

**MEETING OF THE BOARD OF TRUSTEES OF THE HAMPTON LIBRARY**  
**WEDNESDAY, SEPTEMBER 19, 2018**  
**DIRECTLY FOLLOWING THE BUDGET HEARING AT 3:30 PM**  
**REGULAR MEETING**

**I. CALL TO ORDER**

**II. BUDGET HEARING**

**III. ACCEPTANCE OF THE AGENDA**

- A. Resolved that the Board of Trustees of the Hampton Library approves the proposed agenda dated September 19, 2018.

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

**IV. APPROVAL OF THE MINUTES**

- A. Resolved that the Board of Trustees of the Hampton Library approves the minutes of the August 15, 2018 Regular meeting.

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

**V. PERIOD FOR PUBLIC EXPRESSION**

**VI. REPORT FROM THE FRIENDS OF THE LIBRARY**

**VII. PRESENTATION OF THE ANNUAL AUDIT FOR FY 2017**

**VIII. ANNOUNCEMENTS**

2018 Appeal \$150.00 from 1 donor

\$4,957.00 Amy F. Wahl Memorial Scholarship

Elizabeth Ebel Bequest Additional Funds

**IX. CORRESPONDENCE**

Letter from Kevin Verbese: SCLS Trustee Caucus

**X. REPORTS**

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 July 1, 2018 through July 31, 2018.

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

**XI. UNFINISHED**

Friends Thank You Party  
Window Repair –Tabled  
Security Cameras – Tabled until Fall

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

- 2017 Audit ◆
- Sexual Harassment Policy ◆
- ◆ Resolution to follow

**XIII. PERSONNEL REPORT**

- 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: \_\_\_\_\_

**XIV. FINANCIALS [section 7]**

**A. DISBURSEMENTS**

- a. Resolved that the Board of Trustees of the Hampton Library approves the prepayments of checks dated 08/15/2018 – 09/06/2018 numbered 14721-14731 in the amount of \$9974.47.

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

- b. Resolved that the Board of Trustees of the Hampton Library approves the disbursements of checks dated 09/12/2018 numbered 14732-14769 in the amount of \$40537.70.

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

**B. PAYROLL**

- a. Resolved that the Board of Trustees of the Hampton Library approves the payroll for the periods 07/18/2018-07/31/2018 in the amount of \$26459.94 and 08/01/2018-08/14/2018 in the amount of \$25683.17 and 8/15/2018-8/28/2018 in the amount of \$25944.05.

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 08/01/18-08/31/18

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

**XV. OPERATIONAL RESOLUTIONS**

- A. Resolved that the Board of Trustees of the Hampton Library accepts 2017 Financial Statements and Audit as prepared by GNFerraris

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

- B. Resolved that the Board of Trustees of the Hampton Library approves the Sexual Harassment Policy, Complaint Form and Training as required by New York State.

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

**XVI. 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, October 17, 2018 at 3:30 pm**