

**Pinellas Public Library Cooperative
Library Directors Advisory Council
Regular Monthly Meeting**

MINUTES

August 10, 2020 – Meeting Location: Zoom Virtual Meeting

LDAC Member Attendance:

- Jen Obermaier, Clearwater
- Phyllis Gorshe, Dunedin
- Lois Eannel, East Lake
- Vince Gadrix, Gulf Beaches
- Dave Mather, Gulfport
- Casey McPhee, Largo
- Susan Hurley, Oldsmar
- Gene Coppola, Palm Harbor
- Angela Pietras, Pinellas Park
- Lisa Kothe, Safety Harbor

- Betcinda Kettells, St. Pete Beach
- Mika Nelson, St. Petersburg
- Lorie Tonti, Seminole
- Cari Rupkalvis, Tarpon Springs

PPLC Staff Attendance:

- Cheryl Morales, Executive Director
- David Stoner, Technology Coordinator
- Gary Earl, PPLC Countywide Services Coordinator

1. Susan called the meeting to order at 2:04 p.m.

2. Roll Call:

Present: Jen Obermaier, Phyllis Gorshe, Lois Eannel, Vince Gadrix, Dave Mather, Casey McPhee, Susan Hurley, Gene Coppola, Angela Pietras, Lisa Kothe, Betcinda Kettells, Mika Nelson, Lori Tonti, Cari Rupkalvis, Cheryl Morales, David Stoner, Gary Earl.

Absent: Lisa Kothe

Guest: Karen Estrovich, Overdrive.

3. **Overdrive presentation by Karen Estrovich:** Overdrive is taking the RB Digital audio business and migrating it into the their platform over the next 6-8 weeks. Anything you currently have an active plan for will stay for the life of your subscription. Two to four weeks before the migration users will be alerted through the RB Digital app that this transition will be occurring and what it means. Since PPLC is a “shared” customer with the companies there should not be a lot of complications since this will just be consolidation everything. There are public FAQs available to assist patrons with the migration.

4. **Acceptance of Minutes: June 8, 2020 Minutes:** Gene made a motion to accept the minutes. Lois seconded.

5. **SIG Meeting Reports: None**

6. Old Business: None

7. New Business

Request for a new collection code for East Lake Library: East Lake is working on a new collection. They are in the process of making their first purchases. Lois wants to be inline with other collections in terms of borrowing policies and procedures. It is basically a realia collection such as GPS, a hotspot, hand-scanners, telescopes and the like. They will have two week loan periods and will be holdable and renewable. The only restriction is that they will need to be picked up and returned to the East Lake Library. David said East Lake may not need its own code. He thinks those rules already exist. If that's the case he'll let Lois now. David said that he would send out a list of collection codes the system has with corresponding parameters.

Recommend percentage of materials budget per library to increase from 7% to 10% for e-book contribution in FY20/21: Most of the directors said that their upcoming fiscal year budgets were already completed but that they had already planned to contribute upwards of 10%. David suggested that a contingency be added that if a library is not able to meet the 10% contribution for some unforeseen reason that there is no penalty. The general consensus is that the 10% contribution is a recommendation. Cheryl said that PPLC collects about \$150,000 from all the libraries combined for electronic materials. This year after Covid-19 hit the system's ebook demand increased. PPLC matched the libraries contributions and that money has been overspent by about \$15,000 with the new fiscal year just a couple of months away.

Request to increase the hold limit for materials in Overdrive: Betcinda said that a St. Pete Beach patron said that she's doing nothing but reading on Overdrive, that she doesn't get to the library anymore and that it would be nice if more items could be put on hold. Betcinda gave her an explanation about why the system tries to limit holds but that she would bring it to LDAC for consideration. Overdrive holds were increased five months ago. The group felt that increasing the holds any further was not going to get electronic materials to patrons any faster and could set a precedent for the future. Overdrive holds will not be increase at this time.

8. PPLC Topics

Unincorporated resident registration: PPLC is working on patron registration standards. David and Gary are working on a video on how to properly register a patron so that the system can have standards across the board. Cheryl said that when they do sampling on records they are finding that there are some unincorporated patrons stat class that are not actually unincorporated. Each library will receive a report of all the patrons that are listed as unincorporated so that they can be manually fixed. This does affect the

funding formula. In 2012 through 2015 Seminole had a big problem where somebody made a global change and moved 100% of their patrons to the unincorporated stat class. PPLC had to hold Seminole's funding formula distribution percentage at the 2012 level until they fixed the problem in 2015.

Tutor.com: Cheryl said that the situation with Tutor.com is that same as last year. They give PPLC a bulk price when that is split into the distribution formula, St. Pete still has a better deal when they purchase on their own. Cheryl is going to try to renegotiate. tutor.com raised their bulk price from \$60,000 to \$72,000. Cheryl will run it by the Tutor sales rep and try to get a couple of different prices. One with the original eight libraries that said yes and one with twelve libraries.

Content Budget: Cheryl is working on drafting the FY 2021 PPLC budget for the board. She will send it out to the directors the same time she sends it out to the board. Let Cheryl know if there are any questions or comments. There was a small cut in state aid funding, about \$4000. PPLC is committed to pay for the ILS, Artists Works and Novelist and won't be affected by the state aid cut.

Website launch date: The new website will be launched on Saturday. The URL is the same so bookmarks and the like will not have to be changed.

9. PPLC Board Meeting - LDAC Chair Report:

The board met back on June 24th. March and April's had been cancelled. Most of it was a discussion about the Financial Committee report. Cheryl had spoken about building administrative things. There was a discussion about the libraries reopening in June. Next meeting is August 26th.

10. Public Comment: None

11. Announcements from PPLC Libraries (10 minutes):

Lois said that her staff went through the FLIN training. She was curious about the number of libraries participating in the program and are they allowing patron access. St. Pete Beach is participating and are not opening it up for public access. They will use a paper form with three limits. Palm Harbor and Gulfport are doing the same.

Lois also wanted a clarification on Claims Returns. Angela said that any library can do the Claims Returned and that it was stated in the Circulation Policy.

Phyllis said that the FLA conference will be virtual on October 28th and 29th. There are good keynote speakers and programs.

Susan said that she is going to be streaming the VIP workshop in their large meeting room.

Gene hopes to start offering programming again in January. He asked the thoughts of the other directors on restarting programming inside the libraries. Most of the libraries don't want to commit to an actual start date given the uncertainty of the Covid-19 situation. Largo plans to have some small adult programs. East Lake will be booking the AARP driving classes in January but with reduced registrations for social distancing.

Mika said that there is no time set for reopening St. Pete branches for browsing.

12. Adjournment: 3:31 p.m.

**Next LDAC meeting: Monday, September 14th at 2:00 p.m.
Location: Zoom Virtual Meeting**

Respectfully submitted,
Vincent Gadrix, LDAC Secretary