

# FLLS Board of Trustees Meeting Minutes

---

Wednesday, December 9, 2020 at System Headquarters 1300 Dryden Road, Ithaca, NY.

**PRESENT** FLLS Trustees (attended through Zoom): Moolin, Heavenrich, Toombs, Zaharis, Marteney, Schaffer, Bogard, Seymour, Lewis, Hudson.  
Absent: Mannino.  
FLLS Staff Present: Executive Director Sarah Glogowski, Business Manager James Stebbins.  
Attended through Zoom: Administrative Assistant Diana Leigh.  
Others Present: Trustee-Elects Elaine Meyers, Martsje van der Schaaf, and Cindy Buerkle, and Debbie Hubbard of Port, Kashdin & McSherry, CPAs.

**PRESIDING** President Moolin called the meeting to order at 5:31 PM.  
(DOC 20 78) AGENDA: No conflicts of interest were reported by any Trustees present.  
(DOC 20 79) The minutes from the November 18, 2020 meeting were accepted as presented, with one abstention (Schaffer). – Motion by Toombs.  
(DOC 20 80) The Director’s Report was discussed.

**Finance Committee:**  
(DOC 20 81) November 2020 Business Manager’s Report  
(DOC 20 82) November 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 82.**

**New Business:**  
(DOC 20 83) Debbie Hubbard went over the FLLS 2019 Audit. Unanimously approved. – Motion by Hudson.  
(DOC 20 84) Debbie Hubbard went over the IRS 990. Unanimously approved. – Motion by Seymour.  
(DOC 20 85) James Stebbins went over the 2021 Draft Budget. After some discussion, unanimously approved as presented. – Motion by Toombs.  
(DOC 20 86) The Slate of Officers for 2021 was approved as presented with three abstentions (Moolin, Toombs, Heavenrich). – Motion by Lewis, second by Marteney.  
..... > The 2021 meeting dates were agreed to be the third Wednesday of every month, excepting October (no meeting because of the Annual Meeting) and December, which will be the second Wednesday.  
..... > Sarah gave an update on member libraries, including the new director search for TCPL.  
..... > The South Central Regional Library Council is interested in renting space in the FLLS building, specifically in the Board Room and the former collections area. Their presence would only occur a few times per month. They will submit a proposal in the near future.

**Next Meeting:** The next public meeting will be January 20, 2021.

**ADJOURNMENT:** The meeting was adjourned at 6:35 PM. Submitted by: Diana Leigh, Administrative Assistant

Approved \_\_\_\_\_  
Date of approval \_\_\_\_\_ 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.*