

# FLLS Board of Trustees Meeting Minutes

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Wednesday, August 19, 2020 at System Headquarters 1300 Dryden Road, Ithaca, NY.

**PRESENT**

FLLS Trustees (attended through Zoom): Moolin, Heavenrich, Toombs, Zaharis, Lewis, Marteney, Mannino, Seymour, Hudson.

Absent: Schaffer, Bogard.

FLLS Staff Present: Executive Director Sarah Glogowski. Attended through Zoom: Administrative Assistant Diana Leigh, Human Resources Generalist & State Programs Coordinator Kristi Downham.

**PRESIDING**

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

(DOC 20 52)

AGENDA: No conflicts of interest were reported by any Trustees present.

(DOC 20 53)

The minutes from the July 15, 2020 meeting were accepted as presented, with two abstentions (Seymour, Mannino). – Motion by Toombs.

(DOC 20 54)

The Director’s Report was discussed.

**Finance Committee:**

(DOC 20 55)

July 2020 Business Manager’s Report

(DOC 20 56)

July 2020 Treasurer’s Report/Check Register & Debit Report

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

**The Finance Committee has audited and certified the claims presented on DOC 20 56.**

**New Business:**

(DOC 20 57)

Kristi Downham’s Job Description was updated, and unanimously approved with minor wording changes for clarification. – Motion by Zaharis.

(DOC 20 58)

A Blanket Resolution for Health-Related Policy Revisions, as needed, was unanimously approved as presented. – Motion by Lewis.

(DOC 20 59)

An Authorization for Maintenance of Existing Commercial Mortgage at Tompkins Trust Company was unanimously approved as presented. – Motion by Toombs.

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> The Nominating Committee reported on board members whose terms are expiring at the end of this year. There will be vacancies as follows: 1 in Cayuga County and 2 in Cortland County. Sarah will send out the letter asking directors for nominations.

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> Kristi went over the requests for Construction Grants from member libraries; discussion ensued.

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> Sarah led a discussion of the NY State budget. 80% of the system’s basic aid has now been received.

**Next Meeting:** The next public meeting will be on September 16, 2020, at 5:30 pm.

**ADJOURNMENT:** The meeting was adjourned at 6:51 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: FLLS, 1300 Dryden Road, Ithaca, NY 14850.*