

BOARD OF TRUSTEES MEETING

October 20, 2010

6:30 PM

MINUTES

Millie Burns who presided called the meeting to order at 6:40 pm.

Present were: Julie Mills Worthey, Arlene Roberts Grant and Rodney Reynolds, Trustees.

Also present : Donald Partrick, CSEA Labor Relations Specialist; Gary Newman, CSEA Unit President; Mary Ellen Forte, WLS Trustee; Wayne Walters, Queens College Library School; Tamara Stewart, patron; Thea Blessitt, Cheryl Thomas, library staff; Opal Brown Lindsay, Director; Patricia Hansen, Interim Business Manager and Mary Harper, Administrative Assistant.

COMMUNICATIONS:

Millie Burns said that several people have inquired about art exhibits at the library. The people who have inquired so far are Wayne Jackson, Donna Jackson, Janet Langsam, Robin Meyers and Julian Burke.

PERIOD OF PUBLIC EXPRESSION:

Cheryl Thomas asked about the progress in having the water cooler repaired. Patricia Hansen said that a new hot and cold water cooler would be delivered by Friday.

Tamara Stewart said that she has been stopped by several neighbors who said that they were not aware that the library hours had changed. They did not feel that the public had been given enough notice of the new hours,

Ms. Stewart said that the information was still incorrect on the local free public cable channel run by the high school.

Wayne Walters said that he is a student at Queens College Library School and has been assigned to visit two libraries outside of New York City.

PRESIDENT'S REPORT:

Board President, Millie Burns said that she attended the general staff meeting at the end of September. She found the meeting to be illuminating and productive. She appreciated hearing from the staff about issues.

The library is conducting interviews for the position of Assistant Director. President Burns has participated in four of these interviews.

The search to fill the two vacant trustee positions continues. The position vacated by former Trustee, Chris Hansen is for a full term and someone must be appointed by the Board of Education. The position vacated by former Trustee, Susan Capeci is for an unexpired term and can be filled by the library trustee board.

Mille Burns met with the school board secretary, who suggested that the library trustees disseminate the information about the vacancies to community groups and churches.

Two candidates applied for the position, but one was not qualified. The search will be extended,

Tamara Stewart suggested that the information be posted on the library website

GRIEVANCES STEP II:

CSEA Labor Relations Specialist, Don Partrick and CSEA Unit President, Gary Newman presented three Step II grievances.

The Step II Grievance (Summer Sundays)
The Step II Grievance (Telephone Restriction)
The Step II Grievance (Shift Adjustment)

After hearing the arguments, the Board and the union agreed to table the three grievances until Tuesday, November 23, 2010; when both parties will meet for further discussion.

WLS TRUSTEE REPORT:

Mary Ellen Forte said that there are many WLS activities planned and it is hoped that Mount Vernon Public Library will participate.

The WLS Annual meeting will be held on Tuesday, November 9, 2010 in Mount Kisco.

WLS Trustee, Mary Ellen Forte's term will expire at the end of December 2010. The Mount Vernon Public Library trustee board will need to select someone to represent the library.

The WLS Trustee Board meets once a month. A person is needed to represent the interest of the Central Library. Hopefully a Mount Vernon resident who is familiar with the issues will be found.

The Annual WLS Martin Luther King Tea will be held on Monday, January 17, 2011. Support is needed for this event that raises funds that go to various libraries to provide materials and supplies.

The planning committee for the WLS Literary Tea will hold a meeting on Thursday, October, 28 2010 at 9:00 am.

FOUNDATION REPORT:

Final arrangements are being made for the Foundation Cocktail Reception. Tickets are available.

Opal Lindsay said that the foundation has confirmed that there were no profits from the 2009 gala.

The foundation has set aside \$20,000 for the purpose of the library governance issue.

DIRECTOR'S REPORT:

The governance presentation with library consultant, Libby Post was held in September. The meeting was attended by Comptroller, Maureen Walker, Mayor's representative, Hank Miller, City Council President, Yuhanna Edwards and City of Mount Vernon School Board Trustee, Lynn McBride.

Opal Lindsay met with WLS Executive Director Terry Kirchner and the new WLS financial officer.

Interviews for the position of Assistant Director are underway.

The library participated in the Mount Vernon Business Expo. The staff created a special collection for the event.

A general staff meeting was held in September to bring the staff up to date.

The Friends of the Mount Vernon Public Library held its Annual meeting. Special guests were the WLS outreach staff.

The library's capital projects are still underway. A final response from the comptroller and the department of public works is awaited.

The library is trying to get the work completed on the new Young Adult room.

The Mount Vernon Chamber of Commerce attended a brainstorming session to plan the library celebration marking over 155 years of service.

FINANCIAL REPORT:

Patricia Hansen said that the current report reflects an increase in the New York Power Authority rates. The line item for electrical may be over budget by the end of the year.

It was suggested that the library consider having an energy audit.

The security camera installation is not covered in the capital budget. The city says that the security cameras are external and therefore are not part of the internal renovations included in the Fawn Report. The library will have to absorb the cost of \$10,000 which was not budgeted for. This will only complete Phase I of the project, an additional \$10,000 will have to be spent on Phase II.

Patricia Hansen said that there may be some leeway in the budget to support the cost of the security cameras.

The money in the gift fund has been set aside for the consultant on the governance issue.

The line item for professional fees will probably be used by the end of the year.

The September 2010 bills and payroll totaling \$299,364.50 and properly certified by the Director and reviewed by Rodney Reynolds and Arlene Robert Grant was approved by the Board of Trustees and requested paid.

The checks are numbered #020361-020403 (payrolls) #056412-056443 (payrolls and petty cash), and #031049-031107 (bills).

REMARKS OF THE TRUSTEES:

Julie Mills Worthey informed the board about a new company, American Christmas, which has moved to Mount Vernon. The company is very successful and has done major displays around the country, including Radio City Music Hall.

The company wishes to donate a holiday display to the library. They may also be interested in doing a project with the Mount Vernon Public Library children's patrons.

Millie Burns said at the staff meeting she thanked a number of people for being helpful and supportive. Ms. Burns also wishes to express her great appreciation for Mrs. Shirley Garrett for her professionalism and calm during the exhibit and networking events.

OLD BUSINESS:

The Board discussed the CDGB grant for homebound services. The cost of the service was discussed. There were concerns about the library's ability to obtain matching funds in order to effectively deliver the service to the patrons who need it.

NEW BUSINESS:

Opal Brown Lindsay is requesting the use of the library space for fundraising events as a way of getting funds for the library.

There was discussion about the protocol for these types of events.

MINUTES:

The minutes of the meeting of September 15, 2010 were accepted upon a motion by Rodney Reynolds, seconded by Julie Mills Worthey.

EXECUTIVE SESSION:

The Board entered Executive Session at 9:10 pm. The Board returned to Public Session at 10:18 pm. No decisions were recorded.

ADJOURNMENT:

The meeting was adjourned at 10:20 pm.

Respectfully submitted

Secretary