

# FLLS Board of Trustees Meeting Minutes

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**April 11, 2018**

Wednesday, April 11, 2018 at System Headquarters 1300 Dryden Road, Ithaca, NY.

**PRESENT**      FLLS Trustees Present: Toombs, Lewis, Horvath, Marteney, Melvin, Zaharis, Seymour, Schaffer, Eller, Hudson.

Absent: Kiehl.

FLLS Staff Present: Executive Director Sarah Glogowski, Business Manager James Stebbins, Administrative Assistant Diana Leigh, Human Resources Administrator Kristi Downham.

**PRESIDING**      President Lewis called the meeting to order at 5:32 PM.

(DOC 18 19)      AGENDA: No conflicts of interest were found for any Trustees present.

(DOC 18 20)      The minutes from the Feb. 21, 2018 meeting were accepted as presented, with one abstention (Hudson). – Motion by Toombs.

(DOC 18 21a)      The Director's Report was discussed.

**New Business:**

(DOC 18 21a)      The 2018 FLLS Annual Report was unanimously approved as presented. – Motion by Zaharis  
The State Budget was discussed.

The Annual Meeting was discussed. President Lewis proposed a new ad-hoc committee to work on the time and format of future meetings (2019 and beyond). Lewis, Hudson, and Toombs will participate, and will look for some member library trustees to also join the committee.

**Finance Committee:**

(DOC 18 23)      February 2018 Business Manager's Report

(DOC 18 24)      February 2018 Treasurer's Report/Check Register & Debit Report

(DOC 18 25)      March 2018 Business Manager's Report

(DOC 18 26)      March 2018 Treasurer's Report/Check Register & Debit Report

Documents 18 23 through 18 26 were reviewed and accepted; motion passed. – Motion by Toombs.

**The Finance Committee has audited and certified the claims presented on DOC 18 24 and 18 26.**

**Personnel Committee:**

**6:38 pm**      Executive Session to discuss personnel matters. – Motion by Hudson.

**7:12 pm**      President Lewis called an end to the Executive Session

It was unanimously approved that all current, non-union staff will receive a 3% pay raise, retroactive to January 1, 2018. – Motion by Eller.

**Next Meeting:** The next public meeting will be on May 16, 2018, at 5:30 pm.

**ADJOURNMENT**      The meeting was adjourned at 7:15 PM.

Submitted by: Barbara Melvin, Secretary

Approved \_\_\_\_\_

*Date of approval*

*Barbara Melvin, Secretary*

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.