

MINUTES/DRAFT  
PPLCS BOARD MEETING  
PPLCS BOARD RM

APPROVED  
3/15/16  
CP

4:00 PM

February 16, 2016

- I.
  - A. Call to Order 4:10 PM
  - B. Invocation and Pledge of Allegiance led by David Corbin.
  - C. Present: David Corbin, Rita Maupin, Susan Harris, Renae Rountree, Ruth Attaway, Barbara Belford, Vicki Montford Lennetta Greene, Pam Pichard, Deborah Hynes and Calvin Stevenson.  
Excused Absence: None  
Unexcused Absence: Wendel Whitehurst  
Staff Present: Susan Hughes and Cynthia De La Hunt
  
- II. Motion was made to approve the Agenda by Calvin Stevenson, seconded by Renae Rountree. Motion carried.
  
- III. Agenda Items:
  - A. Motion was made by Renae Rountree, seconded by Calvin Stevenson to approve the minutes from the January 26, 2016 meeting with corrections and the Special Meeting minutes on February 4, 2016. Motion Carried.  
Mr. Corbin took a moment to present Susan Hughes with a plaque thanking her for her dedicated time and service to the libraries of Calhoun, Holmes, Jackson and Washington counties.
  - B. Motion was made by Rita Maupin, seconded by Ruth Attaway to pay the bills and renew contracts for **Network Solutions (CCPL, HCPL and JCPL) and Pat Thomas Insurance** as presented and reviewed. Motion Carried.  
Motion made by Rita Maupin, seconded by Vicki Montford to pay Susan Hughes for unused Annual and Sick leave in accordance with the Jackson county personnel Policy. Motion carried.
  - C. Motion was made by Ruth Attaway, seconded by Calvin Stevenson to add the 2013 Universal Services rebate monies to the \$39,000 already budgeted for each county, increasing their budget by the amount owed. Motion carried.
  - D. The PPLCS board was informed of the ads placed for the Administrator job opening, including all ad locations and costs.
  - E. The Administrator's report was given followed with discussion. Motion was made by Rita Maupin, seconded by Ruth Attaway amend 2/17/16 to delete discussion on By-Laws. Motion carried. Susan did an annual evaluation of Cynthia De La Hunt's job performance as Susan will have retired when Cynthia reaches her one year anniversary. The evaluation was tabled for discussion until the April board meeting.
  - F. Motion was made by Rita Maupin, seconded by Vicki Montford to move the

PPLCS Board meetings to 2 pm on the 3<sup>rd</sup> Tuesday of each month. Motion carried.

- G. The Chipola Healthy Start Coalition discussion was tabled until the March 15, 2016 board meeting.
- H. Motion was made by Renae Rountree, seconded by Rita Maupin to check out the credit card for use at the FLA conference in Daytona Beach. Motion carried.

**IV. Roundtable Discussions**

- V. Motion to adjourn by David Corbin at 5:14 pm.

The next board meeting is scheduled for March 15, 2016 at 2 pm.

Minutes submitted by Cynthia De La Hunt