

# FLLS Board of Trustees Meeting Minutes

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Wednesday, May 20, 2020 at System Headquarters 1300 Dryden Road, Ithaca, NY.

**PRESENT** FLLS Trustees (attended through Zoom): Moolin, Heavenrich, Toombs, Zaharis, Mannino, Seymour, Lewis, Bogard, Schaffer, Marteney.

Absent: Hudson.

FLLS Staff Present: Executive Director Sarah Glogowski. Attended through Zoom: Administrative Assistant Diana Leigh, Human Resources Administrator Kristi Downham.

**PRESIDING** President Moolin called the meeting to order at 5:30 PM.

(DOC 20 31) AGENDA: No conflicts of interest were reported by any Trustees present.

(DOC 20 32) The minutes from the April 15, 2020 meeting were accepted as presented. – Motion by Lewis.

(DOC 20 33) The Director’s Report was discussed.

**Finance Committee:**

(DOC 20 34) April 2020 Business Manager’s Report

(DOC 20 35) April 2020 Treasurer’s Report/Check Register & Debit Report

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

**The Finance Committee has audited and certified the claims presented on DOC 20 35.**

(DOC 20 36) Retiree Health Insurance Recommendation – Kristi Downham went over the details and it was approved as presented. – Motion by Toombs, second by Heavenrich.

**New Business:**

..... > Sarah led a discussion on Tompkins County Libraries’ and FLLS’ re-opening plans.

The FLLS Board of Trustees approved the following temporary Materials Handling Procedure for member libraries: *All returned materials are to be quarantined following current standards (as set forth by the American Library Association at <http://www.ala.org/alcts/preservationweek/resources/pandemic>), which at this time is a period of 72 hours, before the materials may be checked in, placed for circulation, or otherwise made available. This is effective immediately until further notice.* – Motion by Lewis, second by Moolin.

(DOC 20 37) Marty Toombs presented a bylaw revision regarding open meeting law, to be voted upon next month.

..... > Sarah led a discussion on feedback from the recent Trustee workshop held on Zoom. The feedback was very positive, and another Trustee workshop will be scheduled in the near future.

**Old Business:**

..... > Sarah discussed the New York State Budget.

..... > Census 2020 update: Marty Toombs gave an update about the Census.

**Next Meeting:** The next public meeting will be on June 17, 2020, at 5:30 pm.

**ADJOURNMENT:** The meeting was adjourned at 6:53 PM. Submitted by: Diana Leigh, Administrative Assistant

Approved \_\_\_\_\_

Date of approval

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Sue Heavenrich, Secretary

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