DRAFT MINUTES
November 19, 2025
PPLCS BOARD MEETING
10:00 A.M., PPLCS office

I. **Call to order: 10:10 a.m.**

Invocation and Pledge of Allegiance led by Timothy 'Shan' Hatfield
Roll call
Present: Wendy Eubanks, Carol Wilson, Timothy 'Shan' Hatfield, Becky Marsh, Anne Rodgers, Rita Maupin
Excused absence: Brittni Spires, Deborah Hynes
Unexcused absence: Edward Lee Britt
Staff present: Cynthia De La Hunt

II. Motion was made by Anne Rodgers, seconded by Rita Maupin to approve the agenda with the addition of items (j.) PPLCS holidays – Wendy Eubanks, (k.) Annual Board meeting - Rita Maupin and (l.) Standing committees – Rita Maupin. Motion carried.

III. Agenda items:

a. A motion was made by Becky Marsh, seconded by Anne Rodgers to accept the Minutes from the Oct. 15, 2025 PPLCS board meeting. Motion carried.

b. Secretary's Report
A motion was made by Anne Rodgers, seconded by Carol Wilson to pay past due charges for the CenturyLink bill by credit card. Motion carried.

c. A motion was made by Becky Marsh, seconded by Anne Rodgers to approve the Annual Plan of Service for October 1, 2025 – September 30, 2026. Motion carried.

d. A motion was made by Rita Maupin, seconded by Carol Wilson to approve Janie Griffith Consulting, LLC to apply for and complete E-rate for the upcoming year. Motion carried.

e. A motion was made by Anne Rodgers, seconded by Becky Marsh to accept the new contract for RJ Young. Motion carried.

f. The Board Chair signed the performer contract in the absence of a PPLCS administrator.

g. As all invoices must be submitted to Finance early in December, a motion was made by Carol Wilson, seconded by Becky Marsh to pay bills received after 12/10/25 by credit card. Motion carried.

h. The board was updated on the new-hire process. The Chairman must reply in writing to the Division of Library and Information Services with PPLCS's plan to fill the administrator position and comply with State Aid to Libraries Grant Program Eligibility. The reply will be sent immediately after this board meeting.

i. A motion was made by Rita Maupin, seconded by Wendy Eubanks to pay bills as presented. Motion carried.

j. A motion was made by Becky Marsh, seconded by Rita Maupin to keep Cynthia's days off on schedule with Jackson County's holiday schedule- if it changes from the 26th and 27th to include November 25th, we approve for Cynthia's time off to include the 25th also.

k. A motion was made by Becky Marsh, seconded by Anne Rodgers to have the Annual Board meeting at 10 a.m., February 18, 2026 and at the January Board meeting, the agenda will be discussed and decided. Motion carried.

l. The item was tabled until all board members can be present.

IV. Meeting adjourned at 11:11 a.m.

V. Round table