June 13, 2016 1:30 p.m.
Meeting Location: PPLC

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
- Susan Hurley, Oldsmar
- Gene Coppola, Palm Harbor
- Angela Pietras, Pinellas Park
- Lisa Kothe, Safety Harbor
- Phyllis Ruscella, St. Pete Beach
- Mika Nelson, St. Peterburg
- Mike Bryan, Seminole
- Cari Rupkalvis, Tarpon Springs

PPLC Staff Attendance:
- Cheryl Morales, Executive Director
- Matt O’Neill, Technology Coordinator

Other Guests Attending:

Official Minutes

1. David Mather called the meeting to order at 1:40 p.m.

2. Approval of May 2, 2016 Meeting Minutes: Lois Eannel motioned approval of the minutes with amendments; Lisa Kothe seconded the motion and the minutes were approved unanimously.

3. SIG Reports
   A. Circ-Sig (Gorshe) - Recommends masking PIN; would prefer to have system assign last four digits of phone rather than a random number; inquired about possibility of changing word “Referral” back to “Collection” since staff are accustomed to this; inquired about 30-day purge of online registrants who do not complete process.
   B. YS Sig (Bryan) - May 13 meeting included presentations on Reading with the Rays and a popsicle vendor. New chair and vice-chair elected.

4. Executive Director’s Report
   A. Office Personnel – Cheryl introduced PPLC’s new Technology Coordinator Matt O’Neill and announced that Abby Sheehan has replaced Carol Jones as PPLC’s Office Manager.
   B. Distribution of Items - Summer Reading Teen gift cards, ESOL DVD sets, State Aid figures, library database and Sirsi invoices (taken back for adjustments)
   C. Personnel Update - Carol Jones is no longer with PPLC; Abby Sheehan has assumed the Officer Manager position. New Countywide Services Coordinator starts on June 20.
   D. Juvenile Welfare Board’s new program “Early Readers, Future Leaders” - Cheryl (and 3 LDAC members) participating in discussion, exploring potential outcome measures for public libraries.
Cheryl asked for feedback from LDAC specifically on outcome measures. LDAC asked for more information about the program in order to be of assistance.

E. **Reading with the Rays** - Kick-off party at St. Pete Main on June 30.

F. **E-Book Statistics (O’Neill)** - Matt updated LDAC on the status of e-book statistics and shared that he had asked 3M to separate statistics by city.

5. **Follow-Up Business**
   A. **Group Purchasing of Bestsellers** – no updates at this time, still focused on mastering Sirsi EDI
   B. **Review of Circulation Policies** – LDAC reviewed proposed changes, with handout. Angela will make additional edits based on LDAC discussion; Matt and Cheryl will work on updating the summary chart of circulation rules for library materials that will accompany the policy.
   C. **LDAC Election of Officers** - There being no other volunteers, Mika Nelson was accepted as Chair of LDAC for fiscal year 2017. LDAC members are requested to send nominations for Vice-Chair and Secretary to current secretary Angela Pietras before the July LDAC meeting.

6. **New Business**
   A. **Annual Meeting with LDAC and PPLC Board** - Dave Mather brought forward the Board’s invitation to continue with an annual meeting of the two bodies. LDAC proposed a fall meeting to review budget, annual report statistics and/or progress on PPLC’s strategic plan.
   B. **County Grants for BP Oil Spill** - Short window remains to apply for grant funds. LDAC made no recommendations for a mutual project.
   C. **Reference Training on Medical Topics Available** - BayCare may be able to provide funding and/or training connection on medical reference. Angela Pietras will share this with the Adult Sig chair, Cathy Wos.
   D. **Masking of PINs** - Lisa Kothe made a motion that patron account PIN numbers be masked; Lois Eannel seconded the motion and a majority approved.
   E. **Time-Out Period on Enterprise Catalog** - Some members reported complaints from patrons that the catalog was logging them out too quickly. Matt O’Neill offered to clarify with Sirsi that the time-out is only active on computers on the libraries’ IP ranges. Home users should not experience a time-out. LDAC also requested clarification that the time-out occurs only after a five-minute period of inactivity; active users should get no interference.
   F. **Merging of Catalog Records** - Matt O’Neill reviewed possible options for addressing staff’s inability to merge bibliographic records. Top recommendations were to either group staff with this permission into a common user group or to require an override password that could be issued to permitted staff. Matt will confirm with Sirsi which options may be pursued so that LDAC can act on this issue.

7. **Announcements from PPLC Libraries**
   A. **Clearwater** - (not in attendance)
   B. **Dunedin** - Current strategic plan expiring; new library survey approved by the Interim City Manager.
   C. **East Lake** - Online survey for public input on expansion. Ceremony honoring Sen. Latvala scheduled for August 25; new community room will be named in his honor.
   D. **Gulf Beaches** - (not in attendance)
   E. **Gulfport** - City hosted impromptu service for victims of Orlando Pulse shooting at the library; Tricky Dogs performed as part of summer reading with 60 in attendance; local Caribbean Night program modelled after Prime Time Family Reading was also a success earlier in the year.
   F. **Largo** - mobile branch campaign with fiscal year 2018 target; attending Juvenile Welfare Board meetings as well to participate in early literacy program discussions; hosting YA author Ruta Sepetys in March 2017, may be open to sharing location for a Friday night Q&A; applying for State’s pilot program to offer Career Online High School database with St. Pete, Safety Harbor, Tarpon
   G. **Oldsmar** - City has a new poet laureate, Ed Berkevics, so planning more poetry programs; book sale; also hosted Tricky Dogs for summer reading
   H. **Palm Harbor** - summer reading
I. Pinellas Park - Budget process underway, first review by Citizen’s Review Committee completed; proposed CIP project for library renovations over the next 2-3 years. Lots of “geek” appeal programs for adults, strong attendance.

J. Seminole - Starting work on next long-range plan; Friends of Library 25th Anniversary to be celebrated with event in September of October.

K. St. Pete Beach - Current renovation of staff areas continues; author Wendy Wax speaks about new title Sunshine Beach on June 26 at Paradise Grill, part of book sales will be given to library’s renovation fund. City Mayor resigning due to husband’s new work assignment abroad.

L. St. Petersburg - hosting “Community Reads” events incorporated into summer reading; 200 attendance at summer-reading kick-off, more programs scheduled 6:30 pm to encourage increased family attendance; Mayor’s Reading Challenge; Main Library also a site for Summer Breakspot food program, library programs will be scheduled around the meal programs.

M. Tarpon Springs - Summer reading; 100th Anniversary Bingo

The meeting adjourned at 4:10 p.m.

Respectfully submitted,
Angela Pietras, Secretary