

MEETING OF THE BOARD OF TRUSTEES OF THE HAMPTON LIBRARY

April 16, 2014 at 2:00 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 April 16, 2014.

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 March 19, 2014 meeting.

Motion _____ Second: _____ Vote: _____

IV. PERIOD FOR PUBLIC EXPRESSION

V. ANNOUNCEMENTS

Annual Appeal as of 4/2014 is at \$44,325 with 185 donors
\$1,000 from the Estate Edwin Hedges
Charging Station sponsored by Dayton, Ritz & Osborne

VI. CORRESPONDENCE [section 2]

VII. REPORTS[section 3]

Oral Report from Josh Perry, Head of Family Department
Director
Family Department
Reference and Young Adult
Technical Services/Circulation* double report next month

- A. Resolved that the Board of Trustees of the Hampton Library accepts the Director's Report and Departmental Reports for the period March 1, 2014 through March 31, 2014.

Motion _____ Second _____ Vote: _____

VIII. UNFINISHED BUSINESS [section 4]

HVAC upgrade
Trustee Bylaws
Policy Committee tabled until April
Data Breach Insurance

IX. NEW BUSINESS [section 5]

BNB Proposals
2015 Proposed Library Budget
2510 Montauk Hwy (CVS)
Library Server and Data Backups

X. FINANCIALS [section 7]

A. DISBURSEMENTS

- a. Resolved that the Board of Trustees of the Hampton Library approves the prepayments of checks dated 03/19/14-03/31/14 numbered 12172-12187 in the amount of \$5816.81

Motion _____ Second _____ Vote: _____

- b. Resolved that the Board of Trustees of the Hampton Library approves the disbursements of checks dated 04/14/2014 numbered 12188-12218 in the amount of \$18050.39.

Motion _____ Second _____ Vote: _____

B. PAYROLL

- a. Resolved that the Board of Trustees of the Hampton Library approves the payroll for the periods in the gross amount: 2/19/2014 – 03/04/2014 in the amount of \$20051.31 and 03/05/2014 – 03/18/2014 in the amount of \$19803.36.

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 Administrative Assistant, for the period 03/01/14-03/31/14

Motion _____ Second _____ Vote: _____

XIII. OPERATIONAL RESOLUTIONS

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, 5/21/2014 at 3:30pm