

MEETING OF THE BOARD OF TRUSTEES OF THE HAMPTON LIBRARY

May 21, 2014 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 May 21, 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 April 16, 2014 meeting.

Motion _____ Second: _____ Vote: _____

IV. PERIOD FOR PUBLIC EXPRESSION

V. ANNOUNCEMENTS

Annual Appeal as of 5/2014 is at \$45,225 with 189 Donors
(2012 Appeal \$52,065 with 204 Donors)
\$1,000 from Barbara Slifka in Memory of Bill Silano
\$50 from Jean Held in Memory of Bill Hendrickson

VI. CORRESPONDENCE [section 2]

VII. REPORTS [section 3]

Director
Family Department
Reference and Young Adult
Technical Services/Circulation
Long Island Collection

- A. Resolved that the Board of Trustees of the Hampton Library accepts the Director’s Report and Departmental Reports for the period April 1, 2014 through April 30, 2014.

Motion _____ Second _____ Vote: _____

VIII. UNFINISHED BUSINESS [section 4]

HVAC upgrade/BNB Proposals/Alternative Cooling
 Trustee Bylaws ♦
 2015 Operating Budget
 Policy Committee

IX. NEW BUSINESS [section 5]

H2M Architectural Proposal ♦
 Finance Committee Meeting
 Loan Rules ♦
 ♦*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: _____

The regular meeting was resumed at _____p.m.

XI. FINANCIALS [section 7]

A. DISBURSEMENTS

- a. Resolved that the Board of Trustees of the Hampton Library approves the prepayments of checks dated 04/16/14-05/07/14 numbered 12219-12229 in the amount of \$7081.97

Motion _____ Second _____ Vote: _____

- b. Resolved that the Board of Trustees of the Hampton Library approves the disbursements of checks dated 05/14/2014 numbered 12230-12273 in the amount of \$50869.30.

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: 3/19/2014 – 04/01/2014 in the amount of \$19511.74 and 04/02/2014 – 04/15/2014 in the amount of \$19820.85.

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 04/01/14-04/30/14

Motion _____ Second _____ Vote: _____

XII. OPERATIONAL RESOLUTIONS

- A.** Resolved that the Board of Trustees of the Hampton Library adopts the proposed amendments to the Hampton Library in Bridgehampton’s Bylaws as submitted.

Motion _____ Second _____ Vote: _____

- B.** Resolved that the Board of Trustees of the Hampton Library accepts the proposal as submitted by H2M Architects and Engineers for the architectural design of the proposed mechanical enclosure, H2M Proposal Number LP 14-0553

Motion _____ Second _____ Vote: _____

- C.** Resolved that the Board of Trustees of the Hampton Library adopts the following changes to our Loan Rules and Fine Schedule as part of the Suffolk County Loan Rule consolidation project:
 - a. New DVDs will have a max of one renewal
 - b. All other Library items will have a max of 6 renewals
 - c. “Old” DVDs will have a max fine of \$10.00

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, 6/18/2014 at 3:30pm