
**PPLC Board of Directors
Official Minutes
Board Meeting
Wednesday, January 23, 2019
3:30 pm. @ PPLC**

Karen Roth, Chairman
 Doug Lewis, Vice Chairman
 Henry Schubert, Secretary & Treasurer
 Bill Berger
 Lynne Faimalie
 Jeffrey P. Gellermann

William B. Horne II
 Michael Jefferis
 Brian Lowack

LDAC Representative, Angela Pietras
 Cheryl Morales, Executive Director

I. Call to Order:

Karen Roth, Board Chair called the Board Meeting to order at 3:30 pm.

II. Roll Call:

Martha Frenchek conducted the Roll Call.

Present: Karen Roth, Doug Lewis, Henry Schubert, Lynn Faimalie, Jeffrey Gellermann, William Horne, Michael Jefferis, Brian Lowack, Angela Pietras, and Cheryl Morales. A quorum was represented.

Absent: Bill Berger

Public Attendees: Betcinda Kettells, St. Pete Beach Library Director;
Vincent Tenaglia, Assistant City Manager, City of St. Pete Beach

III. Minutes:

Minutes from November 28, 2018 Board Meeting were accepted as presented
(Lewis/Horne).

IV. Monthly Financial Committee Report:

1. Charles Schwab Greystoke Consulting Report: November/December 2018
2. PDR Accountants Compilation Report: November/December 2018

Shubert commented all Reports are in order and the Investment Account with Schwab is down; due to the market being down. Schubert stated the Investment Policy for unrestricted funds will be presented at the next meeting for approval. The policy for the restricted funds will be presented at a later date.

V. Correspondence:
None

VI. LDAC Report ó Angela Pietras

LDAC minutes from October 26, 2018 were reviewed.

Other LDAC topics:

- Investigating FRBR (Functional Requirements for Bibliographic Records) catalog results
- Further discussion on fines
- Reviewing By-Laws

VII. Executive Director's Report ó Cheryl Morales

Morales shared an incident that happened in Ft. Myers Beach, where a library patron killed the Library Director. There was discussion regarding library staff learning to deal with difficult situations.

Building Admin.

- Roof work begins on Monday 1.28.19

Countywide Services/Member Libraries

- Henry B. Plant Museum and Leepa Rattner Museum partnerships are planned to launch in February
- Belleair Shore-formal withdrawal from PPLC received 11.30.18
- Working with LDAC on By-Laws and Circulation Policy revisions
- Legislative Day in Tallahassee ó 2.19.19

Executive Director Activities

- Listed in report

VIII. Old Business

- St. Pete Beach Funding Request

A letter was received from the City of St. Pete Beach requesting a funding extension through September 30, 2020. Mr. Tenaglia addressed the Board, on the construction timeline and how the PPLC funds will be applied to patron service enhancements. The Board approved the request to extend the funding until September 30, 2020 **(Lewis/Schubert)**.

- The Florida Orchestra

Roth announced she is in contact with the Florida Orchestra, and they would like to partner with the PPLC libraries.

IX. New Business:

• **PPLC Grants Admin. Role:**

Morales proposed an admin change to the practice of PPLC administering grants for member libraries. There was a discussion, and the Board supported Morales on this change. PPLC will no longer administer grants for member libraries other than LSTA grants. The State Library requires member library LSTA grants to be administered by the Cooperative Office. Since this is not a policy change, no voting took place.

• **Review of Audit of PPLC Operations and Internal Controls by Inspector**

General:

Discussion on the issues listed under Opportunities for Improvement. Roth and Morales will review the important topics to discuss at the next meeting.

X. Announcements/Miscellaneous:

None

XI. Public Comments:

Ketells proudly presented their new Library cards reflecting Celebrating 50th Anniversary Year. Ketles announced St. Pete Beach will be applying for a Library Construction Grant in the future.

XII. Adjournment

The meeting was adjourned at 4:45 pm. (Lewis/Faimalie).

The next regular board meeting: February 27, 2019 at PPLC Headquarters @ 3:30 pm.

Submitted by: Martha Frenchek, Office Assistant



Henry Schubert, Secretary

2/27/19
Date of Approval