

BOARD OF TRUSTEES MEETING
February 17, 2010
6:30 pm
MINUTES

CALL TO ORDER: Chris Hansen, who presided, called the meeting to order at 6:58 pm.

Present were: Susan Capeci, Julie Mills Worthey, and Arlene Roberts Grant, Trustees.

Also present were: Jennifer Coker Wiggins, City of Mount Vernon Human Resources, Scott Griffith, Cheryl Berent, Library Staff; Opal Brown Lindsay, Director; Patricia Hansen, Interim Business Manager; Willie Lou Gayles, Chief Account Clerk and Mary Harper, Administrative Assistant.

MINUTES:

The minutes of the meeting of January 20, 2010 were adopted as amended.

HUMAN RESOURCES:

Jennifer Coker Wiggins explained the city's involvement with the library regarding the mandated workplace violence policy.

The library filled out a written workplace assessment from the city, after which a physical site assessment of the library was done by an agency provided by the city.

The city held a meeting and invited union representatives from its agencies to give their input.

The union representative for the library felt that CSEA should have assigned someone to make the site assessment at the library.

The city included the library in its paid assessment, but it cannot write the library's workplace violence policy.

The unions were given a timeline to respond to the city regarding this policy.

It was questioned whether the library should pay to do another site assessment since one had already been done by the city.

There was concern about how a workplace violence policy statement could be written without an assessment to address the guidelines.

Cheryl Berent stated that as a member of the union she would relay the board's comments to the union representative. She said that the union is not just one person and represents the union employees.

She said that the union would need clarification on the requests that were established by the city. She asked at what point the board would have access to the assessment report.

Jennifer Coker Wiggins said that the report was not completed and when it was the library would have access.

17, February 10 – 2 –

FRIENDS:

Opal Brown Lindsay reported that the Friends of the Mount Vernon Public Library are offering to purchase a snow blower for the library.

FOUNDATION MEETING:

The foundation is planning a reception and presentation of a \$5,000 contribution to the library in early March.

DIRECTOR'S REPORT:

Library Director, Opal Brown Lindsay reported the following:

Renovation projects are underway. There are plans to renovate the room adjacent to the circulation desk in the main area.

There are suggestions for a security keypad on the door leading from the children's room into the lower stack area.

The library is working with city hall to install security cameras. A phase one proposal has been presented to the board.

Wal-Mart has completed filming a public service announcement in the library and has donated \$5,000 to the library.

Work is still being done on the new young adult room. More book shifting must take place in order to complete the project.

Cheryl Berent said that her department is working on storing some of the fiction books from that room and putting the others in the main room.

FINANCIAL REPORT:

The board discussed cutting various line items in the budget that could offset the 2010 budget deficits. Line items for retirement and security services were discussed.

There was discussion of the remaining balances in the gift fund accounts.

Patricia Hansen said that the 2009 retroactive salary payments should come out of the 2009 budget.

Willie Lou Gayles said that there was still a balance left on the Con Edison bill.

Cheryl Berent said that she was happy to receive the memo regarding the budget deficits. Mrs. Berent reiterated that the staff would do everything possible to make this a smooth process.

The January 2010 Bills and Payrolls properly certified by the Director and reviewed by Arlene Roberts-Grant and Susan Capeci were approved by the Board of Trustees and requested paid

17, February 10 – 3–

EXECUTIVE SESSION:

The board entered executive session at 7:56 pm on a motion by Chris Hansen, seconded by Susan Capeci.

The Board returned to regular session at 8:55 pm.

The meeting was adjourned at 8:56 pm.

Respectfully submitted,

Secretary