Library Directors Advisory Council
Pinellas Public Library Cooperative

Monday, February 2, 1:30 pm
PPLC Administrative Office

Attendance

✓ Jen Obermaier, Clearwater System
✓ Phyllis Gorshe, Dunedin
✓ Lois Eannel, East Lake
✓ Maggie Cinnella, Gulf Beaches
✓ Dave Mather, Gulfport
✓ Casey McPhee, Largo
✓ Bert Weber, Oldsmar
✓ Dana Dockery, Palm Harbor
✓ Angela Pietras, Pinellas Park
✓ Lisa Kothe, Safety Harbor
✓ Phyllis Ruscella, St. Pete Beach
✓ Mika Nelson, St. Petersburg System
✓ Mike Bryan, Seminole Community
✓ Cari Rupkalvis, Tarpon Springs
✓ Susan Hurley, Oldsmar
✓ Cheryl Morales, PPLC
✓ Laurie Talerico, Indian Rocks Beach

AGENDA

Presentation by Nancy Adams, Voter Education and Outreach Coordinator from Pinellas County Supervisor of Elections

Acceptance of Minutes of January 5, 2015 Meeting – January 5, 2014 minutes accepted with minor corrections

SIG Meeting Reports
1. Adult Services SIG meets February 4 at 9:30 AM at PPLC
2. E-Content SIG to meet for a first meeting soon
3. Cataloging SIG meets February 25 at 10:30 AM at Largo Library
4. Circulation SIG met January 29 – the Directors discussed an agenda item from the meeting regarding proof of residency when issuing library cards
5. Youth Services SIG met January 9 – the group is now led by Co-Chairs, Jill Storm from Seminole Library and Heidi Brennan from Oldsmar Library – countywide FLYP statistics were discussed – extra Tampa Bay Rays baseball tickets for teen volunteers from the summer are needed – who will write the teen financial literacy and job skills program grant from Bank of America? – will libraries receive summer reading incentives from Chipotle, as in the past? Who will contact them? – PPLC used to be involved more in summer and other programming – the next meeting is February 6
6. The Social Media Ad-Hoc Committee met online in January – in the future, minutes will need to be taken

PPLC Executive Director’s Report – Cheryl Morales
1. Gulfport, Pinellas Park and Tarpon Springs Libraries need to respond to Cheryl M. regarding how many library cards are on hand, how many cards get replaced in a month and how many cards do libraries go through in a year – this information is being collected from all of the libraries to better coordinate the card ordering process
2. Polaris and databases billing is being worked on
3. The Tampa Bay Ukulele Society would like to develop a lending program – Cheryl passed out information about the program and asked that we talk to staff and patrons to see if there’s interest at any of the libraries

**PALS Board of Directors**

- **Polaris Upgrade Issues** – the ILS SIG met January 22 and, among other things, Polaris 5.0 issues were discussed – as with the previous upgrade, overdue notices generated from the training server were mailed out to patrons by the Clearwater Library – this was an error and should not have happened – Overdrive integration is being worked on
- **New Release Features** – tabled until March 2 meeting
- Email Lisa K. about Polaris-related items that need to be discussed at future meetings

**Old Business**

- **ILS RFP (Demo Schedule) – Committee** – Cheryl M. sent an email to all Directors with the on-site demonstration schedule and preliminary evaluation forms – each ILS vendor presentation will last about 2 hours and they will be held at PPLC – all library staff can attend and an evaluation sheet needs to be filled out for each vendor presentation
- **LDAC Retreat** – the retreat will be held February 20 at 9:00 AM to noon – the location is to be determined – the tentative agenda includes: discussion of *Rising to the Challenge: Re-Envisioning Public Libraries*, e-book contribution and group purchasing for fiction/nonfiction best sellers – all libraries are asked to bring their materials budget with them to the retreat
- **Electronic Resources Review: e-magazines, revisit Wilson Core** – the Directors discussed e-magazines – is there interest in having a systemwide subscription? – this topic will be on the March meeting agenda

**New Business**

- **Removal of Collection Codes not used** – Phyllis R. – the Cataloging SIG put together a list of 19 collection codes that are no longer used in Polaris and should be deleted – Phyllis R. passed out a list of the codes – Lois E. made a motion to have the codes deleted from Polaris – Angela P. seconded – all voted in favor and the motion passed
- **Local Author Collection Code** – Lois E. – Lois would like to have a new collection code added to Polaris called Local Author – Casey M. made a motion to have a Local Author collection code added to Polaris – Mike B. seconded – all voted in favor and the motion passed – Lois will send an email to the Directors with her library’s policy and submission criteria regarding local authors

**Announcements from PPLC Libraries**

1. **Largo** – the community read, Largo Turns a Page, has begun
2. **Indian Rocks Beach** – book discussions with local authors will be held in March
3. **Gulfport** – the start of the renovation has been delayed so now the library will be closed beginning February 9
4. **St. Pete Beach** - a request for an extension on the PPLC grant given to the library several years ago for building renovations has been submitted and granted – lots of people have been asking income tax-related questions – consultants are still looking at whether or not the building that once housed the police department can be converted to a city hall – a decision might be made in March by the city commission to move, or not, the library or city hall
5. **East Lake** – a discussion is taking place on a possible expansion of the library – the Friends are sponsoring a Sunday concert series – AARP Smart Driver classes have begun and the response has been good
6. **Gulf Beaches** – the library has been named in an estate of a former patron – author, Tim Dorsey, promoted his new book in late January and over 60 people attended the program

7. **Safety Harbor** – Safety Harbor is working on having a second story addition put on the building in 5 years – fundraising for the expansion is taking place and will continue to do so for the coming years – lots of programming is taking place at the library

8. **Pinellas Park** – the library has several job vacancies – the lobby has been repainted

9. **Oldsmar** – the City of Oldsmar will be celebrating its centennial in 2016 – the library will be putting together a cookbook and selling copies

10. **Seminole** – Facebook and Twitter accounts will be set up soon – the library participated in an active shooter incident response training session

11. **Tarpon Springs** – a volunteer appreciation breakfast was held – a new little free library was installed

12. **PPLC** – the building sustained significant water damage in late January due to a break in the hose of the water line leading to the ice maker in the staff lounge – the water leaked over a weekend – planning for Library Day in Tallahassee is underway – Library Day is March 17-18 – let Cheryl M. know if any Directors, Friends and/or Board Members are interested in attending – PPLC plans on renting a bus and paying for hotel rooms so the group can travel together – Cheryl will be attending a State Library-sponsored workshop on March 5 in Manatee County on Friends and Library Board Development

**Adjourned at 4:40 PM**

Respectfully submitted,
Maggie Cinnella, Secretary