
**PPLC Board of Directors
Draft Minutes
Board Meeting
Wednesday, August 26, 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, Doug Lewis, Henry Schubert, Lynn Faimalie, 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: Betcinda Kettells, St. Pete Beach Library Director, Vincent Tenaglia, Finance Director & Assistant City Manager, City of St. Pete Beach

III. Minutes from, June 24, 2020 Board Meeting were accepted as presented
(Lewis/Lowack)

IV. Monthly Financial Committee Report:

1. Charles Schwab Greystoke Consulting Report: June/July 2020
2. PDR Accountants Compilation Report: June/July 2020

Schubert stated reports are in order. Schubert commented the Finance Committee had a brief discussion on the FY'21 Budget. Roth stated the RFP for Investment Services (Board approved 6.24.20) was distributed August 4th and the deadline for proposals is September 4th.

V. Correspondence:

An email was sent to the Board about St. Petersburg Libraries remaining closed. Jefferis stated the Mayor of St. Petersburg will respond to the email. There was some discussion regarding Public Libraries, School Libraries, and curriculum support.

VI. Executive Director's Report – Cheryl Morales

Building / Admin.

- Hot water heater pipe ruptured and multiple rooms in the building were flooded – restoration in process (\$2,500 deductible)
- Parking lot resurfacing project pending permits
- Roof leak – old flat roof section in need of repairs. Advanced Roofing has been contracted. Replacement of flat roof needed in 2 years
- Morales participated BCC meeting on 8.15.20 to follow up on the County Audit report. Lowack requested periodic updates to the Board

Countywide Services / Member Libraries

- LEX partnership is moving forward
- Museum pass program suspended until all museums are back on board
- St. Petersburg Library services offered while remaining closed
- Gulf Beaches Library – 5 Cities interlocal agreement

Board Activity

- Berger – Annual budget contact with OMB
- Gellermann – Landscape planning for permeable surface area
- Lowack – Contact with BCC regarding Audit and GBPL topics
- Roth – Updating Articles of Incorporation
- Horne – Making connections on parking lot permit status

Executive Director Activities

- Website launched on 8.15.20
- Webinars and Virtual meetings for TBLC Board, LDAC, LEX, BCC Audit

VII. New Business:

1. FY' 21 Budget

After Morales explained the budgeted amounts for the 5 departments, the Board approved the FY' 21 Budget as presented (**Horne/Lewis**).

2. FY' 21 CIP

The Board approved FY' 21 CIP as presented (**Lewis/Faimalie**).

3. Annual ED Evaluation

Roth will distribute ED evaluation forms and will present a summary at the September

Board meeting.

VIII. Old Business:

1. St. Pete Beach Renovation Project update -Vince Tenaglia:
 - The building has been assigned as a local Historic Designation
 - The PPLC funds will be used for furniture
 - The project will be completed in December, with mid-January move in and open dates

IX. LDAC Report – Presented by Susan Hurley

LDAC minutes from 6.08.20 were reviewed (no July meeting).

Other LDAC topics:

- LDAC discussed managing re-opening with many changes
- Mandatory mask order
- Reading with the Rays -virtually
- No planned (in-person) programs for the rest of the calendar year

X. Announcements/Miscellaneous:

Morales commented about the Pinellas County mask distribution through PPLC Member Libraries. Lowack added that about 200,000 masks have been deployed to libraries for distribution.

Home announced renovations to begin at Clearwater Main Branch starting in November. The library will be closed for 8 months.

XI. Public Comments:

None

XII. Adjournment:

Roth adjourned the meeting at 4:52 pm.

The next regular board meeting: September 23, at PPLC Headquarters @ 3:30 pm.

Submitted by Martha Frenchek, Office Assistant

Henry Schubert, Secretary

Date of Approval