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**PPLC Board of Directors  
Official Minutes  
Board Meeting  
Wednesday, November 18, 2020  
3:30 pm. @ PPLC**

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| <input checked="" type="checkbox"/> Karen Roth, Chairman       | <input checked="" type="checkbox"/> William B. Horne II                |
| <input type="checkbox"/> Doug Lewis, Vice Chairman             | <input type="checkbox"/> Michael Jefferis                              |
| <input type="checkbox"/> Henry Schubert, Secretary & Treasurer | <input checked="" type="checkbox"/> Brian Lowack                       |
| <input checked="" type="checkbox"/> Bill Berger                |  |
| <input checked="" type="checkbox"/> Lynne Faimalie             | <input checked="" type="checkbox"/> LDAC Representative, Vince Gadrix  |
| <input checked="" type="checkbox"/> Jeffrey P. Gellermann      | <input checked="" type="checkbox"/> 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, Bill Berger, Lynn Faimalie (via conference phone), Jeffrey Gellermann, William Horne, Brian Lowack, Vince Gadrix, and Cheryl Morales.  
A quorum was represented.
- Absent: Doug Lewis, Henry Schubert, Michael Jefferis
- Public Attendees: None
- III. Minutes from October 28, 2020 Board Meeting were accepted as presented **(Lowack/Horne)**.
- IV. Monthly Financial Committee Report:
1. Charles Schwab Greystoke Consulting Report: October 2020
  2. PDR Accountants Compilation Report: October 2020
- Roth commented the Finance Committee did not meet The Finance Committee will be working on a draft for the Investment Services Policy (ISP) for transition to Level 4 Investment Services.

V. Correspondence:

An email was sent to the Board from a resident interested in joining the PPLC Board. Morales responded via email stating no current Board vacancies, and provided instructions to apply for a County Board position with a link to the County Board website.

VI. Executive Director's Report – Cheryl Morales

**Building / Admin.**

- Parking lot project has not yet been fully completed. Morales is working with the vendor on completing final details.
- Roof leaks and water penetrated wall in meeting room from Tropical Storm ETA.
- Reviewed the Strategic Plan Survey and report, in preparation for drafting the new Strategic Plan.
- Highlighted Pinellas Talking Book Library Circulation spike during quarantine period and beyond.

**Countywide Services / Member Libraries**

- Museum pass program continues to be suspended. Also adding new partners for 2021.
- State Aid data submission/application by 12.1.20. Roth and Schubert will sign required forms.

**Executive Director Activities**

- 10.28.20 FLA Annual Conference was virtual this year. All PPLC staff were able to attend the broadcast in meeting room.
- Working with LDAC's Fine Free Committee on the parameters.
- Participating the group Pinellas Race Equity Leadership Council (PRELC) – under Foundation for a Healthy St. Petersburg.

VII. Old Business:

1. Conflict of Interest Policy

Discussion on the Conflict-of-Interest Policy draft.

VIII. New Business:

1. Sarasota TBL Contract Renewal

Roth and Morales reviewed and discussed the contract. Morales explained the funding formula. The amount of support from Sarasota will be \$53,000 for FY '21.

2. Annual Plan FY'21

Discussed and reviewed the Annual Plan. The Board unanimously approved the Annual Plan (**Lowack/Gellermann**).


3. State Aid Agreement

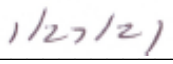
Discussed and reviewed the State Aid Agreement.

- IX. LDAC Report – Presented by Vince Gadrix  
LDAC minutes from October 12, 2020 were reviewed.  
Other LDAC topics:  
Further discussion on Fine Free policy and the parameters. In the November meeting the Fine Free policy did pass and will be in effect starting October 1, 2021. Other concerns are when libraries will resume in person programming.
- X. Announcements/Miscellaneous:  
Lowack asked for an update on the Gulf Beaches Library. Gadrix commented it is a work in progress. Morales stated the Mayors are working to update their local Inter-Local Agreement.
- XI. Public Comments:  
None
- XII. Adjournment:  
Roth adjourned the meeting at 4:30 pm.

**The next regular board meeting: Wednesday, January 27, 2021 at PPLC @ 3:30 pm.**

*Submitted by Martha Frenchek, Office Assistant*

  
Henry Schubert, Secretary

  
Date of Approval