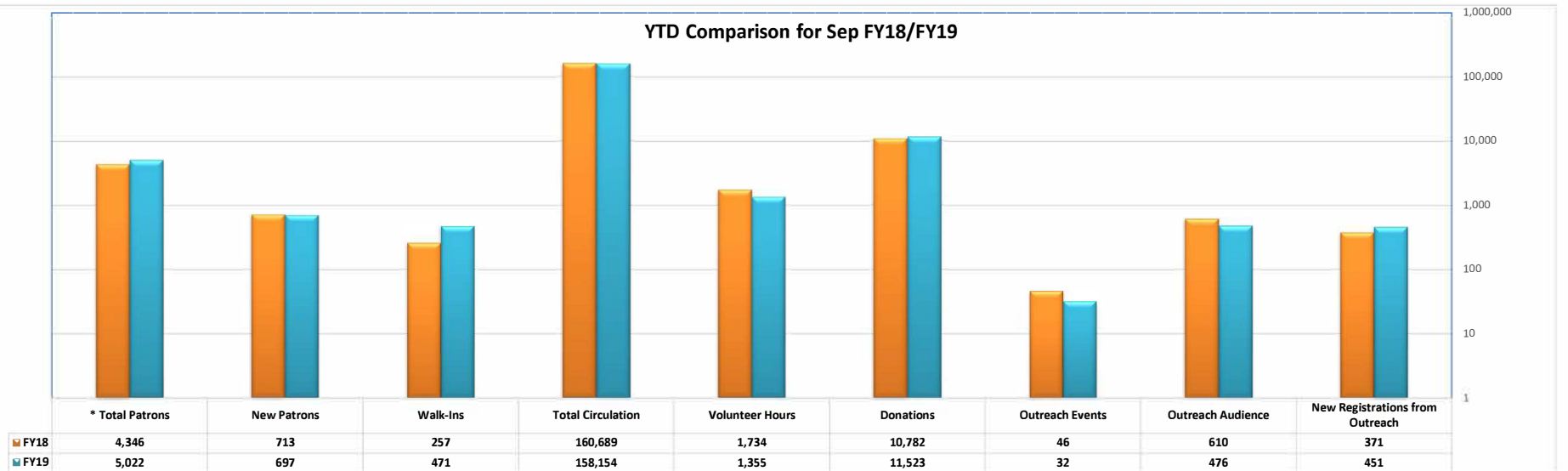


During the month of September DLC continued ASL courses and regular programming as usual. We also celebrated Deaf awareness month, Hispanic Heritage and continued battle of the book discussions groups. For international week of the Deaf we hosted several events including: Deafinitely Picasso art, panel of Deaf adults, Wonderstruck book discussion and a Deaf trivia. All events were well attended. Our annual Deaf hispanic Heritage panel and discussion was also presented this month. We also hosted an ASL learning social what included a short captioned Deaf documentary and community discussion session. Upcoming events include: Deaf Battle of the Books, Deaf Magic show and Signing Spooky stories at your library.

**Talking Book Library Statistics October 2018- September 2019 (FY19)**

Library Usage	FY 18	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Total Patrons	4,346	4,415	4,452	4,489	4,540	4,630	4,705	4,767	4,809	4,878	4,918	4,957	5,022	5,022
New Patrons	713	74	47	37	47	94	58	83	45	65	46	36	65	697
Walk-ins	257	26	38	34	39	36	29	34	46	31	57	39	62	471
Phone Calls	7,748	669	640	532	607	453	553	632	612	550	681	753	582	7,264
<b>Total Circulation</b>	<b>160,689</b>	<b>12,927</b>	<b>15,563</b>	<b>12,027</b>	<b>13,792</b>	<b>12,188</b>	<b>12,187</b>	<b>12,991</b>	<b>13,167</b>	<b>12,669</b>	<b>13,446</b>	<b>14,951</b>	<b>12,246</b>	<b>158,154</b>
Digital Book Circulation	130,319	10,499	13,072	9,418	10,945	9,511	9,507	10,236	10,483	9,206	10,487	10,097	9,329	122,790
BARD (Downloaded books)	29,395	2,263	2,293	2,436	2,545	2,429	2,431	2,531	2,476	3,195	2,682	4,619	2,692	32,592
Circulation of other formats	161	5	4	4	6	7	3	7	14	13	11	12	6	92
Interlibrary Loan	814	160	194	169	296	241	246	217	194	255	266	223	219	2,680
Digital Book Copies	73,731	75,990	76,484	76,593	77,523	77,829	78,279	78,632	79,190	79,599	79,948	80,534	80,903	80,903
Items in other formats	975	975	975	975	975	975	975	975	974	974	974	974	974	974
Volunteer Hours	1,734	122	111	110	79	94	125	116	123	126	124	119	107	1,355
Donations	\$10,782.22	\$3,047.25	\$2,054.00	\$2,770.00	\$106.00	\$122.50	\$158.00	\$281.45	\$559.65	\$706.10	\$285.50	\$1,299.00	\$133.25	\$11,522.70
<b>Outreach</b>	<b>FY 18</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Total</b>
Events	46	8	1	2	5	4	0	5	1	6	0	3	5	32
Audience	610	64	45	23	94	43	0	60	0	37	4	48	58	476
New registrations	371	46	22	23	51	56	15	65	22	50	11	29	61	451

**YTD Comparison for Sep FY18/FY19**



Data extracted from: Florida Division of Blind Services' Bureau of Braille and Talking Books Library ILS; KLAS (03.04.19)

\* Inactive patrons purged in 01.18 and 08.18