
**PPLC Board of Directors
Official Minutes
Board Meeting
Wednesday, March 27, 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 Chairman 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, Bill Berger, Lynn Faimalie, Jeffrey Gellermann, William Horne, Angela Pietras, and Cheryl Morales. A quorum was represented.

Absent: Michael Jefferis, Brian Lowack

Public Attendees: None

III. Minutes:

Minutes from February 27, 2019 Board Meeting were accepted as presented (**Schubert/Lewis**).

IV. Monthly Financial Committee Report:

1. Charles Schwab Greystoke Consulting Report: February, 2019
2. PDR Accountants Compilation Report: February, 2019

Schubert stated the committee is working on Investment Policy for unrestricted assets and will be ready to present to the Board at next month meeting. Schubert announced there are no issues with the Investment Report or the Financial Statements.

V. Correspondence: None

VI. LDAC Report – Angela Pietras

LDAC minutes from January 25, 2019 were reviewed.

Other LDAC topics:

FRBR (cataloging) was turned on last month

ILS Sig Meeting – very good and productive meeting

Discussion on LDAC meetings being presented 2 months behind

VII. Executive Director’s Report – Cheryl Morales

Building Admin.

- Morales discussed there are three platform migration projects going on: Website, Mobile App., and Pinellas Memory Project
- Currently vetting handyman services for small projects
- Reviewing leased copy machine vendors – 5yr lease expired. Still pay monthly support fees. Looking to reduce cost and have a new machine.

Countywide Services/Member Libraries

- DLC report revision to align with TBL report

Executive Director Activities

- Discussed the Countywide Staff Development Day
- FOX News @ TBL

Upcoming Events

- National Library Week and Volunteer Recognition Week April 7 - 13
- TBL Volunteer Luncheon and DLC Volunteer Dinner – April 12 – Board is invited to attend
- Gulf Beaches will be launching their Book Lending Machine on April 17

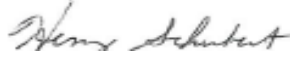
VIII. Old Business

- Revised Policy Review – Employee Driver
Revised Employee Driver Policy was approved (**Berger/Lewis**).

- IX. New Business:
- Internal Controls Policy Review
After some discussion the Internal Controls Policy was tabled for May's meeting for further review (**Lewis/Berger**).
- X. Announcements/Miscellaneous:
Roth announced she will be retiring on 4.26.19 after 22 years with BayCare. Roth advised she will be out of the country in May, and Lewis will Chair the meeting.
- XI. Public Comments:
None
- XII. Adjournment
The meeting was adjourned at 4:14 pm. (**Horne/Faimalie**).

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

Submitted by Martha Frenchek, Office Assistant


Henry Schubert, Secretary

4/24/19
Date of Approval