

# FLLS Board of Trustees Meeting Minutes

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**Wednesday, September 29, 2021 at System Headquarters 1300 Dryden Road, Ithaca, NY.**

## **PRESENT**

FLLS Trustees (attended via Zoom): Moolin, Bogard, Toombs, Mannino, Hudson, Heavenrich, Lewis, Meyers.

Absent: Schaffer, van der Schaaf, Buerkle.

FLLS Staff Present: Executive Director Sarah Glogowski.

Attended through Zoom: State Programs Coordinator Kristi Downham, Business Manager James Stebbins, Administrative Assistant Diana Leigh.

Others Present: Debbie Hubbard of Port, Kashdin & McSherry, CPAs.

## **PRESIDING**

President Moolin called the meeting to order at 5:33 PM.

(DOC 21 53) AGENDA: One conflict of interest was reported by Trustee Moolin, regarding Construction Grants.

(DOC 21 54) The minutes from the July 21, 2021 meeting were accepted as presented. – Motion by Meyers.

(DOC 21 55) The Director's Report was discussed.

## **New Business:**

(DOC 21 56) Debbie Hubbard went over the FLLS 2020 Draft Audit. Unanimously approved. – Motion by Mannino.

(DOC 21 57) Debbie Hubbard went over FLLS' 2020 Draft IRS 990. Unanimously approved. – Motion by Lewis.

(DOC 21 58) Kristi Downham discussed FLLS' application for a Construction Grant. Unanimously approved. – Motion by Heavenrich.

(DOC 21 59) Kristi Downham discussed the applications for Member Libraries' 2021 Construction Grants. Approved as presented, with one abstention (Moolin). – Motion by Lewis.

(DOC 21 60) Sarah went over the Plan of Service. Unanimously approved. – Motion by Meyers.

(DOC 21 61) Sarah went over the Central Library Plan of Service. Unanimously approved. – Motion by Toombs.

(DOC 21 62) Sarah went over the Direct Access Plan of Service. Unanimously approved. – Motion by Mannino.

..... > Sarah gave a description of the two candidates for the FLLS Board of Trustees.

## **Finance Committee:**

(DOC 21 64) July 2021 Business Manager's Report

(DOC 21 65) July 2021 Treasurer's Report/Check Register & Debit Report

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

(DOC 21 66) August 2021 Business Manager's Report

(DOC 21 67) August 2021 Treasurer's Report/Check Register & Debit Report

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

**The Finance Committee has audited and certified the claims presented on DOC 21 65 and DOC 21 67.**

**Next Meeting:** The Annual Meeting will be October 15, 2021.

The next public meeting of the Trustees will be November 17, 2021.

**ADJOURNMENT:** The meeting was adjourned at 7:08 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.*