

**MINUTES**  
**PANHANDLE PUBLIC LIBRARY COOPERATIVE SYSTEM**

**4:00 PM**

**PPLCS CONFERENCE ROOM**

**July 30, 2015**

**CALL TO ORDER**

**@ 4:07 PM**

**A. INVOCATION AND PLEDGE OF ALLEGIANCE led by Mr. David Corbin**

**B. ROLL CALL**

Present: Pam Pichard, David Corbin, Ruth Attaway, Renae Rountree, Rita Maupin, Marie Simpson, Deborah Hynes, Barbara Belford and Calvin Stevenson  
Absent: Susan Harris, Wendel Whitehurst and Lennetta Greene.  
Others Present: Susan Hughes and Cynthia De La Hunt

Add items I, J and K

**C. APPROVAL OF AGENDA**

Motion made by Pam Pichard, seconded by Rita Maupin to approve the agenda as added.

**D. APPROVAL OF MINUTES FROM PREVIOUS MEETINGS:**

Motion made by Pam Pichard, seconded by Calvin Stevenson to approve the minutes from the June 25, 2015 meeting as corrected to show Calvin Stevenson as present and to correct the spelling of Calvin and Kimberly Teagarden's last names. Motion carried.

**E. AGENDA ITEMS**

Motion made by Pam Pichard, Seconded by Ruth Attaway to pay bills as presented to the Board.  
Motion Carried.

Motion made by Ruth Attaway, seconded by Calvin Stevenson to allow Pam Pichard to sign bills at her office.  
Motion carried.

Motion made by Pam Pichard, seconded by Renae Rountree to allow Susan Hughes to attend the Digitization (PLAN) and Co-op Administrators conferences scheduled in August, 2015. Motion carried.

**F. ADMINISTRATOR'S REPORT-HUGHES**

Petty Cash and Leave Balances reported.

Progress of the FY 13-14 audit was given. Pam Pichard contacted the auditors to set up a time to go over the audit with the Administrator and Board Member, Ruth Attaway. Pam Pichard and Renae Rountree will serve as back-ups if Ruth is unable to attend.

Progress of E-rate was reported. Renae Rountree asked that Susan Hughes email her copies of the letters from USAC.

**G. PUBLIC HEARING**

**H. ROUND TABLE**

Calhoun County, Holmes County, Jackson County, and Washington County

CCPL will author Lisa Wingate on Sept 29, 2015.

WCPL will host a week-long program entitled "Outside the Lines" in Sept., 2015.

'Bullets and BBQ' mystery dinner will be held at the Ag. Center on Aug. 22, 2015.

JCPL will host a Sock Hop in April, 2016.

JCPL will remain at current location with some repairs and improvements.

**J. PLANNERS**

Motion made by Pam Pichard, Seconded by Rita Maupin to pay \$4,000 for Advertising inside student planners to PAEC. The planners will be given to at least one high school from each county. Motion carried.

**J. AUDIT**

Audit was discussed during the Administrator's Report.

**K. DIGITAL DIATABASES**

Digital Databases were discussed in the Administrator's Report.

**EXPECTATIONS FOR THE NEXT MEETING:**

Next budget meeting will be August 18, 2015 at 3 p.m. at the PPLCS office.

Next board meeting will be August 18, 2015 at 4:30 p.m. at Jim's Buffet and Grill in Marianna, FL.

**ADJOURNMENT**

**@ 5:50 pm**

**Prepared by Cynthia De La Hunt**