

FLLS Board of Trustees Meeting Minutes

Jan. 23, 2019

Wednesday, January 23, 2019 at System Headquarters 1300 Dryden Road, Ithaca, NY.

PRESENT

FLLS Trustees Present: Lewis, Toombs, Kiehl, Schaffer, Seymour, Schlabach, Heavenrich.

Absent: Marteney, Hudson, Zaharis, Moolin.

FLLS Staff Present: Executive Director Sarah Glogowski, Business Manager James Stebbins, Administrative Assistant Diana Leigh, State Programs Coordinator Kristi Downham.

Others Present: None.

PRESIDING

President Lewis called the meeting to order at 5:36 PM.

(DOC 19 01) AGENDA: No conflicts of interest were reported by any Trustees present.

(DOC 19 02) The minutes from the Dec. 12, 2018 meeting were accepted as presented, with one abstention (Kiehl). – Motion by Toombs.

(DOC 19 03) The Director’s Report was discussed.

New Business:

(DOC 19 04) James Stebbins went over the budget for 2019, which has not changed since the draft budget was presented last month. After some discussion, the budget was unanimously approved as presented. – Motion by Toombs.

(DOC 19 05) The 2019 Meeting Dates were discussed and approved as presented: Feb. 20, Mar. 20, Apr. 17, May 15, June 19, July 17, Aug. 21, Sept. 18, Oct. 18 (Annual Meeting, tentative date), Nov. 20, Dec. 11. – Motion by Seymour.

..... Annual conflict of Interest forms were signed by all Trustees present.

(DOC 19 06) Board Committees were discussed and assignment sheets were passed around.

..... Kristi Downham presented information on Advocacy Day 2019 (2/27); discussion followed.

..... Sarah Glogowski gave an update on member libraries.

Old Business:

..... Hoopla was discussed.

Finance Committee:

(DOC 19 07) Dec. 2018 Business Manager’s Report

(DOC 19 08) Dec. 2018 Treasurer’s Report/Check Register & Debit Report

The above two documents were reviewed and accepted; motion passed. – Motion by Toombs.

The Finance Committee has audited and certified the claims presented on DOC 19 08.

Next Meeting: The next public meeting will be on February 20, 2019, at 5:30 pm.

ADJOURNMENT

The meeting was adjourned at 6:55 PM.

Submitted by: Diana Leigh, Administrative Assistant

Approved _____

Date of approval

Deb Lewis, President