

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

**WEDNESDAY, OCTOBER 19, 2016**  
**REGULAR MEETING**

**I. CALL TO ORDER**

**II. SWEARING IN OF NEW TRUSTEES**

**III. APPOINTMENT OF VICE PRESIDENT**

**IV. ACCEPTANCE OF THE AGENDA**

- A. Resolved that the Board of Trustees of the Hampton Library approves the proposed agenda dated October 19, 2016.

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

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

- A. Resolved that the Board of Trustees of the Hampton Library approves the minutes of the September 21, 2016 meeting.

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

**VI. PERIOD FOR PUBLIC EXPRESSION**

**VII. ANNOUNCEMENTS**

We received a \$250 donation from the League of Women Voters  
We received a \$6,000 Bullet Aid Grant from Senator Ken LaValle

**VIII. CORRESPONDENCE [section 2]**

**IX. 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 September 1, 2016 through September 30, 2016.

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

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

- HVAC upgrade
- Building Maintenance – Painting
- Pierre’s Septic

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

- Trustees Annual Appeal
- Trustee Committees
- Trustee Retreat (additional information to be distributed at meeting)

◆ *Operational Resolution to follow*

**XII. 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: \_\_\_\_\_

**XIII. FINANCIALS [section 7]**

**A. DISBURSEMENTS**

- a. Resolved that the Board of Trustees of the Hampton Library approves the prepayments of checks dated 9-21-16 to 10-04-16 numbered 13619-13629 in the amount of \$7136.52

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

- b. Resolved that the Board of Trustees of the Hampton Library approves the disbursements of checks dated 10-07-16 numbered 13630-13655 in the amount of \$21364.62

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

**B. PAYROLL**

- a. Resolved that the Board of Trustees of the Hampton Library approves the payroll for the periods 08/17/2016 – 08/30/2016 in the amount of \$24404.90 and 08/31/2016 – 09/13/2016 in the amount of \$23315.16 and 09/14/16-09/27/16 in the amount of \$23304.58.

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 09/01/16-09/30/16

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

**XIV. OPERATIONAL RESOLUTIONS**

**XV. 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, 11/16/2016 at 3:30pm**