Library Directors Advisory Council
Pinellas Public Library Cooperative

Monday, April 6, 2015, 1:30 pm
PPLC Administration Office

Attendance

- Barbara Pickell, Clearwater System
- Phyllis Gorshe, Dunedin
- Lois Eannel, East Lake
- Maggie Cinnella, Gulf Beaches
- Dave Mather, Gulfport
- 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
- Mika Nelson, St. Petersburg System
- Mike Bryan, Seminole Community
- Cari Rupkalvis, Tarpon Springs
- Cheryl Morales, PPLC
- Eileen Shannahan, Seminole Community
- Laurie Talrico, Indian Rocks Beach

MINUTES

Acceptance of Minutes of March 2, 2015 Special Meeting – March 2, 2015 minutes accepted

Acceptance of Minutes of March 2, 2015 Regular Meeting – March 2, 2015 minutes accepted

SIG Meeting Reports

1. Integrated Library System SIG – met March 19 – the SIG needs approval from LDAC on four new features that are available in Polaris 5.0:
   a. Can associations be allowed for families to pick up/check out items on hold? The LDAC needs input from the Circulation SIG before a decision can be made and Barbara P. said she would bring this up at the next meeting
   b. Can the missing part check-in feature be activated? Casey M. made a motion to have the missing part check-in feature activated – Barbara P. seconded – all voted in favor and the motion passed
   c. Can checkouts via SIP for certain circulation statuses be activated? This would allow all but withdrawn items to be checked out – Barbara P. made a motion to allow checkouts for all but withdrawn items via SIP – Lisa K. seconded – all voted in favor and the motion passed
   d. Can the auto-renew feature be activated? – after discussion the Directors determined that more clarification, specifically from the Circulation SIG, regarding this feature is needed – the group will be asked for input at its next meeting in late April and the LDAC will vote at a future meeting

2. Circulation SIG – next meeting is April 30 at St. Petersburg Main Library
3. Youth Services SIG – met March 6 – discussed the Reading with the Rays summer program – had a presentation by Professor Gesundheit and shared ideas regarding library programs and services – next meeting is April 10 at PPLC

4. Adult Services SIG – met April 1 – an update was given on how the February food drive went and everyone thought it would be worthwhile to do again next year – next meeting is June 3

**PPLC Executive Director’s Report – Cheryl Morales**

1. Cheryl is still working on a potential partnership with the Museum of Fine Arts in St. Petersburg – Mike B. and Phyllis G. will see how other libraries handle ‘checking out’ museum passes

2. A tentative kick-off date for the ukulele lending program is May 23 – staff at the participating libraries will be trained – more information will be forthcoming

3. A handout was given to all the Directors from T-Mobile about their HotSpot Checkout Program

4. The PALS wiki pages have been updated to reflect the new SIG names – all the former SIGs have been archived on the website – Julie D. is working on a program list page for the wiki that gives contact information, pricing, etc. for library performers

5. Cheryl gave a handout to all the Directors on the status of the PPLC member services budget as of February 28, 2015 – she will keep everyone informed on the status of the budget periodically throughout the year

6. The Youth Services SIG has requested that $2,000 in incentive gift cards be purchased for all the libraries and branches for the teen summer reading program – the money will come from line item 34-348 Promotional Activities of the PPLC member services budget – Maggie C. made a motion to have PPLC purchase $2,000 in incentive gift cards for all the libraries and branches for the teen summer reading program – Gene seconded – all approved and the motion passed

7. Cheryl gave a handout to all the Directors on a 10 year Capital Improvement Plan (CIP) for maintenance and repair of the PPLC building – no county funds will be used – the PPLC Board built a capital improvement fund into the FY 14/15 budget

8. A discussion took place among Cheryl and the Directors about the minutes from the LDAC special meeting on March 2, 2015 – it was decided that a special meeting will be held on April 13, 2015 at 9:00 AM at PPLC to create a document, based on the minutes, of the expectations the LDAC has of PPLC – the PPLC Board would like to talk about the expectations at their next meeting and they might be incorporated into the long range plan discussions

**PALS Board of Directors**

- SirsiDynix demo follow-up
- Review of additional vendor questions
- Next steps – the Directors discussed a short list of additional questions that need to be asked of SirsiDynix after the presentation of their integrated library system (ILS) was held on March 9 – Cheryl M. will ask the remaining questions and get back to everyone once there is a response – the SirsiDynix ILS is significantly less expensive than Polaris – Cheryl M. will ask Polaris for a best and final offer (BAFO), if they
have one – the LDAC will make a decision at the May 4 meeting regarding the countywide ILS

Old Business

- **E-Magazines group Zinio purchase** – Angela P. will resend via email the cost breakdown for Zinio – no consensus was made regarding a countywide group purchase and since most libraries are in the middle of budget preparations for the upcoming fiscal year this will be tabled until the new year with a possible implementation in FY 16/17
- **Shared electronic calendar** – Dave M. reported that Evanced calendar information can be exported to Google Calendar (or any other free online calendar service) – Lisa K. will contact Evanced for a countywide cost estimate of the calendar

New Business

- **Long Range Plan 3/27 Meeting Recap** – Cheryl – an updated PPLC long range plan has to be completed by December 2015 – an all-day retreat is being planned on July 17 or 24 for the LDAC, PPLC Board and select PPLC staff to collaborate – details of the retreat are being worked on
- **Circulation statistics calculation** – Barbara – Barbara P. would like to see if it’s possible to have the circulation pool of money that’s distributed to the member libraries changed so that the owning library gets the credit for sending the item rather than the receiving library for checking out the item, which is the way the circulation pool of money has been calculated for many years in Pinellas County – some libraries in Florida, such as those in Polk County, give the credit to the owning library – some Directors agreed that it’s worth considering a change – this topic will be brought up again at a future meeting
- **Legislative Advocacy** – Gene – Library Day was held March 17-18 in Tallahassee – the Florida Legislature is considering less funding for libraries than this fiscal year – the amount under consideration is $22.3 million in State Aid, which is $5.1 million less – the actual final amount will be known sometime in May – part of the Florida Library Association (FLA) website is dedicated to advocacy – a legislative advocacy workshop is planned later this year in Pinellas County with Charlie Parker, the Executive Director of TBLC and strong library advocate
- **Snapshot Day 2015** – Lisa – this agenda item was tabled due to a lack of meeting time – Lisa K. did say that it might be worthwhile to have a Pinellas County Library Snapshot Day since this is no longer done statewide

Announcements from PPLC Libraries – due to a lack of meeting time no library announcements were made

Adjourned at 5:10 PM

Respectfully submitted,
Maggie Cinnella, Secretary