

FLLS Board of Trustees Meeting Minutes

February 18, 2015

The meeting of Finger Lakes Library System Board of Trustees was held
Wednesday, February 18, 2015 at System Headquarters 1300 Dryden Road, Ithaca, NY

- PRESENT** FLLS Trustees Present: Kiehl, Mashlykin, Ouimette, Griffin, Melvin, Schaffer, Eller, Jones, Horvath
Absent: Ahner
Others Present: Business Manager Elaine Knapp, HR Administrator and State Programs Coordinator Kristi Downham, and Administrative Assistant Diana Leigh
- PRESIDING**
(DOC 15 01) President Kiehl called the meeting to order at 5:30 PM.
- AGENDA
The meeting agenda was unanimously approved.
--Motion by Jones
- (DOC 15 02) Secretary's Minutes
The minutes from the last meeting were unanimously approved.
--Motion by Eller
- (DOC 15 07) List of Department Statistics and Meetings (Director's Report) was discussed.

COMMITTEE REPORTS

FINANCE COMMITTEE

- (DOC 15 03-05) Treasurer's Reports for Nov 2014 (DOC 15 03), Dec 2014 (DOC 15 04) and Jan 2015 (DOC 15 05)
- (DOC 15 06) Check & Debit Charge Register
were reviewed and unanimously approved as presented.
--Motion by Melvin

The Finance Committee audited and certified the claims presented on DOC 15 06

NEW BUSINESS

1. Deb Schmidle as consultant to BOT
Discussed and unanimously approved
--Motion by Jones
2. Sandy Van Etten is leaving in April. The job description of Cataloguing Manager was unanimously approved with changes as discussed for HR Administrator to post.
--Motion by Eller
3. Executive Director Vacancy/Search. The job description of Executive Director was unanimously approved with changes as discussed for HR Administrator to post.
--Motion by Jones
4. BOT vacancy: Cayuga County – remains tabled
--Motion by Griffin
5. Advocacy Day - discussion

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PERSONNEL COMMITTEE

6:55 Executive Session to discuss confidential personnel matters.

--Motion by Jones

7:34 End Executive Session

--Motion by Jones

1. Search Committee for new Executive Director will be co-chaired by Deb Schmidle and Gregg Kiehl. Unanimously approved.

-- Motion by Horvath

ADJOURNMENT

The meeting was adjourned at 7:37 PM

Respectfully submitted,
Diana Leigh, Recording Secretary & Christine Griffin, Secretary