

FLLS Board of Trustees Meeting Minutes

July 19, 2017

Wednesday, July 19, 2017 at System Headquarters 1300 Dryden Road, Ithaca, NY.

PRESENT

FLLS Trustees Present: Eller, Toombs, Ahner, Schaffer, Horvath, Zaharis, Lewis, Kiehl, Melvin.

Absent: Seymour, Hudson.

FLLS Staff Present: Executive Director Sarah Glogowski, Business Manager James Stebbins, Administrative Assistant Diana Leigh, Human Resources Coordinator Kristi Downham.

PRESIDING

President Eller called the meeting to order at 5:34 PM.

(DOC 17 43) AGENDA: No conflicts of interest were found for any Trustees present.

(DOC 17 44) The minutes from the June 14, 2017 meeting were accepted as presented. – Motion by Ahner.

(DOC 17 45) The Director's Report was discussed.

New Business:

Kristi Downham gave a brief update regarding Construction Grant applications, and requested an ad-hoc Board committee be formed. Zaharis and Lewis agreed to be on this committee.

(DOC 17 46) The Adult Literacy Grant was discussed and unanimously accepted. – Motion by Lewis.

(DOC 17 47) The Family Literacy Grant was discussed and unanimously accepted. – Motion by Schaffer.

(DOC 17 48) The Travel Expense Form was discussed and unanimously accepted. – Motion by Lewis.

COMMITTEE REPORTS

Committee updates were heard from Personnel, Finance, and Policy. The Personnel Committee will next meet on Aug. 14th at 10 am at System Headquarters.

Finance Committee:

(DOC 17 49) June 2017 Business Manager's Report

(DOC 17 50) June 2017 Treasurer's Report/Check Register & Debit Report

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

The Finance Committee has audited and certified the claims presented on DOC 17 50.

Personnel Committee:

(DOC 17 52a) Sarah Glogowski went over her Work Plan for 2017-2018, in preparation for her annual review which will be completed next month.

6:58 pm Executive Session to discuss personnel matters. – Motion by Ahner

7:30 pm President Eller called an end to the Executive Session

Next Meeting: The next public meeting will be on August 23, 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.