

# FLLS Board of Trustees Meeting Minutes

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**July 17, 2019**

Wednesday, July 17, 2019 at System Headquarters 1300 Dryden Road, Ithaca, NY.

**PRESENT**

FLLS Trustees Present: Lewis, Moolin, Schaffer, Schlabach, Zaharis, Marteney, Heavenrich, Seymour, Hudson, Toombs.

Absent: Kiehl.

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

Others Present: Dave Stinson of Sciarabba Walker & Co., LLP, CPA

**PRESIDING**

President Lewis called the meeting to order at 5:28 PM.

(DOC 19 42) AGENDA: No conflicts of interest were reported by any Trustees present.

(DOC 19 43) The minutes from the June 19, 2019 meeting were accepted as presented. – Motion by Zaharis.

(DOC 19 44) The Director's Report was discussed.

**New Business:**

(DOC 19 45) Dave Stinson of Sciarabba Walker went over our 2018 IRS Form 990, which was unanimously accepted as presented. – Motion by Toombs.

(DOC 19 46) James Stebbins went over our 2019 Mid-year budget adjustment, which was unanimously accepted as presented. – Motion by Hudson.

(DOC 19 39) The 2019 Audit, as presented at the June meeting, was unanimously accepted. – Motion by Moolin.

..... > Sarah gave an update on Member Libraries.

**Finance Committee:**

(DOC 19 47) June 2019 Business Manager's Report

(DOC 19 48) June 2019 Treasurer's Report/Check Register & Debit Report

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

**The Finance Committee has audited and certified the claims presented on DOC 19 48.**

**Personnel Committee:**

6:39 pm Executive Session: personnel matters regarding retirees' insurance. – Motion by Zaharis

6:57 pm President Lewis called an end to the Executive Session

**Next Meeting:** The next public meeting will be on August 21, 2019, at 5:30 pm.

**ADJOURNMENT**

The meeting was adjourned at 6:58 PM.

Submitted by: Diana Leigh, Administrative Assistant

Approved \_\_\_\_\_

*Date of approval*

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*Steve Moolin, 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.