Pinellas Public Library Cooperative
Library Directors Advisory Council
Regular Monthly Meeting

August 7, 2017 - Meeting Location: PPLC

LDAC Member Attendance:
☑ Jen Obermaier, Clearwater
☑ Phyllis Gorshe, Dunedin
☑ Dave Mather, Gulfport
☑ Casey McPhee, Largo
☑ Angela Pietras, Pinellas Park
☑ Betcinda Kettels, St. Pete Beach
☑ Susan Hurley, Oldsmar
☑ Lisa Kothe, Safety Harbor
☑ Cari Rupkalvis, Tarpon Springs
☑ Mike Bryan, Seminole
☑ Gene Coppola, Palm Harbor
☑ Lois Eannel, East Lake
☑ Mika Nelson, St. Petersburg

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

1. Phyllis called meeting to order at 1:40 pm.

2. Acceptance of July 10, 2017 Meeting Minutes: Angela motioned acceptance of the minutes, Jen seconded the motion. Minutes were accepted unanimously with minor changes.

3. SIG Reports
   ADULT SIG - Met August 2. Reviewed summer reading programs, roundtable of programs, new chair and secretary elected, Amelia Zimmerman and Rina Landa respectively. Next meeting, October 4.
   CIRC SIG - Next meeting August 17, 10:00 am, at PPLC.
   ILS SIG - Met July 18. Discussed Google analytics, hold changes, Book Rivers, training, and address correction efforts.
   YOUTH SIG - Meets on August 11.

4. LDAC Liaison Report from June - PPLC Board Meeting
   No report. No July board meeting.

5. Executive Director’s Topics
   - FY18 PPLC budget review. Draft budget distributed. County tax up, will see slight increase in disbursement. Increase in line items 47 and 48, printing and promo activities. Line item 54.1, membership/platform fees, decrease due to lower negotiated Overdrive fees. Gene asked if there was discussion with board on possible additional homestead exemption in 2020 and ramifications if passed in November. Cheryl stated this has not been addressed yet. Member services budget, line 54.6 increased $5,000 for Sirsi customization. (Currently 20 development hours in contract, cost per hour, $240.) Gene motioned to approve draft budget, Casey second. All in favor.
   - Chilton- Buy-in needed from libraries subscribing currently to Chilton to complete database charge back allocations. Clearwater, Largo, Oldsmar, St. Petersburg, and Tarpon will keep.
   - Novelist Offer- Provided Novelist cooperative cost, $37,500. At July meeting Casey made a motion to put Novelist in place contingent on it being more visible in Sirsi. Seconded by Angela. All in favor, except Lisa. Motion passed with contingencies on product visibility. LDAC evaluated Novelist as presented by Matt in sample catalog and live in Largo catalog. Casey shared Library Aware marketing tool available with Novelist. One year commitment only. Move Novelist button to first screen, rather than
where it was demonstrated on second screen when accessing record. Matt will investigate development cost to make it more prominent. Need to determine what button will read. LDAC agreed to proceed with Novelist.

- Unique Debt Commitment- Cheryl asked for confirmation of libraries currently using debt collection if they would continue. Pinellas Park and Oldsmar will discontinue. This will raise the cost of the five libraries remaining, Dunedin, Clearwater, Largo, St. Petersburg, and Palm Harbor.

- Vincent Gadrix, new Gulf Beaches Library Director will be at next LDAC meeting. First day is today.

6. Old Business

- Fine and Lost Payment- Three month snapshot shared. More research requested, with year of data needed. (Motion made in June amended with date change for implementation October 1, 2017. “Discussion of 50 cents to 20 cents decrease of DVD fines or across the board fine of 25 cents for most item types. Lois motioned for an across the board material fine of 25 cents beginning on October 1, pending local commission approval on all print and AV materials, except for special collections.” This June 2017 motion seconded by Casey. Motion passes. All in favor, with St. Petersburg abstaining.) Same motion amended with year change of 2018, pending 12 month data review and required commission approval made by Lisa, seconded by Gene. All in favor.

7. Follow-Up Business

- Boopsie Beta Test- Search results slated to be in Google, August 11. Will monitor. Discussion regarding browser compatibility with Boopsie.

- Hold History Visibility- Cannot change due to collection development ordering of popular held items.

8. New Business

- New Item Type- Oldsmar will circulate golf discs. New course disc course in Sheffield Park in Oldsmar. Will catalog as 7 day, 3 renewal, 20 cent fine. There will be three equipment categories in the future: 28 day, 1 renewal, 20 cent, 14 day, 3 renewals, 20 cents, and 7 day, 3 renewals 20 cent. (Equipment 28, 14, & 7). Discussion followed regarding Clearwater’s cataloging of Thing Library and website fine updates. Change in circulation policy last sentence of document to include, “and/or fine structure.” Document was highlighted for update when reviewed September 2018.

- Library Account Policies for Retired Staff - Staff designation is for current, employed staff only. Matt to run report for accounts with staff classification for review and update.

- COHS- Lisa shared information from state library with interested libraries cost for five scholarships ($1295 each) and portion of platform costs to maintain program momentum in hopes of funding for FY18/19. Largo and Safety Harbor will try to secure funding to provide COHS. SEFLIN to manage potential one year contract. Would support Largo and Safety Harbor residents only since City funded.

- Cleaning DVDs- Permission for St. Pete Beach Library granted to clean member library DVDs on their hold shelf.

- Countywide Staff Development Day- If approved in ILA, will occur in 2019.

- Overdrive Advantage- Opportunity for libraries to purchase directly, individually, giving purchasing library borrowing priority. Library selects and buys their own titles. Contact Casey for information on how to register. Largo will be purchasing audio books.

- TBLC Training- Angela suggested researching TBLC classes to be held in Pinellas.

-KOHA Summit- Gene recommended looking into open source resources and begin collecting information. KOHA Summit set for August 25 in Clermont at Lake County Library. Discussion on LibLime and ByWater hosting services. Palm Harbor will send representative. Matt may also attend.

- Countywide Databases- Discussion will take place in January.

- 3 for Me- Rollout set for September 1. Requested canned press release for global distribution. Erica will create.11,500 cards ordered. Featured cover article in PPLC September program guide. Bullet point training guide will be distributed. Youth can have two cards, regular and 3 for Me.

Roundtable: PPLC and Member Libraries

Erica - PPLC- Leepna Rattner Museum pass paperwork will be complete in September.
St. Pete Beach- Offered magazine stand.
Safety Harbor- 2nd Annual Casino Night set for Saturday, September 16 at the Safety Harbor Resort and Spa to benefit Library Foundation Let’s Build a Story - 2020 Vision. Flyers distributed.
Palm Harbor - Gene suggested meeting for lunch prior to next LDAC meeting. All in favor!
Largo- Poet Laureate, Wayne S. Williams named for Largo. Get Lit Largo, a series of writing programs set for September 23. Invited staff to attend Title Talks presented by Baker and Taylor on November 8 9:30 AM. Preview of youth and teen books.
St. Petersburg- Positive staff changes in process. Transfer of personnel to new locations.
Oldsmar- New city manager, former finance director, starts October 1.
Tarpon Springs- Cari is pleased summer interns approved to work through the end of the fiscal year.
Dunedin- Excited to have new city manager start August 28.

Meeting adjourned at 4:50 p.m. Next meeting 9/11/17 at St Petersburg Main optional lunch at noon, location TBA.

Respectfully submitted, Lisa Kothe, LDAC Secretary.