
**PPLC Board of Directors
Official Minutes
Board Meeting
Wednesday April 27, 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
 Lisa Kothe, 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, Brian Lowack, Chris Moore, Angela Pietras, Lisa Kothe and Cheryl Morales. A quorum was represented.

Absent: Michael Delk, Jeffrey Gellermann

The FY' 21 Audited Financial Statements were presented by Sergio Gonzalez (Gail Heinold from PDR Accounting was also present).

Gonzalez commented there are a few things required to communicate to the Board.

- All the County Polices are listed in Note 1 on the Financial Statement page.
- No new County Polices.
- No difficulties performing the Audit and no disagreement with management.
- Gonzalez stated Cheryl and Abby are wonderful to work with.
- Gonzalez and Heinold commented the Financial Statements received from Raymond James are not clear and the transfer funds were incorrectly reported.

III. Minutes from March 30, 2022, Board Meeting were accepted as presented. **(Lowack/Jefferis)**.

IV. Monthly Financial Committee Report:

1. Level Four Management Report: March 2022
2. PDR Account Accounting Financial Report: March 2022

Schubert commented no issues with the Budget Reports. Schubert mentioned issues getting financial statements from Raymond James that are clearly understood. Roth and Morales will work with Financial Advisor to clarify PPLC's needs.

V. Correspondence: None

VI. Executive Director's Report - Cheryl Morales

1. Building / Admin.

- Courier migration update: Morales report that the new system is an improvement
- Flat roof replacement update: the flat roof metal work will be completed soon
- Internal Audit complete– presentation 4.27.22

2. Countywide Services / Member Libraries

- DLC, TBL reports included in Agenda Packet
- Countywide Services Manager is performing site visits with Member Libraries and partners
- Career Online High School (COHS) 22 participants from Pinellas / 226 Statewide (10% Pinellas)
- Clearwater Lions Club is a TBL partner. PPLC and the Clearwater Public Libraries are working with the Lions Club on a plastic film recycling program - Bags for Benches. For every 500 lbs of plastic collected in a 6-month period, NexTrex will donate a bench from recycled plastic

3. Executive Director Activities – Since March Board Meeting

- 3.28 -3.30 Courier contract migration / overlap week – 200 empty bins delivered to PPLC
- 4.5 ILS Policy Committee meeting- still in development
- 4.7 **Rain**
 - 4.8 Courier responsible for \$2600 in water damaged library items -courier will reimburse libraries for damaged items.
 - 4.8 Standing water from roof project spilled into the PPLC building, and was cleaned up by staff and contractors.
- 4.12 READ Pinellas Board meeting
- 4.12 Division update – with State Librarian, Amy Johnson
- 4.18 Catastrophic Hardware (Server) Failure resulted in moving server functions to The Cloud.
- 4.22 all Annual Certified Financial Reports (ACFR, formerly CAFR) from Member Libraries were received by the due date
- 4.22 TBL (7) Volunteer Appreciation event / DLC postponed trying to secure a date on the Clearwater Pirate Ship

4. Upcoming

- 4.29 consultation with Eagle Public Library (Idaho) on becoming a county library cooperative – Zoom call pros and cons on being a Cooperative
- 5.6 Pinellas County Flood Mitigation meeting
- 5.9 meet with new OMB Director and Budget Analyst w/Brian Lowack

VII. Old Business:

1. Interlocal Agreement – continued conversation

Currently, no interest in modifying existing Interlocal Agreement

VIII. New Business: None

IX. LDAC Report – Lisa Kothe (for Betcinda Kettels)

Minutes of LDAC Meeting March 14, 2022, were reviewed

Other LDAC topics:

Discussion on the Ad-Hoc Committee for E-Resource Assessment. Focusing on making the collection more robust (Overdrive).

X. Announcements/Miscellaneous: None

XI. Public Comments: None



XII. Adjournment:

Roth adjourned the meeting at 5:00 pm.

The next regular board meeting: Wednesday, June 29, 2022, at PPLC @ 3:30 pm.

(No Meeting in May)

Submitted by Martha Frenchek, Office Assistant


Henry Schubert, Secretary

Karen L. Roth, Chair

29 June 2022
Date of Approval