

# FLLS Board of Trustees Meeting Minutes

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**May 15, 2019**

Wednesday, May 15, 2019 at System Headquarters 1300 Dryden Road, Ithaca, NY.

**PRESENT**      FLLS Trustees Present: Lewis, Toombs, Moolin, Schaffer, Schlabach, Hudson, Zaharis, Marteney.  
Absent: Seymour, Kiehl, Heavenrich.  
FLLS Staff Present: Executive Director Sarah Glogowski, Administrative Assistant Diana Leigh, State Programs Coordinator Kristi Downham.  
Others Present: None.

**PRESIDING**      President Lewis called the meeting to order at 5:33 PM.  
(DOC 19 31)      AGENDA: No conflicts of interest were reported by any Trustees present.  
(DOC 19 32)      The minutes from the Apr. 17, 2019 meeting were accepted as presented. – Motion by Toombs.  
(DOC 19 33)      The Director’s Report was discussed.

**New Business:**

..... > Sarah and Liz gave an update regarding the Annual Meeting ad hoc committee, plans for this year’s annual meeting, and some possibilities for future meetings.  
..... > Sarah gave an update regarding the upcoming PULISDO conference, which FLLS is hosting in downtown Ithaca in July.  
..... > Sarah spoke to the board about plans to purchase bed bug heat boxes for the member libraries. The funds will come from a carryover of last year’s Friends’ money.  
..... > Sarah gave an update regarding the FLLS catalog cleanup that will occur in August or September.  
..... > Sarah gave an update on Member Libraries; Cortland’s Director search is going well. They are about to interview the top two candidates.  
..... > There was some discussion regarding a possible temporary hire.

**Finance Committee:**

(DOC 19 34)      Apr. 2019 Business Manager’s Report  
(DOC 19 35)      Apr. 2019 Treasurer’s Report/Check Register & Debit Report  
The above two documents were reviewed and accepted; motion passed. – Motion by Moolin.  
**The Finance Committee has audited and certified the claims presented on DOC 19 35.**

**Next Meeting:** The next public meeting will be on June 19, 2019, at 5:30 pm.

**ADJOURNMENT**      The meeting was adjourned at 7:01 PM.

Submitted by: Diana Leigh, Administrative Assistant

Approved \_\_\_\_\_

*Date of approval*

*Steve Moolin, 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.