

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

**4:00 PM**

**PPLCS CONFERENCE ROOM**

**June 25, 2015**

**CALL TO ORDER**                      **@ 4:09 PM**

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

**B. ROLL CALL**

Present: Rita Maupin, Marie Simpson, Ruth Attaway, Renae Rountree, David Corbin, Lennetta Greene, Susan Harris, Barbara Belford and Pam Pichard.

Absent: Deborah Hynes and Wendel Whitehurst.

Others Present: Susan Hughes and Cynthia De La Hunt

**C. APPROVAL OF AGENDA**

Agenda was reviewed and adopted after adding E-Rate and Personnel Evaluation, motion by Rita Maupin, seconded by Renae Rountree.

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

Motion made by Pam Pichard, seconded by Lennetta Greene to accept the April 21, 2015 minutes, with corrected date and correct spelling of Calvin Stevensen' s name. Motion carried.

**E. AGENDA ITEMS**

Motion made by Rita Maupin, Seconded by Pam Pichard to pay bills presented to the Board. Motion Carried.

Motion made by David Corbin, seconded by Pam Pichard to table all travel for July for the Administrator. Motion carried.

Budget discussion continued, problems with e-rate submission from 2013 and 2014. It was discussed having a "Tickler" file for USAC, to include any E-rate news in Administrator's Report and to send Pins and Entity numbers to the Library Directors.

Motion made by Ruth Attaway to approve revisions in Time Line, Long-Range Plan and Annual Plan as revised by the Directors to include correcting Cynthia De La Hunt's job title.

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

Petty Cash and Leave Balances reported.

Travel requests tabled for July, with the exception of medical appointments.

**G. PUBLIC HEARING**

**H. ROUND TABLE**

**Calhoun County** – Jana Fine has asked CCPL to do a children's programming webinar. Author Lisa Wingate will be at CCPL in September, CCPL has partnered with the schools and are feeding about 200 children daily for June and July. The Community Garden is distributing food to those in need.

**Holmes County** – Summer Programs numbers are down from last year, mainly because of a lost grant. In the close-out program kids will dress as heroes.

**Washington County** – Invitations to the traveling exhibit from ALA have been sent – for July 10<sup>th</sup>. There will be 2 programs with discussion along with the Dust Bowl Series. The exhibit opens July 13 – August 28.

WCPL is exploring more property.

**EXPECTATIONS FOR THE NEXT MEETING:**

Break out expenditures by vendors in Budget

Check State plan for Verizon, contact Kimberly Teegardner.

Next budget meeting will be on August 18, 2015. Items to be included in the agenda:  
Non-recurring dollars to Counties  
Budget preparation to include Ruth Attaway  
Lennetta Greene will work on criteria for the Administrator's Evaluation

**ADJOURNMENT**

**@5:51 pm**

**Prepared by Susan Hughes**

Meeting date was changed to Thursday, June 25, 2015 so more could participate. Notification was sent out to newspapers to show changed date.