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**PPLC Board of Directors  
Official Minutes  
Board Meeting  
Wednesday, February 24, 2021  
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, Vince Gadrix  
 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, Bill Berger, Lynn Faimalie, Jeffrey Gellermann, William Horne, Michael Jefferis, Brian Lowack, Vince Gadrix, and Cheryl Morales. A quorum was represented.
- Guest: Paul Sterzinger, Level Four Financial Advisor
- III. Minutes from January 24, 2021 Board Meeting were accepted as presented **(Lewis/Faimalie)**.
- IV. Monthly Financial Committee Report:
1. Charles Schwab Greystoke Consulting Report: January 2021
  2. PDR Accountants Compilation Report: January 2021
- Schubert commented all reports are in order. Schubert reported the committee is working on the Investment Policy and plans to present a Draft at the next meeting. Schubert and Roth introduced Paul Sterzinger, Investment Advisor from Level Four Financial.

V. Correspondence: None

VI. Executive Director's Report - Cheryl Morales

1. Building / Admin.

- Parking lot resurfacing project - excavation of limestone completed 2.23.21.
- 12.11.20 - both water fountains removed, and access panels installed.

2. Countywide Services / Member Libraries

- DLC, TBL reports are in the agenda packet, and all is well.
- The LDAC continue working on the details on Fine Free Policy. There was a discussion on the Fine Free Policy and Special Collections.
- PPLC staff are close to completing Early Learning video -premiere at next staff meeting.

3. Executive Director Activities

- Filed Annual Report online with State Division of Corporations in January.
- Advised the Board the PPLC Budget presentation to BCC will be on April 22, 2021 and in person.

VII. Old Business:

1. Review revised draft Strategic Plan:

Reviewed page 4 revisions and discussed 1.1.2 (page 5). Roth suggested “to add enhance usage” at the end. The draft Strategic Plan (2021-2025) was approved with changes **(Berger/Lewis)**.

2. Review revised draft Conflict of Interest Policy:

After some discussion, the following suggestions were made to the Policy:  
Procedures: c.) change Supervisor to Executive Director, a.) add Ad-hoc committee to Definitions section. Review of Policy: b.) Roth and Morales will revise to address municipal exclusions.

3. Indian Rocks Beach Library status:

Discussion on the status of Indian Rocks Beach Library's reciprocal borrowing status. After some discussion, the Board unanimously approved the continuation Reciprocal Borrowing agreement between PPLC Member Libraries and the Indian Rocks Beach Public Library **(Berger/Lewis)**.

VIII. New Business:

1. Investment Service Policy:

Roth stated the policy is still under construction. Topic tabled until next meeting.

- IX. LDAC Report – Presented by Vince Gadrix  
LDAC minutes from January 11, 2021 were reviewed.  
Other LDAC topics:
- Fine Free Policy completed by May
  - Next step will be the Marketing of Fine Free Policy
  - How Libraries are handling the Covid registration
  - No meeting rooms open to the public
  - No in person programs
  - Virtual classes and events through the summer months

- X. Announcements/Miscellaneous:  
Lowack stated the County will send out email to all Library Directors about Covid registration webinar soon.

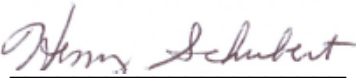
Jefferis Thanked everyone for the support and cards. Jefferis invited the Board to the unveiling of the President Barack Obama Library renaming/new sign at the St. Petersburg Main Library on Friday (2.26.21) at 11:00 am.

- XI. Public Comments:  
None

- XII. Adjournment:  
Roth adjourned the meeting at 4:37 pm.

**The next regular board meeting: Wednesday, March 24, 2021 at PPLC @ 3:30 pm.**

*Submitted by Martha Frenchek, Office Assistant*

  
Henry Schubert, Secretary

3/24/21  
Date of Approval