

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

**July 20, 2016 at 10:00 AM**

**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 July 20, 2016.

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

**III. REVIEW OF AUDIT FOR FISCAL YEAR 2015 WITH GREGORY FERRARIS (18-34)**

**IV. APPROVAL OF THE MINUTES [section 1]**

A. Resolved that the Board of Trustees of the Hampton Library approves the minutes of the June 15, 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 June 1, 2016 through June 30, 2016.

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

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

HVAC upgrade  
Long Range Plan Committee (Tabled until September)  
2017 Draft Budget

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

Friends of the Library Sip & Shop Event with J. McLaughlin  
Trustee Thank You Party for Friends  
Fiscal Year 2015 Audit (18-34)◆ \*at top of the agenda  
Legal Notices for Annual Budget Vote and Trustee Election ◆

◆*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 6-15-16 to 06-22-16 numbered 13466-13482 in the amount of \$8815.85

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

b. Resolved that the Board of Trustees of the Hampton Library approves the disbursements of checks dated 07-14-16 numbered 13483-13522 in the amount of \$26068.45

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

**B. PAYROLL**

a. Resolved that the Board of Trustees of the Hampton Library approves the payroll for the periods 05/25/2016 – 06/07/2016 in the amount of \$24277.79 and 06/08/2016 – 06/21/2016 in the amount of \$24348.46.

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 06/01/16-06/31/16

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

**XIII. OPERATIONAL RESOLUTIONS**

- A. Resolved that the Board of Trustees of the Hampton Library accepts the Audit of the Hampton Library for Fiscal Year 2015 as prepared by Gregory Ferraris of Banducci, Katz and Ferraris.

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

- B. Resolved that the Board of Trustees of the Hampton Library approves the legal notices as written to run in the Library’s papers of record (Sag Harbor Express and Southampton Press) Thursdays, August 4 & 18 and September 1, 15 & 22 for the September 24, 2016 Budget Vote and Trustee Election.

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, 8/17/2016 at 10:00 AM  
PLEASE NOTE THE TIME CHANGE!**