Acceptance of Minutes of April 13, 2015 Special Meeting – April 13, 2015 minutes accepted

Acceptance of Minutes of May 4, 2015 Meeting – May 4, 2015 minutes accepted with minor corrections

SIG Meeting Reports
1. Cataloging SIG – May meeting was cancelled
2. Integrated Library System (ILS) SIG – Barbara P. will attend the next ILS SIG meeting as the LDAC Director liaison in July in place of Mika N. – Polaris enhancements were discussed from the Polaris Users Group (PUG) meeting that was held in Minneapolis, MN – the missing part check-in feature is working – meeting attendees were polled about their preference for Polaris or the SirsiDynix automation system and there was unanimous support for changing to the SirsiDynix system
3. Youth Services SIG – met May 1 – election of officers took place – next meeting is September 11
4. Adult Services SIG – next meeting is June 3 at 9:30 AM at PPLC

PPLC Executive Director’s Report – Cheryl Morales
1. Cheryl is in contact with the companies whose databases we subscribe to for next fiscal year pricing
2. At the April 6 LDAC meeting, Barbara P. asked if it’s possible to look into changing the way the circulation pool of money that’s distributed to the member libraries so that the owning library gets the credit for sending the item rather than the receiving library for checking the item out – Cheryl is looking into this and it will be discussed further at next month’s meeting
PALS Board of Directors

- **Vote/Decision to Move Forward with Contract** – the Directors discussed the Innovative Interfaces, Inc. (III) Polaris and SirsiDynix automation systems – Barbara P. made a motion to negotiate the SirsiDynix contract and have the system operational no later than March 31, 2016 – Lois E. seconded – all voted in favor with the exception of Gulf Beaches, who voted ‘no’ – Tarpon Springs was absent for the vote – the motion passed – Cheryl M. stated that if the Board approves, PPLC will pay for a six month contract extension with III Polaris so the transition to a new automation system will be smooth – the SirsiDynix contract is for four years beginning October 1, 2015

Old Business

- **Museum Passes – Mike B./Phyllis G.** – Mike and Phyllis looked into how other libraries are issuing museum passes – a discussion took place – this item will be put on the July LDAC meeting agenda for continued discussion
- **Shared Electronic Calendar Update – Cheryl M.** – Cheryl has a webinar with Evanced Solutions on June 11 and Lois E. will assist her since East Lake Library already uses the product – there are two primary issues in having a shared electronic calendar: first, is the cost and second, is that it will not do away with the PPLC Calendar of Events format
- **TBLC Video Follow-Up – Lisa K.** – a discussion took place about the video production services available through TBLC – when the Adult Services SIG meets next, Phyllis G. will talk to the group to see if there’s interest in having a video made about PPLC services such as an overview of the organization, databases that are available to library users, etc.

New Business

- **Patron Associations – Mike B.** – Mike asked for clarification about the patron associations feature that is available in Polaris – libraries are not using it, however, a blocking note may be placed in patron accounts at their request to have a spouse or family member use their library card and/or pick up held items – the LDAC has no objection to the practice of notes being added to a patron’s account at their request – it was stressed that the associations tool in Polaris is not to be used
- **Group Purchasing** – prior to the May 4 LDAC meeting, representatives from Baker & Taylor met with interested libraries to talk about their services and pricing – Brodart would like to provide information on their services and pricing and it was agreed by all that Ingram should be contacted to see if they have any interest in possibly providing group purchasing as well – this item will be on the July meeting agenda
- **Talking Book Library Refresher – Cheryl M./Abby S.** – Abby Sheehan from the Talking Book Library gave an overview of the services available
• **Ukulele Holds – Cheryl M.** – the Ukulele Lending Library ribbon cutting celebration and beginner workshop was held at St. Petersburg Main Library on May 30 – now that the ukulele kits are available there needs to be uniformity in the item records of all the libraries that have the kits – Cheryl will email the template of what the item records are supposed to look like – beginner workshops are starting at participating member libraries

• **Library Maker Spaces/Community Collaboration Idea – Mike B./Mika N.** – Seminole and St. Petersburg Libraries have been contacted by a man named David Outlaw who wants to help fund and collaborate with libraries who plan on having or already have maker spaces – he would like to help cultivate a place where children and teens can learn to invent and develop ideas that possibly lead them to careers in manufacturing and industry – Mike will email everyone more information and Mr. Outlaw will be invited to a future LDAC meeting for a presentation

• **Adding Blocking Notes on Computer Use Only Cards – Barbara P.** – computer use only cards work on self-checkout machines that do not require a password – some people have figured this out and they check out library materials on these types of cards – a bulk change can be made to have a blocking note put on all existing computer use only cards and any new cards issued would need the note typed in manually – Barbara made a motion to have a blocking note placed on all computer use only cards – Lois E. seconded – all voted in favor and the motion passed – the blocking note will say, ‘Computer Use Only’

• **NetSmartz Internet Safety Program – Barbara P.** – the NetSmartz internet safety program has been in place at member libraries for some time now – is the program still the best one to offer? – a discussion took place on internet safety programs – Lisa K. and Barbara P. will put together a list of programs for the Youth Services SIG to look at and evaluate sometime in the Fall – the Directors also discussed the laptop computers and accessories given to the member libraries five to six years ago through a PPLC grant – since so much time has passed and the grant guidelines have all been fulfilled, Cheryl M. said libraries can keep or dispose of the equipment as they see fit

**Announcements from PPLC Libraries**

1. **Dunedin** – a 3D printer, digitizer and 2 self-checkouts have been purchased by the Foundation; a 2% increase in materials purchasing is being supported; summer reading kicks off June 8
2. **St. Petersburg** – summer reading programming will be underway soon; space issues are being worked on at the libraries
3. **Pinellas Park** – a new Senior Librarian in Reference has been hired
4. **Seminole** – the annual staff development day was held
5. **East Lake** – a local Girl Scout is working on a project to help create a sensory toy collection for the library; a new self-checkout machine has been installed; the proposed expansion of the East Lake Library is in limbo
6. **Clearwater** – Clearwater is designated as an autism friendly library and sensory storytimes are regularly held; a new staff member has been hired for the maker spaces; the new Countryside Library will be open in October; St. Petersburg College (SPC) has resumed talks about having a joint use library with the East branch with a possible open date sometime in 2017
7. **Palm Harbor** – a legislative advocacy workshop will be held June 2 at Largo Library; anyone interested is invited to attend

8. **Safety Harbor** – the Players of Safety Harbor will be presenting a play; home delivery service will start soon for those who are not able to come to the library themselves and the program is called Books and More to Your Front Door

9. **Gulf Beaches** – the upcoming fiscal year budget is complete; the Friends of the Library are purchasing a new smart TV system for use in the conference room; summer reading programming starts soon

10. **Oldsmar** – Bert W. is giving away some book display shelves and she will send out an email with pictures; summer reading programming starts soon

11. **St. Pete Beach** – the City Manager has scheduled a workshop on the future plans for the library; a new phone system will be installed soon; a new program will be started in the Fall in St. Pete Beach area schools to address the Presidential initiative of putting a library card into every student’s hands

12. **Gulfport** – the grand reopening of the library after its renovation was held in May; the grand opening of the new LGBTQ collection and area will be held on June 4; a seed library will hopefully be in place sometime in the Fall

13. **Largo** – summer reading programming will be starting soon and programs for adults will be added this year; new art is on display; the library building will be 10 years old in July and a community day and expo will be held; in the Fall the library will collaborate with Home Depot at its kids classes to showcase what Largo Library has to offer; English Language tutor training and financial literacy is underway

14. **PPLC** – the Tampa Bay Ukulele Society’s lending library program and workshop had its kickoff at St. Petersburg Main Library on May 30 and about 50 people attended

Adjourned at 4:45 PM

Respectfully submitted,
Maggie Cinnella, Secretary