

---

**PPLC Board of Directors  
Agenda  
Regular Meeting  
Wednesday, March 27, 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, Angela Pietras |
| <input type="checkbox"/> Jeffrey P. Gellermann                 | <input type="checkbox"/> Cheryl Morales, Executive Director  |

- I. Call to Order – Chairperson
  
- II. Roll Call – Martha Frenchek
  
- III. Minutes of Previous Meeting
  1. Minutes of Meeting, February 27, 2019
  - Approval of February 27, 2019 minutes
    - Motion:
    - Second:
  
- IV. Monthly Financial Committee Report
  1. Charles Schwab Greystoke Consulting Report – February, 2019
  2. PDR Accountants' Compilation Report - February, 2019
  3. Investment Policy
  
- V. Correspondence
  
- VI. LDAC Report – Angela Pietras
  1. Minutes of LDAC Meeting, January 25, 2019.

VII. Executive Director's Report – Cheryl Morales  
1. Building/Admin  
2. Countywide Services/Member Libraries

VIII. Old Business  
1. Policy Review – Employee Driver

IX. New Business  
1. Policy Review -Internal Controls

X. Announcements/Miscellaneous

XI. Public Comments

XII. Adjournment

**The next regular board meeting:** Wednesday, April 24, 2019 at PPLC @ 3:30pm.

Deaf Literacy Center			
	Program Attendance	Total Programs	Volunteers
February 2019	1,715	172	65
February 2018	1,675	157	64

Talking Book Library			
	Total Circulation	New Patrons	Total Patrons
February 2019	12,188	94	4,630
February 2018	12,299	41	5,673

3 For Me Library Cards - FY19YTD			
New Cardholders FY18	Items Checked Out FY18	New Cardholders FY19	Items Checked Out FY19
1,783	6,017	877	3,920

## Partnerships

Museum Passes				
	Museum Visits FY18	Checkouts FY18	Checkouts FY19 YTD	Museum Visits FY19 YTD
Chihuly Collection (Launched 07.18)	385	600	920	733
Great Explorations Children's Museum (Launched 05.18)	1,637	890	796	1,019
Florida Holocaust Museum (Launched 01.18)	972	1,069	685	741
Henry B. Plant Museum (Launched 02.19)	0	0	29	8
Imagine Museum (Launched 11.18)	0	0	680	858
Leepa-Rattner Museum (Launched 02.19)	0	0	120	39
Museum of Fine Arts	1,599	1,590	891	1,163

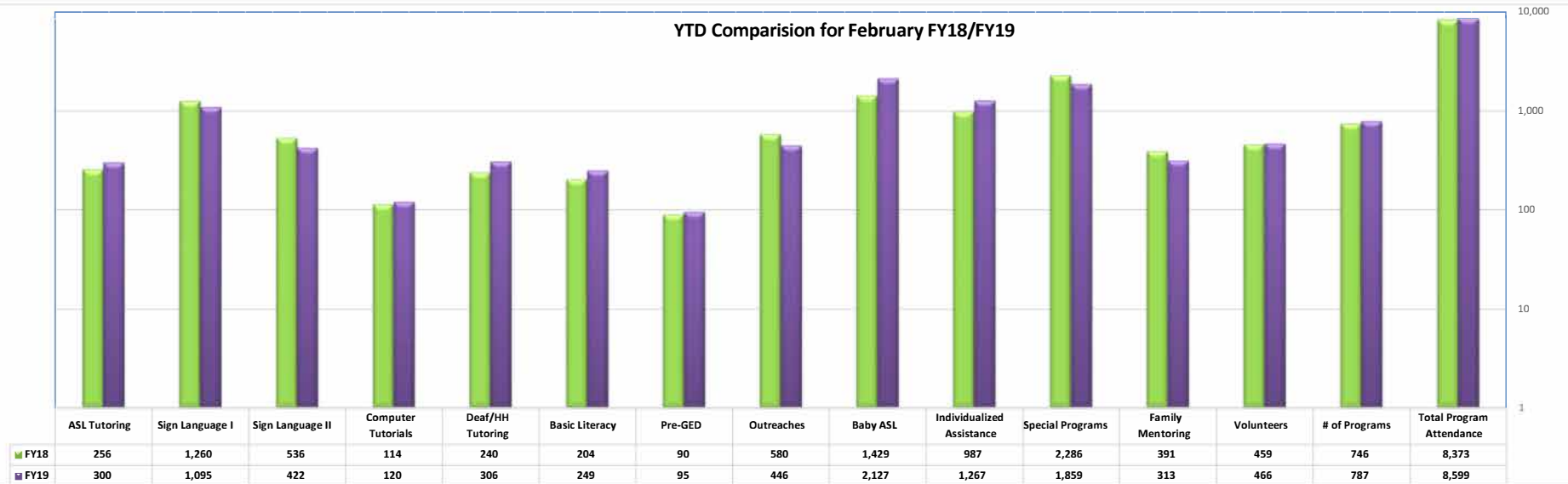
Ukulele Lending Program					
Checkouts FY18	Workshops FY18	Workshop Attendance FY18	Checkouts FY19 YTD	Workshops FY19 YTD	Workshop Attendance FY19 YTD
300	70	1,041	114	42	114

Reading With the Rays	
Program Participants FY18	Program Participants FY19
7,316	8,319

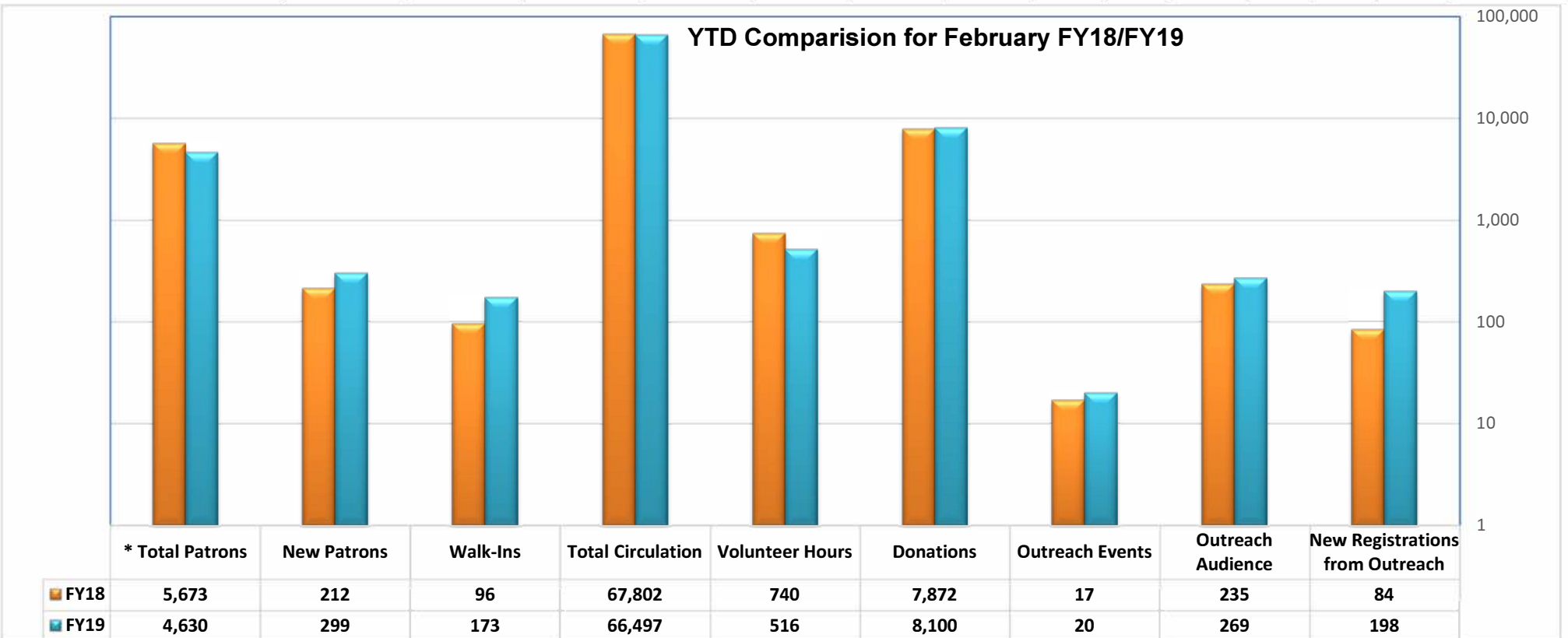
**Deaf Literacy Center Statistics October 2018- September 2019 (FY19)**

<b>Programs</b>	<b>FY18</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>
ASL Tutoring	755	69	60	25	82	64								300
Sign Language I	2,908	294	234	145	209	213								1,095
Sign Language II	1,350	119	93	44	70	96								422
Computer Tutorials	343	30	28	15	25	22								120
Deaf/HH Tutoring	631	43	83	55	49	76								306
Basic Literacy	560	60	45	26	40	78								249
Pre-GED	240	22	14	10	25	24								95
Outreaches	1,561	70	92	118	85	81								446
Baby ASL	4,332	421	384	289	510	523								2,127
Individualized Assistance	2,654	266	281	198	249	273								1,267
Special Programs	5,573	462	878	336	0	183								1,859
Family Mentoring	929	79	68	52	32	82								313
<b>Volunteers</b>	<b>1,105</b>	<b>80</b>	<b>161</b>	<b>79</b>	<b>81</b>	<b>65</b>								<b>466</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>787</b>
<b>Total Program</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>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8,599</b>

**YTD Comparison for February FY18/FY19**



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								4,630
New Patrons	713	74	47	37	47	94								299
Walk-ins	257	26	38	34	39	36								173
Phone Calls	7,748	669	640	532	607	453								2,901
<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>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>66,497</b>
Digital Book Circulation	130,319	10,499	13,072	9,418	10,945	9,511								53,445
BARD (Downloaded books)	29,395	2,263	2,293	2,436	2,545	2,429								11,966
Circulation of other formats	161	5	4	4	6	7								26
Interlibrary Loan	814	160	194	169	296	241								1,060
Digital Book Copies	73,731	75,990	76,484	76,593	77,523	77,829								384,419
Items in other formats	975	975	975	975	975	975								975
Volunteer Hours	1,734	122	111	110	79	94								516
Donations	\$10,782.22	\$3,047.25	\$2,054.00	\$2,770.00	\$106.00	\$122.50								\$8,099.75
Outreach	FY 18	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Events	46	8	1	2	5	4								20
Audience	610	64	45	23	94	43								269
New registrations	371	46	22	23	51	56								198



Data extracted from: Florida Division of Blind Services' Bureau of Braille and Talking Books Library ILS; KLAS (02.04.19)

\* Inactive patrons purged in 01.18 and 08.18