

**MINUTES/DRAFT
PPLCS SPECIAL MEETING**

4:00 PM

PPLCS BOARD RM

FEBRUARY 4, 2016

- I. A. Call to Order 4:12 PM**
With the Chairman and co-chair both unable to attend, the PPLCS board elected to have Pam Pichard act as Chairman for this Special meeting.
- B. Invocation led by Calvin Stevenson and Pledge of Allegiance led by Pam Pichard.**
- C. Present:** Rita Maupin, Susan Harris, Renae Rountree, Barbara Belford, Calvin Stevenson, Lennetta Greene, Pam Pichard and Vicki Montford.
- Excused Absence:** David Corbin, Ruth Attaway and Susan Hughes
- Unexcused Absence:** Wendel Whitehurst
- Staff Present:** Cynthia De La Hunt
- II.** The job description for PPLCS Administrator was discussed at length. Motion was made by Calvin Stevenson and seconded by Lennetta Greene to approve the job description. Motion carried.
- III.** Motion was made by Rita Maupin and seconded by Renae Rountree to advertise the job opening through March 5, 2016 on employflorida.com and Florida Library Jobs websites for online and on paper with the Jackson County Floridan. Motion carried.
- IV.** Motion to adjourn by Pam Pichard at 5:02pm.

Minutes submitted by Cynthia De La Hunt

DATE: 2-4-16 ppp ft

MOTION: Approved Job Description

MOTION MADE BY: E. Starnes

SECONDED BY: L. Roman Yance

MOTION CARRIED: YES NO

DATE: 2/4/16

MOTION: to advertise job through March 5 2016 on employflorida.com and florida library jobs websites for online and in paper with Jackson County Florida.

MOTION MADE BY: Maupin

SECONDED BY: Renee Rountree

MOTION CARRIED: YES NO