

**MEETING OF THE BOARD OF TRUSTEES OF THE HAMPTON LIBRARY**  
**WEDNESDAY, NOVEMBER 14, 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, November 14, 2018.

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

**III. APPROVAL OF THE MINUTES**

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

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

**IV. PERIOD FOR PUBLIC EXPRESSION**

**V. REPORT FROM THE FRIENDS OF THE LIBRARY – DONATION PRESENTED**

**VI. ANNOUNCEMENTS**

2018 Appeal \$1850.75 from 4 donor  
\$5,457.00 Amy F. Wahl Memorial Scholarship

**VII. CORRESPONDENCE**

Letter of Resignation Joshua D. Perry

**VIII. 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 October 1, 2018 through October 31, 2018.

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

**IX. UNFINISHED**

Window Repair (waiting for proposal) ♦

Amy F. Wahl Memorial Scholarship matching amount – Tabled  
Security Cameras – Tabled  
H2M Proposal for Schematic Design and Budgeting (\_\_\_)

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

Sexual Harassment training close Library for training morning of December 3, 2018◆  
January Reorganization meeting – discussion of officers

◆ Resolution to follow

**XI. PERSONNEL REPORT**

A. Resolved that the Board of Trustees of the Hampton Library approves to enter executive session for personnel matters at \_\_\_\_\_p.m.

To Discuss the employment history of Paul Zukowski

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 10/17/2018 – 10/19/2018 numbered 14825-14838 in the amount of \$12205.85.

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

b. Resolved that the Board of Trustees of the Hampton Library approves the disbursements of checks dated 11/08/2018 numbered 14839-14878 in the amount of \$38071.92.

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

**B. PAYROLL**

a. Resolved that the Board of Trustees of the Hampton Library approves the payroll for the periods 09/26/2018-10/09/2018 in the amount of \$26673.43 and 10/10/2018-10/23/2018 in the amount of \$27344.77

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 10/01/18-10/31/18

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

**XIII. OPERATIONAL RESOLUTIONS**

- a. Resolved that the Board of Trustees of the Hampton Library approves/disapproves contracting with Clearview Plate Glass to install sill pans and approves/disapproves replacing the clear glass with tinted glass.

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

- b. Resolved the Board of Trustees of the Hampton Library approves closing the Library the morning of Monday, December 3, 2018 for NYS mandated Sexual Harassment Training. Library will reopen immediately following completion of training.

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, December 19, 2018 at 3:30 pm**