

FLLS Board of Trustees Meeting Minutes

September 18, 2019

Wednesday, September 18, 2019 at System Headquarters 1300 Dryden Road, Ithaca, NY.

PRESENT FLLS Trustees Present: Lewis, Moolin, Schlabach, Zaharis, Heavenrich, Toombs, Marteney, Hudson.
Absent: Kiehl, Schaffer, Seymour.
FLLS Staff Present: Executive Director Sarah Glogowski, Administrative Assistant Diana Leigh,
 Business Manager James Stebbins, State Programs Coordinator Kristi Downham.

PRESIDING President Lewis called the meeting to order at 5:32 PM.

(DOC 19 56) AGENDA: No conflicts of interest were reported by any Trustees present.

(DOC 19 57) The minutes from the Aug. 21, 2019 meeting were accepted as presented, with Marteney abstaining. – Motion by Toombs.

(DOC 19 58) The Director's Report was discussed.

New Business:

(DOC 19 59) a. FLLS' Construction Grant to repair the roof was discussed. Two options were presented: just rebuild one portion where it's currently leaking, or two portions, where they meet (the leak is at the juncture), which would only increase the cost by a fraction of the original amount, and would mean the new warranty would cover both portions for 20 years. The decision was made to do both parts. The grant will also cover the cost of fixing and resealing the parking lot. Unanimously approved. – Motion by Zaharis

b. Kristi went over the projects of all the member libraries that have applied for construction grants this cycle. Schlabach and Moolin recused themselves. Approved as presented. – Motion by Toombs.

(DOC 19 65) Assurances for FLLS Construction Grant: Kristi went over this State-required form. Unanimously approved. – Motion by Moolin.

..... > Sarah gave an overview of the two candidates for the FLLS Board of Trustees, who will be on the ballot at the Annual Meeting next month.

Policy Committee:

(DOC 19 60) Marty Toombs went over the proposed wording change for the Bylaws, introduced last month, to be presented for ratification at the Annual Meeting. Unanimously approved. – Motion by Moolin.

(DOC 19 61) Member Library Bedbug Policy: This is a policy that FLLS will recommend to Member Libraries. Unanimously approved as presented. – Motion by Toombs.

(DOC 19 62) Billing Policy: Covers FLLS-owned materials and how FLLS handles the billing for missing or damaged items. Unanimously approved as presented. – Motion by Hudson.

Personnel Committee:

..... > An opinion from FLLS' attorney regarding retiree health insurance was discussed.

Finance Committee:

(DOC 19 63) August 2019 Business Manager's Report

(DOC 19 64) August 2019 Treasurer's Report/Check Register & Debit Report

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

The Finance Committee has audited and certified the claims presented on DOC 19 64.

Next Meeting: The next public meeting will be the Annual Meeting, on October 18, 2018, at 9:30 am, at the Shepard Hill Country Club in Waverly, NY.

ADJOURNMENT: The meeting was adjourned at 6:56 PM. Submitted by: Diana Leigh, Administrative Assistant

Approved _____

Date of approval

Steve Moolin, Secretary

A signed copy of these minutes can be found in the Secretary's Notebook at: FLLS, 1300 Dryden Road, Ithaca, NY 14850.