

De Soto Public Library Board  
Meeting Minutes  
3 March 2017

Members Present: Amity Portell, Kim Anderson, Debbie Wilson, Ruth Rose, Linda Bean, Bruce McKinstry, Jillian Lutz, Library Director Tony Benningfield, Visitors: Jan Butcher and Roberta Schlanker (from Friends of Library)

- I. Call to order and establishment of quorum.
- II. Approval of minutes. Motion made by Ruth Rose to accept and seconded by Amity Portell.
- III. Financial Report: Financial report presented by Tony and available upon request. The City of De Soto and Tony are still working on getting the Financial Report in order. At this time the "Faxes" line in the Revenue are is fixed but the "Faxes" line in the expenditures still needs to be changed. Also, it was discussed that we need to have a "Friends of the Library" line added so we can track donations from the "Friends". To balance this report \$2000 needs to be moved from one area and moved to "Misc". Debbie moved to make this change. Amity seconded. At this time Bruce McKinstry asked for clarification. After some discussion on the changes and working with the city to get the report in order Debbie withdrew her motion. At this time we have Nov, Dec, Jan, and Feb. The Financial Report was accepted as presented with a notation that Tony and the city will continue to make the updates needed.
- IV. Librarians Report: Tony reported that he is looking into "Lazerware Inc" to streamline the computers and internet services and servicing at the Library. The base cost of this service is \$11,000. At this time the Librarian and the Board think it would be wise to look into possibly hiring another employee to handle some of the issues and see how things look in a year.
- V. Old Business:
  - a. Short Takes: Presented by Ruth Rose: Agendas and Parliamentary Procedures.
  - b. Weapons Policy: Tony presented a Library Policy that covers several issues including weapons and the meeting room. It seems that if we have a policy in place it will cover enforcement issues. The board discussed adding the phrase "up to the Library and Library Board's discretion" on the meeting room section of the new policy. (Copies of the policy are available upon request) Rose moved to approve the Library Policy as presented, Bruce seconded. Motion passed.

Rose moved to adjourn meeting. Amity seconded.

Kim Anderson Secretary