

FLLS Board of Trustees Meeting Minutes

January 18, 2017

Wednesday, Jan. 18, 2016 at System Headquarters 1300 Dryden Road, Ithaca, NY.

PRESENT

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

Absent: Seymour, Horvath, Hudson.

FLLS Staff Present: Executive Director Sarah Glogowski, Business Manager James Stebbins, Administrative Assistant Diana Leigh

PRESIDING

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

(DOC 17 01)

AGENDA: No conflicts of interest were found for any Trustees present.

(DOC 17 02)

The minutes from the Dec. 7, 2016 meeting were accepted as presented. – Motion by Kiehl.

(DOC 17 03)

The Director's Report was discussed.

New Business:

1. Oaths of Office were given to Lewis and Toombs.
2. Conflict of Interest forms were given to all Trustees for signatures.
3. Board Goals for 2017 were discussed, to include 1) Advocacy, 2) Support & education of member library trustees, 3) Policies: a) Personnel Handbook, b) Bylaws, c) Disaster preparedness, and 4) Education & outreach to the public as to what a library system is and does.
4. Committees: The sign-up sheet was passed around. Absent trustees will be asked over email.

COMMITTEE REPORTS

Finance Committee:

(DOC 16 93) Business Manager's Report from Nov. 2016

(DOC 17 05) Business Manager's Report

(DOC 17 06) Treasurer's Report

(DOC 17 07) Check Register & Debit Report

The above four documents were reviewed and accepted; motion passed. – Motion by Melvin

The Finance Committee has audited and certified the claims presented on DOC 17 07.

Personnel Committee:

6:39 pm Executive Session to discuss personnel matters relating to the 2017 budget. – Motion by Ahner

7:33 pm President Eller called an end to the Executive Session

(DOC 17 08) The Budget and budget narrative for 2017 were discussed and unanimously approved.
– Motion by Melvin

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

ADJOURNMENT

The meeting was adjourned at 7:35 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.