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**PPLC Board of Directors  
Official Minutes  
Board Meeting  
Wednesday, October 30, 2019  
3:30 pm. @ PPLC**

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

I. Call to Order:  
Doug Lewis, Vice Board Chair called the Board Meeting to order at 3:35 pm.

II. Roll Call:  
Martha Frenchek conducted the Roll Call.

Present: Doug Lewis, Henry Schubert, Bill Berger, Lynn Faimalie, William Horne, Brian Lowack, Susan Hurley, and Cheryl Morales. A quorum was represented.

Absent: Karen Roth, Jeffrey P Gellermann, Michael Jefferis

Public Attendees: Lisa Kothe; Safety Harbor Library Director, Lois Eannel; East Lake Community Library Director, Barbara Cole; President of Friends of East Lake, Andrew Salzman, Esq.; Legal Representative for PHCSA, and Jay Daigneault, Esq.; PPLC Attorney.

III. Minutes from, September 25, 2019 Board Meeting were accepted as amended **(Horne/Lowack)**.

- IV. Annual Review of Government in the Sunshine Laws:
1. The annual review of Government in the Sunshine regulations pertaining to the PPLC Board of Directors was presented by Jay Daigneault, PPLC Attorney. The discussion focused on changes to the public records requests regarding litigation and costs. Daigneault also noted there were no changes regarding public meetings.
  2. Annual Statistical Review:  
Morales presented the components of the Annual Statistic Report. Many commented that the statistics were impressive.
- V. Monthly Financial Committee Report:
1. Charles Schwab Greystoke Consulting Report - September 2019
  2. PDR Accountants Compilation Report - September 2019  
Schubert stated all Reports are in order.
- VI. Correspondence:  
None
- VII. LDAC Report – Presented by Susan Hurley  
LDAC minutes from September 9, 2019 were reviewed.  
Other LDAC topics:
- Catalog, tax forms, collection agency, new museum partnerships, and new LDAC officers.
- VIII. Executive Director’s Report – Cheryl Morales  
**Building / Admin.**
- Morales outlined new contracts under negotiation: insurance agency for all policies, workers comp now under payroll with ADP, copy machine leased through new vendor, and new fire and security alarm service. All changes will bring cost savings.
- Countywide Services / Member Libraries**
- TFO vouchers were distributed to Member Libraries in October
  - Libraries Light the Way Conference (10.14.19) was a success. Over 300 Library Staff across the county participated. Surveys showed 97% positive responses. Future determination regarding frequency of a countywide staff development day is planned.
- Executive Director Activities**
- Listed in report distributed via email.
- IX. Old Business:  
Berger asked about the status of the County Wide Coordinator position and the LEX project.

X. New Business:

- East Lake Policy Review:

Morales explained that a library patron called PPLC to complain that she was told she was not eligible to borrow a circulating item from the East Lake Library because she did not live in East Lake. Morales requested the Library Director change the policy to be in alignment with the Interlocal Agreement. Legal opinions from the County Attorney and the PPLC Attorney were in alignment with the opinion of the PPLC Executive Director.

[Specific to this section of the Interlocal Agreement: page 10, IV. B.

6. Materials and Services. a. Members with Libraries agree to allow all circulating materials (nonelectronic formats) of existing Libraries to be freely available to cardholding residents of all participants in the Cooperative.]

The East Lake Library Director and the PPLC Attorney individually addressed the Board, with their differing opinions. After much discussion, the PPLC Board determined East Lake Library's current policy on Wi-Fi hot spots needed to change prior to the 12.4.19 Board meeting.

- Annual Plan of Service:

Morales presented the Annual Plan of Service FY'20. The marketing plan and quarterly updates were discussed. Quarterly updates to the Board will resume in January 2020. The Annual Plan of Service FY'20 was approved as presented (**Berger/Horne**).

XI. Announcements/Miscellaneous:

None

XII. Public Comments:

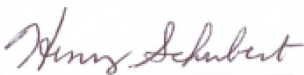
Lisa Kothe, Safety Harbor Library Director commented that the LDAC has been discussing a fine free environment. Kothe asked the Board if they would like to receive a report from the sub-committee on this topic. Many members expressed interest.

XIII. Adjournment

The meeting was adjourned at 4:56 pm. (**Lowack/Horne**).

**The next regular board meeting: December 4, at PPLC Headquarters @ 3:30 pm.**

*Submitted by Martha Frenchek, Office Assistant*

  
Henry Schubert, Secretary

  
Date of Approval