Meeting Date: Monday, October 5, 2015, 1:30 pm
Meeting Location: PPLC Offices

**LDAC Member Attendance:**
- Barbara Pickell, Clearwater System
- Phyllis Gorshe, Dunedin
- Lois Eannel, East Lake
- Maggie Cinnella, Gulf Beaches
- Dave Mather, Gulfport (CHAIR)
- Casey McPhee, Largo
- Bert Weber/Susan Hurley, Oldsmar
- Gene Coppola, Palm Harbor
- Angela Pietras, Pinellas Park
- Lisa Kothe, Safety Harbor
- Phyllis Ruscella, St. Pete Beach
- Mike Nelson, St. Petersburg
- Mike Bryan, Seminole
- Cari Rupkalvis, Tarpon Springs

**PPLC Staff Attendance:**
- Cheryl Morales, Executive Director
- Julie Deschaine, Technical Admin.

**Other Guests Attending:**
- David King, SirsiDynix
- Randy Maxey, EBSCO, Novelist Sales
- Louis Sookal, EBSCO, Regional Sales
- Lila Denning, St. Petersburg, Librarian
- Tammy Winkler, Largo, Librarian

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**Approved Minutes**

1. **Acceptance of September 14, 2015 Meeting Minutes:** The minutes were accepted.

2. **SIG Meeting Reports**
   - **Integrated Library System (ILS) SIG:** interested most in transition to Sirsi; may want to meet more frequently and in conjunction with Circ-SIG as preparation and decision-making get underway.

3. **PPLC Executive Director’s Report:** No report since Cheryl Morales was unable to attend the meeting.

4. **Guest Presentations**
   - **Sirsi Dynix Update from David King (1 hour)**
     i. **Broad Timeline**
        - Week of Oct. 12: Kick-off Meeting with Cheryl to start identifying staff to take lead on modules. Within 6 Weeks: We will have access to Sirsi system to play around & see options.
        - Two Weeks Before Go-Live: SIP connections finalized for each site.
        - One Week Before Go-Live: Minimize new cataloging and item additions for cleaner transition. 2-4 Days Before Go-Live: **Working OFFLINE**. (Patron blocks preserved when offline.)
     ii. **Transition Support & Training**
        - **Project Manager:** Cheryl Ride has been assigned. Weekly consults starting soon.
        - **Data Specialist Team:** getting Polaris data loaded into Symphony; Julie Deschaine reported that Polaris has assigned someone to assist with data extraction.
        - **Consulting Team:** helps walk us through policy settings and site customization points, including PAC interface options, SIP interfaces. Will also provide some “how to” training so we can make our own adjustments in settings. King encourages LDAC to find points of consistency and simplification to increase the common baseline (fiction vs. Fic vs. F, multitude of collection
codes etc.). One choice impacts the next; the less common ground, the trickier for each site to remember the steps they take to customize for local preference.

**Training Team**: Live online training will be provided; Sirsi supports 8 connections to the software; more staff can attend but Sirsi can only see what’s happening on the 8 connections. To minimize burnout, each module’s training session maxes at 4 hours. Permanent access to online training system--pre-recorded sessions covering each module--for new employees and refresher training.

**Go-Live Consultant**: online support via Webex; they will see our system as we see it.

iii. **Quick Product Highlights**

- Latest version of Enterprise just released (online discovery tool/OPAC)
- E-Commerce: each site sets up connections with banks/vendors ($35 cost per strip reader)
- BlueCloud staff interface (log-in site determines which modules display to staff)
- BlueCloud Circulation module – pilot release in November
- BlueCloud Acquisitions module – scheduled to be live in March so can be used for FY17.
- All modules still available in Java Client (secured via VPN tunnel and two-way data encryption), which can be run simultaneously with BlueCloud modules.

**B. EBSCO Novelist and Library Aware Products (40 minutes)**

i. Product Demonstrations: difference between Plus & Select (select = catalog integration)

ii. Library Aware: Customizable newsletter tool

iii. Price Offer for Countywide Commitment, trial offer to Library Aware

No consensus to move forward with this as a countywide subscription at this time.

5. **Old Business**

**A. Countywide Early Literacy Online Resource**: Lisa Kothe reported that Cheryl Morales has added the cost of one-year’s subscription to Miss Humblebee’s Academy to the Member Services budget. The edited budget was presented the PPLC Board at its Sept. 23 meeting. Brief discussion if LDAC supported this change. Some members missed Cheryl’s e-mail on Sept. 22 about this decision. The Board approved the PPLC budget.

**B. Resolution Submission for Talking Book Library FY 2016-17**: Lisa Kothe reported that the results of the written vote on this issue were presented to the PPLC Board at its Sept. 23 meeting. There were 2 votes strongly in favor and 2 strongly against, with the rest falling in the middle. LDAC consensus is that the resolution has not been discussed to its satisfaction, and there was no discussion of it at today’s meeting. Kothe reported that Cheryl informed the PPLC board that she plans to have PPLC’s new librarian on board in Jan. 2016, to be assigned to conduct a study of the TBL.

**C. Polaris Record Purge**: In response to last month’s request to expand the purging of expired patron records to include those with any types of fines or fees from 2008 or prior, Julie Deschaine had informed LDAC that these records each require manual attention. LDAC still wishes to see this accomplished. Dunedin has created a record set of its patrons who meet the criteria for deletion and will delete these patrons on their own. Dunedin will share the procedure if it proves successful. In response to LDAC’s second request that records reaching four years of inactivity with fines below $10.00 also be purged, Julie informed LDAC that this could include lost book charges. LDAC did not discuss this second issue further.

**D. Scholastic Flix Youth Database**: Angela Pietras asked for clarification on the group’s position on Scholastic Flix since the price quote expires mid-October. No consensus to move forward with this as a countywide subscription.

6. **New Business**

**A. Ebooks Report and Allocation of Funds for FY 2016**: Tammy Winkler reviewed a brief written summary of spending and circulation counts for Overdrive, Axis 360 and 3M. Tammy informed LDAC that no ebook purchases have been submitted since late July; LDAC advised her to double-check budget status with Cheryl since some libraries contributed supplemental e-book
funds since that time. Winkler and McPhee reminded LDAC that each library needs to share calculations for FY16 ebook contribution with Cheryl (goal: minimum 7% of materials budget).

**B. Annual State Report:** LDAC agreed to submit data to PPLC by November 6, unless Cheryl requests otherwise. Agreed that each library breaking out its own statistics and PPLC can submit combined totals as needed. St. Petersburg willing to assist Cheryl with report if needed. Reminder that Julie Deschaine posts some of the needed statistics on the PALS wiki.

**C. Payments for Other Libraries’ Lost or Damaged Materials:** To comply with its City guidelines, Clearwater will send monthly payments to the owning library via mail. If possible, Barbara P. also requests that other libraries send a single monthly payment to Clearwater via mail, not courier. Report of funds owed will accompany payment and Kent at Clearwater can be consulted on how to produce this report.

**D. Director Liaisons to SIG Groups:** Phyllis G. reminded LDAC that these posts usually change annually. Barbara P. will take over as the Adult SIG liaison. Phyllis G. will take over Circ SIG duties. Effective next meeting.

**E. Inserts in PPLC Calendar of Events:** LDAC had not been aware that PPLC would accept special inserts for distribution in the PPLC newsletter. Some interest and inquiry about guidelines. Discussion tabled until next meeting since Cheryl not in attendance.

**F. Agenda Recommendation:** Chair David Mather recommends that vendor visits and other presentations not initiated by an LDAC member require an LDAC vote to be added to the agenda.

**G. PPLC Long-Range Plan:** Lisa Kothe reported that the PPLC Board had reviewed the draft of the new PPLC long-range plan at its Sept. 23 meeting. LDAC is eager to see the new plan.

7. **Announcements from PPLC Libraries**

   **A. Clearwater:** Soft opening of new Countryside Library was today and grand opening on Oct. 17. Approved increases to Library budget will support some restoration of operating hours, effective Nov. 1. This includes alternating evening hours at Main, East, and Countryside, plus Friday hours at Countryside.

   **B. Dunedin:** Tom Berson’s Florida Springs program on Oct. 7, co-sponsored with FL Humanities.

   **C. East Lake:** Modular unit arrived which will be used to provide additional staff work space and break room. Current staff break room will now be used for technical services. East Lake plans to re-propose their expansion project again this legislative session. Approximately 100 participants and $1500 raised at recent “You Can’t Do That in the Library!” event.

   **D. Gulf Beaches:** Two new Library Assistants recently hired.

   **E. Oldsmar:** Preparing for dip in patron traffic now that Countryside re-opening.

   **F. St. Pete Beach:** St. Pete Beach City Commission workshop on Oct. 13 at 4:30 pm to discuss future plan for the library. Interviews soon for two new librarian positions; public services librarian hopefully in place by end of October, technical services librarian to be in place by Dec. 1.

   **G. St. Petersburg:** Newly hired branch manager, Betsy Alberts, at Johnson. New outreach program, “Libraries Unshelved” placing books in City recreation centers (same spirit as Little Free Libraries), may expand to other locations as community response grows. Main Library won Creative Loafing’s “Best of the Bay” award for public library location. Upcoming Star Wars Read Day and Medicare workshop.

   **H. Tarpon Springs:** Partnering with Chamber of Commerce to host 3-part business-focused workshops Oct. 19, Oct. 26, Nov. 2. Speakers from Tampa Bay Times, ABC Action News.

The meeting adjourned at 4:40 pm.

Respectfully submitted,
Angela Pietras, Secretary