

# FLLS Board of Trustees Meeting Minutes

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**Wednesday, June 21, 2023 at System Headquarters 1300 Dryden Road, Ithaca, NY.**

**PRESENT**

FLLS Trustees: Toombs, Mannino, Heavenrich, Thomas, Meyers, Schaffer, Bogard.

Absent: Hudson.

FLLS Staff: Executive Director Sarah Glogowski, Business Manager James Stebbins, Administrative Assistant Diana Leigh.

**PRESIDING**

President Toombs called the meeting to order at 3:04 PM.

(DOC 23 35) AGENDA: Approved, with no conflict of interest reported by any Trustee present. – Motion by Meyers.

(DOC 23 36) Minutes from the May 17, 2023 meeting were accepted as presented. – Motion by Mannino.

(DOC 23 37) The Director’s Report was discussed.

**New Business:**

(DOC 23 38) The NYS required Lactation Accommodation Policy was discussed and unanimously approved. – Motion by Heavenrich.

(DOC 23 39) Sarah led a discussion on the proposed member library Construction Grants for 2024.

(DOC 23 40) The updated Computer Network Services Manager job description was discussed and unanimously approved, with a wording addition as agreed. – Motion by Mannino.

..... > Sarah led a discussion on the Annual Meeting.

..... > Sarah gave an update on Member Libraries.

..... > Board meeting date changes were agreed as follows: August cancelled, September moved to the 27th.

**Policy Committee:**

..... > Elaine Meyers led a discussion on bylaw updates, which will be presented next month for a vote.

**Finance Committee:**

(DOC 23 41) May 2023 Business Manager’s Report

(DOC 23 42) May 2023 Treasurer’s Report

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

**Next Meeting:** The next public meeting of the Trustees will be July 19, 2023, at 3 pm.

**ADJOURNMENT:** The meeting was adjourned at 4:24 PM. Submitted by: Diana Leigh, Administrative Assistant

Approved \_\_\_\_\_  
Date of approval

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Sue Heavenrich, Secretary