
**PPLC Board of Directors
Official Minutes
Board Meeting
Wednesday, February 19, 2020
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, Susan Hurley
 Cheryl Morales, Executive Director

I. Call to Order:

Karen Roth Chairman called the Board Meeting to order at 3:33 pm.

II. Roll Call:

Martha Frenchek conducted the Roll Call.

Present: Karen Roth, Bill Berger, Lynn Faimalie, Jeffrey Gellermann, William Horne, Michael Jefferis, Brian Lowack, Susan Hurley, and Cheryl Morales. A quorum was represented.

Absent: Doug Lewis, Henry Schubert

Public Attendees: Lisa Kothe; Safety Harbor Library Director, Casey McPhee; Largo Library Director, and Gary Earl; PPLC Countywide Services Coordinator.

- III. Morales introduced Gary Earl new Countywide Services Coordinator to the Board. Morales stated Earl has been with PPLC for 3 weeks and has picked up on the job duties quickly. Earl came to PPLC with an understanding of how a Cooperative works because he came from the Library Cooperative in Lake County.

- IV. Minutes from, January 22, 2019 Board Meeting were accepted as presented **(Faimalie/Jefferis)**.
- V. Monthly Financial Committee Report:
1. Charles Schwab Greystoke Consulting Report – January 2020
2. PDR Accountants Compilation Report – January 2020
Roth stated the Committee meeting was brief because Schubert and Berger were not in attendance. Roth stated one more Committee meeting is needed to finalize the RFP before presenting to the Board.
- VI. Correspondence:
Roth read a letter sent to the Florida Library Association Intellectual Freedom Award Nomination Committee authored by Cheryl Morales. The letter endorses the CPLS Prisoner Letter program for award consideration.
- VII. LDAC Report – Presented by Susan Hurley
LDAC minutes from January 13, 2020 were reviewed.
Other LDAC topics:
 - Discussion on Pest Infestation Policy
 - Policy Change regarding ILL accounts in Sirsi
 - Circulation Policy changed to clarify library equipment verses library databases
 - RBDigital now includes all magazines for a small additional cost
- VIII. Executive Director’s Report – Cheryl Morales
Building / Admin.
 - FY’19 Audit ongoing/Follow-up report for County Audit.**Countywide Services / Member Libraries**
 - DLC, TBL reports included in packet for review.
 - Building/maintaining partnerships.**Executive Director Activities**
 - Trip to Philadelphia, PA for participation in the United for Libraries Institute – Casey McPhee Director from Largo Library and Morales working on gathering a group of Friends from the county to work together and network. Tentative date is May 9th.
 - TFO – working on Library promo during Music Story/Telling in May.
 - Partnership with Heritage Village for inclusion in the Pinellas Memory Project.
 - Brief update on the LEX (Lealman Exchange) project.

IX. Old Business:

- Library fine free update:
Kothe and McPhee (LDAC Committee) presented an update on Library Fine Free. There was some discussion on this topic. The committee will present data from around the Country at a future meeting.
- Marketing Plan:
Tabled for next meeting.
- Strategic Plan:
Updated from last meeting. Sent latest version to the Board by email.

X. New Business:

- Investment Policy for Restricted Funds:
After some discussion, the Policy was approved as amended (**Horne/Jefferis**).
- Investment Policy for Unrestricted Funds:
Policy was unanimously approved (**Berger/Lowack**).

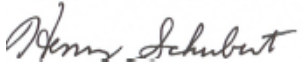
XI. Announcements/Miscellaneous:
None

XII. Public Comments:
None

XIII. Adjournment
The meeting was adjourned at 4:55 pm. (**Lowack/Faimalie**).

The next regular board meeting: March 25, at PPLC Headquarters @ 3:30 pm.

Submitted by Martha Frenchek, Office Assistant


Henry Schubert, Secretary

6/24/2020
Date of Approval