

# FLLS Board of Trustees Meeting Minutes

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**Wednesday, September 16, 2020 at System Headquarters 1300 Dryden Road, Ithaca, NY.**

**PRESENT**

FLLS Trustees (attended through Zoom): Moolin, Heavenrich, Toombs, Zaharis, Marteney, Mannino, Schaffer, Bogard, Hudson.

Absent: Seymour, Lewis.

FLLS Staff Present: Executive Director Sarah Glogowski, Human Resources Generalist & State Programs Coordinator Kristi Downham, Business Manager James Stebbins.

Attended through Zoom: Administrative Assistant Diana Leigh.

**PRESIDING**

President Moolin called the meeting to order at 5:33 PM.

(DOC 20 60)

AGENDA: No conflicts of interest were reported by any Trustees present.

(DOC 20 61)

The minutes from the August 19, 2020 meeting were accepted as presented. – Motion by Toombs.

(DOC 20 62)

The Director's Report was discussed.

**Finance Committee:**

(DOC 20 63)

August 2020 Business Manager's Report

(DOC 20 64)

August 2020 Treasurer's Report/Check Register & Debit Report

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

**The Finance Committee has audited and certified the claims presented on DOC 20 64.**

(DOC 20 65)

Mid-Year Budget Revision for 2020: Sarah and James went over the adjustments to the budget. Because of the pandemic, there are some significant changes being made. Unanimously approved as presented. – Motion by Mannino

**New Business:**

(DOC 20 66)

Kristi Downham went over the recommendations for Construction Grants. There are three member libraries who have applied. Unanimously approved as presented. – Motion by Mannino.

(DOC 20 67)

The Falcons/CNS budget for 2021 (draft) was reviewed. Sarah explained how this works with our regular budget. Unanimously approved as presented. – Motion by Zaharis.

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> The Nominating Committee reported on nominations for new Trustees. Currently there is one nomination from Cortland County, with another strong possibility in process, also from Cortland County. We are still in need of at least one nomination from Cayuga County.

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> Sarah led a discussion about the Annual Meeting. We are required to have one. This year it will be on Zoom, and will be a fairly short business meeting.

**Next Meeting:** The next public meeting will be the Annual Meeting on October 16, 2020.

**ADJOURNMENT:** The meeting was adjourned at 6:31 PM. Submitted by: Diana Leigh, Administrative Assistant

Approved \_\_\_\_\_  
Date of approval

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Sue Heavenrich, Secretary

*A signed copy of these minutes can be found in the Secretary's Notebook at: FLLS, 1300 Dryden Road, Ithaca, NY 14850.*