

FLLS Board of Trustees Meeting Minutes

June 19, 2019

Wednesday, June 19, 2019 at System Headquarters 1300 Dryden Road, Ithaca, NY.

PRESENT FLLS Trustees Present: Lewis, Moolin, Schaffer, Schlabach, Zaharis, Marteney, Heavenrich, Seymour.
Absent: Kiehl, Hudson, Toombs.
FLLS Staff Present: Executive Director Sarah Glogowski, Administrative Assistant Diana Leigh, Business Manager James Stebbins.
Others Present: Ethan Chaffee of Sciarabba Walker & Co., LLP, CPA

PRESIDING President Lewis called the meeting to order at 5:28 PM.
(DOC 19 36) AGENDA: No conflicts of interest were reported by any Trustees present.
(DOC 19 37) The minutes from the May 15, 2019 meeting were accepted as presented. – Motion by Moolin.
(DOC 19 38) The Director's Report was discussed.

New Business:

(DOC 19 39) Ethan Chaffee of Sciarabba Walker went over the 2018 Draft Audit and answered questions.
..... > Sarah gave an update regarding the upcoming PULISDO conference, which FLLS is hosting in downtown Ithaca in July.
..... > Sarah gave an update on Member Libraries; Cortland's Director search is back to square one. She said the search team worked very well, but the person they offered the job to declined in the end.

Finance Committee:

(DOC 19 40) May 2019 Business Manager's Report
(DOC 19 41) May 2019 Treasurer's Report/Check Register & Debit Report

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

The Finance Committee has audited and certified the claims presented on DOC 19 41.

..... > James proposed that FLLS's petty cash be raised from \$50 to \$75. Unanimously approved.
– Motion by Moolin.

Next Meeting: The next public meeting will be on July 17, 2019, at 5:30 pm.

ADJOURNMENT The meeting was adjourned at 6:51 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.