

FLLS Board of Trustees Meeting Minutes

January 27, 2016

The meeting of Finger Lakes Library System Board of Trustees was held Wednesday, January 27, 2016 at System Headquarters 1300 Dryden Road, Ithaca, NY.

PRESENT

FLLS Trustees Present: Kiehl, Schaffer, Ahner, Horvath, Melvin, Seymour, Zaharis. Eller attended via SKYPE from Montgomery Public Library in Olney, MD.

Absent: Witherell, Hudson

FLLS Staff Present: Executive Director Sarah Glogowski, Business Manager Elaine Knapp, Administrative Assistant Diana Leigh

Others Present: Chris Mott and Katie Fisher of Sciarabba Walker; Sharon Campanella

PRESIDING

President Eller called the meeting to order at 5:27 PM.

(DOC 16 01) AGENDA: The meeting agenda was determined to contain no conflicts of interest for any Trustees present, and was unanimously approved. – Motion by Ahner

COMMITTEE REPORTS

New Business:

1. New Trustees Kay Zaharis and Gary Seymour were welcomed; introductions were made around the room. (Liz Hudson, the third new Trustee, was not in attendance.)
2. Chris Mott and Katie Fisher of Sciarabba Walker gave a brief overview regarding the External Audit.
3. Sharon Campanella, Treasurer, was introduced.

(DOC 16 02) Secretary's Minutes

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

(DOC 16 03) The Director's Report was discussed.

4. Dates of 2016 Meetings were set.
5. Committee Assignments were requested for the following committees: Finance, Policy, Plan of Service, Nominating, and Personnel/Board Development.
6. Conflict of Interest forms were signed and collected.
7. Deborah Jones' resignation as a Trustee of FLLS was read. The board reluctantly accepted her resignation, and greatly appreciates her years of service to FLLS. Accepted unanimously. – Motion by Ahner

Finance Committee:

(DOC 16 04) Treasurer's Reports

(DOC 16 05) Business Manager's Reports

(DOC 16 06) Check Register & Debit Report

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

The Finance Committee audited and certified the claims presented on DOC 16 06.

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(DOC 16 07) The January Revision of the 2016 Budget was reviewed. Discussion was extensive and the Business Manager answered many questions. Accepted by majority vote; there was one abstention by Schaffer. – Motion by Kiehl

Personnel Committee:

(DOC 16 08) The recommendation to change Sarah Glogowski’s employment status from probationary to regular was unanimously approved. – Motion by Ahner

(DOC 16 09) The recommendation to promote Tom Smith to Fleet Manager, as presented, was unanimously approved. – Motion by Seymour

7:59 pm Executive Session --Motion by Ahner

8:28 pm President Eller called an end to the Executive Session

Next Meeting: On February 17, 2016 there will not be a public meeting; instead there will be a new Trustee training from 5:00 to 7:00 pm. All new and current Trustees are welcome to attend.

The next public meeting will be on March 16th, 2016, at 5:30 pm.

ADJOURNMENT The meeting was adjourned at 8:30 PM.

Respectfully submitted,
Diana Leigh, Recording Secretary & Barbara Melvin, Secretary

Approved _____
Date of approval

Diana Leigh, Recording 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.