

MEETING OF THE BOARD OF TRUSTEES OF THE HAMPTON LIBRARY

Wednesday September 21, 2016

BUDGET HEARING with REGULAR MEETING to Follow

- I. CALL TO ORDER**
- II. BUDGET HEARING**
- III. ACCEPTANCE OF THE AGENDA**

A. Resolved that the Board of Trustees of the Hampton Library approves the proposed agenda dated September 21, 2016.

Motion _____ Second: _____ Vote: _____

IV. APPROVAL OF THE MINUTES [section 1]

A. Resolved that the Board of Trustees of the Hampton Library approves the minutes of the August 17, 2016 meeting.

Motion _____ Second: _____ Vote: _____

V. PERIOD FOR PUBLIC EXPRESSION

VI. ANNOUNCEMENTS

VII. CORRESPONDENCE [section 2]

VIII. 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 August 1, 2016 through August 31, 2016.

Motion _____ Second _____ Vote: _____

IX. UNFINISHED BUSINESS [section 4]

HVAC upgrade
Long Range Plan Committee
Building Maintenance – Painting

X. NEW BUSINESS [section 5]

Pierre's Septic

- Budget Resolution ♦
- D&S Mechanical Contract ♦
- Banking & Fidelity Account Signing Privileges Change♦
- ♦*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: _____

XII. FINANCIALS [section 7]

A. DISBURSEMENTS

- a. Resolved that the Board of Trustees of the Hampton Library approves the prepayments of checks dated 8-17-16 to 09-07-16 numbered 13576-13586 in the amount of \$8051.50

Motion _____ Second _____ Vote: _____

- b. Resolved that the Board of Trustees of the Hampton Library approves the disbursements of checks dated 09-14-16 numbered 13587-13618 in the amount of \$42011.86

Motion _____ Second _____ Vote: _____

B. PAYROLL

- a. Resolved that the Board of Trustees of the Hampton Library approves the payroll for the periods 07/20/2016 – 08/02/2016 in the amount of \$25117.15 and 08/03/2016 – 08/16/2016 in the amount of \$24561.37.

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 08/01/16-08/31/16

Motion _____ Second _____ Vote: _____

XIII. OPERATIONAL RESOLUTIONS

A. Resolved the Board of Trustees repeals the portion of its 2017 budget resolution authorizing the Library to exceed the tax cap because the proposed 2017 budget does not in fact exceed the cap.

Motion _____ Second _____ Vote: _____

B. Resolved the Board of Trustees accepts the HVAC annual maintenance and inspection contract with D&S Mechanical in the amount of \$7,200.

Motion _____ Second _____ Vote: _____

B. Resolved the Board of Trustees removes the signing privileges the Honorable Bruce Kaplan from all of the Library's Fidelity Investment accounts effective October 1, 2016.

Motion _____ Second _____ Vote: _____

C. Resolved the Board of Trustees removes the signing privileges the Honorable Bruce Kaplan from the Library's Bridgehampton National Bank Account effective October 1, 2016.

Motion _____ Second _____ Vote: _____

D. Resolved the Board of Trustees grants full signing privileges to Dr. Louise Collins for all of the Library's Fidelity Investment accounts effective October 1, 2016.

Motion _____ Second _____ Vote: _____

E. Resolved the Board of Trustees grants full signing privileges to Dr. Louise Collins for all of the Library's Bridgehampton National Bank accounts effective October 1, 2016.

Motion _____ Second _____ Vote: _____

XIV. 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, 10/19/2016 at 3:30pm