
**PPLC Board of Directors
Agenda
Regular Meeting
Wednesday, August 28, 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. Introduction of Countywide Services Coordinator -Cheryl Morales
- IV. Minutes of Previous Meeting
 1. Minutes of Meeting, June 26, 2019
 - Approval of June 26, 2019 minutes
 - Motion:
 - Second:
- V. Financial Committee Report
 1. Charles Schwab Greystoke Consulting Report – June, July 2019
 2. PDR Accountants' Compilation Report - June, July 2019
- VI. Correspondence
- VII. LDAC Report – Angela Pietras
 1. Minutes of LDAC Meeting, May 31 and June 28, 2019

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

- IX. Old Business

- X. New Business
 - 1. ED Evaluation
 - 2. Policy Review -fixed asset disposal
 - 3. FY'20 Board Meeting Schedule

- XI. Announcements/Miscellaneous

- XII. Public Comments

- XIII. Adjournment

The next regular board meeting: Wednesday, September 25, 2019 at PPLC @ 3:30pm.

| Deaf Literacy Center | | | |
|----------------------|--------------------|----------------|------------|
| | Program Attendance | Total Programs | Volunteers |
| June 2019 | 2,781 | 160 | 97 |
| June 2018 | 1,901 | 158 | 64 |

| Talking Book Library | | | |
|----------------------|-------------------|-------------|---------------|
| | Total Circulation | New Patrons | Total Patrons |
| June 2019 | 12,699 | 65 | 4,878 |
| June 2018 | 12,940 | 86 | 7,273 |

| 3 For Me Library Cards - FY19YTD | | | |
|----------------------------------|------------------------|----------------------|------------------------|
| New Cardholders FY18 | Items Checked Out FY18 | New Cardholders FY19 | Items Checked Out FY19 |
| 1,783 | 6,017 | 1,913 | 8,040 |

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 |
| Great Explorations Children's Museum (Launched 05.18) | 1,637 | 890 | 1,489 | 2,256 |
| Florida Holocaust Museum (Launched 01.18) | 972 | 1,069 | 1,268 | 1,411 |
| Henry B. Plant Museum (Launched 02.19) | 0 | 0 | 140 | 101 |
| Imagine Museum (Launched 11.18) | 0 | 0 | 1,390 | 1,793 |
| Leepa-Rattner Museum (Launched 02.19) | 0 | 0 | 539 | 280 |
| Museum of Fine Arts | 1,599 | 1,590 | 1,644 | 2,132 |

| Ukulele Lending Program | | | | | |
|-------------------------|----------------|--------------------------|--------------------|--------------------|------------------------------|
| Checkouts FY18 | Workshops FY18 | Workshop Attendance FY18 | Checkouts FY19 YTD | Workshops FY19 YTD | Workshop Attendance FY19 YTD |
| 300 | 70 | 1,041 | 241 | 68 | 241 |

| Reading With the Rays | |
|---------------------------|---------------------------|
| Program Participants FY18 | Program Participants FY19 |
| 7,316 | Pending |

| Deaf Literacy Center | | | |
|----------------------|--------------------|----------------|------------|
| | Program Attendance | Total Programs | Volunteers |
| July 2019 | 1,532 | 137 | 105 |
| July 2018 | 1,870 | 165 | 141 |

| Talking Book Library | | | |
|----------------------|-------------------|-------------|---------------|
| | Total Circulation | New Patrons | Total Patrons |
| July 2019 | 13,446 | 46 | 4,918 |
| July 2018 | 13,849 | 91 | 6,031 |

| 3 For Me Library Cards - FY19YTD | | | |
|----------------------------------|------------------------|----------------------|------------------------|
| New Cardholders FY18 | Items Checked Out FY18 | New Cardholders FY19 | Items Checked Out FY19 |
| 1,783 | 6,017 | 2,183 | 10,666 |

Partnerships

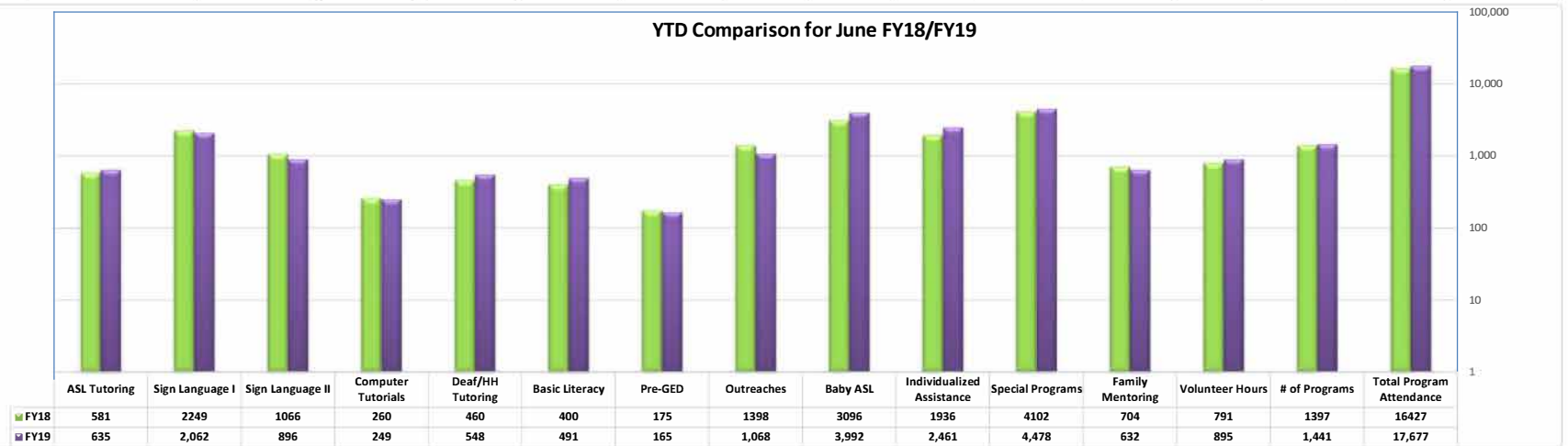
| Museum Passes | | | | |
|---|--------------------|----------------|--------------------|------------------------|
| | Museum Visits FY18 | Checkouts FY18 | Checkouts FY19 YTD | Museum Visits FY19 YTD |
| Chihuly Collection (Launched 07.18) | 385 | 600 | 1,500 | 1,411 |
| Great Explorations Children's Museum (Launched 05.18) | 1,637 | 890 | 1,699 | 2,809 |
| Florida Holocaust Museum (Launched 01.18) | 972 | 1,069 | 1,432 | 1,570 |
| Henry B. Plant Museum (Launched 02.19) | 0 | 0 | 171 | 154 |
| Imagine Museum (Launched 11.18) | 0 | 0 | 1,590 | 2,118 |
| Leepa-Rattner Museum (Launched 02.19) | 0 | 0 | 662 | 388 |
| Museum of Fine Arts | 1,599 | 1,590 | 1,851 | 2,498 |

| Ukulele Lending Program | | | | | |
|-------------------------|----------------|--------------------------|--------------------|--------------------|------------------------------|
| Checkouts FY18 | Workshops FY18 | Workshop Attendance FY18 | Checkouts FY19 YTD | Workshops FY19 YTD | Workshop Attendance FY19 YTD |
| 300 | 70 | 1,041 | 279 | 70 | 279 |

| Reading With the Rays | |
|---------------------------|---------------------------|
| Program Participants FY18 | Program Participants FY19 |
| 7,316 | Pending |

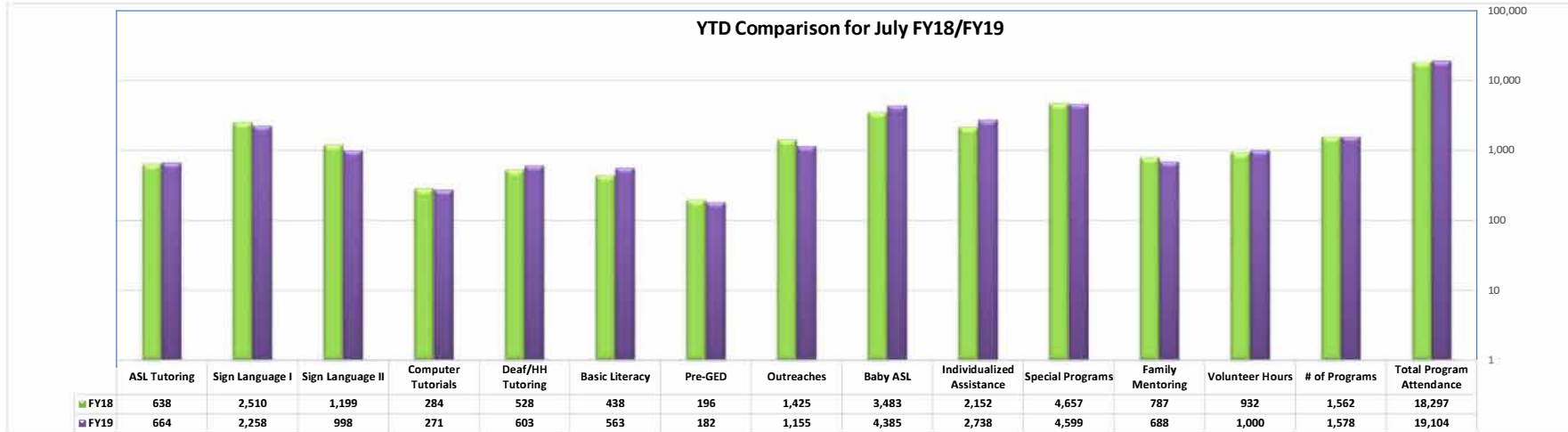
| Deaf Literacy Center Statistics October 2018- September 2019 (FY19) | | | | | | | | | | | | | | | |
|---|---------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|----------|----------|----------|---------------|--|
| 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 | | | | 635 | |
| Sign Language I | 2,908 | 294 | 234 | 145 | 209 | 213 | 188 | 227 | 283 | 269 | | | | 2,062 | |
| Sign Language II | 1,350 | 119 | 93 | 44 | 70 | 96 | 98 | 132 | 127 | 117 | | | | 896 | |
| Computer Tutorials | 343 | 30 | 28 | 15 | 25 | 22 | 32 | 26 | 35 | 36 | | | | 249 | |
| Deaf/HH Tutoring | 631 | 43 | 83 | 55 | 49 | 76 | 50 | 43 | 63 | 86 | | | | 548 | |
| Basic Literacy | 560 | 60 | 45 | 26 | 40 | 78 | 54 | 68 | 56 | 64 | | | | 491 | |
| Pre-GED | 240 | 22 | 14 | 10 | 25 | 24 | 17 | 14 | 11 | 28 | | | | 165 | |
| Outreaches | 1,561 | 70 | 92 | 118 | 85 | 81 | 102 | 104 | 241 | 175 | | | | 1,068 | |
| Baby ASL | 4,332 | 421 | 384 | 289 | 510 | 523 | 535 | 485 | 365 | 480 | | | | 3,992 | |
| Individualized Assistance | 2,654 | 266 | 281 | 198 | 249 | 273 | 313 | 254 | 324 | 303 | | | | 2,461 | |
| Special Programs | 5,573 | 462 | 878 | 336 | 0 | 183 | 548 | 793 | 532 | 746 | | | | 4,478 | |
| Family Mentoring | 929 | 79 | 68 | 52 | 32 | 82 | 96 | 58 | 55 | 110 | | | | 632 | |
| Volunteer Hours | 1,105 | 80 | 161 | 79 | 81 | 65 | 101 | 99 | 132 | 97 | | | | 895 | |
| # of Programs | 1,872 | 168 | 152 | 130 | 165 | 172 | 161 | 175 | 158 | 160 | | | | 1,441 | |
| Total Program Attendance | 22,941 | 1,935 | 2,260 | 1,313 | 1,622 | 1,952 | 2,085 | 2,555 | 2,478 | 2,781 | 0 | 0 | 0 | 17,677 | |

YTD Comparison for June FY18/FY19



June began with the Deaf Art Show at the Pinellas Performing Arts Center. The event was a partnership with the Florida Deaf art show, inc. Over 400 participants enjoyed meeting Deaf artists and learning about their work. The event was attended and enjoyed by over 400 individuals. Our 2 days a week DLC kids camp (Deaf kids, siblings and CODA's Children of Deaf adults) included literacy lessons, library field trips, STEM activities and more this month. 15 kids were in attendance weekly. ASL classes (babies and adults) were all very well attended this month. Sabila's new ASL conversations group has been well received, it continues to grow weekly! This month we also began a driver's education written test preparation group with 5 Deaf/HH individuals. Upcoming events: kids camp, back to school picnic, DEAFinitely Picasso and Book discussion: Song for a Whale.

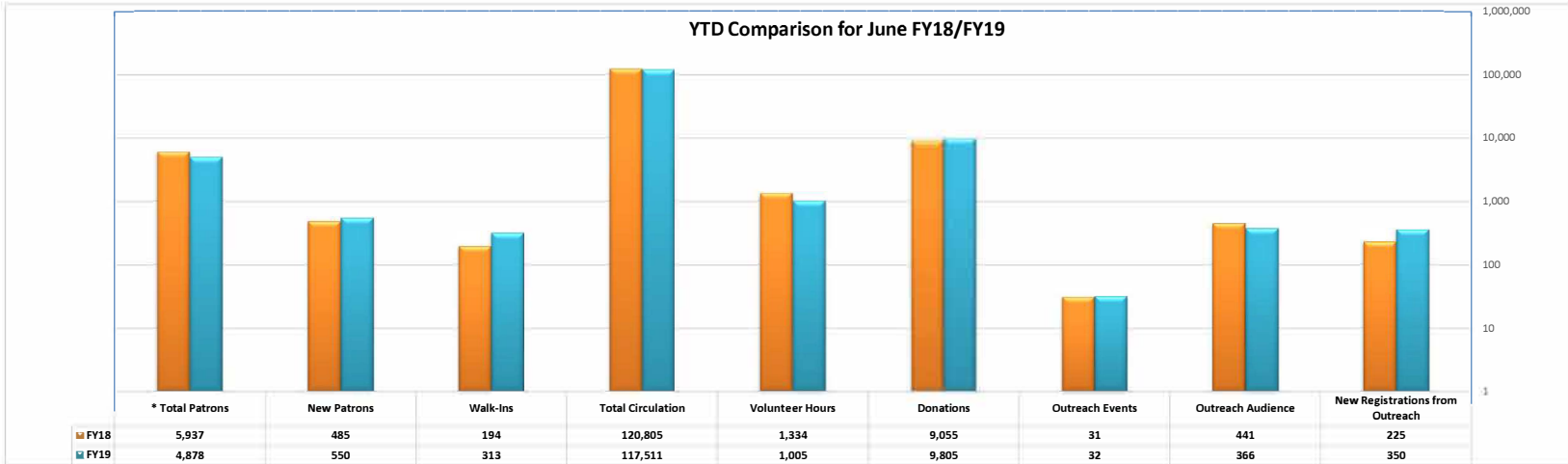
| Deaf Literacy Center Statistics October 2018- September 2019 (FY19) | | | | | | | | | | | | | | | |
|---|---------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|----------|----------|---------------|--|
| 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 | | | 664 | |
| Sign Language I | 2,908 | 294 | 234 | 145 | 209 | 213 | 188 | 227 | 283 | 269 | 196 | | | 2,258 | |
| Sign Language II | 1,350 | 119 | 93 | 44 | 70 | 96 | 98 | 132 | 127 | 117 | 102 | | | 998 | |
| Computer Tutorials | 343 | 30 | 28 | 15 | 25 | 22 | 32 | 26 | 35 | 36 | 22 | | | 271 | |
| Deaf/HH Tutoring | 631 | 43 | 83 | 55 | 49 | 76 | 50 | 43 | 63 | 86 | 55 | | | 603 | |
| Basic Literacy | 560 | 60 | 45 | 26 | 40 | 78 | 54 | 68 | 56 | 64 | 72 | | | 563 | |
| Pre-GED | 240 | 22 | 14 | 10 | 25 | 24 | 17 | 14 | 11 | 28 | 17 | | | 182 | |
| Outreaches | 1,561 | 70 | 92 | 118 | 85 | 81 | 102 | 104 | 241 | 175 | 87 | | | 1,155 | |
| Baby ASL | 4,332 | 421 | 384 | 289 | 510 | 523 | 535 | 485 | 365 | 480 | 393 | | | 4,385 | |
| Individualized Assistance | 2,654 | 266 | 281 | 198 | 249 | 273 | 313 | 254 | 324 | 303 | 277 | | | 2,738 | |
| Special Programs | 5,573 | 462 | 878 | 336 | 0 | 183 | 548 | 793 | 532 | 746 | 121 | | | 4,599 | |
| Family Mentoring | 929 | 79 | 68 | 52 | 32 | 82 | 96 | 58 | 55 | 110 | 56 | | | 688 | |
| Volunteer Hours | 1,105 | 80 | 161 | 79 | 81 | 65 | 101 | 99 | 132 | 97 | 105 | | | 1,000 | |
| # of Programs | 1,872 | 168 | 152 | 130 | 165 | 172 | 161 | 175 | 158 | 160 | 137 | | | 1,578 | |
| Total Program Attendance | 22,941 | 1,935 | 2,260 | 1,313 | 1,622 | 1,952 | 2,085 | 2,555 | 2,478 | 2,781 | 1,532 | 0 | 0 | 19,104 | |



July was a planning month at DLC. Staff began working on several new partnerships and collaborative efforts for fall and spring. DLC staff worked on FALL 2019 programming planning. Summer Kids camp ended with a FUNtastic celebration and several Deaf community members volunteered to storytell to the children. Deaf mentors continued to work with 12 Families with Deaf children this month. ASL summer session are coming to an end. We are all looking forward to a calendar full of events this fall!

Upcoming events: Back to school picnic, DEAFinitely Picasso and Book discussion: Song for a Whale, Middle/HS Deaf Battle of the Books.

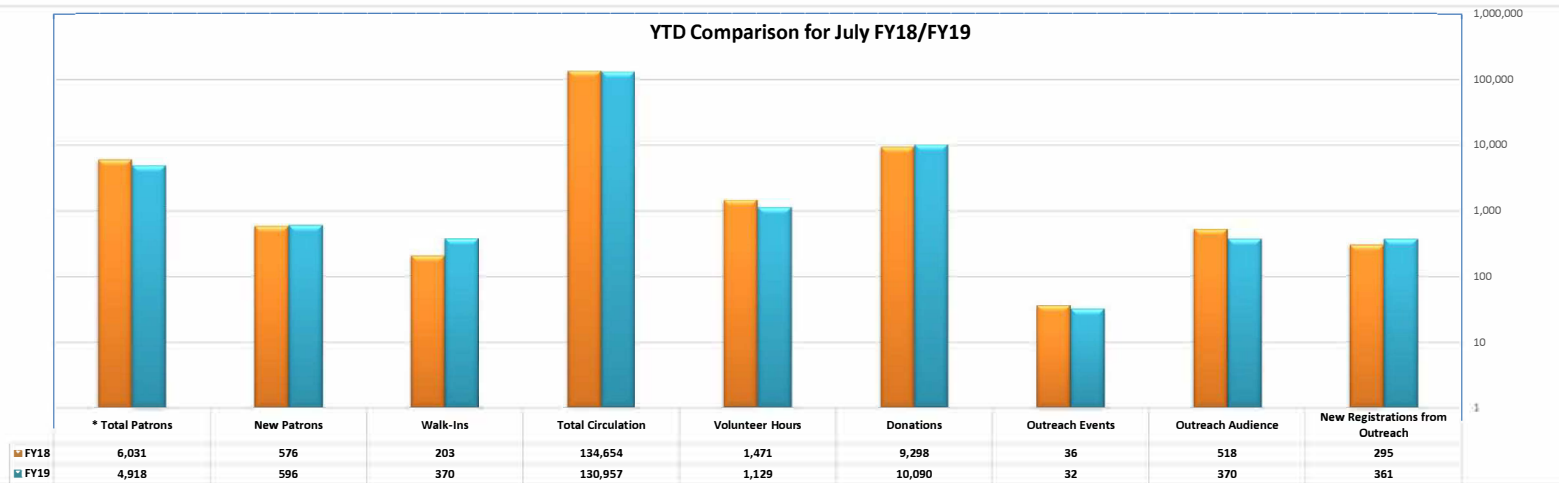
| Talking Book Library Statistics October 2018- September 2019 (FY19) | | | | | | | | | | | | | | |
|---|----------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|----------|----------|----------|----------------|
| 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 | | | | 4,878 |
| New Patrons | 713 | 74 | 47 | 37 | 47 | 94 | 58 | 83 | 45 | 65 | | | | 550 |
| Walk-ins | 257 | 26 | 38 | 34 | 39 | 36 | 29 | 34 | 46 | 31 | | | | 313 |
| Phone Calls | 7,748 | 669 | 640 | 532 | 607 | 453 | 553 | 632 | 612 | 550 | | | | 5,248 |
| Total Circulation | 160,689 | 12,927 | 15,563 | 12,027 | 13,792 | 12,188 | 12,187 | 12,991 | 13,167 | 12,669 | 0 | 0 | 0 | 117,511 |
| Digital Book Circulation | 130,319 | 10,499 | 13,072 | 9,418 | 10,945 | 9,511 | 9,507 | 10,236 | 10,483 | 9,206 | | | | 92,877 |
| BARD (Downloaded books) | 29,395 | 2,263 | 2,293 | 2,436 | 2,545 | 2,429 | 2,431 | 2,531 | 2,476 | 3,195 | | | | 22,599 |
| Circulation of other formats | 161 | 5 | 4 | 4 | 6 | 7 | 3 | 7 | 14 | 13 | | | | 63 |
| Interlibrary Loan | 814 | 160 | 194 | 169 | 296 | 241 | 246 | 217 | 194 | 255 | | | | 1,972 |
| Digital Book Copies | 73,731 | 75,990 | 76,484 | 76,593 | 77,523 | 77,829 | 78,279 | 78,632 | 79,190 | 79,599 | | | | 79,190 |
| Items in other formats | 975 | 975 | 975 | 975 | 975 | 975 | 975 | 975 | 974 | 974 | | | | 975 |
| Volunteer Hours | 1,734 | 122 | 111 | 110 | 79 | 94 | 125 | 116 | 123 | 126 | | | | 1,005 |
| 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 | | | | \$9,804.95 |
| Outreach | FY 18 | Oct | Nov | Dec | Jan | Feb | March | April | May | June | July | Aug | Sept | Total |
| Events | 46 | 8 | 1 | 2 | 5 | 4 | 0 | 5 | 1 | 6 | | | | 32 |
| Audience | 610 | 64 | 45 | 23 | 94 | 43 | 0 | 60 | 0 | 37 | | | | 366 |
| New registrations | 371 | 46 | 22 | 23 | 51 | 56 | 15 | 65 | 22 | 50 | | | | 350 |



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

| 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 | | | 4,918 |
| New Patrons | 713 | 74 | 47 | 37 | 47 | 94 | 58 | 83 | 45 | 65 | 46 | | | 596 |
| Walk-ins | 257 | 26 | 38 | 34 | 39 | 36 | 29 | 34 | 46 | 31 | 57 | | | 370 |
| Phone Calls | 7,748 | 669 | 640 | 532 | 607 | 453 | 553 | 632 | 612 | 550 | 681 | | | 5,929 |
| Total Circulation | 160,689 | 12,927 | 15,563 | 12,027 | 13,792 | 12,188 | 12,187 | 12,991 | 13,167 | 12,669 | 13,446 | 0 | 0 | 130,957 |
| 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 | | | 103,364 |
| 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 | | | 25,281 |
| Circulation of other formats | 161 | 5 | 4 | 4 | 6 | 7 | 3 | 7 | 14 | 13 | 11 | | | 74 |
| Interlibrary Loan | 814 | 160 | 194 | 169 | 296 | 241 | 246 | 217 | 194 | 255 | 266 | | | 2,238 |
| 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 | | | 79,190 |
| Items in other formats | 975 | 975 | 975 | 975 | 975 | 975 | 975 | 975 | 974 | 974 | 974 | | | 975 |
| Volunteer Hours | 1,734 | 122 | 111 | 110 | 79 | 94 | 125 | 116 | 123 | 126 | 124 | | | 1,129 |
| 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 | | | \$10,090.45 |
| Outreach | FY 18 | Oct | Nov | Dec | Jan | Feb | March | April | May | June | July | Aug | Sept | Total |
| Events | 46 | 8 | 1 | 2 | 5 | 4 | 0 | 5 | 1 | 6 | 0 | | | 32 |
| Audience | 610 | 64 | 45 | 23 | 94 | 43 | 0 | 60 | 0 | 37 | 4 | | | 370 |
| New registrations | 371 | 46 | 22 | 23 | 51 | 56 | 15 | 65 | 22 | 50 | 11 | | | 361 |

YTD Comparison for July 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