

**MINUTES/DRAFT
PPLCS BOARD MEETING
PPLCS BOARD RM**

2:00 PM

November 15, 2016

- I. A. Call to Order 2:02 PM**
B. Invocation and Pledge of Allegiance led by David Corbin
C. Present: David Corbin, Susan Harris, Ruth Attaway, Deborah Hynes, Robert Hoff, Rita Maupin, Barbara Belford.
Excused Absence: Mary Balint, Vicki Montford and Rebecca Clark
Unexcused Absence: none
Staff Present: Cynthia De La Hunt
- II.** Motion was made by Rita Maupin, seconded by Susan Harris to approve the agenda. Motion carried.
- III.** Agenda Items:
- A.** Motion was made by Ruth Attaway, seconded by Robert Hoff to approve Minutes from the October 17, 2016 meeting. Motion carried.
- B.** Motion was made by Rita Maupin, seconded by Deborah Hynes to approve and pay bills and renew contracts as presented and reviewed. Motion carried.
- C.** Administrator's report was given.
- D.** Motion was made by Rita Maupin, seconded by Deborah Hynes to adopt Jackson County's criteria for travel pay and per diem, effective immediately. Motion carried. Travel and per diem for PPLCS will be as follows:
- | | |
|-----------|---------|
| Breakfast | \$10.00 |
| Lunch | \$12.00 |
| Dinner | \$26.00 |
| Mileage | \$.54 |
- E.** Motion was made by Rita Maupin, seconded by Ruth Attaway to reimburse Holmes County Library \$288.00 for lost E-rate funds. Motion carried.
- F.** Motion was made by Susan Harris, seconded by Robert Hoff to adopt the Personnel Manual as presented to the PPLCS Board. Motion carried.
- G.** Bids for a new auditor for PPLCS were opened. Two bids were received, one from Grimsley & Cavin and one from Carr, Riggs & Ingram. A committee, consisting of Ruth Attaway, Rita Maupin, Deborah Hynes and Susan Harris, will review the bids and bring recommendations to the December meeting.
- IV.** Roundtable Discussions
- V.** Meeting adjourned at 2:48 pm.

The next scheduled meeting of the PPLCS Board will be Tuesday, December 13, 2016 at 2:00 pm CST at 2862 Madison Street, Marianna, Florida.