

FLLS Board of Trustees Meeting Minutes

Wednesday, May 19, 2021 at System Headquarters 1300 Dryden Road, Ithaca, NY.

PRESENT FLLS Trustees (attended through Zoom): Moolin, Heavenrich, Toombs, Buerkle, Mannino, Hudson, van der Schaaf, Lewis, Meyers.
Absent: Schaffer, Bogard.
FLLS Staff Present: Executive Director Sarah Glogowski.
Attended through Zoom: State Programs Coordinator Kristi Downham, Business Manager James Stebbins, Administrative Assistant Diana Leigh.

PRESIDING President Moolin called the meeting to order at 5:31 PM.

(DOC 21 29) AGENDA: No conflicts of interest were reported by any Trustees present.

(DOC 21 30) The minutes from the April 21, 2021 meeting were accepted as presented, with one abstention (Meyers). – Motion by van der Schaaf.

(DOC 21 31) The Director’s Report was discussed.

New Business:

(DOC 21 32) The SCRLC Draft Lease to rent space in FLLS’ building was discussed, and unanimously approved to go to FLLS’ attorneys, with a clarification in Item 10, “within their delineated area.” – Motion by Lewis.

(DOC 21 33) The amount of rent to charge SCRLC was unanimously approved at \$1,337 per month, with the understanding that the lease includes a clause to increase rent by 2% annually. – Motion by Lewis.

(DOC 21 34) The New York Inclusive Internship Initiative was discussed and unanimously approved. – Motion by Mannino

..... > Sarah and Kristi gave an update on the search for a new Member Services Librarian.

..... > Sarah gave an update on the minimum standard for hours; all member libraries will be in compliance by June 1, 2021.

..... > Sarah gave an update on member libraries.

Finance Committee:

(DOC 21 35) April 2021 Business Manager’s Report

(DOC 21 36) April 2021 Treasurer’s Report/Check Register & Debit Report

The above two documents were reviewed and accepted as presented. – Motion by Heavenrich.

The Finance Committee has audited and certified the claims presented on DOC 21 36.

Next Meeting: The next public meeting will be June 16, 2021.

ADJOURNMENT: The meeting was adjourned at 6:35 PM. Submitted by: Diana Leigh, Administrative Assistant

Approved _____
Date of approval

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.