

MEETING OF THE BOARD OF TRUSTEES OF THE HAMPTON LIBRARY

WEDNESDAY, MARCH 15, 2017
REGULAR MEETING

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 March 15, 2017.

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 February 15, 2017 Regular meeting.

Motion _____ Second: _____ Vote: _____

IV. PERIOD FOR PUBLIC EXPRESSION

V. REPORT FROM FRIENDS OF THE LIBRARY

VI. ANNOUNCEMENTS

\$500 Grant from the Bridgehampton Association for Sewing Machines
2016 Annual Appeal as of 03/08/2017 is at \$47500.00 with 156 Donors
2015 Annual Appeal as of 3/08/2016 was at \$72315.00 with 177 Donors

VII. CORRESPONDENCE [section 2]

Letter of Resignation from Julie Greene

VIII. LIBRARY 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 February 1, 2017 through February 28, 2017.

Motion _____ Second _____ Vote: _____

IX. UNFINISHED BUSINESS [section 4]

HVAC upgrade
Building Maintenance – Painting ♦

X. NEW BUSINESS [section 5]

National Library Week – Tuesday, April 11 National Library Workers’ Day

♦ *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 02/15/2017 to 03/03/2017 numbered 13858-13867 in the amount of \$25486.95

Motion _____ Second _____ Vote: _____

b. Resolved that the Board of Trustees of the Hampton Library approves the disbursements of checks dated 03/08/2017 numbered 13868-13903 in the amount of \$21804.34

Motion _____ Second _____ Vote: _____

B. PAYROLL

a. Resolved that the Board of Trustees of the Hampton Library approves the payroll for the periods 01/18/2017-01/31/2017 in the amount of \$24762.36 and 02/01/2017-02/14/2017 in the amount of \$24152.02.

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 01/01/2017-01/31/2017

Motion _____ Second _____ Vote: _____

XIII. OPERATIONAL RESOLUTIONS

- A. Resolved the Board of Trustees of the Hampton Library approves the proposal by INCE Painting for the exterior painting of the Library.

Motion _____ Second _____ Vote: _____

XIV. ADJOURNMENT

- B. 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 ►

Regular Monthly Meeting: Wednesday, April 19, 2017 at 3:30 pm