



**PINELLAS  
PUBLIC  
LIBRARY  
COOPERATIVE**

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**Official**

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**Pinellas Public Library Cooperative  
Board of Directors Regular Meeting  
November 30, 2010  
Gulf Beaches Public Library**

Members Present: Chris Bulleit  
Danielle Harkins  
Mona Johnson  
Madelyn Liss  
Donald Mahoney  
Barbara Ponce

Excused: Kay Campbell  
Marilyn Chapman

Unexcused: Karen Lewis

Others Present: Mary A. Brown, Executive Director  
Paula Godfrey, PPLC Coordinator, Special Projects & Grant Services  
Mike Bryan, Seminole Library Director  
Lana Bullian, Safety Harbor Library Director  
Maggie Cinnella, Gulf Beaches Library Director  
Gene Coppola, Palm Harbor Library Director  
Karen Fortin, LDAC Chairman, Pinellas Park Library Director  
Laurel Gustafson, St. Petersburg Library Director  
Marilyn Heflan  
Steve Kochik  
Patricia Perez, East Lake Library Director  
Barbara Pickell, Clearwater Library Director  
Cari Rupkalvis, Tarpon Springs Library Director  
Debi Weinstein

**Regular**

The Pinellas Public Library Cooperative Board Meeting was called to order at 4:02 pm by Chairman Barbara Ponce.

**Minutes:** The minutes of the October 26, 2010 Regular Board Meeting were presented. Chairman Ponce opened them for discussion. There were no corrections. The Minutes were accepted and filed for audit.

**Treasurer's Report:** Treasurer Bulleit reviewed the October 2010 Treasurer's Report. He also reviewed the Schwab statement along with the PDR financials. He noted that some larger expenditures occurred during the month since PPLC had some subscription fees, etc. that were paid annually. It was also noted that some of the funds from the PPLC reserves would be moved on the financial statement, as approved by the Board, to balance the budget for the year.

**Board Development and Training**

LDAC Chairman Karen Fortin related highlights of the November 23 LDAC Focus Group meeting. These meetings will be held quarterly to review some larger issues than can be addressed during the regular monthly LDAC meetings. This meeting focused on the Governance Assessment document distributed. There was a review of the three options that were provided in the document.

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### Topics of Interest:

- 1) Interlocal Agreement be a 5-10 year plan, with the shorter time span allowing for adjustments as economic climate evolves.
- 2) It was noted that East Lake was a point of discussion since this area of the county is researching the possibility of incorporating.
- 3) Move catalog to Open Source software, which may be more cost effective but does require local technical maintenance.
- 4) Centralized services discussed reviewing several different areas that could be explored.
- 5) Investigate Cooperative building space with libraries offering to incorporate some services into their facilities if needed in the future, for cost savings.
- 6) Majority expressed desire to see the continuance of the Cooperative and noted the value added to countywide services through the Cooperative.

Discussion followed. Next steps were discussed and Executive Director M. Brown noted the following timeline for subcommittee formation, etc. LDAC Chairman Fortin noted the next Focus Group meeting would be January 20, 2011 at PPLC with a phone presentation by the State Library.

Meeting adjourned at 4:55 pm for a short break.

Meeting re-adjourned at 5:05 pm.

**Correspondence, Executive Director's Report, Talking Book Library Report, Deaf Literacy Center Report, and Born to Read Report:** All items were sent to Board Members prior to meeting for their review. Board Members were then given an opportunity to ask questions regarding material. Correspondence reviewed were: Letter to P. Godfrey from E. Spiegel and D. Oldja re: 2010 YA Author Visit with Sherri L. Smith; Email to M. Brown from P. Wheeler, East Lake Blister re: funding; Letter from M. Brown to Audit Recipients re: annual audit confirmation letters; Letter from S. Lawton, United Way to J. Chapman, Early Learning Coalition re: Born to Read; Letter to P. Godfrey from S. Lawton, United Way re: Born to Read and early literacy initiatives. Correspondence items briefly reviewed. All reports were reviewed. Executive Director Brown noted that the TBL Volunteer Appreciation Luncheon went well and Donald Mahoney and Madelyn Liss attended on behalf of the Board.

### **Library Director Liaison Report**

Chairman Karen Fortin reported on the November LDAC meeting. She reported that the group continued discussion on centralized services. The group is beginning a chart to record how each library is handling processing in order to move to a more uniform system. Gene Coppola had reported on the Fund Development Committee meeting he attended to the LDAC. He noted two additional directors had agreed to participate on the committee – Barbara Pickell, Clearwater and Laurel Gustafson, St. Petersburg.

### **Finance Committee**

Information was reviewed during the Treasurer's Report.

### **Fund Development Committee**

Noted the next meeting date was scheduled for December 8, 2010 at 4:00 pm at the Clearwater Countryside Branch Library. All welcome to attend.

### **Board Activities**

Board members shared their participation in various activities during the month of November 2010.

- |                  |   |  |
|------------------|---|--|
| Madelyn Liss     | - | Attended TBL Volunteer Appreciation Luncheon.  |
|                  | - | Noted that Seminole Library would be hosting the December 9 FLA Friends and Trustees regional meeting. |
| Chris Bulleit    | - | Signed checks weekly at Mirror Lake Library.   |
| Danielle Harkins | - | Attended "Fearless Fundraising" workshop.  |
|                  | - | Made book purchase on BTR B & N fundraiser day to support program.                                     |
| Mona Johnson     | - | Attended "Fearless Fundraising" workshop   |

### **Unfinished Business**

None.

**New Business**

State Aid to Public Libraries Grant Application – Executive Director Brown distributed the Annual Plan of Service (including discussion of extension of current Long Range Plan to 2012). She also provided the budget portion. A motion was made to approve submission of the State Aid to Libraries grant application budget and plan of service by Mona Johnson. The motion was seconded by Donald Mahoney. Discussion followed and all were in favor. Motion carried.

FLA Honor Roll 2011 - Executive Director Brown reported that PPLC has supported this effort in the past at the Library Champion level. The \$500 donation supports FLA advocacy efforts. A motion was made by Chris Bulleit to approve supporting FLA as a Library Champion for \$500. The motion was seconded by Madelyn Liss. Discussion followed and all were in favor. The motion carried.

2010-2011 Legislative Appointments – Annual legislative visits were being scheduled in the local office. Board Members were asked to volunteer to attend some of the appointments, schedules permitting. The list had also been provided to library directors that would also be attending appointments.

**Announcements**

Addendum - Executive Director Brown reported that she had received an email communication from Karen Lewis, At-Large District 1 Board appointment. She related her regrets but she would need to resign her position from the Board. Executive Director Brown had shared this information with the Board of County Commissioners since they will need to appoint someone in her place. The PPLC Board accepted the resignation and agreed to send a letter thanking her for the time she did serve.

**Adjournment**

The meeting adjourned at 5:50 pm.

Respectfully submitted,

*Paula Godfrey*

Paula Godfrey  
Secretary pro tem