

MEETING OF THE BOARD OF TRUSTEES OF THE HAMPTON LIBRARY

January 21, 2015

directly following Reorganizational Meeting

AGENDA

I. ACCEPTANCE OF THE AGENDA

A. Resolved that the Board of Trustees of the Hampton Library approves the proposed agenda dated January 21, 2015.

Motion _____ Second: _____ Vote: _____

II. APPROVAL OF THE MINUTES [section 1]

A. Resolved that the Board of Trustees of the Hampton Library approves the minutes of the December 17, 2014 meeting.

Motion _____ Second: _____ Vote: _____

III. PERIOD FOR PUBLIC EXPRESSION

IV. ANNOUNCEMENTS

2014 Annual Appeal donations are \$58580.00 with 180 Donors as of 01/21/2015
(As compared to 2013 Appeal \$43300.00 with 181 Donors as of 1/21/2014)
*The appeal mailing went out on 11/7 in 2014 and on 11/1 in 2013

V. CORRESPONDENCE [section 2]

VI. REPORTS [section 3]

Director
Family Department
Reference and Young Adult
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, 2014 through December 31, 2014.

Motion _____ Second _____ Vote: _____

VII. UNFINISHED BUSINESS [section 4]

HVAC upgrade (20-21)
Library front walkway –Tabled until Spring
Policy Committee - Job Descriptions

VIII. NEW BUSINESS [section 5]

Annual Review of Long Range Plan 2013-2016
Tax Free Legislation Repeal of override resolution ♦
Fidelity Corporate Resolution. Changing officers ♦
Library Advocacy Day ♦

(page) denotes information attached and its location in Board Packet
♦Operational Resolution to follow

IX. 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: _____

The regular meeting was resumed at _____p.m.

X. FINANCIALS [section 7]

A. DISBURSEMENTS

a. Resolved that the Board of Trustees of the Hampton Library approves the prepayments of checks dated 12-17-14 to 12-19-14 numbered 12603-12620 in the amount of \$17005.81

Motion _____ Second _____ Vote: _____

b. Resolved that the Board of Trustees of the Hampton Library approves the disbursements of checks dated 01/14/15 numbered 12621-12649 in the amount of \$15306.67

Motion _____ Second _____ Vote: _____

B. PAYROLL

- a. Resolved that the Board of Trustees of the Hampton Library approves the payroll for the periods in the gross amount: 11/26/2014 – 12/09/2014 in the amount of \$16990.53 and 12/10/2014 – 12/23/2014 in the amount of \$17032.82.

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 12/01/14-12/31/14

Motion _____ Second _____ Vote: _____

XI. OPERATIONAL RESOLUTIONS

- A. Resolved that the Board of Trustees of the Hampton Library recalls the following resolutions dated July 16, 2014 and August 27, 2014 to remove the language provisionally authorizing exceeding the tax cap for the 2015 budget.

Motion _____ Second _____ Vote: _____

- B. Resolved the Board of Trustees of the Hampton Library appoint Kelly A. Harris, Director; James Vandermade, Investment Manager; _____, President and _____, Treasurer as authorized signatories with full trading authority on The Hampton Library’s Fidelity account.

Motion _____ Second _____ Vote: _____

- C. Resolved the Board of Trustees of the Hampton Library remove Elizabeth Whelan Kotz and Sarah Jaffe Turnbull as authorized signatories on the Hampton Library’s Fidelity account.

Motion _____ Second _____ Vote: _____

- D. Resolved the Board of Trustees of the Hampton Library approves hotel and travel fees not to exceed \$250.00 for Director Kelly A. Harris to attend NYLA's Library Advocacy Day programs in Albany on Tuesday, February 24 and Wednesday, February 25.

Motion _____ Second _____ Vote: _____

XII. 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 ► Wednesday, 2/18/2015 at 3:30 pm