

**MINUTES/DRAFT**

**PPLCS MEETING**

**4:00 PM**

**PPLCS BOARD RM**

**October 20, 2015**

**I. CALL TO ORDER**

**@4:08 PM**

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

**ROLL CALL**

Present: David Corbin, Renae Rountree, Lennetta Greene, Pam Pichard, Deborah Hynes, Calvin Stevenson, Susan Harris, Barbara Belford and Wendel Whitehurst

Absent: Ruth Attaway, Rita Maupin

Others Present: Susan Hughes and Cynthia De La Hunt

Members of the board were made aware that Board Member Ms. Marie Simpson had passed away earlier today. She was fondly remembered in a moment of silence.

Motion made by Calvin Stevenson, seconded by Renae Rountree to send flowers to the Simpson Family. Motion carried.

**APPROVAL OF AGENDA**

Motion made by Calvin Stevenson, seconded by Renae Rountree to approve the agenda with the addition of items E, F and G. Motion carried.

**APPROVAL OF MINUTES FROM PREVIOUS MEETINGS:**

Motion made by Calvin Stevenson, seconded by L. Lennetta Greene to approve the minutes from the September 15, 2015 meeting with corrections. Motion carried.

**II. AGENDA ITEMS**

Motion made by Renae Rountree, seconded by Pam Pichard to pay bills as presented to the Board. Motion carried.

Motion made by Calvin Stevenson, seconded by Pam Pichard to allow PPLCS to turn bills in to Finance by November 12 as the JCBOCC will have only one meeting in November on the 17<sup>th</sup>. Motion carried.

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

Petty Cash and Leave Balances were reported.

Susan will attend E-rate training in Tallahassee on November 9-10, 2015. Previously approved.

Motion made by Pam Pichard, seconded by Deborah Hynes for Susan Hughes to attend the Annual PLAN Meeting in Niceville, FL on November 13, 2015. Motion carried.

Susan reported that progress is being made on E-rate. Out of concern that some of the libraries would still lose their E-rate monies, a motion was made by Renae Rountree, seconded by Deborah Hynes to place the PPLCS administrator on 30 days probation. She is required to meet deadlines 15 days early and provide confirmation and documentation to the PPLCS Board.

**IV. ROUNDTABLE**

JCPL will present their Outside the Lines program tonight, September 15, 2015 at 5pm.

.The annual Book Sale will be next week at JCPL on September 24-26, 2015 from 9am-4pm.

.The Envisionware app is in place. This program will allow you to print from anywhere and pick up your prints at the library.

.Made changes to the DVD check-out program to allow more patrons the opportunity to check out a larger variety and newer DVDs.

CCPL reported that the Lisa Wingate visit was a success and very informative.

WCPL raised approximately \$1000.00 at their Bullets and Broadway program.

.WCPL has gotten a lot of recognition recently with some members of the staff being in the press and Congresswoman Gwen Graham visiting.

.The library was allowed to close for one week to go book shopping and update the interior of the library.  
.The library has re-configured their Children's Dept.

**V. ADJOURNMENT**

**@ 5:02 pm**

**Prepared by Cynthia De La Hunt**

The next board meeting is scheduled for November 17, 2015 at 4 p.m. at the PPLCS office in Marianna, FL.