

FLLS Board of Trustees Meeting Minutes

Wednesday, September 27, 2023 at System Headquarters 1300 Dryden Road, Ithaca, NY.

PRESENT

FLLS Trustees: Toombs, Mannino, Meyers, Schaffer, Hudson, Thomas.

Absent: Heavenrich, Bogard.

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

Others Present (via Zoom): Debbie Hayden of Port, Kashdin & McSherry, CPAs.

PRESIDING

President Toombs called the meeting to order at 3:07 PM.

(DOC 23 51) AGENDA: No conflicts of interest were reported by any Trustees present.

(DOC 23 52) The minutes from the July 19, 2023 meeting were accepted as presented. – Motion by Mannino.

(DOC 23 53) The Director’s Report was discussed.

New Business:

(DOC 23 54) Debbie Hayden went over the FLLS 2022 Draft Audit. Unanimously approved. – Motion by Mannino.

(DOC 23 55) James Stebbins went over FLLS’ 2022 Draft IRS 990. Unanimously approved. – Motion by Mannino.

(DOC 23 56) Sarah discussed the applications for Member Libraries’ 2024 Construction Grants. Approved as presented. – Motion by Mannino.

(DOC 23 57) Jaclyn Smith’s resignation was unanimously accepted. – Motion by Hudson.

(DOC 23 58) Tanner Carlson’s hiring was unanimously approved. – Motion by Hudson.

(DOC 23 59) The updated Check Signer Resolution was unanimously approved. – Motion by Mannino.

..... The Annual Meeting, which will be Oct. 13, 2023, was discussed.

..... The Nominating Committee gave an update.

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

Finance Committee:

(DOC 23 60) July 2023 Business Manager’s Report

(DOC 23 61) July 2023 Treasurer’s Report & Check Register

(DOC 23 62) August 2023 Business Manager’s Report

(DOC 23 63) August 2023 Treasurer’s Report & Check Register

The above four documents were reviewed and accepted; motion passed. – Motion by Mannino.

The Finance Committee has audited and certified the claims presented on DOCS 22 61 and 23 63.

Next Meeting: The next public meeting will be on November 15, 2023, at 3:00 pm.

ADJOURNMENT: The meeting was adjourned at 4:34 PM. Submitted by: Diana Leigh, Administrative Assistant

Approved _____

Date of approval

Sue Heavenrich, Secretary