



PANHANDLE PUBLIC LIBRARY COOPERATIVE SYSTEM

ANNUAL PLAN OF SERVICE October 1, 2021- September 30, 2022

Mission Statement:

The Panhandle Public Library Cooperative System (PPLCS), consisting of Calhoun, Holmes, and Jackson County Public Library Systems, provides free access to library materials and programs to assist all citizens in meeting their recreational, informational, cultural and life-long learning needs. Services provided by PPLCS support the member libraries in carrying out this mission.

Introduction

The Panhandle Public Library Cooperative System, a Florida Special District, was established by Inter-Local Agreement October 1, 1992 by the authority of the County Commissions of Calhoun, Holmes, and Jackson counties. PPLCS is governed by a nine-member Board consisting of the three Library Directors and two appointees from each member county. The PPLCS budget supports the goals and objectives of the Long-Range Plan and the Annual Plan of Service.

Goals and Activities

Goal 1: Users of PPLCS member libraries have access to resources, services and adequate collections that meet their recreational, informational and cultural needs.

Activities:

- The FY2021-22 PPLCS Budget reflects the use of grant funds to grow and promote the use of PPLCS's digital collections in OverDrive. This activity is crucial in continuing to provide educational and recreational materials even as the Covid-19 pandemic continues to necessitate temporary closures of physical libraries and at-home quarantines for community residents.
 - The PPLCS materials budget increased by \$1,000 so additional copies of in-demand titles can be added to OverDrive and keep patron wait times at a minimum.
 - PPLCS continues to provide hundreds of digital magazine titles through its PLAN OverDrive subscription.
- A State of Florida ARPA grant and an IMLS ARPA grant, both in the amount of \$20,000 have been submitted to further the goals of this activity. Further grant funding opportunities will be explored throughout the year.

- As the DLLI courier service changes its operations to a UPS contract, PPLCS will continue to cover the cost of statewide resource sharing for the member libraries.

Goal 2: PPLCS member library users of all ages have access to programs and services that support life-long learning.

Activities:

- The FY2021-22 PPLCS Budget will continue to provide funds for engaging and unique in-person and virtual programming for all ages that is both entertaining and educational.
- PPLCS will continue to explore and identify appropriate funding opportunities to assist with this goal.
- PPLCS will look for new ways to promote the many web-accessible databases that are provided by PLAN and the State Library of Florida. These resources are useful for small businesses, job seekers, and students.

Goal 3: PPLCS and member libraries have trained and motivated staff to provide proficient, courteous and professional service to the public.

Activities:

- PPLCS will continue to pay PLAN membership dues for PPLCS member libraries, so that staff can participate in the many training opportunities they provide.
- The PPLCS Administrator will stay on top of any issues with Koha and work with the Koha techs to resolve them as quickly as possible. The Administrator will communicate any software upgrades or Koha issues to member Library Directors as soon as they are known. Additionally, the Administrator will work with ByWater Solutions staff to provide virtual Koha training to the libraries.
- PPLCS Staff will keep the PPLCS website current and accessible.