

**No scheduled Board Meeting in January**

FAYETTEVILLE FREE LIBRARY

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BOARD OF TRUSTEES

MEETING

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**Scheduled for  
Tuesday,  
February 11**



FAYETTEVILLE FREE LIBRARY

has been cancelled

**Fayetteville Free Library  
Board of Trustees  
3/18/2014  
5:15 PM**

**Present:** Bob Hough, Kathy Kelner, Ami Longstreet, Sue Considine, Executive Director

**Excused:** Judy Jones

**Absent:**

**Guest:**

**Meeting called to order at 5:29pm**

**Minutes:** Longstreet moved to accept, (S) Hough. All approved with amendment to language under the Presidents' report related to 3D printing and liability noted.

**Treasurer's Report:**

Hough presented the December 2013 Year End and the January through February 2014 financials for approval. Hough reviewed variance highlights on the income statement for the year ending December 31, 2013. There was clarifying discussion relative to the mortgage principle and interest and how it is reported on the income statement and trial balance. Discussion continued related to Café 300 profit and loss in December. Hough reviewed donation income including the Green Space Campaign and reported the close out of the Phase 4 expenses for the FABLAB project.

Kelner moved to approve the December 2013 financials, (S) Longstreet. All approved.

Hough reviewed both the January and February 2014 financials. Hough highlighted areas of revenue that are above budget including general donations and booksales. Revenue areas below budget include fines; Considine reported that a recent addition of text messaging overdue notices to patrons has affected this revenue line.

Kelner moved to accept the January and February 2014 financials, (S) Longstreet. All approved.

**Board President Report:**

Kelner shared news and updates and commented on positive feedback from library colleagues and the community that she has received on behalf of the library including:

Notes from Community members/patrons

NYLA tour feedback and thank you,

Teen Volunteer's Facebook post about the FFL and its positive impact on her life.

Kelner also shared:

Chamber Spring Dinner/Auction invitation

Cell Phones for Soldiers FFL participation recognition (Senator DeFransisco)

Kelner indicated that she had missed the last meeting of the FFL Green Space Committee, Considine will ask Brenda Shea, FFL staff facilitator of this campaign, to resend the meeting notes and date of next meeting.

Kelner mentioned the upcoming Kidsignment to benefit the FFL Green Space Campaign and Considine shared fliers for the board's reference and distribution.

Kelner reported on the status of Considine's follow up with the FM Superintendent relative to FFL summer reading 2014.

Kelner encouraged board members to keep informed of new FFL initiatives and activities, such as our FFL Innovation Tours, by visiting our website at [www.fflib.org](http://www.fflib.org).

**Executive Director's Report:**

Discussion of points of interest in the Executive Directors report ensued. Considine shared news of her service on the IMLS jury panel for the Laura Bush 21<sup>st</sup> Century Librarian award.

**Actions and Discussion:**

Stickley- The board reviewed the current agreement between ACE, Inc. and the FFL. Current issues discussion ensued including access, security and possible future facility development for both the FFL and Stickley. Longstreet requested that Considine develop a list for the board of past and current FFL accommodations.

Weather Closings- Kelner facilitated a brief discussion about the unprecedented number of closings caused by this winter's harsh weather conditions. Kelner requested that Considine put together a list of the bullet points that support the FFL's policy making in relation to weather related closings. Considine reviewed the policy history and bullets directly with Kelner in the board pre-meeting. Considine shared points from her discussion with the FFL staff team, including any patron feedback related to closings, with the board. All agreed that this winter was indeed an anomaly and the number of closings far exceeded any season in memory.

There being no further business, the meeting was adjourned at 7:10pm, motion by Longstreet, (S) Hough, all approved.

Respectfully submitted,  
Sue Considine, Executive Director 04/07/14

**Fayetteville Free Library  
Board of Trustees**

4/15/2014

5:15 PM

DRAFT - approved 6/17/14

**Present:** Bob Hough, Kathy Kelner, Ami Longstreet, Judy Jones, Sue Considine, Executive Director

**Excused:**

**Absent:**

**Guest:** Potential Board Member Interview @ 5:30pm

**Meeting called to order at 5:20pm**

**Minutes:** Jones moved to accept, (S) Hough. All approved with amendment to February meeting note on agenda.

**Treasurer's Report:**

Hough presented the March 2014 financials for approval. Hough reviewed variance highlights on the income statement for March including budget revenue under \$1,378.00 and Expenses under \$14,307.00 YTD. There was additional clarifying discussion relative to the mortgage principle and interest and how it is reported on the income statement and trial balance and how it is reflected in the monthly expenses. Discussion continued related to the PASCO system EMS upgrade and window refurbishment plans. Hough noted necessary building repairs and that all are within budget. Hough also commented on the excellent payroll report that he receives monthly and reported how it helps him see all of the activity each month related to payroll expenses clearly and easily.

Hough reminded the board that Considine is working to gather proposals for a mortgage refinance.

Longstreet moved to approve the March 2014 financials, (S) Jones. All approved.

Potential Board member interview- This interview began at 5:30pm and concluded at 5:50pm.

**Board President Report:**

Kelner shared news and updates and commented on positive feedback from library colleagues and the community that she has received on behalf of the library including:

Notes from Community members/patrons

Notes and feedback from colleagues across the country and world.

Kelner also shared Fayetteville Senior Center's call for donations

Kelner encouraged board members to keep informed of new FFL initiatives and activities, such as our FFL Innovation Tours, by visiting our website at [www.fflib.org](http://www.fflib.org).

Kelner reported on FFL Green Space Campaign activity:

Kidsignment sale- net profit of \$2007.30

Monday May 4- Art Show, proceeds to benefit FFL Green Space Campaign

Corporate Sponsor solicitation next step in campaign, will begin this summer  
Ongoing Brick campaign  
Next meeting of FFL GS Committee April 30

**Executive Director's Report:**

Discussion of points of interest in the Executive Directors report ensued. Considine clarified what STEAM programming and learning in libraries (Science, Technology, Engineering, Art and Math) is all about. Hough commented on the effectiveness of the FAQ's related to the FFL Fablab on the FFL website/virtual branch. Kelner inquired about the Harwood Public Innovator Lab program. Considine offered clarifying information.

**Actions and Discussion:**

Discussion of potential new board member ensued.

Action items identified include:

- President's welcome letter
- Invite to next meeting
- Review roles and responsibilities form
- Board orientation in August
- Binders back to Sue for updating by June

A vote was called:

Voting record:

Yes- 3

Opposed- 0

Abstain- 1

Discussion ensued related to the vote.

Stickley- The board reviewed Considine's summary to the FFL Board President of her recent meeting with Stickley regarding potential future facility development and safety/security and access issues. Considine also shared a bullet list of FFL accommodations, past and current, requested by the board.

Weather Closings- Considine prepared a summary of talking points and historical perspective on the FFL closing policy per Board President request. Discussion ensued, all points of the policy were reviewed and the board members left with the summary and a screen shot of the FFL policy. All agreed it was an unusually harsh winter.

There being no further business, the meeting was adjourned at 7:16pm, motion by Hough, (S) Jones, all approved.

Respectfully submitted,  
Sue Considine, Executive Director 04/22/14

**Fayetteville Free Library**  
**Board of Trustees**  
**5/27/2014**  
**5:15 PM**

**Present:** Bob Hough, Kathy Kelner, Ami Longstreet, Judy Jones, Sue Considine, Executive Director

**Excused:**

**Absent:**

**Guest:**

Prior to the start of the meeting Longstreet arrived to say goodbye and hand in her board binder. Kelner received a communication prior to the meeting that due to several additions to Longstreet's professional and personal schedule, she needed to resign from the FFL board. The board members present thanked Ami for her service and contribution to the FFL.

**Meeting called to order at 5:40pm**

**Minutes:** Hough moved to accept, (S) Jones.

**Treasurer's Report:**

Hough presented the April 2014 financials for approval. Hough reviewed variance highlights on the income statement for April including discussion of fines revenue below budget. Considine explained that this trend will continue due to the addition of text messaging through the system ILS that alerts patrons to renew or return items before fines are incurred. Book sale revenue is on target with the budget, the Café continues to exceed expectations and the Kidsignment sale was successful in raising revenue for the FFL Green Space Campaign. Hough reminded the board to subtract the mortgage principle, which is recorded on the trial balance, from the net gain in revenue total on the income statement each month.

Hough reminded the board that Considine is working to gather proposals for a mortgage refinance.

Jones moved to approve the March 2014 financials, (S) Hough. All approved.

**Board President Report:**

Kelner shared news and updates and commented on positive feedback from library colleagues and the community that she has received on behalf of the library including:

Notes from community members/patrons

Notes and feedback from colleagues across the country and world.

Kelner encouraged board members to keep informed of new FFL initiatives and activities, such as our FFL Innovation Tours, by visiting our website at [www.fflib.org](http://www.fflib.org).

Kelner discussed posting a new and continuous board member solicitation; board approved the posting that Considine shared.

Kelner shared the certificate earned by the FFL for hosting an FM intern.

Kelner shared a report of Mayor Olson's support of making in the community in response to an IMLS invitation.

Kelner and Considine discussed the troubling development of heroin use in upstate NY and discussed the Library's efforts to make resources and information available for the community. Kelner shared a thank you from the AARP tax preparers for another excellent season at the FFL. Kelner reported on FFL Green Space Campaign activity:

Will have total revenue for the photo sale at June meeting as the raffle closes last day in May.

**Executive Director's Report:**

Discussion of points of interest in the Executive Directors report ensued. Considine discussed her participation with the IMLS think tank in San Francisco and her attendance at the Bay Area Maker Faire. Hough mentioned that the PASCO upgrade neglected to include the second floor. Surprised, Considine indicated she would investigate and follow up with PASCO to resolve this situation.

**Actions and Discussion:**

Discussion of a potential new board member(s) occurred. The board agreed to continue the search.

There being no further business, the meeting was adjourned at 6:25pm, motion by Hough, (S) Jones, all approved.

Respectfully submitted,  
Sue Considine, Executive Director 06/9/14



Fayetteville Free Library  
Board of Trustees Annual Meeting  
6/18/13  
5:15 PM

minutes approved ✓

**Present:** Ami Longstreet, Kathy Kelner, Nancy Durkin, Ray Letterman, Bob Hough, Sue Considine, Executive Director

**Excused:**

Approval of 2012 FFL annual meeting minutes - (M) by Longstreet, (S) Kelner, all approved.

Slate of Officers presented for vote at June regular meeting. Durkin thanks the candidates for being willing to accept the nominations.

President- Kelner  
Treasurer- Hough

Adjourn- 5:25 pm (M) Hough, (S) Kelner

Respectfully submitted,  
Sue Considine  
Executive Director  
6/20/13

**Fayetteville Free Library**  
**Board of Trustees**  
6/17/2014  
5:15 PM

**Present:** Bob Hough, Kathy Kelner, Ami Longstreet, Judy Jones, Sue Considine, Executive Director

**Excused:**

**Absent:**

**Meeting called to order at 5:25pm**

**Minutes:** Hough moved to accept, (S) Jones.

**Treasurer's Report:**

Hough presented the May 2014 financials for approval. Hough reviewed variance highlights on the income statement for May including discussion of fines revenue below budget. Book sale revenue is exceeding budget expectations; the Café is under in both expense and revenue in May. Hough reminded the board to subtract the mortgage principle, which is recorded on the trial balance, from the net gain in revenue total on the income statement each month. Having clarified this, the net gain for the library YTD is \$2,469.00.

Hough reminded the board that Considine is working to gather proposals for a mortgage refinance. Considine reported that she has discussed the M&T proposal with board leadership, does not recommend that we accept the current proposal, and is planning to meet with M&T to discuss further in early July. Considine will report all to Hough when appropriate.

Jones moved to approve the May 2014 financials, (S) Hough. All approved.

**Board President Report:**

Kelner shared news and updates and commented on positive feedback from library colleagues and the community that she has received on behalf of the library including:

Notes from community members/patrons

Notes and feedback from colleagues across the country and world.

Kelner encouraged board members to keep informed of new FFL initiatives and activities, such as our FFL Innovation Tours, by visiting our website at [www.flfb.org](http://www.flfb.org).

Kelner shared an invitation to the Taste of Manlius.

Kelner shared a note of thanks from Assemblyman Al Stirpe to Considine.

Kelner facilitated discussion about the upcoming Jazz concert and the FFL's participation in the event.

**Executive Director's Report:**

Discussion of points of interest in the Executive Directors report ensued. Considine discussed and highlighted points of interest and additional FFL activity beyond the monthly ED report. Considine reported on her follow up with PASCO to resolve the current situation with the EMS upgrade.

**Actions and Discussion:**

**Public Comment:**

A member of the public, P. Giancola Knutsen spoke briefly to the often discussed and previously examined issue of the geographic proximity of Manlius and Fayetteville Free Library. Adhering to the FFL board policy; comments were limited to five minutes; the board received the comments without discussion, other than a statement that this issue has been examined often and fully in the past and that the two separate communities do support both libraries and the libraries make every effort to not duplicate efforts, and are committed to continuously providing more to the two communities of library users. Giancola-Knutsen also distributed her business card to members of the FFL board before leaving the meeting.

Respectfully submitted,  
Sue Considine, Executive Director 06/23/14

**NO SCHEDULED BOARD MEETING IN JULY**

**Fayetteville Free Library**  
**Board of Trustees**  
**8/19/2014**  
**5:15 PM**

**Present:** Bob Hough, Kathy Kelner, Judy Jones, Sue Considine, Executive Director

**Excused:**

**Absent:**

**Meeting called to order at 5:20pm**

**Minutes:** Jones moved to accept, (S) Hough. All approved.

**Treasurer's Report:**

Hough presented the June and July 2014 financials for approval. Hough reviewed variance highlights on the income statement for June and July including discussion of fines revenue and interest below budgeted projections YTD. Book sale revenue is exceeding budget expectations; the Café is under in both expense and revenue in June and July.

Jones moved to approve the June and July 2014 financials, (S) Kelner. All approved.

**Board President Report:**

Kelner shared news and updates and commented on positive feedback from library colleagues and the community that she has received on behalf of the library.

Kelner also highlighted library activity of note over the summer including:

The successful FFL participation with the 4<sup>th</sup> of July parade in Manlius

Geek Girl Camp 2014

Jazz in the Park 2014.

**Executive Director's Report:**

Discussion of points of interest in the Executive Directors report ensued. Considine shared news of letters in support for our IMLS National Medal of Honor nomination and details of successful summer activity at the FFL.

**Actions and Discussion:**

Kelner facilitated a discussion regarding the board's consideration of a married couple ( two people from the same family) serving on the board at the same time. After discussion and deliberation, the board decided this is not a precedent that the FFL will set. Considine stated that she would follow up with the couple who is awaiting the boards' decision to offer one of them the opportunity to interview, according to our board approved strategic development plan, for the board.

Considine updated the board that there are 3 additional potential board member interviews scheduled and that she will follow the process by summarizing these preliminary discussions with interested community members and share with the board leadership for further consideration and action. Kelner reaffirmed the board's commitment to filling current and future board vacancies in a thoughtful, systematic manner, according to our FFL Strategic Board Development process.

**Public Comment:**

**ARTICLE XI. PUBLIC COMMENT**

The library board of the Fayetteville Free Library welcomes attendance by members of the public at its meetings. Members of the public are encouraged to express their comments during the "Public Comments" portion of the board meeting.

In order for the board to conduct the business of the library in an orderly and efficient manner, reasonable controls regulating public comment are necessary. Individuals wishing to be heard by the library board must complete the "Public Comments Sign-in Sheet", sign off on a copy of the Public comment form, and be recognized by the president. After identifying themselves speakers will make comments as briefly as the subject permits: five minutes or less.

The board president or board meeting chairman may interrupt or terminate an individual's statement when it is too lengthy, personally directed, abusive, obscene or irrelevant.

The library board will listen to public comments and may ask questions for clarification, but will not engage in discussion or debate. If there is a need for response from the board, it may come at a later time when the board has had time to deliberate the issue, to seek more information, or to review recommendations from the director.

David Marnell- requested June and July and last audited financials and employee information.

Linda Marnell- expressed concern regarding current board vacancies

Barbara Wagner- Inquired about the sale of donated material.

Barbara Wagner- also spoke of a donation issue related to her family.

The board adjourned the regular meeting to enter an executive session to discuss a personnel matter at 6:45pm.

The board adjourned the executive session and reconvened the regular meeting at 7:00pm.

Discussion continued regarding FFL summer activity. Considine shared images and details from our busy summer and an FFL video story with the board via the FFL website and Flickr.

At 7:40pm Jones motioned to adjourn (S) Hough. All approved.

Respectfully submitted,  
Sue Considine, Executive Director  
08/20/14

**Fayetteville Free  
Library**

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**Board of Trustees  
Meeting**

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**Scheduled for  
Tuesday,  
September 16**



has been cancelled

**Fayetteville Free  
Library**

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**Board of Trustees  
Meeting**

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**Scheduled for  
Tuesday,  
October 21, 2014**



**FAYETTEVILLE FREE LIBRARY**

has been cancelled



**Fayetteville Free Library**

**Board of Trustees**

**10/31/2014**

**5:00 PM**

**Special Meeting**

**(Meeting called to execute a limited agenda due to cancellation of September and October board meetings due to board scheduling conflicts and health issues.)**

**Present:** Bob Hough, Kathy Kelner, Judy Jones (via phone), Sue Considine, Executive Director

**Excused:**

**Absent:**

**Meeting called to order at 5:00pm**

**Minutes:** Jones moved to accept, (S) Hough. All approved.

**Treasurer's Report:**

Hough presented the August and September 2014 financials for approval. Hough reviewed variance highlights on the income statement for August and September. Considine reviewed two recent donations and the building repair issues that are being addressed through these funds.

Jones moved to approve the August and September 2014 financials, (S) Kelner. All approved.

**Board President Report:**

Kelner reported on activity related to the Board Strategic Development Process.

The board voted unanimously to invite Betsy Bower to join the FFL Board; her first meeting will be in February of 2015. Considine will prepare a welcome letter.

The board agreed to develop, along with the ED an orientation to execute for the existing and new board members in January of 2015. This orientation must occur prior to a new board members' first meeting.

The board agreed, according to the board approved process, to schedule a meet and greet for two additional potential board members before the end of 2014.

**Executive Director's Report:**

No report- limited agenda

**Actions and Discussion:**

**1. Policy draft review and votes:**

The board reviewed the following policy drafts that were provided by the FFL attorney. The policies were under review as a response to the recent NYS Not for Profit Revitalization Act; the board and ED requested policy review to ensure that the FFL is in compliance with any changes that this law requires.

- Conflict of Interest- approved and adopted 10/31/2014
- Whistleblower- approved and adopted 10/31/2014
- Access to Records – approved with amendments 10/31/2014
- Donations- approved with amendments 10/31/2014

When all amendments complete, these will be added back to the FFL website.  
Conflict of Interest statement- The FFL will require all board members to sign this annually.  
Whistleblower- will also be added to the FFL Staff Manual.

**2. Bylaws edits review and vote:**

The board reviewed all of the recently discussed edits to the FFL Bylaws. All edits were approved, 10/31/2014. Per the bylaws, bylaws edits will go into effect as of 10/31/2014; a vote will be called at the annual meeting.

The board clarified the approved board meeting schedule included in the approved bylaws changes. Beginning in 2015, the FFL board will meet 6 times per year (Feb., April, June, August, October, and December). In opposing months, the FFL Leadership committee, consisting of the President, Treasurer and ED will meet (March, May, September, and November). There will be no July meeting.

*Jan. or*

The board discussed the status of the following items:

M&T mortgage renewal- complete

3M- negotiations related to RFID

Stickley communications

Building and property priority list and plan

PASCO project

Any pending inquiries related to FFL operations, including all actions taken to date.

) At 6:00 pm Hough motioned to adjourn (S) Kelner. All approved.

Respectfully submitted,  
Sue Considine, Executive Director  
11/5/14

**Fayetteville Free Library**  
**Board of Trustees**  
11/18/2014  
5:15 PM

**Present:** Bob Hough, Kathy Kelner, Judy Jones, Sue Considine, Executive Director

**Excused:**

**Absent:**

**Meeting called to order at 5:15pm**

**Minutes:** Jones moved to accept the October 2014 minutes with edits, (S) Hough. All approved.

**Treasurer's Report:**

Hough presented October 2014 financials for approval. Hough reviewed variance highlights on the income statement for October including discussion of fines and book sales revenue below budgeted projections YTD. Hough noted that we anticipate end of year sales of materials donated to the FFL should close the gap in this line. Hough also noted income from plastic in FabLab has contributed to the positive increase in the printing/copies line. Under expenses, Hough noted that payroll and related expenses are under budget YTD. IT is also under budget; however, payment of end of year invoices will close that gap. Finally, Hough reported that we will not renew our contract with our management consultant in 2015 and we have retained the services of the FFL attorney for another year, new contract beginning in the spring of 2015.

Hough reminded the board that they have copies of the 2015 proposed budget draft. Hough reminded the board to contact him with any questions between now and the December board meeting related to the draft.

Jones moved to approve the October 2014 financials, (S) Kelner. All approved.

**Board President Report:**

Kelner shared news and updates and commented on positive feedback from library colleagues and the community that she has received on behalf of the library.

Kelner updated the board on our Strategic Board Development activity YTD. Betsy Bower has been appointed to the board; her first regular meeting will be at the first regular meeting in 2015, in February. An orientation is in development and this will be scheduled for all existing and new board members in January of 2015. Considine reported that she will work with Kelner to schedule a meet and greet for one, possibly two potential new board members after she completes an interview in early December.

Kelner facilitated a discussion focused on the shift in FFL services from simple consumption of information to Making and content creation, all in line with current educational issues and standards. Kelner highlighted how the work of the FFL staff and the opportunities, technology and equipment that the FFL creates access to compliments what is happening today in schools. Kelner cited specific examples including green screen technologies in 1<sup>st</sup> grade classrooms, Middle Schools and 3D printing, sewing and engineering. Kelner shared a letter and laminated article that was sent to Considine by Senator John DeFransisco. Senator DeFransisco highlighted his support

of the FFL's activities and his gratitude for the learning opportunities that we provide to our community and his constituents.

**Executive Director's Report:**

Discussion of points of interest in the Executive Directors report ensued. Minor edits were suggested and made to the text. Considine shared the invitation she received to join System leadership at an advocacy meeting with Senator DeFransiscos' office. Considine shared highlights from the takeaway that we have developed to leave with the Senator. Community building, relationships, entrepreneurship, invention, knowledge sharing and creation and discovery are all highlighted on this promo piece. It is our goal to support the System's intention to incorporate some form of making, content creation and informal STEM learning into all branch libraries within OCPL. In order to accomplish this goal, funding and State support will be necessary.

**Actions and Discussion:**

A discussion of safety and incident procedures was facilitated by Kelner. Hough requested that Considine confirm that the defibrillator battery is tested and replaced on a regular schedule. Considine assured the board that this is the case and will double check both our safety manual and staff maintenance schedule's to ensure that this is the case.

**Public Comment:**

At 6:03 pm Jones motioned to adjourn (S) Hough. All approved.

Respectfully submitted,  
Sue Considine, Executive Director  
11/19/14

*Unanimously approved  
via email vote 2/23/15*

**Fayetteville Free Library  
Board of Trustees  
12/16/2014  
5:15 PM**

**Present:** Bob Hough, Kathy Kelner, Judy Jones, Sue Considine, Executive Director

**Excused:**

**Absent:**

**Meeting called to order at 5:15pm**

**Minutes:** Hough moved to accept the November 2014 minutes, (S) Jones. All approved.

**Treasurer's Report:**

Hough presented November 2014 financials for approval. Hough reviewed variance highlights on the income statement for November including discussion of fines and book sales revenue below budgeted projections YTD. Considine noted that revenue from the December booksale will be included on the December financials. Hough reported on lines both above and under budget, however end of year purchasing will lead to an overall positive position. Hough thanked Considine and staff for the additional payroll report that was provided to assist him with his monthly review of activity.

Jones moved to approve the November 2014 financials, (S) Kelner. All approved.

**Board President Report:**

Kelner shared news, correspondence and updates and commented on positive feedback from library colleagues and the community that she has received on behalf of the library.

Kelner facilitated a discussion about the importance of board members not problem solving library related issues that come to their attention independently from the rest of the board. Examples of this type of activity, and the unnecessary work and time spent that results, were shared and further discussed. All agreed that the board speaks and acts as one. All agreed this is an important topic to highlight in new and current board member orientation.

Kelner invited Jones to share her experience representing the FFL at the recent Village of Fayetteville Holiday Party held in the FFL reading room after hours.

Dates for the New and Current Board Member Orientation were considered.

The February board meeting date was changed from 2/17 to 2/24 to avoid conflicts with mid winter break.

**Executive Director's Report:**

Discussion of points of interest in the Executive Directors report ensued.

**Actions and Discussion:**

The board considered two potential new board members: Jim Brule and Dave Pasinski. Both individuals were interviewed by Considine and participated in a meet and greet with the current board in compliance with the FFL Strategic Board Development process.

Jones made a motion to invite Dave Pasinski to join the FFL Board of Trustees, first meeting to be February 24, 2015 (S) Hough, all approved.

Hough made a motion to invite Jim Brule to join the FFL Board of Trustees, first meeting to be February 24, 2015, (S) Jones, all approved.

Considine will prepare a welcome letter and will poll the new board members, Pasinski, Brule and Bower, to determine the best date for orientation.

**2015 Budget Vote:**

At 7:16, Jones made a motion to move into Executive Session to discuss a personnel matter, (S) Hough, all approved.

At 7:45, Jones made a motion to come out of Executive Session, (S) Hough, all approved.

A discussion of 2015 budget draft highlights ensued. The following 4 amendments were made:

1. \$11.00/ hr. support staff
2. Maintain 2 positions under discussion and assessment at current number of hours
3. 25% employer contribution for all eligible staff participating with health insurance
4. TIAA-CREFF increase for the ED position not supported, although a recommendation was made to Hough to gather more information and reconsider this request in 2016.

In addition, the board reported that Considine's proposed salary increase, that was included in the 2015 budget draft and discussed with the Treasurer, had been approved.

A motion was made by Hough to approve the 2015 budget with these amendments, (S) Jones, all approved.

**Public Comment:**

At 7:58 pm Jones motioned to adjourn (S) Hough. All approved.

Respectfully submitted,  
Sue Considine, Executive Director  
12/17/14