

BOARD OF TRUSTEES  
HICKSVILLE PUBLIC LIBRARY  
HICKSVILLE, NEW YORK 11801

REORGANIZATION MEETING

JULY 20, 2016  
ADMINISTRATION BUILDING  
7:00 P.M.

AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE

1. RECOMMENDED ACTIONS RE: REORGANIZATION MEETING

- 1.1 Oath of office to be administered to elected Board Members.
- 1.2 Appointment of temporary Chairperson for the purpose of electing officers.
- 1.3 Election of President, Vice President and Secretary for 2016-2017.
- 1.4 Appointment of Library Treasurer and Counsel.

BRIAN CLEARY

Position.....Treasurer  
Effective Date.....July 1, 2016  
Monthly Service Fee.....\$1,250.00

CULLEN and DYKMAN

Position.....Counsel  
Effective Date.....July 1, 2016  
Annual Retainer.....\$15,600. (Up to 60 hrs. per year)

Legal services outside scope of general advice and counsel:

PARTNER.....\$260.00 p/h  
ASSOCIATES.....\$200.00 p/h

- 1.5 Appointment of Committees.

Strategic Planning Committee.....Members of committee to be decided  
Building Committee.....Members of committee to be decided  
Finance Committee.....Members of committee to be decided

1.6 Establish petty cash funds: \$780.00

CASH REGISTER.....\$150.00  
REGULAR PETTY CASH.....\$450.00  
CASH MACHINE .....\$180.00  
(\$180 in the main library)

1.7 Authorization to open and publicly read bids: Mrs. Elizabeth Goldfrank.

1.9 Designation of newspaper to receive legal notices for publication:  
Hicksville Illustrated and/or Mid Island Times.

1.10 Adoption of the following banks be designated as depositories  
Designation of banks as depositories:

BE IT RESOLVED, that the following banks be designated as depositories of the  
Hicksville Public Library:

1. J.P. Morgan/Chase
2. First National Bank of Long Island

BE IT FURTHER RESOLVED, that the District fund in said depositories are  
subject to withdrawal on checks signed by two of the following: President of the  
Board of Trustees, Secretary of the Board of Trustees, and Treasurer; and

BE IT FURTHER RESOLVED that in the absence or inability of the President or  
Secretary, the Vice-President of the Board of Trustees is authorized to sign: and

BE IT FURTHER RESOLVED, that all signatures may be affixed manually.

BE IT FURTHER RESOLVED, that checks on the Payroll Account may be  
signed manually by the Secretary of the Board or Library Treasurer signing  
alone; and

BE IT FURTHER RESOLVED, that in the absence or inability of the Treasurer,

The President of the Board of Trustees or Secretary of the Board is authorized to  
sign; and

BE IT FURTHER RESOLVED, that savings accounts will be subject to  
withdrawal upon the manual signature of the Treasurer signing alone, and

BE IT FURTHER RESOLVED, the absence or inability of the Treasurer, the President of the Board of Trustees or the Secretary is authorized to sign.

1.11 Adoption of the following resolution: transfer of funds:

BE IT FURTHER RESOLVED that the Library Director is hereby authorized to make transfer and expenditures up to a limit of \$3,000 within and between unit appropriations as prescribed by regulations of the Commissioner of Education unless an issue relating to the health or safety to the library arises.

1.12 BE IT FURTHER RESOLVED, that the regularly scheduled meeting of

Hicksville Public Library Board of Trustees will be the 3<sup>rd</sup> Wednesday of every month.

Budget hearing and registration – To be decided.

Budget vote and regular board meeting – To be decided.

Budget Registration.....To be decided.

\*\* The vote must be held 7-14 days after the budget hearing.

1.13 ADJOURNMENT

-Motion to adjourn meeting.