

MEETING OF THE BOARD OF TRUSTEES OF THE HAMPTON LIBRARY
WEDNESDAY, FEBRUARY 21, 2018 AT 3:30 PM
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 February 21, 2018.

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 January 17, 2018 Reorganization meeting.

Motion _____ Second: _____ Vote: _____

- B. Resolved that the Board of Trustees of the Hampton Library approves the minutes of the January 17, 2018 Regular meeting.

Motion _____ Second: _____ Vote: _____

IV. PERIOD FOR PUBLIC EXPRESSION

V. REPORT FROM THE FRIENDS OF THE LIBRARY

VI. ANNOUNCEMENTS

2017 Annual Appeal as of 2/14/2018 is at \$58375.00 with 153 Donors

2016 Annual Appeal as of 2/14/2017 was at \$47000.00 with 155 Donors

VII. CORRESPONDENCE [section 2]

VIII. REPORTS [section 3]

Director
Family/YA
Reference & Statistics

- A. Resolved that the Board of Trustees of the Hampton Library accepts the Director's Report and Departmental Reports for the period January 1, 2018 through January 31, 2018.

Motion _____ Second _____ Vote: _____

IX. UNFINISHED BUSINESS [section 4]

X. NEW BUSINESS [section 5]

- Annual Report to New York State ◆
- Memorial for Amy Wahl
- Friends of the Library
- Passport Service to Public

(___) denotes pages in Board packet

◆ 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 01/17/2018 to 02/05/2018 numbered 14386-14397 in the amount of \$23599.21

Motion _____ Second _____ Vote: _____

- b. Resolved that the Board of Trustees of the Hampton Library approves the disbursements of checks dated 02/14/2018 numbered 14398-14437 in the amount of \$24174.55.

Motion _____ Second _____ Vote: _____

B. PAYROLL

- a. Resolved that the Board of Trustees of the Hampton Library approves the payroll for the periods 12/20/2017-01/02/2018 in the amount of \$26630.94 and 01/03/2018-01/16/2018 in the amount of \$27788.33.

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 01/01/18-01/31/18

Motion _____ Second _____ Vote: _____

XIII. OPERATIONAL RESOLUTIONS

- A. Resolved that the Board of Trustees of the Hampton Library accepts the 2017 Annual Report for New York State as prepared by Library Director Kelly A. Harris.

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, March 21, 2018 at 3:30 pm