

De Soto Public Library  
Board of Trustees  
Minutes of Meeting  
4 January 2016

Members Present: Aaron Watkins, President, Linda Bean, Vice President, Effie Christopher, Bruce Valle, Lisa Pritchard. Members Absent: Kevin Crowder, Secretary/Treasurer. Staff Present: Tony Benningfield, Library Director

**Call to Order:** The meeting was called to order at 7:00p.m. and a quorum was established

**Approval of Minutes:** Motion made to approve December 14, 2015 minutes by Bruce Valle, Seconded by Linda Bean, and motion carried by unanimous vote.

**Financial Report:** Library Director Tony Benningfield gave the financial report and discussed incoming state funds and expected expenses. Board members discussed the financial report. A motion was made by Effie Christopher to approve the report, seconded by Bruce Valle, and approved unanimously.

**Librarian's Report:** Tony Benningfield reported on the month's activities and upcoming projects. A motion was made by Linda Bean to approve the report, seconded by Effie Christopher, and passed unanimously by the board.

**Old Business:** Discussion of procedures and policies was tabled to allow for additional time for review.

**New Business:** Two part-time staff members were recently hired: one clerk and one page. Discussion of the new positions and budgetary procedures occurred but no action was taken. Clean up from December storm flooding is almost complete. Carpet cleaning will be completed by next week. Discussion of appropriate conduct for Board of Trustee members occurred but no action was taken.

**Adjournment:** A motion was made by Bruce Valle and seconded by Linda Bean and unanimously passed to adjourn the meeting at 8:30 p.m.

Respectfully submitted,

Lisa Pritchard, Board of Trustee Member

2 February 2016

**Next Meeting:** 8 February 2016