

FLLS BOARD OF TRUSTEES MEETING

December 5, 2012

MINUTES

The meeting of Finger Lakes Library System Board of Trustees was held Wednesday, December 5, 2012 at System Headquarters 119 E Green Street, Ithaca, NY

PRESENT FLLS Trustees Present: Griffin, Rumsey, Baker-Wikstrom, Ahner, Ouimett, Mashlykin, Eller, Jones
Absent: vanBaarsen, Miller
Others Present: Executive Director Iraci, Business Manager Knapp, Executive Assistant Taber, and Gregg Kiehl

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

AGENDA
(DOC 12 94)

The agenda was unanimously approved after adding approval of the Summer Reading Grant submission, Retaining the law firm of Whiteman, Osterman & Hanna, and nomination of Gregg Kiehl as the At-Large Trustee

--Motion by Baker-Wikstrom /Second by Jones

SECRETARY'S MINUTES

(DOC 12 95)

The Secretary's Minutes of the September 25, 2012 meeting were reviewed and unanimously approved as presented.

--Motion by Eller/Second by Ahner

(DOC 12 95A)

The Secretary's Minutes of the October 17, 2012 meeting were reviewed and unanimously approved as presented.

--Motion by Jones/Second by Baker-Wikstrom

DIRECTOR'S REPORT

(DOC 12 96)

Director Iraci added the following to her written report:

Former FLLS employee, Joan Cooke, donated \$2,000 to be used by the new Youth & Adult Consultant, Amanda Schiavulli, for a youth speaker or materials.

COMMITTEE REPORTS

FINANCE COMMITTEE

*Business Manager's Report, Treasurer's Report, Check Register and Bill Sheet

(DOC 12 97-98) Business Manager's Report for September 2012 (DOC 12 97) and October 2012 (DOC 12 98)

(DOC 12 99-100) Treasurer's Report for September 2012 (DOC 12 99) and October 2012 (DOC 12 100)

(DOC 12 101) Check & Debit Charge Register

(DOC 12 102) Bill Sheet for unpaid invoices were reviewed and unanimously approved as presented.

--Motion by Baker-Wikstrom/Second by Rumsey

The Finance Committee audited and certified the claims presented on DOC 12 101 and DOC 12 102

(DOC 12 103) Preliminary 2013 Budget

After review the Board of Trustees unanimously voted to adopt the Preliminary 2013 Budget.

--Motion by Jones/Second by Baker-Wikstrom

Checking Account for Credit Card Policy

The Board of Trustees unanimously voted to authorize Business Manager, Elaine Knapp, to open a checking account for the Credit Card transactions.

--Motion by Jones/Second by Baker-Wikstrom

PERSONNEL COMMITTEE

6:48 Executive Session to discuss confidential personnel matters

--Motion by Eller/Second by Jones

7:52 End Executive Session

--Motion by Jones/Second by Rumsey

Nomination of Gregg Kiehl as At Large Trustee

The Board of Trustees unanimously approved the appointment of Gregg Kiehl as At Large Trustee, term ends December 31, 2013.

--Motion by Baker-Wikstrom/Second by Rumsey

Resignation of Executive Director Kim Iraci

The Board of Trustees approved, with reluctance and regret, the resignation of Director Iraci effective March 1, 2013.

--Motion by Baker-Wikstrom/Second by Jones

FLLS Treasurer

(DOC 12 90)

The Board of Trustees unanimously approved the updated Treasurer Job Description.

--Motion by Rumsey/Second by Baker-Wikstrom

The Board of Trustees unanimously authorized Elaine Knapp to negotiate with Debbie Kelsey regarding the changes in the FLLS Treasurer position.

--Motion by Jones/Second by Eller

Advocacy, Outreach, and Sustainability Coordinator Position search has been tabled until a new Executive Director has been hired.

Whiteman, Osterman & Hanna Law Firm

The Board of Trustees unanimously approved hiring this law firm.

--Motion by Rumsey/Second by Baker-Wikstrom

NEW BUSINESS

2013 Board of Trustees Committee Assignments will remain the same as 2012

--Motion by Baker-Wikstrom/Second by Ouimett

(DOC 12 104)

2013 Board of Trustees Meeting Schedule

was reviewed and unanimously approved as presented.

--Motion by Jones/Second by Eller

(DOC 12 105)

2013 Summer Reading Mini-Grant Application

was reviewed and unanimously approved for submission.

--Motion by Jones/Second by Eller

ADJOURNMENT

The meeting was adjourned at 8:08 PM

--Motion by Jones

Respectfully submitted,
Michelle Taber, Recording Secretary
Deborah Jones, Secretary