
**PPLC Board of Directors
Official Minutes
Board Meeting
Wednesday September 22, 2021
3:30 pm. @ PPLC**

Karen Roth, Chairman
 Doug Lewis, Vice Chairman
 Henry Schubert, Secretary & Treasurer
 Michael Delk
 Lynne Faimalie
 Jeffrey P. Gellermann

Michael Jefferis
 Brian Lowack
 Chris Moore
 Cheryl Morales, Executive Director
 Vince Gadrix, LDAC Liaison
 Martha Frenchek, Recording Secretary

- 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, Brian Lowack, Vince Gadrix and Cheryl Morales. A quorum was represented.
- Absent: Michael Delk, Michael Jefferis, Chris Moore
- Guests: None
- III. Minutes from August 25, 2021, Board Meeting were accepted as presented **(Lewis/Faimalie)**.
- IV. Monthly Financial Committee Report:
1. Level Four Management Report: August 2021
 2. PDR Account Accounting Financial Report: August 2021
- All Financial Reports are in order.
Shubert stated there is an item later in the agenda regarding the Board Meeting Schedule due to the timing of Financial reports.

V. Correspondence: None

VI. Executive Director's Report - Cheryl Morales

1. Building / Admin.

- Flat roof replacement timeline: 10.5 pre-bid meeting/10.14 quotes submitted to Garland.
- 9.21.21 problem with sewer cleanout pipe under sidewalk – replacement started -by City of Clearwater.

2. Countywide Services / Member Libraries

- Morales thanked Vince Gadrix for serving as LDAC liaison.
- DLC, TBL reports included in agenda packet.
- Staff Development Day 10.11.21 planning continues – 3 Libraries will be closing to participate. Others stated they would view the video later.
- Overdue Fine Free launch date October 1, 2021- Promo materials distributed to member libraries, and media outlets.

3. Executive Director Activities

- FL Library Cooperative Heads meeting (virtual)
- Working with accountant to close the FY'21 financials
- FL Library Director's meeting
- Meeting with Abigail Lloyd – new OMB Budget Analyst
- Website reconfiguration meeting
- TBLC Annual Meeting
- Staff Fire Extinguisher training

4. Upcoming

- 09.24.21 – TBLC Board Meeting (last year on the Board)
- 10.01.21 – State Aid application due date part 1
- 10.06.21 – PRELC – issue lab
- 10.11.21 – Countywide Staff Development Day

VII. Old Business:

1. Delivery/Courier contract update

Countywide: Morales announced PPLC will continue to use the current service provider for local item transfers. The contract was extended for 6 months, while the RFP process takes place.

Statewide Delivery: will start on October 1st with UPS for this service.

2. Conflict-of-Interest Policy start date/form

Final policy and forms were distributed to the Board prior to policy start date (October 1) for signatures on last page.

VIII. New Business:

1. FY' 22 Budget

Morales reviewed the draft CIP and Budget and discussed County Funding and State Aid, the Board approved the FY'22 CIP and Budget as presented **(Faimalie/Lewis)**.

2. Board Meeting Schedule FY'22

Morales requested to change the Board Meeting from the 4th Wednesday to the last Wednesday of the month. After some discussion the Board approved the Board Meeting Schedule for FY'22 -moving all meetings to the last Wednesday of the month **(Lewis/Schubert)**.

IX. LDAC Report – Vince Gadrix

LDAC minutes from August 9, 2021, were reviewed.

Other LDAC topics:

- Fine Free discussion
- Restart of in-person programs
- Courier service issues
- PPLC submitted a grant proposal for Career Online High School for 7 Libraries. The State DLIS submitted a budget request to the State Legislature to fund Career Online High School and it passed.

X. Announcements/Miscellaneous: None

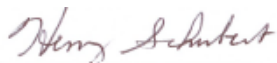
XI. Public Comments: None

XII. Adjournment:

Roth adjourned the meeting at 4:42 pm.

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

Submitted by Martha Frenchek, Office Assistant



Henry Schubert, Secretary

10/27/21

Date of Approval