

MEETING OF THE BOARD OF TRUSTEES OF THE HAMPTON LIBRARY

May 18, 2016 at 3:30pm

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 May 18, 2016.

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 April 20, 2016 meeting.

Motion _____ Second: _____ Vote: _____

IV. PERIOD FOR PUBLIC EXPRESSION

V. ANNOUNCEMENTS

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 April 1, 2016 through April 30, 2016.

Motion _____ Second _____ Vote: _____

VIII. UNFINISHED BUSINESS [section 4]

- HVAC upgrade
- Fence ◆
- Policy Committee Update
- Long Range Plan Committee Meeting Date*

IX. NEW BUSINESS [section 5]

- Hamptons Take Two Film Festival Donation
- Paddlers for Humanity Block Challenge
- 2017 Draft Budget

**everyone should bring their calendars to hash out meeting dates.*

◆ *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.

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 4-20-16 to 04-28-16 numbered 13372-13383 in the amount of \$8724.13

Motion _____ Second _____ Vote: _____

- b. Resolved that the Board of Trustees of the Hampton Library approves the disbursements of checks dated 05-12-16 numbered 13384-13417 in the amount of \$39447.52

Motion _____ Second _____ Vote: _____

B. PAYROLL

- a. Resolved that the Board of Trustees of the Hampton Library approves the payroll for the periods 03/16/2016 – 03/29/2016 in the amount of \$23781.15 and 03/30/2016 – 04/12/2016 in the amount of \$23628.86 and 04/13/16-04/26/16 in the amount of \$24064.42.

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 04/01/16-04/30/16

Motion _____ Second _____ Vote: _____

XII. OPERATIONAL RESOLUTIONS

- A. Resolved that the Board of Trustees of the Hampton Library approves to install a 4ft fence along the west side of the Library’s yard as per the proposal submitted by Riverhead Fence in the amount of \$1,900.00.

Motion _____ Second _____ Vote: _____

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 ► Wednesday, 6/15/2016