

# FLLS Board of Trustees Meeting Minutes

**August 24, 2016**

The meeting of Finger Lakes Library System Board of Trustees was held Wednesday, Aug. 24, 2016 at System Headquarters 1300 Dryden Road, Ithaca, NY.

## **PRESENT**

**FLLS Trustees Present:** Eller, Kiehl, Schaffer, Ahner, Zaharis.

**Absent:** Witherell, Melvin, Horvath, Seymour, Hudson.

**FLLS Staff Present:** Executive Director Sarah Glogowski, Business Manager Elaine Knapp, Human Resources Administrator Kristi Downham, Administrative Assistant Diana Leigh

**Others Present:** Martin Toombs, Trustee from Seneca Falls Library

## **PRESIDING**

President Eller called the meeting to order at 5:33 PM.

**Quorum was not achieved so all items were discussion only.**

(DOC 16 58) **AGENDA:** The meeting agenda was determined to contain no conflicts of interest for any Trustees present.

(DOC 16 60) The Director's Report was discussed.

## **New Business:**

1. Focus Group Questions from the Plan of Service meetings were discussed.
2. Kristi Downham gave an update on the Construction Grant applications.
3. Committee updates were given.

## **COMMITTEE REPORTS**

### **Finance Committee:**

(DOC 16 62) Treasurer's Reports

(DOC 16 63) Business Manager's Reports

(DOC 16 64) Check Register & Debit Report

The above three documents were reviewed. Their adoption was tabled until the next meeting.

**The Finance Committee has audited and certified the claims presented on DOC 16 64.**

### **Personnel Committee:**

Sarah's evaluations were discussed. Acceptance of her review and performance evaluation was tabled until the next meeting.

**7:03 pm** Executive Session

**7:28 pm** President Eller called an end to the Executive Session

**Next Meeting:** The next public meeting will be on Sept. 21, 2016, at 5:30 pm.

## **ADJOURNMENT**

The meeting was adjourned at 7:31 PM.

Submitted by: Diana Leigh, Recording Secretary

Approved \_\_\_\_\_

*Date of approval*

*Sally Eller, President*

A signed copy of these minutes can be found in the Secretary's Notebook at:  
Finger Lakes Library System, 1300 Dryden Road, Ithaca, NY 14850.