

FLLS Board of Trustees Meeting Minutes

November 15, 2017

Wednesday, November 15, 2017 at System Headquarters 1300 Dryden Road, Ithaca, NY.

PRESENT FLLS Trustees Present: Eller, Toombs, Lewis, Kiehl, Seymour, Horvath, Hudson, Zaharis.
Absent: Ahner, Schaffer, Melvin.
FLLS Staff Present: Executive Director Sarah Glogowski, Business Manager James Stebbins,
Administrative Assistant Diana Leigh.

PRESIDING President Eller called the meeting to order at 5:41 PM.
(DOC 17 71) AGENDA: No conflicts of interest were found for any Trustees present.
(DOC 17 72) The minutes from the Sept. 20, 2017 meeting were accepted as presented. – Motion by Lewis
(DOC 17 73) The Director’s Report was discussed.

New Business:

1. Updates were heard from the following committees:
 - a. Finance: looking into replacing the FLLS minivan. Funds are available in the budget.
 - b. Personnel: The Employee Handbook update is underway. Next meeting is 11/27.
 - c. Policy: A list is developing of policies to be updated; several of these are coming out of the old Handbook. Also, privacy policy.
 - d. Nominating: The slate of nominees for next year’s officers will be ready by the next meeting.
2. Discussion: how to encourage greater participation of Trustees in the Annual Meeting. It is a Trustee event; they need to meet and vote, as required in the bylaws.

Finance Committee:

- (DOC 17 74) September 2017 Business Manager’s Report
(DOC 17 75) September 2017 Treasurer’s Report/Check Register & Debit Report
(DOC 17 76) October 2017 Business Manager’s Report
(DOC 17 77) October 2017 Treasurer’s Report/Check Register & Debit Report

The above four documents were reviewed and accepted; motion passed. – Motion by Hudson.

The Finance Committee has audited and certified the claims presented on DOC 17 75 and DOC 17 77.

Next Meeting: The next public meeting will be on December 6, 2017, at 5:30 pm.

ADJOURNMENT The meeting was adjourned at 6:45 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.