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**PPLC Board of Directors  
Agenda  
Wednesday, November 18, 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, Vince Gadrix  |
| <input type="checkbox"/> Jeffrey P. Gellermann                 | <input type="checkbox"/> Cheryl Morales, Executive Director |

- I. Call to Order – Chairperson, Karen Roth
- II. Roll Call – Martha Frenchek
- III. Minutes of Previous Meeting
  - 1. Minutes of Meeting, October 28, 2020 (vote needed)
- IV. Financial Committee Report -Treasurer, Henry Schubert
  - 1. Charles Schwab Investment Report – October 2020
  - 2. PDR Accounting Financial Statement – October 2020
  - 3. Level Four ISP draft (to be created)
- 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. Conflict of Interest Policy -review first draft

VIII. New Business

1. Sarasota TBL Contract renewal
2. Annual Plan FY'21
3. State Aid Agreement FY'21

IX. LDAC Report – Vince Gadrix

1. Minutes of LDAC Meeting, October 12, 2020

X. Announcements/Miscellaneous

XI. Public Comments

XII. Adjournment

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

### Deaf Literacy Center

	Program Attendance	Total Programs	Volunteer Hours
October 2020	889	82	102
October 2019	1,999	165	114

### Talking Book Library

	Total Circulation	New Patrons	Total Patrons
October 2020	17,778	19	4,466
October 2019	13,242	72	4,628

### 3 for Me cards

	New Cardholders	Items Checked Out
FY'21 YTD	99	848
FY'20	1,701	11,818

## Partnerships

### Museum Passes

	FY'20		FY'21 YTD	
	Museum Visits	Checkouts	Museum Visits	Checkouts
Dunedin History Museum	415	362	0	0
Great Explorations Children's Museum	1,442	817	0	0
Florida Holocaust Museum	700	656	0	0
Henry B. Plant Museum	122	129	0	0
Imagine Museum	1,206	880	0	0
Leepa-Rattner Museum	273	367	0	0
Museum of Fine Arts	1,147	963	0	0
Tampa Bay History Museum	556	586	0	0

### Ukulele Program

	Checkouts	Workshops	Workshop Attendance
FY '21 YTD	23	0	0
FY '20	310	62	555

### Reading with the Rays

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

### Digital Media

	E-Magazines	E-Books
October 2020	10,467	64,853
October 2019	6,174	52,107

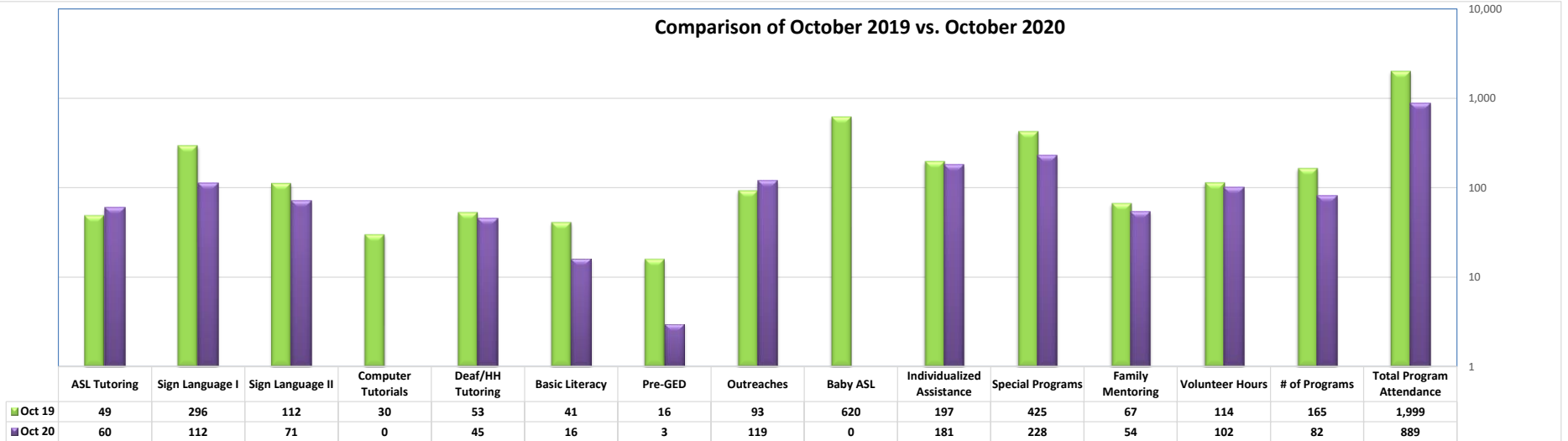
**NOTE: All libraries and museums were closed by the week of 3/16; Most libraries were re-opened by June 1, 2020.**

**Museum Pass Program and Ukulele Program have been suspended. Some museums are still closed and libraries are not doing in-person programming**

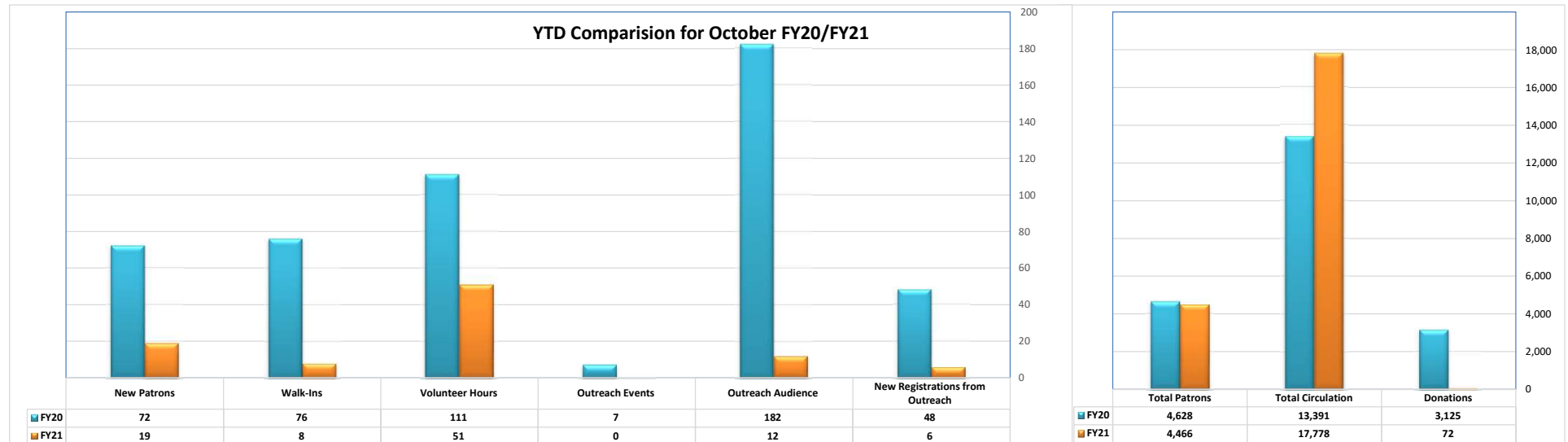
**Deaf Literacy Center Statistics October 2020- September 2021 (FY21)**

Classes and Events	FY20	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
ASL Tutoring	1,483	60												60
Sign Language I	3,672	112												112
Sign Language II	521	71												71
Computer Tutorials	173	0												0
Deaf/HH Tutoring	1,334	45												45
Basic Literacy	688	16												16
Pre-GED	38	3												3
Outreaches	996	119												119
Baby ASL	2,512	0												0
Individualized Assistance	3,776	181												181
Special Programs	3,739	228												228
Family Mentoring	838	54												54
<b>Volunteer Hours</b>	<b>1,230</b>	<b>102</b>												<b>102</b>
<b># of Programs</b>	<b>2,970</b>	<b>82</b>												<b>82</b>
<b>Total Program Attendance</b>	<b>19,770</b>	<b>889</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>889</b>

**Comparison of October 2019 vs. October 2020**



Talking Book Library Statistics October 2020- September 2021 (FY21)														
Library Usage	FY 20	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Total Patrons	4,986	4,466												4,466
New Patrons	457	19												19
Walk-ins	447	8												8
Phone Calls	7,735	670												670
<b>Total Circulation</b>	<b>173,777</b>	<b>17,778</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>17,778</b>
Digital Book Circulation	136,301	14,314												14,314
Books Downloaded by Staff	1,847	245												1,847
BARD (Downloaded books)	35,487	3,209												3,209
Circulation of other formats	142	10												10
Interlibrary Loan	2,745	135												135
Digital Book Copies	85,185	85,846												85,846
Items in other formats	998	998												998
Volunteer Hours	830	51												51
Donations	\$10,749.93	\$72.00												\$72.00
Outreach	FY 20	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Events	24	0												0
Audience	400	12												12
New registrations	255	6												6



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.