

**DRAFT**

# FLLS Board of Trustees Meeting Minutes

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**Wednesday, July 21, 2021 at System Headquarters 1300 Dryden Road, Ithaca, NY.**

**PRESENT**

FLLS Trustees: Moolin, Heavenrich, Toombs, Mannino, Lewis.

FLLS Trustees (attended through Zoom video): Hudson.

Absent: Schaffer, Bogard, Buerkle, van der Schaaf.

FLLS Staff Present: Executive Director Sarah Glogowski, Human Resources Administrator Kristi Downham, Business Manager James Stebbins, Administrative Assistant Diana Leigh, Member Services Librarian Heidi Eckerson.

Others Present: Trustee Elaine Meyers attended remotely in a non-voting capacity.

**PRESIDING**

President Moolin called the meeting to order at 5:30 PM.

(DOC 21 44) AGENDA: No conflicts of interest were reported by any Trustees present.

(DOC 21 45) The minutes from the June 16, 2021 meeting were accepted as presented with two abstentions (Heavenrich, Mannino). – Motion by Toombs.

(DOC 21 46) The Director’s Report was discussed.

**New Business:**

(DOC 21 47) The Airborne Infectious Disease Prevention Policy (AKA Hero Act policy) was unanimously approved with some additional wording as discussed. – Motion by Lewis.

(DOC 21 48) FLLS’ new hire, Heidi Eckerson, was unanimously approved. – Motion by Mannino.

..... Sarah discussed the Plan of Service.

..... Sarah gave an update on Member Libraries.

**Finance Committee:**

(DOC 21 49) James gave an overview of the mid-year Budget Review and answered questions.

(DOC 21 50) June 2021 Business Manager’s Report

(DOC 21 51) June 2021 Treasurer’s Report & Check Register

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

**The Finance Committee has audited and certified the claims presented on DOC 21 51.**

**Additions to Agenda:**

(DOC 21 52) Kylie McKenna’s resignation was accepted with one abstention (Moolin). – Motion by Heavenrich.

**Next Meeting:** The next public meeting will be on August 18, 2021, at 5:30 pm.

**ADJOURNMENT:** The meeting was adjourned at 6:24 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.*