

MEETING OF THE BOARD OF TRUSTEES OF THE HAMPTON LIBRARY

WEDNESDAY, JULY 19, 2017 AT 10:00 AM
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 July 19, 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 June 21, 2017 Regular meeting.

Motion _____ Second: _____ Vote: _____

IV. PERIOD FOR PUBLIC EXPRESSION

V. REPORT FROM FRIENDS OF THE LIBRARY

VI. ANNOUNCEMENTS

VII. CORRESPONDENCE [section 2]

Thank You Card from Lee Foster and Family
Certification of Pierre's Septic

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 June 1, 2017 through June 30, 2017.

Motion _____ Second _____ Vote: _____

IX. UNFINISHED BUSINESS [section 4]

Building Maintenance – Painting

X. NEW BUSINESS [section 5]

Legal Notices for Trustee Election & Budget Vote for FY 2018 ♦
Friends Thank You Party

♦ *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 06/21/2017 to 6/26/2017 numbered 14055-14063 in the amount of \$1950.51

Motion _____ Second _____ Vote: _____

b. Resolved that the Board of Trustees of the Hampton Library approves the disbursements of checks dated 07/12/2017 numbered 14064-14095 in the amount of \$41200.08

Motion _____ Second _____ Vote: _____

B. PAYROLL

a. Resolved that the Board of Trustees of the Hampton Library approves the payroll for the periods 05/24/2017-06/06/2017 in the amount of \$24978.66 and 06/07/2017-06/20/2017 in the amount of \$26114.26

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 06/01/2017-06/30/2017.

Motion _____ Second _____ Vote: _____

XIII. OPERATIONAL RESOLUTIONS

- A. Resolved the Board of Trustees of the Hampton Library approved the Legal Notices for the Annual Trustee Election and Budget Vote to be published in the Sag Harbor Express and the Southampton Press.

Motion _____ Second _____ Vote: _____

XIV. 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 ►

Regular Monthly Meeting: Wednesday, August 16, 2017 at 10:00 am

PLEASE NOTE THE TIME CHANGE