

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

10:00 AM

March 21, 2018

A. Call to Order 10:08 AM

B. Invocation and Pledge of Allegiance led by David Corbin

C. Present: David Corbin, Ruth Attaway, Barbara Belford, Monette French, Deborah Hynes

Excused Absence: Vicki Montford, Rita Maupin, Susan Harris

Unexcused Absence: Robert Hoff

Staff Present: Mary Balint and Cynthia De La Hunt

Holmes County board member introduced our new board member, Ms. Monette French, a retiree from the Holmes County Library. We are happy to welcome Ms. French to the PPLCS Board.

I. Motion was made by Deborah Hynes, seconded by Ruth Attaway to approve the agenda as presented. Motion carried.

II. Agenda Items:

A. Motion was made by Barbara Belford, seconded by Deborah Hynes to approve Minutes from the February 21, 2018 meeting as presented. Motion carried.

B. Motion was made by Ruth Attaway, seconded by Barbara Belford to approve and pay bills as presented and reviewed. Motion carried.

Motion was made by Ruth Attaway, seconded by Deborah Hynes to approve and renew the insurance policy with Pat Thomas which covers the contents of the office building. Motion carried.

C. Administrator's report was given.

Motion was made by Deborah Hynes, seconded by Barbara Belford to allow the administrator to attend the Public Library Cooperative meeting in Tallahassee, FL on April 5th & 6th with all travel expenses to be reimbursed by SWFLN.

Motion carried.

Motion was made by Ruth Attaway, seconded Deborah Hynes to approve the administrator attending a special presentation of 'The Living Library' program on April 21st and be allowed to use Comp time. Motion carried.

D. The Board agreed for the Chairman to approve and sign the annual evaluation for Cynthia De La Hunt.

Roundtable Discussions

The administrator recommended Ms. De La Hunt for a merit increase based on her annual evaluation. After some discussion, it was decided that the administrator would compile and email some data to the board members and add the item to the agenda for the April meeting for further discussion.

III. Meeting adjourned at 11:04 a.m.

The next scheduled meeting of the PPLCS Board will be Wednesday, April 18, 2018 at 10:00 am CST at 2862 Madison Street, Marianna, Florida.