

**DRAFT**



## Board Meeting Minutes, June 17, 2026

### Attendance

- **FLLS Trustees Present:** Toombs, Thomas, Schaffer, Mannino, Dames, Knapp, Meyers.
- **Absent:** Berggren-Thomas, Maroney.
- **FLLS Staff Present:** Executive Director Sarah Glogowski, Administrative Assistant Diana Leigh, Business Manager Carlos Perez.
- **Public:** None.

**Presiding:** Vice President Knapp called the meeting to order at 3:00 PM.

- (Document 26.39) Agenda: No conflicts of interest were reported by any trustees present.
- (Document 26.40) The minutes from the May 20, 2026 meeting were accepted. Motion by Mannino, 2<sup>nd</sup> by Dames.
- (Document 26.41) The Director’s Report was discussed.

### New Business

- (Document 26.42) The updated Treasury Securities Resolution was unanimously approved, with minor wording changes as agreed. Motion by Toombs, 2<sup>nd</sup> by Meyers.
- (Document 26.43) The Law Enforcement Inquiries Policy was discussed and approved unanimously, with minor wording changes as agreed. Motion by Toombs, 2<sup>nd</sup> by Mannino.
- (Document 26.44) The Patron Records Confidentiality Policy was discussed and approved unanimously, with minor wording changes as agreed. Motion by Meyers, 2<sup>nd</sup> by Schaffer.
- Sarah gave an update on member libraries.

**Plan of Service Committee:** The Committee gave a brief update.

### Personnel Committee

- (Document 26.45) The job description for ILS Administrator (formerly CNS Manager) was discussed and unanimously approved as presented. Motion by Mannino on behalf of the Personnel Committee.
- A proposal was made for the salary for the new ILS Administrator to be in the range from \$75,000 to \$80,000. Unanimously approved. Motion by Mannino, 2<sup>nd</sup> by Meyers.

### Nominating Committee

- Kristina Furi submitted her resignation as Trustee, effective June 16, 2026, and this was recognized unanimously. Motion by Mannino, 2<sup>nd</sup> by Toombs.

### Finance Committee

- (Document 26.46) The May 2026 Business Manager’s Report was unanimously accepted. Motion by Thomas, 2<sup>nd</sup> by Meyers.
- The Committee proposed authorizing the Business Manager to invest FLLS’ funds, with approval from the Finance Committee Chair or the Executive Director, in laddered, or staggered, Certificates of Deposit, where they can earn a higher interest rate and come due at different times. Unanimously approved. Motion by Toombs on behalf of the Finance Committee.
- (Document 26.47) The May 2026 Treasurers’ Report was unanimously accepted. Motion by Meyers, 2<sup>nd</sup> by Dames.

**Adjournment:** The meeting was adjourned at 4:13 pm.

**Next Meeting:** The next public meeting will be on July 15, 2026, at 3:00 pm.

Submitted by: Diana Leigh, Administrative Assistant

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

\_\_\_\_\_  
Elaine Meyers, Secretary

*A signed copy of these minutes can be found in the Secretary’s Notebook at: FLLS, 1300 Dryden Road, Ithaca, NY 14850.*