Pinellas Public Library Cooperative
Library Directors Advisory Council
Regular Monthly Meeting

MINUTES
February 5, 2018 – Meeting Location: PPLC Office

LDAC Member Attendance:
☑ Jen Obermaier, Clearwater
☑ Phyllis Gorshe, Dunedin
☐ Lois Eannel, East Lake
☑ Vince Gadrix, Gulf Beaches
☑ Dave Mather, Gulfport
☑ Casey McPhee, Largo
☑ Susan Hurley, Oldsmar
☐ Gene Coppola, Palm Harbor
☐ Angela Pietras, Pinellas Park
☑ Lisa Kothe, Safety Harbor
☑ Betcinda Kettells, St. Pete Beach
☑ Mika Nelson, St. Petersburg

☑ Mike Bryan, Seminole
☑ Cari Rupkalvis, Tarpon Springs

PPLC Staff Attendance:
☑ Cheryl Morales, Executive Director
☑ Matt O’Neil, Technology Coordinator
☑ Erica McCaleb, Countywide Services Coordinator

Others in Attendance:
☑ Carey Carter, T-Mobile

1. Jen called the meeting to order at 1:35 pm.

2. Guest Presentations: Carey Carter, of T-Mobile gave a presentation about mobile hot spot devices and their data plan. T-Mobile is offering to give the libraries devices that usually cost $72 and an unlimited data plan for $29.40 per month per device. The data plan, not available in retail outlets, is the same as the government’s first responder data plan. The security feature, Webguard, is updated weekly and offers three levels of security designed to restrict access to age-appropriate websites (ages 13, 16, and 18) according to our preferences. An online portal for device management allows libraries to remotely disable devices that are overdue. The devices do not work outside the U.S.; they have a one year warranty and replacements will be made for non-working devices within the warranty period; each device has a mobile number and libraries will be billed the same as a cell phone; there is no minimum length of use but the company hopes we keep them for a year; there are no contracts; T-Mobile uses a NASPO purchasing agreement with legal terms already approved; devices store no information and websites are not tracked; he was not aware of any liability to libraries if patrons are misusing the devices; T-Mobile requires a court order to reveal usage information; he will send a general release document for us to share with our legal departments; he suggested one device for each 1,000 patrons and later corrected to one for each 1,000 of city population; 75 libraries in the southeast are circulating hot spots and the typical check out period is one week; suggests circulating to patrons over 18 who sign document agreeing to $100 replacement fee.
The group discussion after the presenter left considered other vendors such as MiFi and tech soup. Largo has wi-fi needs for bookmobile and is considering options. Safety Harbor, St. Pete Beach, Tarpon Springs are considering as well. A new item type will need to be decided on with a suggestion of equipment type with a circulating period of 28 days. The group will follow up in March.

3. **Acceptance of January 8, 2018 minutes:** After making a slight change under item #6 PPLC Executive Director’s Topics Lisa motioned acceptance of the minutes, Casey seconded the motion. Minutes were accepted.

4. **Amendment to the Agenda**–Mike would like to bring up a discussion point from the ADULT SIG regarding a county-wide local author event.

5. **SIG Reports**
   - **CIRC SIG** – Will meet February 15.
   - **ADULT SIG** – Mike reported that during the December 6 meeting Erica discussed the museum pass program and there was a roundtable discussion of programming. The next meeting is Wednesday, February 7, 9:30 at Largo.

6. **LDAC Liaison Report** – Jen reported that Sherry McBee of St. Petersburg retired and her last day was January 30. She will be replaced by Michael Jefferis who was in attendance at the meeting on January 24. The board voted to keep the meeting days on the third Wednesday of the month but changed the meeting time to 3:30 instead of 4:00. The February meeting is cancelled. The board discussed the cooperative service model and the funding formula. Cooperative sharing was discussed with the result of Cheryl being directed to send information on the topic to the county’s lawyer. The PPLC Executive Director’s evaluation was discussed with Cheryl receiving praise for her work.

7. **PPLC Executive Director’s Topics**
   Cheryl will be out of the office for two weeks or more during February resulting in the cancellation of the PPLC Board meeting for February. The Library Aware webinar earlier in the day included 11 people of which 3 were library directors. Phyllis gave an overview of the product which has professionally designed newsletters, flyers, bookmarks, closing announcements, website widgets, next-reads newsletters, many templates, and also allows the creation of custom items. Each library has an administrator with access to Library Aware and can give creating and publishing access to others. Library Aware offers a custom look for branding, access to metrics, links to social media, and links to emails with an unlimited subscriber list.
   Cheryl and Erica met the Tampa Bay Ukulele Society and learned that they are bringing back their Ukulele Academy this summer. They offer three different workshops but want to extend their reach to teens. Erica will bring the issue to the Youth SIG. The society’s membership is up drastically as a result of the partnership with Pinellas libraries.
8. **Follow Up Business**
Matt discussed the role change of the current ILS SIG to a business requirements gathering role for the possible upcoming ILS change. This eliminates the need for an LDAC subcommittee and during the process each of the stakeholders will be invited to attend the meetings in turn. Matt will send out invitations to the next meeting to be held on Tuesday, February 20 at 10:00 AM at PPLC. Betcinda will remain the LDAC liaison to the group unless another director wants the position. 
After a discussion of the doodle poll results of the proposed change to the LDAC meeting day/time change it was decided to remain with the current schedule.

9. **New Business**
Mike related that the Adult SIG group suggested the creation of a county-wide local author event. Discussion included libraries past and current local author events and their results. Largo, Dunedin, Clearwater, and Safety Harbor currently have events that could include authors from other communities but space is limited. A county-wide event would require a large venue and a lot of work and coordination. The issue will be discussed further at the March meeting.

Jen reported that a representative from Sesame Street e-books had reached out to them. Oldsmar currently offers the database which is an online collection of Sesame Street e-books, some with animation and audio. Some titles are available through hoopla. Jen will get more information including possible cooperative pricing.

10. **Announcements from PPLC Libraries**
PPLC – Matt is making informal visits to libraries to answer questions about Sirsi-Dynix. Novelist (suggestions and more) is back on the bottom of the information “accordion” that appears in the search results of the catalog. As requested, “Available” is now back on top.
TARPON SPRINGS – There is an upcoming program titled “Alexander Hamilton: The Man vs The Musical” presented by the founder of the Alexander Hamilton Awareness Society. Due to a retirement there is a full-time Librarian II position open in youth services.
DUNEDIN – Author Garth Stein visits the library on February 23. Phyllis will email the flyer for those who want to post it. The library will soon circulate Playaway Launchpads.
LARGO – Author Imbolo Mbue visits the library March 3 as part of “Largo Turns the Page.” They have several events for Black History Month and Casey shared the library’s new publication of their annual report.
ST. PETE BEACH – Restroom renovation begins soon. Ongoing program series’ “Topics in American History” and “Music Appreciation” are well attended.
SAFETY HARBOR – There is a 27-hour Librarian I position open in youth services. Library school students will also be considered.
CLEARWATER – There are Librarian I and Librarian II positions open in youth services. The East branch will close at the end of the month and take 6 weeks to move into the joint-use facility with St. Petersburg College. They will mask the
collection in the catalog to eliminate holds. They are anticipating an April 21 grand opening. The annual Comic Con event is March 17. The maker studio grand opening event was well attended.
PPLC – Cheryl and Erica attended a seminar sponsored by CareerSource Pinellas to inform the attendees what job-seeking services were available in libraries. The participant response was positive. There is a Career Online High School webinar on Friday, February 9.

11. Adjournment
4:00 p.m.

Next LDAC meeting: Monday, March 5 at 1:30 p.m.
Location: Barbara S. Ponce Public Library, Pinellas Park

Respectfully submitted,
Betcinda Kettells, LDAC Secretary