

**MEETING OF THE BOARD OF TRUSTEES OF THE HAMPTON LIBRARY**  
**January 20, 2016 directly following the Reorganization Meeting**

**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 January 20, 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 December 16, 2015 regular monthly meeting.

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

**IV. PERIOD FOR PUBLIC EXPRESSION**

**V. ANNOUNCEMENTS**

2015 Annual Appeal as of 01/13/2016 is at \$70425.00 with 165 donors\*

2014 Annual Appeal Total \$60750.00 with 190 donors

\*Donation of \$10,000 by Phyllis Davis with \$5,000 earmarked for Local History

**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 December 1, 2015 through December 31, 2015.

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

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

HVAC upgrade  
Policy Committee Meeting

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

Annual Review of Long Range Plan 2013-2016

◆ *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 12-16-15 to 01-05-16 numbered 13176-13196 in the amount of \$203449.97

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

- b. Resolved that the Board of Trustees of the Hampton Library approves the disbursements of checks dated 01-13-16 numbered 13197-13227 in the amount of \$24425.15

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

**B. PAYROLL**

- a. Resolved that the Board of Trustees of the Hampton Library approves the payroll for the periods 11/25/2015 – 12/08/2015 in the amount of \$22559.99 and 12/09/2015 – 12/22/2015 in the amount of \$22731.57

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 12/01/15-12/31/15

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

**XII. 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, 2/17/2016**