

FLLS Board of Trustees Meeting Minutes

December 4, 2015

The meeting of Finger Lakes Library System Board of Trustees was held
Wednesday, December 4, 2015 at System Headquarters 1300 Dryden Road, Ithaca, NY.

PRESENT FLLS Trustees Present: Kiehl, Ouimette, Schaffer, Griffin, Ahner, Witherell, Horvath, Melvin, Mashlykin
Absent: Eller, Jones
FLLS Staff Present: Executive Director Sarah Glogowski , Business Manager Elaine Knapp, Admin Assistant Diana Leigh, Human Resources Administrator Kristi Downham
Others Present: James Sperry, Tompkins Risk Solutions

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

(DOC 15 79)

AGENDA

The meeting agenda was determined to contain no conflicts of interest for any Trustees present, and was unanimously approved. – Motion by Griffin

(DOC 15 80)

Secretary's Minutes

The minutes from the last meeting were unanimously approved. – Motion by Ouimette

COMMITTEE REPORTS

New Business:

1. James Sperry gave a presentation about the long term insurance group plan offered by Tompkins Risk Solutions.

(DOC 15 81)

The Director's Report was discussed.

2. The Board of Trustees' Slate of Officers for 2016 was unanimously elected as follows: President: Sally Eller. Vice President: Sue Ahner. Secretary: Barbara Melvin.
– Motion by Griffin

3. Merrilee Witherell was appointed to fill a vacancy for the year 2016. The appointment was unanimously approved, with one abstention by Witherell.
– Motion by Ouimette

Finance Committee:

(DOC 15 82) Treasurer's Reports

(DOC 15 83) Business Manager's Reports

(DOC 15 84) Check Register & Debit Report

The above three documents were reviewed and unanimously approved. – Motion by Melvin

(DOC 15 85) The Preliminary Budget for 2016 was reviewed and unanimously accepted.
– Motion by Witherell

The Finance Committee audited and certified the claims presented on DOC 15 84.

Personnel Committee:

(DOC 15 86) The recommendation to change Deborah Geier's employment status from probationary to regular was unanimously approved. – Motion by Horvath

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7:09 pm Executive Session

--Motion by Ahner

8:23 pm End Executive Session

--Motion by Griffin

1. The Salary Survey and its recommendations were unanimously approved, as presented, effective Jan. 1, 2016. – Motion by Melvin
2. The recommendation to contact FLLS' attorney to draft a retroactive written offer of salary and benefits, consistent with the verbal offer of employment previously made to the Executive Director; and to advise us on any necessary amendments to our personnel policy, was unanimously approved. – Motion by Witherell

ADJOURNMENT

The meeting was adjourned at 8:28 PM.

Respectfully submitted,
Diana Leigh, Recording Secretary & Christine Griffin, Secretary