

# FLLS Board of Trustees Meeting Minutes

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Wednesday, November 17, 2021 at System Headquarters 1300 Dryden Road, Ithaca, NY.

**PRESENT** FLLS Trustees (attended via Zoom): Moolin, Toombs, Mannino, Schaffer, Hudson, Heavenrich, Lewis, Meyers.  
Absent: Bogard.  
FLLS Staff Present: Executive Director Sarah Glogowski.  
Attended through Zoom: Business Manager James Stebbins, Administrative Assistant Diana Leigh.  
Others Present: Bonnie Thomas, 2022 Trustee-Elect.

**PRESIDING** President Moolin called the meeting to order at 5:31 PM.  
 (DOC 21 68) AGENDA: No conflicts of interest were reported by any Trustees present.  
 (DOC 21 69) The minutes from the Sept. 29, 2021 meeting were accepted as presented, with one abstention (Schaffer).  
 – Motion by Heavenrich.  
 (DOC 21 70) The Director’s Report was discussed.

**New Business:**

(DOC 21 71) Kristi Downham’s resignation was unanimously accepted. – Motion by Mannino.  
 (DOC 21 72) Martsje van der Schaaf’s resignation was unanimously accepted. – Motion by Meyers.  
 (DOC 21 73) Cindy Buerkle’s resignation was unanimously accepted. – Motion by Mannino.  
 (DOC 21 74) Liz Hudson went over the Finance Committee’s proposal for the creation of new Reserve Funds and a Mortgage Payoff. Approved as presented, in two parts: Part 1, Mortgage Payoff. – Motion by Toombs.  
 Part 2, Reserve Funds. – Motion by Lewis.  
 ..... > Sarah discussed a new Librarian position being developed to replace Kristi Downham’s former job.  
 ..... > Sarah gave an update on Member Libraries.

**Finance Committee:**

(DOC 21 75) September 2021 Business Manager’s Report  
 (DOC 21 76) September 2021 Treasurer’s Report/Check Register & Debit Report  
 The above two documents were reviewed and accepted as presented. – Motion by Meyers.  
 (DOC 21 77) October 2021 Business Manager’s Report  
 (DOC 21 78) October 2021 Treasurer’s Report/Check Register & Debit Report  
 The above two documents were reviewed and accepted as presented. – Motion by Mannino.

**The Finance Committee has audited and certified the claims presented on DOC 21 76 and DOC 21 78.**

**Next Meeting:** The next public meeting of the Trustees will be December 8, 2021.

**ADJOURNMENT:** The meeting was adjourned at 6:48 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.*