

**Panhandle Community Services
Special Board of Directors Meeting Minutes
Panhandle Community Services Central Office – 1309 SW 8th Ave. – Amarillo, TX 79101
Minutes for November 17, 2025, @ 3:00 pm**

Board Members by Sector:

<u>Low Income</u>		<u>Private</u>		<u>Public</u>	
Lydia Villanueva	P	Denese Skinner	P	Judge Tim Glass	P
Janice Faggan	P	Jason Vanosdol	A	Judge Rowdy Rhoades	P
Robert Coffee	P	John Sharp	P	Judge Dan Looten	P
Amanda Quillin	A	Brian Gillispie	P	CM Esmeralda Mills	A
Teresa Lane	P	Kerry George	P	Judge Mitchell Locke	A

Guests

Judge Adam Ensey

Staff

Position/Title

Magi York	Executive Director
John Mejia	CFO
Lisa Matthyse	Executive Assistant

NOTICE – This meeting was publicized in compliance with the state open meetings law, as documented in Appendix A to these minutes. Appendix A also includes a list of the documents provided to members with the meeting notice and agenda. Appendix B includes committee meeting minutes.

Call to Order

John Sharp, Board President, called the special business meeting to order at 3:00 P.M. Central Time (*Organizational Standard 2.4*). Mr. Sharp announced the Initial Public Comment Period. Lisa Matthyse, Executive Assistant, called Roll and determined that a quorum of directors was present (*OS 5.5*). Mr. Sharp led the Pledge of Allegiance and the recital of the Panhandle Community Services (PCS) mission statement and vision statement. Magi York, Executive Director, led the prayer.

Closed to Executive Session

Mr. Sharp requested a motion to move into closed session.

Motion:	To move into closed session.	
Moved By:	Lydia Villanueva	Second: Janice Faggan
Vote:	Motion carried by voice vote	

The board moved into closed session at 3:04 P.M.

Closed to Executive Session: *The Board may convene in executive session pursuant to Texas Government Code, Chapter 551:*
a. Sec. 551.074 – Personnel Matters

Reconvene to open session. *Except as specifically authorized by applicable law, the board may not take any actions in executive session.*

Mr. Sharp requested a motion to reconvene from closed session.

Motion:	To reconvene from closed session.	
Moved By:	Judge Rowdy Rhoades	Second: Lydia Villanueva
Vote:	Motion carried by voice vote	

The board reconvened into open session at 3:51 P.M.

Accept the Executive Director's Evaluation and Approve Compensation (OS 7.4, 7.5)

Mr. Sharp requested a motion for an increase in compensation of the Meliora contract of \$10,000.00 for the Executive Director's salary.

Motion: To approve an increase in compensation of the Meliora contract of \$10,000.00 for the Executive Director's salary.
Moved By: Teresa Lane **Second:** Judge Dan Looten
Vote: **Motion carried by voice vote**

Ms. York asked if she could accept the salary increase but withhold it until more is known about the funding for 2026. The board agreed, saying it was at her discretion.

Mr. Sharp stated that the evaluation would be emailed to Ms. York. Board members thanked Ms. York for her leadership. Ms. York said that her ability to work starts with the board, and she thanked them for their support.

Mr. Sharp requested a motion to accept Ms. York's evaluation.

Motion: To accept Ms. York's evaluation.
Moved By: Judge Tim Glass **Second:** Kerry George
Vote: **Motion carried by voice vote**

Final Public Comment Period

John Sharp called for public comment. No public comments were made.

The Promise of Community Action

Mr. Sharp led the Board in reciting the Promise of Community Action:

*Community Action changes people's lives, embodies the spirit of hope, improves communities,
and makes America a better place to live.
We care about the entire community, and we are dedicated to helping people
help themselves and each other.*

Motion to Adjourn

Motion: To adjourn.
Moved by: Lydia Villanueva **Second:** Robert Coffee
Vote: **Motion carried by voice vote**

Hearing no objections, the meeting was adjourned at 3:56 p.m. (OS 2.4).

I hereby certify that this is a true and correct copy of the minutes approved by the Panhandle Community Services Board of Directors.

Signature: 

Name: Amanda Quillin

Title: Board Secretary

PCS Special Board of Directors Meeting Minutes, November 17, 2025