**WOODRUFF COUNTY LIBRARY BOARD OF TRUSTEES
Called Meeting Minutes
March 14, 2016**

The Woodruff County Library Board of Trustees met in a called meeting on Monday, March 14, 2016 at the Main Branch of the Woodruff County Library. Chairman Joy Lynn Bowen and trustees Kip Davis, Angela Ryland, Erleen Sawyer and Anne Eldridge were present as was John Paul Myrick, Regional Librarian.

The Chair called the meeting to order at 10:08 AM and turned the meeting over to the Regional Librarian. Mr. Myrick explained the situation with the auditor from the Arkansas Division of Legislative Audit. A listing of transactions was questioned by the auditor, and the auditor had escalated the matter to Board Chair Bowen.

Mr. Myrick provided a lengthy report which detailed the questioned transactions and provided copies of the documentation which had been on file in the documents provided to the auditor. He pointed out there were two issues which he had been told would lead to findings on the audit. The first was that when the Regional Library purchased a vehicle in 2014, it was believed that state purchasing rules for counties was being followed. Quotes were solicited, and one vendor provided a quote which was accepted. The quote included the trade-in of an existing vehicle owned by the Regional Library. It was not understood that the quote could not include the trade-in deduction, and as such, the Regional Library was in violation of the state bid law. The second matter was a transaction to cover payroll in September 2014, for which records were not available. All transactions had been approved by the Board during the budgeting process, the signing of checks, and in approving the financial reports reflecting these payments, but apparently not in the eyes of the auditor.

After discussion and review of the items, on a motion by Mr. Davis, seconded by Mrs. Ryland, the Board adopted the following resolution:



In a different financial matter, Mr. Myrick brought to the Board’s attention a cash shortage necessitating the need for transfer of funds from savings accounts/CDs to the General Fund to meet expenses. This was necessitated by the building expenses incurred during FY 2015. Mr. Myrick explained that, as he had discussed with the Board numerous times, the intent was to pay such expenses from savings all along, but that they had met the expenses out of the General Fund. It was now time to replenish the funds spent with savings until such time as revenue flows were sustaining the General Fund. After discussion, Mrs. Eldridge made the motion to close Certificates of Deposit at Merchants and Planters Bank in the amount of $50,000 plus interest and move these funds into the General Fund. Mr. Davis seconded the motion, which carried.

There being no further business, on a motion by Mrs. Sawyer and seconded by Mrs. Eldridge, the Board adjourned at 10:40 AM.

Respectfully submitted,

John Paul Myrick, MLS
Regional Librarian/Secretary to the Board