

**MEETING OF THE BOARD OF TRUSTEES OF THE HAMPTON LIBRARY**

**November 18, 2015**

**Directly following the Construction Meeting at 3:30 pm**

**REGULAR MEETING**

**AGENDA**

**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 November 18, 2015.

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 October 21, 2015 regular monthly meeting.

Motion \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**IV. PERIOD FOR PUBLIC EXPRESSION**

**V. ANNOUNCEMENTS**

2015 Annual Appeal as of 11-13-15 \$9850.00

2014 Annual Appeal as of 11-13-14 \$5455.00

2014 Annual Appeal Total \$60750.00

**VI. CORRESPONDENCE [section 2]**

**VII. REPORTS [section 3]**

Director  
Family Department

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 September 1, 2015 through September 30, 2015.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: \_\_\_\_\_

**VIII. UNFINISHED BUSINESS [section 4]**

HVAC upgrade  
Pierre’s Septic  
Water Fountains Tabled  
ALA Midwinter  
Policy Committee Meeting

**IX. NEW BUSINESS [section 5]**

SCLS Annual Budget ◆  
SCLS Trustee Election ◆  
Sagaponack School

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

**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.

Discussion of Employee Salaries and Raises for 2016◆

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 10-21-15 to 11-6-15 numbered 13088-13096 in the amount of \$8657.43

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: \_\_\_\_\_

- b. Resolved that the Board of Trustees of the Hampton Library approves the disbursements of checks dated 11-13-15 numbered 13097-13135 in the amount of \$28697.02

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: \_\_\_\_\_

**B. PAYROLL**

- a. Resolved that the Board of Trustees of the Hampton Library approves the payroll for the periods 09/16/2015 – 09/29/2015 in the amount of \$22369.20 and 09/30/2015 – 10/13/2015 in the amount of \$22284.70 and 10/14/2015 – 10/27/2015 in the amount of \$22591.41

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 10/01/15-10/31/15

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: \_\_\_\_\_

**XII. OPERATIONAL RESOLUTIONS**

- A. Resolved that the Board of Trustees of the Hampton Library approves the Suffolk Cooperative Library System Operating Budget for fiscal year 2016.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: \_\_\_\_\_

- B. Resolved that the Board of Trustees of the Hampton Library approves Mike Lennon as the South Fork Representative on the Suffolk Cooperative Library Systems Board of Trustees for a term commencing January 7, 2016 and ending December 31, 2018.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: \_\_\_\_\_

- C. Resolved that the Board of Trustees of the Hampton Library approves staff raises for fiscal year 2016.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: \_\_\_\_\_

**C. 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, 12/16/2015 at 3:30pm**