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**PPLC Board of Directors  
Official Minutes  
Board Meeting  
Wednesday February 23, 2022  
3:30 pm. @ PPLC**

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

Brian Lowack  
 Chris Moore  
 Angela Pietras

Cheryl Morales, Executive Director  
 Martha Frenchek, Recording Secretary  
 Betcinda Kettells, LDAC Liaison

- I. Call to Order:  
Karen Roth Chairman called the Board Meeting to order at 3:31pm.
- II. Roll Call:  
Martha Frenchek conducted the Roll Call.  
Present: Karen Roth, Michael Jefferis, Henry Schubert, Lynne Faimalie (via Conference Call), Brian Lowack, Chris Moore (via Conference Call), Angela Pietras, Betcinda Kettells and Cheryl Morales. A quorum was represented.  
Absent: Michael Delk, Jeffrey Gellermann
- III. Minutes from January 26, 2022, Board Meeting were accepted as presented (**Jefferis/Lowack**).
- IV. Monthly Financial Committee Report:  
1. Level Four Management Report: December 2021  
2. PDR Account Accounting Financial Report: December 2021  
Schubert commented the committee discussed the Budget Report and found no issues. The committee had a presentation from Paul, Level Four Financial Advisor. Schubert commented about the current stock market and bond status.

V. Correspondence: None

VI. Executive Director's Report - Cheryl Morales

1. Building / Admin.

- Courier migration update: working with the PPLC Legal Counsel on the contract negotiations with new courier. Morales and representative from the new courier company will visit 3 libraries on March 1.
- Flat roof replacement update given.
- Internal Audit is underway.

2. Countywide Services / Member Libraries

- DLC, TBL reports included in agenda packet.
- Patron purge report: 80,871 patron purged due to expired cards with no fines. 448,630 users remain in database. Other accounts will be purged as needed for data integrity.

3. Executive Director Activities

- 1.28 Doug Lewis farewell 5:30-8:00 pm. @ PWOC
- 2.9 Data Integrity planning meeting and patron purge planning meeting
- 2.18 Courier contract online meeting -with lawyers
- 2.22 DEI Policy committee meeting with Library Directors from Largo, Clearwater, East Lake, Safety Harbor and Dunedin
- 2.23 PRELC meeting (first in person meeting)

4. Upcoming

- 3.3 Cooperative Directors online meeting
- 3.7 TBLC webinar
- 3.8 DEI follow up with DeEtta Jones – State Library
- 3.10 Clearwater Lions at PPLC
- 3.11 TBLC Board
- 3.14 PRELC
- 3.22 -3.24 Public Library Association will be held in Portland Oregon
- 3.28-3.30 Courier contract migration

VII. Old Business:

1. DEI Draft Policy

The Board reviewed the draft DEI (Diversity, Equity, and Inclusion) policy. After some discussion and overwhelming support, the Board decided that the 2<sup>nd</sup> draft should be reviewed by the LDAC, and then finally approved by the Board.

VIII. New Business: None

IX. LDAC Report – Betcinda Kettells

Minutes of LDAC Meeting January 10, 2021

- Kettells reported on the February 14 meeting
- LDAC formed an Ad hoc committee for DEI Policy
- LDAC formed an Ad hoc committee for E-Resource contributions and platform evaluation.
- Price increase for Collection Agency for unreturned materials. A few Libraries still use this service

X. Announcements/Miscellaneous: None

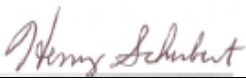
XI. Public Comments: None

XII. Adjournment:

Roth adjourned the meeting at 4:34pm.

**The next regular board meeting: Wednesday, March 30, 2022, at PPLC @ 3:30 pm.**

*Submitted by Martha Frenchek, Office Assistant*

  
Henry Schubert, Secretary

3/30/22  
Date of Approval