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**PPLC Board of Directors  
Agenda  
Wednesday, September 23, 2020  
3:30 p.m.**

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

- I. Call to Order - Chairperson
  
- II. Roll Call – Martha Frenchek
  
- III. Minutes of Previous Meeting
  - 1. Minutes of Meeting, August 26, 2020 (vote needed)
  
- IV. Financial Committee Report
  - 1. Charles Schwab Greystoke Consulting Report – August 2020
  - 2. PDR Accountants' Compilation Report – August 2020
  - 3. Investment Advisor Proposal -Update
  
- V. Correspondence
  
- VI. Executive Director's Report – Cheryl Morales
  - 1. Building/Admin
  - 2. Countywide Services/Member Libraries
  - 3. Strategic Plan -evaluation survey

- VII. Old Business
  - 1. Audit Action Items -update
  - 2. ED Evaluation -Executive Session
  
- VIII. New Business
  - 1. Articles of Incorporation -Roth (vote needed)
  - 2. FY'21 Meeting Schedule (vote needed)
  - 3. FY'21 Holiday Schedule -update
  
- IX. LDAC Report – Susan Hurley
  - 1. Minutes of LDAC Meeting, August 10, 2020
  
- X. Announcements/Miscellaneous
  
- XI. Public Comments
  
- XII. Adjournment

**The next regular board meeting:** October date TBD- at PPLC @ 3:30pm.

### Deaf Literacy Center

	Program Attendance	Total Programs	Volunteer Hours
August 2020	1,619	408	105
August 2019	1,585	142	78

### Talking Book Library

	Total Circulation	New Patrons	Total Patrons
August 2020	13,076	35	4,963
August 2019	14,951	36	4,957

### 3 for Me cards

	New Cardholders	Items Checked Out
FY'20 YTD	1,582	11,105
FY'19	2,739	13,531

## Partnerships

### Museum Passes

	FY'19		FY'20 YTD	
	Museum Visits	Checkouts	Museum Visits	Checkouts
Dunedin History Museum	39	39	415	362
Great Explorations Children's Museum	3,233	2,212	1,442	817
Florida Holocaust Museum	1,868	1,805	700	656
Henry B. Plant Museum	217	248	122	129
Imagine Museum	2,509	2,109	1,206	880
Leepa-Rattner Museum	568	948	273	367
Museum of Fine Arts	2,843	2,382	1,147	963
Tampa Bay History Museum	104	52	556	586

### Ukulele Program

	Checkouts	Workshops	Workshop Attendance
FY'20 YTD	260	62	555
FY'19	334	76	741

### Reading with the Rays

	Program Participants
FY'19	7,645
FY'18	7,316

### Digital Media

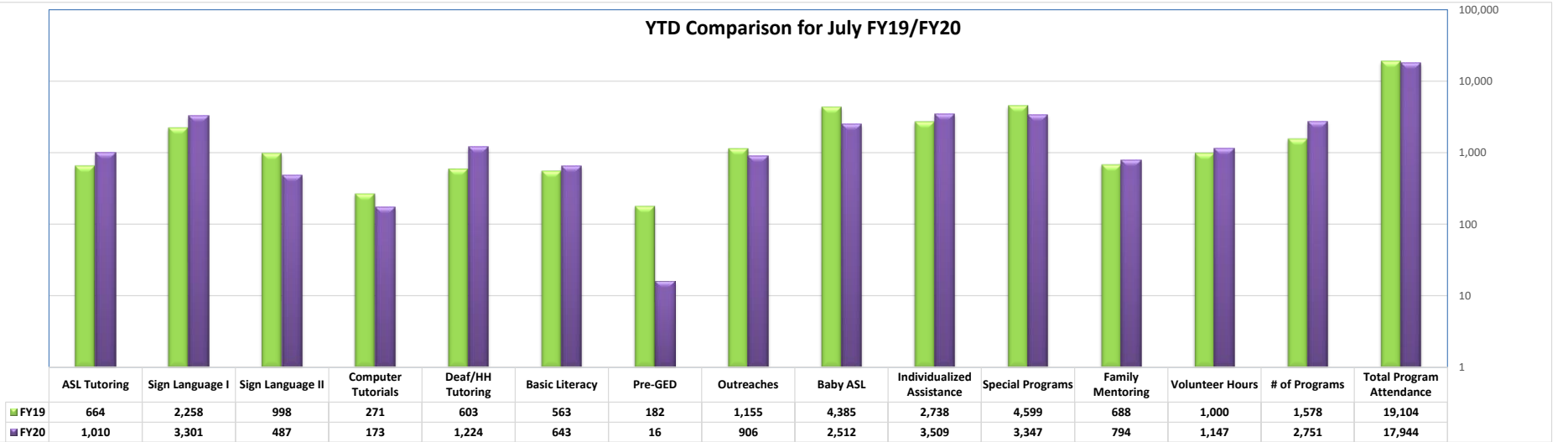
	E-Magazines	E-Audios	E-Books
August 2020	9,158	447	67,134
August 2019	6,793	535	54,007

**NOTE: All libraries and museums were closed by the week of 3/16; Most libraries were re-opened by June 1, 2020. Museum Pass Program has been suspended; some museums are still closed.**

**Deaf Literacy Center Statistics October 2019- September 2020 (FY20)**

Classes and Events	FY19	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
ASL Tutoring	768	49	53	34	100	109	67	107	108	160	73	150		1,010
Sign Language I	2,675	296	145	22	215	261	134	112	545	442	655	474		3,301
Sign Language II	1,137	112	74	26	82	112	81	0	0	0	0	0		487
Computer Tutorials	332	30	19	16	47	41	20	0	0	0	0	0		173
Deaf/HH Tutoring	713	53	44	35	88	138	98	176	120	176	165	131		1,224
Basic Literacy	663	41	42	23	67	52	45	83	50	65	78	97		643
Pre-GED	213	16	14	8	0	0	0	0	0	0	0	0		38
Outreaches	1,434	93	167	43	89	118	13	0	178	73	47	85		906
Baby ASL	5,366	620	447	287	473	433	252	0	0	0	0	0		2,512
Individualized Assistance	3,313	197	236	110	327	338	322	478	313	333	436	419		3,509
Special Programs	4,920	425	780	241	45	195	211	221	301	322	420	186		3,347
Family Mentoring	847	67	48	40	65	63	72	98	75	118	71	77		794
<b>Volunteer Hours</b>	<b>1,116</b>	<b>114</b>	<b>124</b>	<b>67</b>	<b>89</b>	<b>146</b>	<b>130</b>	<b>86</b>	<b>62</b>	<b>106</b>	<b>118</b>	<b>105</b>		<b>1,147</b>
<b># of Programs</b>	<b>1,746</b>	<b>165</b>	<b>152</b>	<b>75</b>	<b>54</b>	<b>226</b>	<b>176</b>	<b>302</b>	<b>241</b>	<b>569</b>	<b>383</b>	<b>408</b>		<b>2,751</b>
<b>Total Program Attendance</b>	<b>22,941</b>	<b>1,999</b>	<b>2,069</b>	<b>885</b>	<b>1,598</b>	<b>1,860</b>	<b>1,315</b>	<b>1,275</b>	<b>1,690</b>	<b>1,689</b>	<b>1,945</b>	<b>1,619</b>	<b>0</b>	<b>17,944</b>

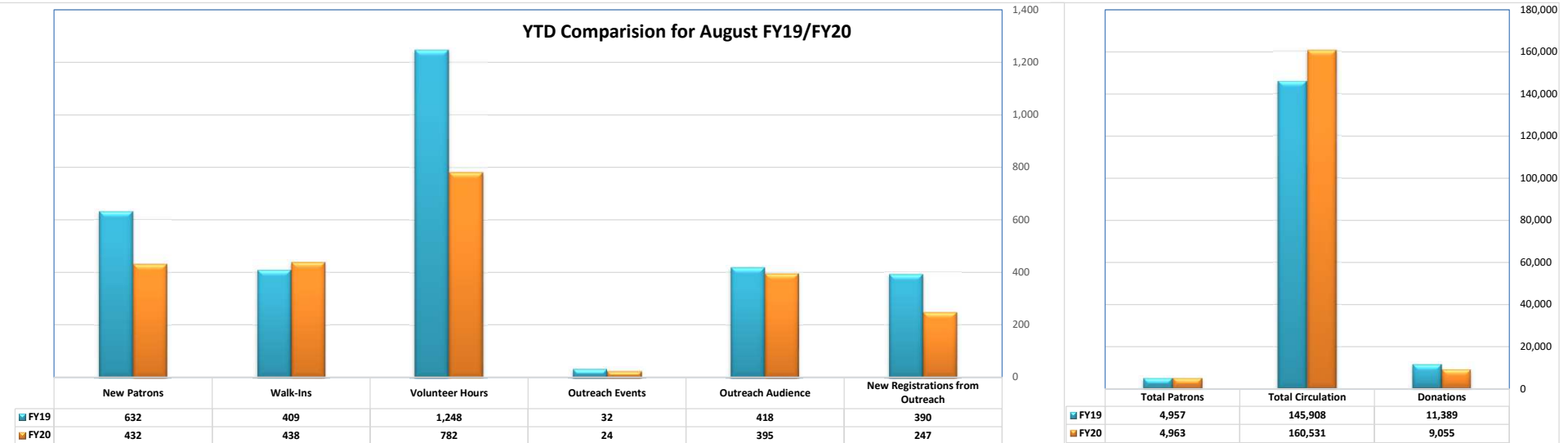
**YTD Comparison for July FY19/FY20**



**Talking Book Library Statistics October 2019- September 2020 (FY20)**

Library Usage	FY 19	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Total Patrons	5,022	4,628	4,687	4,717	4,766	4,815	4,847	4,868	4,881	4,921	4,956	4,963		4,963
New Patrons	697	72	56	30	49	46	36	21	12	38	37	35		432
Walk-ins	471	76	72	48	73	56	52	17	2	16	12	14		438
Phone Calls	7,264	687	518	522	679	569	599	594	691	616	998	687		7,160
<b>Total Circulation</b>	<b>158,154</b>	<b>13,391</b>	<b>12,342</b>	<b>12,327</b>	<b>13,723</b>	<b>11,506</b>	<b>12,868</b>	<b>17,739</b>	<b>22,897</b>	<b>16,112</b>	<b>14,550</b>	<b>13,076</b>	<b>0</b>	<b>160,531</b>
Digital Book Circulation	122,790	10,195	9,321	9,425	10,050	8,699	9,695	14,260	19,773	12,801	11,080	9,728		125,027
Books Downloaded by Staff	*1,100	*75	*73	*72	*79	*74	*100	*57	*85	*183	224	294		*1,316
BARD (Downloaded books)	32,592	2,964	2,802	2,754	3,437	2,571	2,956	3,102	2,865	3,070	2,966	2,847		32,334
Circulation of other formats	92	8	9	6	12	5	7	20	21	18	18	12		136
Interlibrary Loan	2,680	224	210	142	224	231	210	357	238	223	262	195		2,516
Digital Book Copies	80,903	81,409	81,774	82,261	82,841	83,103	83,794	83,930	83,935	83,941	83,930	84,010		84,010
Items in other formats	974	974	973	973	973	982	995	999	999	998	998	998		998
Volunteer Hours	1,355	111	104	76	132	135	89	15	15	15	45	45		782
Donations	\$11,529.70	\$3,125.00	\$491.00	\$973.00	\$322.00	\$40.00	\$512.25	\$377.00	\$315.00	\$225.00	\$1,331.00	\$1,343.68		\$9,054.93
<b>Outreach</b>	<b>FY 19</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Total</b>
Events	32	7	3	3	6	1	4	0	0	0	0	0		24
Audience	476	182	115	4	43	8	16	0	0	0	5	22		395
New registrations	451	48	35	14	33	24	17	8	6	19	24	19		247

**YTD Comparison for August FY19/FY20**



Data extracted from: Florida Division of Blind Services' Bureau of Braille and Talking Books Library ILS; KLAS (11.01.18)

Due to Covid-19, the Talking Book Library closed to the public on March 13th. The Walk-ins statistic reflects persons visiting TBL using curbside assistance.

\*Approximate Count