
**PPLC Board of Directors
Official Minutes
Board Meeting
Wednesday, June 24, 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 3:30 pm.

II. Roll Call:

Martha Frenchek conducted the Roll Call.

Present: Karen Roth, Lynn Faimalie (via Conference Call), Jeffrey Gellermann, William Horne, Michael Jefferis (via Conference Call), Brian Lowack, Susan Hurley, and Cheryl Morales. A quorum was represented.

Absent: Bill Berger

Public Attendees: None

III. Minutes from, February 19, 2020 Board Meeting were accepted as presented **(Schubert/Jefferis)**.

IV. Monthly Financial Committee Report:

1. Charles Schwab Greystoke Consulting Report: February, March, April, May 2020
2. PDR Accountants Compilation Report: February, March, April, May 2020
Shubert commented that all financial reports are in order.

Schubert presented a timeline for the RFP for Investment Advisory Services:

- Distribute RFP on 8.3.20
- Proposal submission deadline on 9.4.20

- Final selection completed by 11.6.20
- Management to begin on or around 1.1.21

The Board unanimously approved the RFP and timeline (**Lowack/Shubert**).

Morales requested the Board approve a budget amendment. Morales wants to use \$150,000 from State Aid Reserves for eContent due to increased demand during COVID-19 pandemic. The Board unanimously approved the request (**Horne/Lewis**).

V. Correspondence:
None

VI. Executive Director's Report – Cheryl Morales

Building / Admin.

- Morales presented a map of the parking lot re-surfacing project pointing out 2 trees that need to be removed on 7.11.20. this will increase the Board approved project cost by \$4,000. The project has been delayed due to permits and trees.
- County Audit completed 6.19.20
- Slight State Aid reduction for FY' 21

Countywide Services / Member Libraries

- DLC staff are working from PPLC meeting room.
- LEX partnership is moving forward. Morales presented LEX library cards.

Covid - 19 Report

- All PPLC worked through the quarantine period.
- TBL staff provided services throughout the state due to sub-regional TBL and Daytona closures.
- DLC staff produced videos and provided services to the deaf community via video phone.
- Admin staff assisted library patrons over the phone.
- PPLC served as a drop off location for items from member libraries.
- PPLC distributed printed reemployment applications in Spanish and English.
- Digital access cards created for residents with no library card.

Executive Director Activities

- Website construction meetings
- Parking lot re-surfacing meetings
- Webinars and virtual meetings.

VII. New Business:

1. Presentation of FY' 19 Audited Financial Statements

Sergio Gonzalez, CPA introduced Jacob Laurendeau, his associate.

Gonzalez reviewed the FY' 19 Audited Financial Statements and new accounting standards. Gonzalez commented there were no material findings.

VIII. Old Business:

1. Strategic Plan - Evaluation Survey

Morales commented finishing up on the survey and the first draft will be presented at the August meeting.


2. Marketing Plan

After some discussion, the FY' 20-24 Marketing Plan (with revised timelines) was accepted as presented (**Gellermann/Lewis**).

- IX. LDAC Report – Presented by Susan Hurley
LDAC minutes from 2.10.20, 3.9.20, 5.11.20 were reviewed.
Other LDAC topics:
- Jim from TBLC gave a presentation
 - RG Digital and Overdrive merging
 - Fine Free status will be voted on in October
 - Library closures and cancellation of events due Covid -19 pandemic
 - Discussion on new online services, reopening and cleaning
- X. Announcements/Miscellaneous:
Lewis announced a one-million-dollar bequest to Pinellas Park's Barbara S. Ponce Library.
- XI. Public Comments:
None
- XII. Adjournment:
The meeting was adjourned at 4:43 pm (Lewis/Horne).

The next regular board meeting: August 26, at PPLC Headquarters @ 3:30 pm.

Submitted by Martha Frenchek, Office Assistant


Henry Schubert, Secretary

8/26/2020
Date of Approval