September 12, 2016 1:30 p.m.
Meeting Location: Pinellas Park

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
- Betcinda Kettels, St. Pete Beach
- Mika Nelson, St. Petersburg
- Mike Bryan, Seminole
- Cari Rupkalvis, Tarpon Springs

PPLC Staff Attendance:
- Cheryl Morales, Executive Director

Other Guests Attending:
- Jennifer Obermaier, Clearwater
- Laura Woods, Library Program Coordinator, Pinellas County School District

Official Minutes

1. Chair Dave Mather called the meeting to order at 1:35 p.m.

2. Approval of August 1, 2016 Meeting Minutes: Lois Eannel motioned approval of the minutes; Lisa Kothe seconded the motion and the minutes were approved unanimously.

3. SIG Reports
   A. Cataloging Sig (Pietras): August meeting included webinar on BlueCloud Acquisitons; all agree that the first release of this component is not a good fit for local workflow. The Sig expressed concern about compatibility between components in WorkFlows and BlueCloud and functionality glitches.
   B. Circulation Sig (Morales): The Sig had inquired about the possibility of having each library keep monies received for lost items or collection fees.
   C. Youth Services Sig (Bryan and Morales): The group had inquired if LDAC objected to a meeting at the LakeShore Learning Center; the group also discussed WorldBook and Scholastic Flix.

4. PPLC Board’s LDAC Liaison Report – Dave Mather shared highlights of PPLC Board meeting.

5. Executive Director’s Report
   A. Joint PPLC Board and LDAC Annual Meeting: Agenda distributed.
B. **Update on PPLC Board:** PPLC Board of Directors voted to remove Board member term limits for the 2 community member slots (8.24.16). Eight (8) applicants applied for the community positions, two (2) are the current members.

C. **Partnership Opportunity with Pinellas County Schools** - Cheryl presented the option to partner with PCS to provide WorldBook online countywide; first year costs for PPLC members would be low based on the payment already made by PCS for FY2017. Cost-sharing for future years would need to be discussed. LDAC briefly discussed the conflicting recommendations of the Sigs and reviewed the usage statistics. LDAC continued discussion later in the agenda.

D. **PPLC FY2017 Budget Review** – Cheryl reviewed the proposed PPLC budget with LDAC; handout provided. Cheryl pointed out that she has created a new “department” for member services receivables for database expenses, e-book allocations, etc. In reviewing category 54, Cheryl noted that the PPLC budget would be covering the costs of Boopsie, Content DM, Overdrive and Zinio platform fees as well as TBLC membership. She noted that there was State Aid funding to cover the $11,670 cost for FY’17 which she had earmarked for WorldBook online, pending LDAC’s decision. LDAC discussed WorldBook later in the agenda.

E. **Database Renewals FY2017** – Summary list with costs distributed again. LDAC discussed databases in more detail later in the agenda.

F. **Member Library Budgets** – Cheryl requested that members e-mail each library’s annual plan of service and proposed FY17 budget by September 19. Cheryl will send out the template format.

G. **LDAC Legislative Committee** – Cheryl inquired as to the status of this committee. Lois Eannel shared that she thought Gene Coppola was willing to spearhead this group.

H. **Evaluation of Executive Director** – Cheryl advised that the Board would be discussing her annual performance review at its September 21 meeting and that Chair Bill Horne had requested that Cheryl share a link with LDAC of the survey results.

I. **Soft Launch of Museum Lending Pass Program** – Partner program with St. Petersburg’s Museum of Fine Arts will launch in October.

6. **Old Business - Schedule of FY2017 Meetings** – Mika Nelson motioned to approve the LDAC FY2017 meeting schedule; Angela Pietras seconded the motion. LDAC unanimously approved the schedule.

7. **Follow-Up Business**

   A. **Group Purchasing of Bestsellers** – Casey McPhee reported that Baker & Taylor was setting up a PPLC account for EDI ordering and was also generating sample barcodes for the project.

   B. **Review of Circulation Policies** – Angela Pietras distributed the proposed updated circulation policy for its second review by LDAC. LDAC gave the most attention to the new summary chart, section V-2i. Since requests limits cannot be customized by item type, a discussion of patrons’ ability to request more items than they can borrow led to a closer look at checkout limits.

   i. Lois Eannel **made a motion** to increase the DVD checkout limit to 25; Mika Nelson seconded the motion and a majority approved.

   ii. Phyllis Gorshe **made a motion** to increase the electronic games checkout limit to 5; Lisa Kothe seconded the motion and a majority approved.

   iii. Lisa Kothe **made a motion** to increase the blu-ray checkout limit to 25; Casey McPhee seconded the motion and a majority approved.

    Angela Pietras then **made a motion** to recommend the updated policy changes, with agreed upon adjustments to the summary chart in section V-2i, to the Board for approval. Phyllis seconded the motion and a majority approved.

8. **New Business**

   A. **Database Renewals**

      i. Phyllis Gorshe reviewed the Adult Sig’s recommendations.

      ii. There was some level of confusion how to integrate recommendations in to the renewal discussion, as some recommendations were for products that could replace existing offerings. Also, the Youth Services Sig did not make recommendations on all current
offerings. Phyllis Gorshe suggested a workshop forum might be needed to fully discuss all options, though no motion came forward. General consensus was that recommendations for additional products would not take effect until FY2018.

iii. WorldBook online - There were mixed opinions about renewing World Book online and whether funding for individual databases should be sourced directly from PPLC funds.
   1. Earlier in the meeting, Lois Eannel made a motion to redirect PPLC funds that had been previously spent on the World Book subscription toward covering the cost of Pronunciator and additional e-book content; Eannel withdrew her motion when she reconsidered the low cost of Pronunciator. Casey McPhee then made a motion to redirect PPLC funds that had been previously spent on the World Book subscription toward additional downloadable audio content in Overdrive. Lois Eannel seconded this motion, and a majority approved.
   2. Laura Woods had not been present when the possibility of a joint World Book subscription was introduced but joined LDAC later in the meeting to discuss it and Scholastic Flix. During this discussion, Phyllis Gorshe made a motion to rescind LDAC’s earlier vote to redirect PPLC funds that had been previously allocated for the World Book subscription toward additional downloadable audio content in Overdrive and to instead hold the funds for final allocation to be determined at LDAC’s November meeting. Lois Eannel seconded this motion and a majority approved, with Gulf Beaches voting against the motion.

iv. Lynda. Com – Cari Rupkalvis inquired if there was interest in a joint subscription to Lynda.com. The Adult Services Sig had shown interest, though there are concerns about costs. No motion was put forward.

C. Proposal for Grant Opportunities - BayCare Health – Chair David Mather updated LDAC on a possible partnership and grant opportunity with BayCare Health Systems for community health education. LDAC is interested in learning more details.

D. LDAC Liaison to Youth Services Sig – Mike Bryan must step down as LDAC Liaison to this group. Lois Eannel volunteered to take the position. Lisa Kothe and Angela Pietras volunteered to serve as her substitutes.

E. Times Festival of Reading – Lisa Kothe inquired if member libraries would like to work together to organize and staff a booth at the Times Festival of Reading on Nov. 12. There was enough interest; Lisa Kothe will follow-up to fill time slots to cover the event.

9. Announcements from PPLC Libraries
   A. Clearwater – Centennial events in progress
   B. Dunedin – no announcements
   C. East Lake – no announcements
   D. Gulf Beaches – Renovated one of the public restrooms
   E. Gulfport – no announcements
   F. Largo – Second phase of bookmobile fundraising to commence with a “Boxing for the Bus” event; Largo will have three full-time librarian positions posted in September.
   G. Oldsmar – Hosting traveling photography exhibit, “Remembering Florida’s Fallen”; four staff attended TBLC’s VIP Training Workshop.
   H. Palm Harbor – (not in attendance)
   I. Pinellas Park – Renovations to exterior spaces and public meeting rooms in progress.
   J. Safety Harbor – no announcements
   K. Seminole – College’s 3rd annual comicon drew attendance of 3000
   L. St. Pete Beach – (not in attendance)
   M. St. Petersburg – Distributed packet on how to sign up as a City vendor
   N. Tarpon Springs – Adding second movie license to cover more film studios

The meeting adjourned at 4:45 p.m.
Respectfully submitted,
Angela Pietras, Secretary