
**PPLC Board of Directors
Agenda
Regular Meeting
Wednesday, September 25, 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, August 28, 2019
Approval of August 28, 2019 minutes
 - Motion:
 - Second:
- IV. Financial Committee Report
 1. Charles Schwab Greystoke Consulting Report – August 2019
 2. PDR Accountants' Compilation Report - August 2019
- V. Correspondence
- VI. LDAC Report – Angela Pietras
 1. Minutes of LDAC Meeting, August 2019

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

- VIII. Old Business
 - 1. ED Evaluation
 - 2. Policy Review – Revision Fixed Asset Disposal

- IX. New Business
 - 1. FY'20 CIP Review

- X. Announcements/Miscellaneous

- XI. Public Comments

- XII. Adjournment

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

October Meeting:

- FY'19 Annual Report
- FY'20 Budget Review
- FY'20 Annual Plan

| Deaf Literacy Center | | | |
|----------------------|--------------------|----------------|------------|
| | Program Attendance | Total Programs | Volunteers |
| August 2019 | 1,585 | 142 | 78 |
| August 2018 | 1,428 | 162 | 74 |

| Talking Book Library | | | |
|----------------------|-------------------|-------------|---------------|
| | Total Circulation | New Patrons | Total Patrons |
| August 2019 | 14,951 | 36 | 4,957 |
| August 2018 | 13,923 | 71 | 4,270 |

| 3 For Me Library Cards - FY19YTD | | | |
|----------------------------------|------------------------|----------------------|------------------------|
| New Cardholders FY18 | Items Checked Out FY18 | New Cardholders FY19 | Items Checked Out FY19 |
| 1,783 | 6,017 | 2,421 | 12,036 |

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 | 2,064 | 3,407 |
| Florida Holocaust Museum (Launched 01.18) | 972 | 1,069 | 1,696 | 1,852 |
| Henry B. Plant Museum (Launched 02.19) | 0 | 0 | 224 | 219 |
| Imagine Museum (Launched 11.18) | 0 | 0 | 1,955 | 2,541 |
| Leepa-Rattner Museum (Launched 02.19) | 0 | 0 | 871 | 589 |
| Museum of Fine Arts | 1,599 | 1,590 | 2,227 | 2,896 |

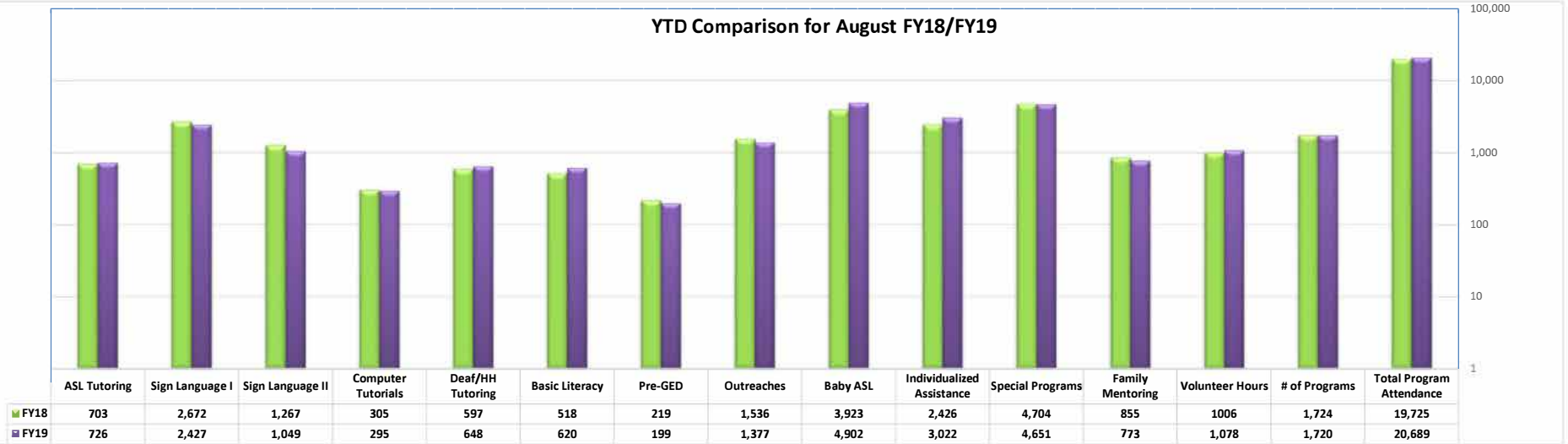
| Ukulele Lending Program | | | | | |
|-------------------------|----------------|--------------------------|--------------------|--------------------|------------------------------|
| Checkouts FY18 | Workshops FY18 | Workshop Attendance FY18 | Checkouts FY19 YTD | Workshops FY19 YTD | Workshop Attendance FY19 YTD |
| 300 | 70 | 1,041 | 299 | 76 | 299 |

| 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 | 29 | 62 | | 726 |
| Sign Language I | 2,908 | 294 | 234 | 145 | 209 | 213 | 188 | 227 | 283 | 269 | 196 | 169 | | 2,427 |
| Sign Language II | 1,350 | 119 | 93 | 44 | 70 | 96 | 98 | 132 | 127 | 117 | 102 | 51 | | 1,049 |
| Computer Tutorials | 343 | 30 | 28 | 15 | 25 | 22 | 32 | 26 | 35 | 36 | 22 | 24 | | 295 |
| Deaf/HH Tutoring | 631 | 43 | 83 | 55 | 49 | 76 | 50 | 43 | 63 | 86 | 55 | 45 | | 648 |
| Basic Literacy | 560 | 60 | 45 | 26 | 40 | 78 | 54 | 68 | 56 | 64 | 72 | 57 | | 620 |
| Pre-GED | 240 | 22 | 14 | 10 | 25 | 24 | 17 | 14 | 11 | 28 | 17 | 17 | | 199 |
| Outreaches | 1,561 | 70 | 92 | 118 | 85 | 81 | 102 | 104 | 241 | 175 | 87 | 222 | | 1,377 |
| Baby ASL | 4,332 | 421 | 384 | 289 | 510 | 523 | 535 | 485 | 365 | 480 | 393 | 517 | | 4,902 |
| Individualized Assistance | 2,654 | 266 | 281 | 198 | 249 | 273 | 313 | 254 | 324 | 303 | 277 | 284 | | 3,022 |
| Special Programs | 5,573 | 462 | 878 | 336 | 0 | 183 | 548 | 793 | 532 | 746 | 121 | 52 | | 4,651 |
| Family Mentoring | 929 | 79 | 68 | 52 | 32 | 82 | 96 | 58 | 55 | 110 | 56 | 85 | | 773 |
| Volunteer Hours | 1,105 | 80 | 161 | 79 | 81 | 65 | 101 | 99 | 132 | 97 | 105 | 78 | | 1,078 |
| # of Programs | 1,872 | 168 | 152 | 130 | 165 | 172 | 161 | 175 | 158 | 160 | 137 | 142 | | 1,720 |
| 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 | 1,585 | 0 | 20,689 |

YTD Comparison for August FY18/FY19



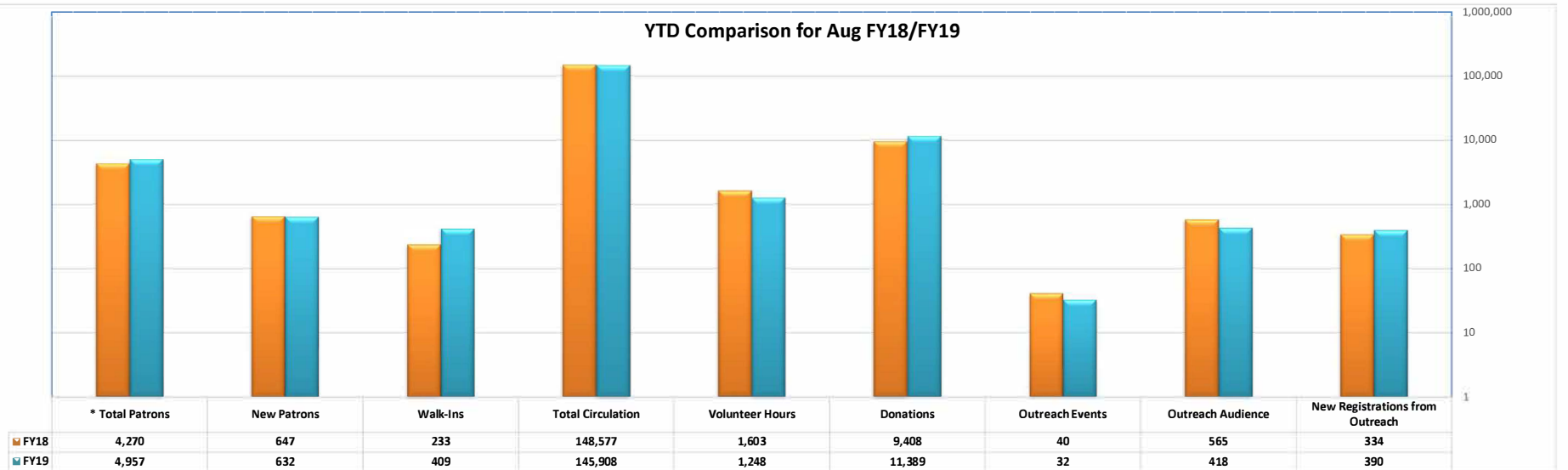
In August we resumed all DLC ASL courses throughout the County. The middle school Deaf battle of the books discussions also began this month. Deaf high schoolers are assisting with coaching, art activities - story scenes and vocabulary development. Afterschool tutoring resumed this month as well. Several Outreach events were conducted at local colleges, schools and

UPCOMING EVENTS: Back to School event, Deaf awareness month celebration, Deaf Battle of the Books, Deaf Hispanic Heritage and ASL Magic show.

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 | | 4,957 |
| New Patrons | 713 | 74 | 47 | 37 | 47 | 94 | 58 | 83 | 45 | 65 | 46 | 36 | | 632 |
| Walk-ins | 257 | 26 | 38 | 34 | 39 | 36 | 29 | 34 | 46 | 31 | 57 | 39 | | 409 |
| Phone Calls | 7,748 | 669 | 640 | 532 | 607 | 453 | 553 | 632 | 612 | 550 | 681 | 753 | | 6,682 |
| Total Circulation | 160,689 | 12,927 | 15,563 | 12,027 | 13,792 | 12,188 | 12,187 | 12,991 | 13,167 | 12,669 | 13,446 | 14,951 | 0 | 145,908 |
| 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 | | 113,461 |
| 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 | | 29,900 |
| Circulation of other formats | 161 | 5 | 4 | 4 | 6 | 7 | 3 | 7 | 14 | 13 | 11 | 12 | | 86 |
| Interlibrary Loan | 814 | 160 | 194 | 169 | 296 | 241 | 246 | 217 | 194 | 255 | 266 | 223 | | 2,461 |
| 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 | | 80,534 |
| Items in other formats | 975 | 975 | 975 | 975 | 975 | 975 | 975 | 975 | 974 | 974 | 974 | 974 | | 974 |
| Volunteer Hours | 1,734 | 122 | 111 | 110 | 79 | 94 | 125 | 116 | 123 | 126 | 124 | 119 | | 1,248 |
| 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 | | \$11,389.45 |
| 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 | 3 | | 32 |
| Audience | 610 | 64 | 45 | 23 | 94 | 43 | 0 | 60 | 0 | 37 | 4 | 48 | | 418 |
| New registrations | 371 | 46 | 22 | 23 | 51 | 56 | 15 | 65 | 22 | 50 | 11 | 29 | | 390 |

YTD Comparison for Aug 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