

MEETING OF THE BOARD OF TRUSTEES OF THE HAMPTON LIBRARY

March 18, 2015 at 3:30 pm

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 February 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 February 18, 2015 regular monthly meeting.

Motion _____ Second: _____ Vote: _____

IV. DISCUSSION WITH H2M ARCHITECTS & ENGINEERS

V. PERIOD FOR PUBLIC EXPRESSION

VI. ANNOUNCEMENTS

2014 Annual Appeal donations are \$60,400.00 with 188 Donors
2013 Annual Appeal total \$45,625.00 with 191 Donors

VII. CORRESPONDENCE [section 2]

VIII. 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 February 1, 2015 through February 28, 2015.

Motion _____ Second _____ Vote: _____

IX. UNFINISHED BUSINESS [section 4]

HVAC upgrade
Library front walkway –Tabled until Spring
Policy Committee - Job Descriptions –Tabled until April

X. NEW BUSINESS [section 5]

Annual Report for New York State ◆

◆ *Operational Resolution to follow*

XI. 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: _____

◆ *Operational Resolution to follow*

The regular meeting was resumed at _____p.m.

XII. FINANCIALS [section 7]

A. DISBURSEMENTS

a. Resolved that the Board of Trustees of the Hampton Library approves the prepayments of checks dated 2-18-15 to 2-27-15 numbered 12700-12704 in the amount of \$2,330.00

Motion _____ Second _____ Vote: _____

b. Resolved that the Board of Trustees of the Hampton Library approves the disbursements of checks dated 03/12/15 numbered 12705-12738 in the amount of \$19,134.45

Motion _____ Second _____ Vote: _____

B. PAYROLL

- a. Resolved that the Board of Trustees of the Hampton Library approves the payroll for the periods 01/21/2015 – 02/03/2015 in the amount of \$22428.40 and 02/04/2015 – 02/17/2015 in the amount of \$22367.39.

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 2/01/15-2/28/15

Motion _____ Second _____ Vote: _____

XIII. OPERATIONAL RESOLUTIONS

- A. Resolved that the Board of Trustees of the Hampton Library approves the Annual Report of Public and Association Libraries 2014 as prepared by Kelly A. Harris, Director.

Motion _____ Second _____ Vote: _____

- B. Resolved that the Board of Trustees of the Hampton Library grants Librarian Amy Wahl up to an additional 12 weeks of unpaid leave after she has exhausted her paid leave and will continue to provide health benefits during that time.

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, 4/15/2015 at 3:30 pm