

FLLS Board of Trustees Meeting Minutes

Nov. 14, 2018

Wednesday, November 14, 2018 at System Headquarters 1300 Dryden Road, Ithaca, NY.

PRESENT FLLS Trustees Present: Toombs, Lewis, Eller, Kiehl, Marteney, Melvin, Schaffer, Seymour.
Absent: Horvath, Zaharis, Hudson.
FLLS Staff Present: Executive Director Sarah Glogowski, Business Manager James Stebbins, Administrative Assistant Diana Leigh, Human Resources Administrator Kristi Downham.
Others Present: Steve Moolin, FLLS Trustee-Elect, and Marty Schlabach, FLLS Trustee-Elect.

PRESIDING President Lewis called the meeting to order at 5:30 PM.
(DOC 18 62) AGENDA: No conflicts of interest were reported by any Trustees present.
(DOC 18 63) The minutes from the Sept. 19, 2018 meeting were accepted as presented, with one abstention (Marteney). – Motion by Eller.
(DOC 18 64) The Director’s Report was discussed.

New Business:
(DOC 18 65) Kristi Downham presented the Sexual Harassment Policy on behalf of the Personnel Committee. The policy has specific wording in accordance with NY State requirements. The policy was unanimously approved as presented. – Motion by Toombs.
(DOC 18 66) The TIAA/Cref Plan resolution update was presented. With no substantive changes, the update was unanimously approved. – Motion by Toombs.
..... The Annual Meeting was recapped and discussed.
..... Sarah Glogowski gave an update on Member Libraries.

Finance Committee:
(DOC 18 67) Sept 2018 Business Manager’s Report
(DOC 18 68) Sept 2018 Treasurer’s Report/Check Register & Debit Report
(DOC 18 69) Oct 2018 Business Manager’s Report
(DOC 18 70) Oct 2018 Treasurer’s Report/Check Register & Debit Report
The four above documents were reviewed and accepted; motion passed. – Motion by Eller.

The Finance Committee has audited and certified the claims presented on DOCS 18 68 and 18 70.

Next Meeting: The next public meeting will be on December 12, 2018, at 5:30 pm.

ADJOURNMENT The meeting was adjourned at 6:58 PM.

Submitted by: Diana Leigh, Administrative Assistant

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.