

# Pinellas Public Library Cooperative

Board of Directors Meeting – September 21, 2010 – PPLC Offices

*PPLC provides leadership, resources and opportunities to enhance the quality, value, and availability of library services to members*

| Topic   | Individual Responsible   | Time  |
|---|--|---|
|   | Actions Required   |   |
| <b>Opening</b> <ul style="list-style-type: none"> <li>• Welcome</li> <li>• Introduction of Guests</li> </ul>  | <b>Chairperson</b>   | <b>5 minutes</b>  |
| <b>Board Governance</b> <ul style="list-style-type: none"> <li>• Ratify Minutes of previous meeting</li> <li>• Next meeting October 26, 2010 @ PPLC</li> <li>• Treasurer’s Report</li> </ul>  | <b>Chairperson</b><br><b>Treasurer</b>   | <b>5 minutes</b>  |
| A & A-1 – Minutes – July 27, 2010 & August 17, 2010<br>B-1 & B-2 – Treasurer’s Report – July & August 2010  |  |   |
| <b>Operations Report</b> <ul style="list-style-type: none"> <li>• Board Business - Review and/or Approval</li> <li>• Unfinished Business and New Items of Business</li> </ul>   | <b>Executive Director</b>  | <b>30 minutes</b>   |
| C – All Correspondence<br>D – Executive Director Report<br>D-1a, D-1b - Talking Book Report<br>D-2a, D-2b - Deaf Literacy Report<br>D-3a, D-3b - Born to Read Report<br>E – PPLC FY10/11 Budgets – Final Approval – No attachment<br>F – State Aid Application – Approve Grant Submittal – No attachment<br>G – PPLC Board Retreat – September 24, 2010 (Final Agenda)<br>H – Times Festival of Reading – Volunteer Sign-Up Sheet (10/23/10)<br>I – Town of Belleair Shore Agreement – For Signature(s)<br>J – New Job Description – Systems Coordinator – For Approval<br>K – Clerk of the Court – Final Audit |  |   |
| <b>Training</b> <ul style="list-style-type: none"> <li>• Topic: None</li> </ul>   |  | <b>0 minutes</b>  |
| <b>Board Discussion – Long Range Plan</b> <ul style="list-style-type: none"> <li>• Board Discussion               <ul style="list-style-type: none"> <li>○ Governance Assessment Presentation</li> </ul> </li> </ul>  | <b>Pat McClintock, RMG</b><br><b>Directors</b>                                   | <b>30 minutes</b>   |
| <b>Committee Reports</b> <ul style="list-style-type: none"> <li>• Library Director Liaison</li> <li>• Finance Committee</li> <li>• Fund Development Committee</li> </ul>  | <b>LDAC Chairman</b><br><b>Finance Chairperson</b><br><b>Committee Member(s)</b> | <b>10 minutes</b><br><b>15 minutes</b><br><b>15 minutes</b> |
| L – LDAC Report<br>M – Finance Minutes  |  |   |
| <b>Board Activities</b>   | <b>Directors</b>   | <b>5 minutes</b>  |
| <b>Agenda Preparation</b> <ul style="list-style-type: none"> <li>• Topics for next meeting</li> </ul>   | <b>Directors</b>   | <b>5 minutes</b>  |
| <b>Meeting Evaluation</b>   | <b>Directors</b>   | <b>5 minutes</b>  |
| <b>Adjourn Meeting</b>  | <b>Directors</b>   |   |