

MEETING OF THE BOARD OF TRUSTEES OF THE HAMPTON LIBRARY

WEDNESDAY, January 18, 2017
REGULAR MEETING

I. CALL TO ORDER

II. ACCEPTANCE OF THE AGENDA

- A. Resolved that the Board of Trustees of the Hampton Library approves the proposed agenda dated January 18, 2017.

Motion _____ Second: _____ Vote: _____

III. APPROVAL OF THE MINUTES [section 1]

- A. Resolved that the Board of Trustees of the Hampton Library approves the minutes of the December 21, 2016 meeting.

Motion _____ Second: _____ Vote: _____

IV. PERIOD FOR PUBLIC EXPRESSION

V. ANNOUNCEMENTS

Polar Express Fundraiser donation \$200.00

2016 Annual Appeal as of 1/13/17 is at \$45,400.00 with 144 Donors

2015 Annual Appeal as of 1/20/2016 was at \$70,915.00 with 169 Donors

VI. CORRESPONDENCE [section 2]

VII. REPORTS [section 3]

Director

Family/Young Adult

Reference

Technical Services/Circulation Statistics

- A. Resolved that the Board of Trustees of the Hampton Library accepts the Director's Report and Departmental Reports for the period December 1, 2016 through December 31, 2016.

Motion _____ Second _____ Vote: _____

VIII. UNFINISHED BUSINESS [section 4]

HVAC upgrade
Building Maintenance – Painting
Trustee Retreat (20-21)

IX. NEW BUSINESS [section 5]

Review of Long Range Plan 2013-2016 (22-39)
Print Management

X. PERSONNEL REPORT [section 6]

A. Resolved that the Board of Trustees of the Hampton Library approves to enter executive session for personnel matters at _____p.m.

Motion _____ Second _____ Vote: _____

XI. FINANCIALS [section 7]

A. DISBURSEMENTS

a. Resolved that the Board of Trustees of the Hampton Library approves the prepayments of checks dated 12/21/2016 to 01/06/2017 numbered 13770-13779 in the amount of \$12596.16

Motion _____ Second _____ Vote: _____

b. Resolved that the Board of Trustees of the Hampton Library approves the disbursements of checks dated 01/11/2017 numbered 13780-13813 in the amount of \$28052.99

Motion _____ Second _____ Vote: _____

B. PAYROLL

a. Resolved that the Board of Trustees of the Hampton Library approves the payroll for the periods 11/23/2016 - 12/06/2016 in the amount of \$22957.08 and 12/07/2016 - 12/20/2016 in the amount of \$22653.47.

Motion _____ Second _____ Vote: _____

C. FINANCIAL REPORTS

- a. Resolved that the Board of Trustees of the Hampton Library accepts the Operating Financial Reports prepared by Danielle Menchise, the Library’s Business Manager, for the period 12/01/16-12/31/16

Motion _____ Second _____ Vote: _____

XII. OPERATIONAL RESOLUTIONS

XIII. ADJOURNMENT

- A. Resolved that the Board of Trustees of the Hampton Library approves to adjourn the meeting at _____p.m.

Motion _____ Second _____ Vote: _____

NEXT MEETING OF THE BOARD OF TRUSTEES ►

Regular Monthly Meeting: Wednesday, February 15, 2017 at 3:30 pm