

**MINUTES/DRAFT
PPLCS BOARD MEETING
PPLCS BOARD ROOM**

10:00 AM

July 19, 2017

A. Call to Order 10:10 AM

B. Invocation and Pledge of Allegiance led by David Corbin

C. Present: David Corbin, Rita Maupin, Barbara Belford, Susan Harris, Vicki Montford,
Deborah Hynes

Excused Absence: Rebecca Clark,

Unexcused Absence: Robert Hoff, Ruth Attaway

Staff Present: Mary Balint and Cynthia De La Hunt

I. Motion was made by Vicki Montford, seconded by Rita Maupin to approve the agenda with the addition of item **J.** - Add another county to PPLCS Cooperative. Motion carried.

II. Agenda Items:

A. Motion was made by Rita Maupin, seconded by Vicki Montford to approve Minutes as presented. Motion carried.

B. Motion was made by Rita Maupin, seconded by Susan Harris to approve and pay bills as presented and reviewed. Motion carried.

Motion made by Rita Maupin, seconded by Susan Harris to renew contracts with Smart Shield & Remote Manager and Niche Academy. Motion carried.

C. Administrator's report was given.

Motion was made by Rita Maupin, seconded by Susan Harris to close the PPLCS office on Aug. 25, 2017 to allow the administrator, Mary Balint and Cynthia De La Hunt to attend the PLAN mini-conference in Panama City. Motion carried.

D. It was decided that all new hires will receive the same centralized training for Koha at the PPLCS office.

E. It was decided that Mary Balint will have the only administrative authority on Koha.

F. Motion was made by Rita Maupin, seconded by Vicki Montford to prepare the budget as presented with the county increases from \$39,000 to \$42,000. Motion carried.

G. Motion was made by Rita Maupin, seconded by Susan Harris to approve the Annual of Plan of Service as presented. Motion carried.

H. Discussion on SunTrust Bank soon requiring PPLCS to have an individual's name on the PPLCS credit card. Mary will look into the matter further, as the PPLCS members often require use of the credit card for conferences and travel. She will bring new information to the August meeting.

I. Motion was made by Rita Maupin, seconded by Susan Harris to permit the bid process for JCPL's landscaping project. Motion carried.

- J. There was discussion of the possibility of adding another county to the PPLCS cooperative. Mary and Rita will seek out interest and bring any information to the August meeting.

Roundtable Discussions

- III. Meeting adjourned at 12:23 pm.

The next scheduled meeting of the PPLCS Board will be Wednesday, August 16, 2017 at 10:00 am CST at 2862 Madison Street, Marianna, Florida.