FLLS Board of Trustees Meeting Minutes

February 15, 2017

Wednesday, Feb. 15, 2017 at System Headquarters 1300 Dryden Road, Ithaca, NY.

- PRESENTFLLS Trustees Present: Eller, Kiehl, Melvin, Toombs, Seymour, Hudson, Zaharis, Lewis.Absent:Ahner, Schaffer, Horvath.FLLS Staff Present:Executive Director Sarah Glogowski, Business Manager James Stebbins,Administrative Assistant Diana Leigh
- **PRESIDING** President Eller called the meeting to order at 5:32 PM.
- (DOC 17 09) AGENDA: No conflicts of interest were found for any Trustees present.
- (DOC 17 10) The minutes from the Jan. 18, 2017 meeting were accepted as presented. Motion by Toombs.
- (DOC 17 11) The Director's Report was discussed.

New Business:

The importance of advocacy was discussed, both for Advocacy Day on March 1st, and in general.
(DOC 17 12) The list of current Board Committees was discussed.
(DOC 17 13) Board Goals for 2017, which include 1) Advocacy, 2) Support & education of member library trustees, 3) Education & outreach to the public, and 4) Policies: a) Bylaws, b) Employee Handbook, c) Disaster plan, were approved unanimously. – Motion by Zaharis.

COMMITTEE REPORTS

Policy Committee:

(DOC 17 14) The Materials Reimbursement Policy (formerly Billing Policy) was discussed. More information is needed; tabled until next meeting.

Finance Committee:

(DOC 17 15) Business Manager's Report

- (DOC 17 16) Treasurer's Report
- (DOC 17 17) Check Register & Debit Report

The above three documents were reviewed and accepted; motion passed. - Motion by Lewis

The Finance Committee has audited and certified the claims presented on DOC 17 17.

Personnel Committee:

- 6:47 pm Executive Session to discuss personnel matters relating to the 2017 budget. Motion by Kiehl
- **7:30 pm** President Eller called an end to the Executive Session

Next Meeting: The next public meeting will be on March 15, 2017, at 5:30 pm.

ADJOURNMENT The meeting was adjourned at 7:31 PM.

Submitted by: Diana Leigh, Recording Secretary

Approved_

Date of approval

Barbara Melvin, 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.