

BOARD OF TRUSTEES MEETING

February 16, 2011

6:30 PM

MINUTES

Millie Burns who presided called the meeting to order at 6:30 pm.

Millie Burns stated that one trustee had informed her that they would have to leave the meeting early.

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

Absent: Trustee, Rodney Reynolds

Also present: Gary Newman, CSEA Unit President; Ruth Shire, Charlotte Schachter, Christine Gibson and Clara Grant, Friends of the Mount Vernon Public Library; Jacqueline Brathwaite, Tamara Stewart, library patrons; Nishan Stepak, Cheryl Thomas, library staff; Opal Brown Lindsay, Director; Patricia Hansen, Interim Business Manager and Mary Harper, Administrative Assistant.

Millie Burns moved that there be a brief period of public expression at the conclusion of old business with the hope that whatever is not addressed during the regular period of public expression can be done so after old business. The motion was seconded by Julie Mills Worthey.

MINUTES:

Julie Mills Worthey moved to approve the minutes of the meeting of January 19, 2011. Millie Burns moved to second the motion when trustee, Arlene Roberts Grant inquired about the board having a quorum. She said that the Mount Vernon Public Library Board of Trustees had seven positions. Mrs. Grant cited

New York State Education Law §226.1, which states that the trustee of every corporation created by the regents, unless otherwise provided by law or by its charter, may: fix the term of office and number of trustees, which shall not exceed twenty-five, nor be less than five. If any institution has more than five trustees, the body that elects, by a two-thirds vote after notice of the proposed action in the call for a meeting, may reduce the number to not less than five by abolishing the office of any trustee which is vacant and filing in the regents' office a certified copy of the action. A majority of the whole number of the board shall be a quorum.

And:

New York State General Construction Law §41, which states that;

"Whenever three or more public officers are given any power or authority, or three or more persons are charged with any public duty to be performed or exercised by them jointly or as a board or similar body, a majority of the whole number of such persons or officers, gathered together in the presence of each other or through the use of videoconferencing, at a meeting duly held at a time fixed by law, or by any by-law duly adopted by such board of body, or at any duly adjourned meeting of such meeting, or at any meeting duly held upon reasonable notice to all of them, shall constitute a quorum

and not less than a majority of the whole number may perform and exercise such power, authority or duty. For the purpose of this provision the words 'whole number' shall be construed to mean the total number which the board, commission, body or other group of persons or officers would have were there no vacancies and were none of the persons or officers disqualified from acting."

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Arlene Roberts Grant said that she wanted the minutes to reflect that she was informed that there were seven slots on the board and unless four members were present there was no quorum.

Julie Mills Worthey said that she recognizes the state rules about the number of trustees by what is indicated in the library's most recent by-laws. The by-laws do not designate any number of trustees and do provide that the library can do business.

Arlene Grant said that she did not agree and would not be voting tonight unless trustee, Reynolds came to the meeting and there was a quorum.

Mrs. Mills Worthey said that until and if the library amends its by-laws to provide for a specific number of trustees; the current by-laws permit the board to conduct business with a simple majority.

Mrs. Grant reiterated it was her understanding that the board needed four out of seven members in order to act.

PERIOD OF PUBLIC EXPRESSION:

Tamara Stewart said she wanted to follow-up on the communications she had with Opal Brown Lindsay and Millie Burns regarding the situation of library openings.

She said that in the interest of community, it would be helpful if there was something on the website that says the library is closed today. Various libraries, use websites as one of the ways they can let their patrons know when the library is closed. People are not aware of the library's schedule and the information should be posted prominently for the convenience of the community.

Cheryl Thomas asked if there were any way the board could address where the library stands on the issue of closing.

Ruth Shire read a letter that the Friends of the Library sent to the Board asking them to reconsider opening the library on Saturdays. No board member received a copy of the letter. She said that Saturday is the day when most people are available.

FRIENDS REPORT:

Ruth Shire reported that the Friends would again hold their annual "Draw Your Library" contest. The drawings would be put on display during National Library week and the prizes would be \$25.00 gift certificates to Borders' books. Mrs. Shire said that this event has been important to children and families.

Mrs. Shire said that the library is in possession of a doll collection that was given to the children's department. The dolls date from 1918 to the 1940's. The Friends are in the process of cataloging the collection, but they do not know the value.

The next semi-annual “Book and Bake” sale will be scheduled for May or June of 2011.

COMMUNICATIONS:

Millie Burns said that she had been contacted by Billy Riccaldo, President of CSEA Southern Region 3, who would like to meet with her and Julie Mills Worthey. John Staino, President of the CSEA, Westchester, Local 860 also wants to meet with them about concerns and the direction of the library.

Julie Mills Worthey said that she had received a communication from Mr. Riccaldo about helping the library to pursue funding.

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Trustee, Danna Wood Webb has submitted a letter of resignation to the Mount Vernon Public Library Board of Trustees.

Millie Burns said that WLS Trustee, Chris Hansen had emailed the January WLS Report and stated that he did not plan to be at the board meetings unless there was a need for him to be there. Ms. Burns said that she sent Mr. Hansen a copy of her president’s report.

After speaking with Terry Kirchner, Chris Hansen informed Ms. Burns that there will be an expected 10% cut from the state library aide budget which is in line with the cuts the state is making.

Ms. Burns received the WLS approved minutes from WLS Executive Assistant Elise Burke.

Updates and clarifications regarding the Foundation were requested in writing from the director.

President Burns has been invited to an educational summit by School Board Trustee Elias Gootzeit.

Millie Burns has received trustee application materials from Akia Shangai at the Mount Vernon City School District.

PRESIDENT’S REPORT:

Millie Burns reported that Richard Thomas is going to be a part-time coordinator for community arts. Mr. Thomas is responsible for assisting locally-based cultural organizations plan, develop, manage, promote and assess the programs and services they provide to Mount Vernon residents. He facilitates collaboration among Mount Vernon arts organizations and local artists, generates local interest and involvement in the arts, and identifies local cultural assets. He serves as a liaison to local businesses, civic groups, schools and faith-based groups and the broader arts community.

Millie Burns will attend summit meetings at the Mount Vernon City School district on February 25, 2011 and March 25, 2011. Julie Mills-Worthey accepted the invitation to attend as well.

Ms. Burns said that she would like to distribute financial and other materials explaining the library. She said that perhaps the director could speak about more that needs to be done.

Letters have been sent to elected officials, among them Senator Kirsten Gillibrand, Senator Chuck Schumer and Congressman Eliot Engel making them aware of the library status. Millie Burns was scheduled to be in Senator Gillibrand's office the next day and Congressman Engel was next on her list for in person follow up.

Millie Burns said that she had a meeting with the mayor on February 1st. He had made an offer to share funding resources and they met for the mayor to make good on that offer.

Ms. Burns emailed Arnold Linhardt on February 7th and informed him that she met with Mayor Clinton Young on the 1st to avail the library of funding resources that, at a public chat, the mayor said he was willing to provide. In their conversation, the mayor made it known that he had contracted Mr. Linhardt's services in 2010 and was uncertain of his ability to renew a contract with Mr. Linhardt in 2011. The mayor said that if he did renew, he was open to the library's participation. Ms. Burns had the

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understanding that the library would be expected to make a financial contribution to the cost. Currently, the trustees do not see a way to engage Mr. Linhardt's services separately from and/or outside of participation in an arrangement with City Hall and if an alternate possibility of working with Mr. Linhardt presents itself, the library will contact him.

Mayor Young said that he had the names of people who may want to help the library. He mentioned Denzel Washington and Dennis McDermott of Chase Bank. He made clear that there were

Additional unnamed community people as well and promised to give her those names the following week

The Mayor mentioned that the library needs written documentation to provide to supporters.

A maintenance of effort document was sent to the Mayor's executive assistant. New York State requires that local sponsor support for central libraries raised by local taxation remain at 95% of the previous year or 10% of the aide will be cut from the state allocation. The MoE was sent because the Mayor said he had not received one previously sent to his chief of staff and deputy chief of staff. Ms. Thompson acknowledged receipt and said she would send it to the mayor

The trustees continue to address many elements required to ensure the library's stable existence. Millie Burns acknowledged the outreach by those who continue to vigorously advocate for the survival of the library.

WLS TRUSTEE REPORT:

Chris Hansen reported that the WLS Board meeting was held on January 25, 2011

Eleven policies were presented by the governance committee. Mr. Hansen objected to five of them on legal grounds.

Elections were held for new WLS officers.

Four WLS employees were laid off at the end of 2010 in order to present a 2011 WLS budget of approximately six million dollars. The state owes WLS over one million dollars. The county money to WLS seems secure.

The White Plains Library collection has been merged with the rest of the system. Patrons can now place holds on books in that collection in the same manner as other libraries.

There is a need for a serious strategic plan for WLS.

There is a tentative plan for a WLS Board retreat in the spring.

Opal Brown Lindsay said that the library has not received last year's CLDA budget allocation. This year's CLDA budget is being formatted. She said that in speaking with Terry Kirchner he commented about all of the positive activities at Mount Vernon.

Millie Burns said that Ossining Public Library has requested a variance from the state. Variances for a variety of reasons are not unheard of.

Ms. Burns said that she had a conversation with WLS Executive Director, Terry Kirchner. She said that Mr. Kirchner made it clear that he wanted to support the Mount Vernon Public Library. He plans to hire someone for a grants writing position and they will help Mount Vernon because of a focus on urban libraries.

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FINANCIALS:

Millie Burns asked if Patricia Hansen could get something in writing from the comptroller's office regarding the comptroller's request for Opal Lindsay to pay the American Express bill and receive reimbursement from the library.

Patricia Hansen was asked how long the library has been paying bi-monthly late fees for CIT Technology and American Express. Mrs. Hansen said that other bills have been paid beyond the due date. Millie Burns asked if it were possible to get a count. Ms. Burns said that she would like to get a sense of how many bills it is. Could Mrs. Hansen go back one year? Ms. Burns asked if the bills were late every month. Patricia Hansen said that she would have to go back and look at every bill from every vendor.

Julie Mills Worthey asked if there are other accounts that pay late fees; can the larger ones be separated out. Patricia Hansen said that the late fees are not separated out.

Millie Burns asked was there a way that Patricia Hansen would not have to look through every bill.

Millie Burns asked had there been anymore discussion from the comptroller's office regarding the 3.5 million dollar budget. Would they allow the library to carry the debt over a two year period?

Patricia Hansen said that legally the city is not allowed to do so. She sent an email about this previously.

Patricia Hansen said that she met with the comptroller in January and wanted to know how far the library can go through the year with a 3.5 million dollar budget. She said the comptroller said they were not going to talk about the deficit.

Julie Mills Worthey asked if there was a difference between forgiving the deficit and extending the payment. Patricia Hansen said that forgiving the deficit would be a policy statement.

Mrs. Hansen said that if the library could get the policy statement, the 3.5 million would get the library through the end of the year with the existing staff. The worst hit would be in November if the debt had not been forgiven. The library will only be able to pay the payroll in November and December.

Tamara Stewart asked if that takes into account the budget being approved for less than 95% with the CLDA budget being cut by 10%. Mrs. Hansen said that the CLDA budget is separate.

Nishan Stepak asked if there was any line in the budget that covers emergency situations like building maintenance.

Patricia Hansen said that building maintenance is a very small part of the budget.

Gary Newman said that Elias Gootzeit told the Board of Education trustees that Opal Lindsay said the library would close in July.

Patricia Hansen responded that was if the city did not forgive the \$350,000. There would be bills incurred that must be paid every year; retirement, unemployment for 26 weeks, health insurance for two more months at \$55,000 dollars per month and several other fees. There are other big ticket items that she does not remember.

Millie Burns said that she does not know what the discussion was with Elias Gootzeit. She said that she was surprised to hear him say that, since there had been discussion between the Board and the Director.

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Ms. Burns said that she spoke to Mr. Gootzeit about the language that had been agreed upon by the administration. The remarks she heard from Elias Gootzeit were counter to what the board and the director had agreed upon. Ms. Burns said that she left written information with the Board of Education regarding the library position.

Arlene Roberts Grants said that the financial situation is in flux. That might have been the situation at the time, but it might not be the situation based on the way things are changing. Elias Gootzeit made the statement based on the information at the time.

Nishan Stepak asked what happens if the debt is not reduced. Patricia Hansen said that in November the library would stop paying the bills and would be in no worse shape than last year.

The January 2011 Bills and Payrolls totaling \$626,977.08 properly certified by the Director and reviewed by Millie Burns and Julie Mills Worthy were approved by the Board of Trustees and requested paid.

The checks are numbered #020546-020578 (payrolls), #056549-056585 (payrolls, petty cash), and #031224-031263 (bills).

DIRECTOR'S REPORT:

Director, Opal Brown Lindsay reported the following:

The library is in a transitional phase, but the administration made the decision to be open with an adjustment to the budget. The library pressed on to serve the community. Some of the accomplishments since 2007 need to be looked at, quite a few were made.

The community found its way back to services and programs. Young Adult and Adult Programs now rank 2nd and 4th respectively. Children's services have risen from 37th to 19th.

Free and one of a kind service to the community continues.

The library has attracted the interest of the Board of Regents and has received the NY Black Librarians Caucus Award and the Westchester Board of Legislators unsung hero award.

There are plans for action on the governance issue by employing a consultant.

2011 will see a new Young Adult Center and an Academic Center.

The presentation of the Academic Center was presented to the schools on Parent Involvement Day, which was attended by, Cheryl Berent, Milton Cobb and Rosanna Guinyard.

A general service survey will be placed on the library website. The website survey committee consists of Nishan Stepak, May Wu and Kevin Robinson.

A volunteer services committee has been formed consisting of Mary Harper, Rosanna Guinyard and Leroy Lea. The policy plans are being finalized.

A few staff members attended the Directors Station workshop at WLS.

The Girl Scout project should commence in May.

The community renewal Task Force will work on Landscaping on the 2nd Avenue side of the library in conjunction with Earth Day on April 22, 2011.

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A meeting with the WLS Director confirmed that the 2010 state budget allocation had not been received. A least a 10% cut in funding is expected.

Patricia Hansen said that a broken pipe in the basement froze causing the library closure. The furnace is piloted by gas and until the staff was able to remove the water from the floor the pilots were shut off.

Millie Burns asked Opal Lindsay to speak about the library's weather closing policy. She said that she had received calls at home, and until then she did not know of the policy.

Julie Mills Worthey asked Mrs. Lindsay, how the staff was notified. What was the procedure?

Opal Lindsay said that the staff is notified at home. The decision regarding the closing procedures begin at 5:00 am. She said that she begins speaking to the custodians at 5:00 am.

Arlene Grant said that unless someone is physically here you cannot make the decision.

Millie Burns said that she received a call at home on January 27, 2011 at 7:15 am. Her reply to the request that she make a decision so staff could know whether on not to come to work during that storm was that she wanted to let the director make the decision. She said she wanted to know how the board can make sure that the staff is notified. Is there a way to figure out what time people should be called before they leave there homes? Does closing because of weather have an impact.

Arlene Roberts Grant said that typically because of the type of storm, you have to wait. She thinks there needs to be some flexibility.

Millie Burns said that the way her school works is, if the weather is predicted to be that bad, why wait. Why not decide the day before.

Opal Brown Lindsay said that she thinks it says something to the community about how the library looks at services.

Mrs. Lindsay said that she is also in communication with other directors as well.

Gary Newman asked if Mrs. Lindsay is calling other directors, why is it that the libraries around us are closing and we are not.

He said there are people coming from Long Island and people who take the subway. Mr. Newman said that people should be notified no later than 7:15 am. Also when the weather is bad, some people leave their cars at home.

Nishan Stepak said that 7:00 am should be the latest.

Julie Mills Worthey said that she thinks the 7:00 am is reasonable.

Mrs. Mills Worthey said that the custodial staff that is out here assessing needs to know. She said that she is puzzled why they did not have directions.

Mrs. Lindsay said that she cannot answer. She does not recall.

Millie Burns played a phone message she received from Jesse Van Lew stating that it was 7:15 am and he had left messages for Mrs. Lindsay regarding a decision on the library closing due to weather conditions. He had not heard back from her.

Julie Mills Worthey said that when the procedure is applied, it should work.

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Millie Burns said that she is not hearing what policy is being implemented. Opal Lindsay said that she is looking a robo calls.

Mrs. Lindsay was asked about notifying the community via website and about putting the closing message on the telephone system.

Millie Burns asked was there signage that could be slipped on the library door. Mrs. Lindsay said we are trying to change the doors.

Tamara Stewart asked if the website is part of the library's communication with the community, is the staff being trained to look for these closings.

Millie Burns asked if the library closings could be posted once a month. She said that it does not require an IT person, it requires planning.

Ms. Burns said that in the short term she wouldn't mind making something that goes up on the WEB site that people can see and get used to.

She said that the library is not capitalizing on the availability of interns who are computer savvy.

Tamara Stewart asked what time the message goes on the phone regarding library closing. She asked what time Administrative Assistant, Mary Harper made the calls. Mrs. Lindsay said as soon as the decision is made to close.

Mrs. Lindsay said that the weather closings do not have an impact on minimum hours, which is why she is very careful when doing so.

Millie Burns asked Mrs. Lindsay to give a general assessment of the A'Vitar exhibit.

Opal Lindsay said that the exhibit was a well attended, lovely exhibit. The publicity went well.

She said that they have more people that can help with the funding part. A'Vitar can now assist with funding for refreshments for exhibits.

Millie Burns said that she did not get the understanding it was about asking A'Vitar, she understood it was their obligation.

Julie Mills Worthey said in regards to funding exhibits, she thought refreshments were a part of that.

Opal Lindsay said that over the next two weeks the "Artist in You" workshop would be exhibiting.

Millie Burns said that she noticed a guest book during the A'Vitar exhibit. She understands that Dillard Boone is supposed to be doing outreach. She asked what the plan is. Mrs. Lindsay said that she had a copy the guestbook.

Mrs. Mills Worthey asked what the overall plan was when we have exhibits to capitalize on attendance. Is there an overall plan to add attendees to the pool?

Nishan Stepak said that he did not see any information going out of the library.

Christine Gibson said that there are problems the library cannot fix. She said that the Friends are trying to get a section of Fleetwood and Wilson Woods back into the community. She said they are trying to bring members back in.

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Opal Brown Lindsay said that mailings and the calendar of events were distributed. They were driven around and delivered before Mrs. Garrett retired.

Mr. Stepak said that he does not see the flyers going out into the community. He said he thinks the staff is just starting to get information into the newspapers. The flyers are not going out as well as he liked. He asked if there were a schedule for publicity. He is concerned that the programs are done and the flyers never get to the right place. Are the flyers being inserted into the calendar of events?

Mrs. Gibson said she felt it is more than just paper and that she is trying to have conversations with people who have tried to disassociate themselves from Mount Vernon.

Ruth Shire suggested that the calendar of events could be sent to the school district for distribution to the different Mount Vernon schools. She said she does not think there is a cost. Mrs. Lindsay said that was done.

Millie Burns said that she wanted to make sure that Opal Brown Lindsay is saying that the calendars are being sent through the school district. Opal Lindsay said no, through the mail. Ms. Burns said she thinks Mrs. Shire is saying give the calendars to the students to take home.

Opal Lindsay said she does not think the library can afford to make that many.

Patricia Hansen said that no one knows how much ink costs or how much paper costs.

Millie Burns said that it can be done for less money if the printing is sent to a commercial printer. She thinks they need more of a lead time. It requires planning so you can send them.

Patricia Hansen said that the quantity we are talking about is not worth the time of printing. She said that color cartridges are about \$120. The cartridges change every three months. The overage charges for the Ricoh copier are about \$300 per month, plus a monthly maintenance fee.

Millie Burns asked if there were any way this could be analyzed.

Mrs. Hansen said that at a printing cost of 12.5cents per sheet you are looking a \$600 per month in overages before delivery and paper. The library is running over \$150.00 per month in overage charges.

Commercial printer plates and set up cost the most money. If that changes every two months, you will never get rid of the charges.

Julie Mills Worthey asked that an analysis be done to find out what the cost would be. She asked what the plan was for running overages every month.

Patricia Hansen said that the plan was in place before Opal Brown Lindsay became the director. There are three more years to go on that contract. She said what is most cost effective.

Tamara Stewart asked if the mailings were print or emails. Mrs. Lindsay said print. Ms. Stewart asked who was on the list of community organizations. She said that she has never received a print mailing.

She asked if there have been conversations with the local newspapers such as Mount Vernon Today. She asked if the library could pay for its own page. Ms. Stewart suggested that it may be worthwhile for the library to take advantage of this.

Opal Lindsay said that she had made a request to Mount Vernon Today and they would not do so. She said that she has had conversations with the Mount Vernon Inquirer publisher and he wanted to charge advertising rates.

Mrs. Gibson discussed the Friends efforts to bring the community back to the library. She said that many people have complained about the library not being opened on weekends. She said that the library is serving a community that leaves the children without access to the library on Saturdays and Sundays. She asked if the library could be opened at least one weekend day.

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Ms. Burns said that she heard the Friends concerns and wanted to acknowledge that there are some issues that the public is not aware of.

Gary Newman said that the attitude of Fleetwood is nothing new and goes back 20 years. The library lost its real connection to Fleetwood when it gave up the bookmobile. He said that the library cannot do anything about it.

Mrs. Gibson said that there are a lot of new young professionals in Fleetwood. Help is needed from the city with parking and completing the bridge. She said that they are trying to put pressure on the city and the MTA.

Millie Burns said that several months ago, she and Mrs. Lindsay visited the old Chase Bank to have a presence in Fleetwood. The idea has been thought about and looked at. Gary Newman said that politically, when you talk about having a branch on the North side, then there is always talk about having another branch on the South side.

Julie Mills Worthey said that she wanted to get more clarity on the Arts Westchester grant.

Opal Brown Lindsay said that ArtsWestchester received a grant from Assemblyman Pretlow for the arts initiative and wanted to do a public piece on the 2nd avenue side for \$50,000. There are plans for a National Endowment for the Arts grant to expand the money.

Millie Burns asked what the library was doing for library advocacy day. Mrs. Lindsay said that the staff is going to Albany as a group.

Opal Lindsay said that she had notified the Friends and in house, but does not know if the community was notified.

Millie Burns asked Mrs. Lindsay if there were a list of projects for the Foundation. The Foundation had indicated they were willing to work from a list that was gotten from the library.

Mrs. Lindsay said other than a list from the Children's room, no.

Millie Burns said that she wanted to be clear about the upset over the bricks project. We didn't say that we wanted the Foundation to do the project? Mrs. Lindsay said no.

Millie Burns asked if the NY Power Authority project is finished. Opal Lindsay said no, that there were delays because of supplies.

Ms. Burns inquired if the space use policy was being worked on. Mrs. Lindsay said no. Ms. Burns said at the last meeting, Opal Brown Lindsay said that she was working on something. Mrs. Lindsay was sent some information from the Board.

Ms. Burns asked about the January 21st grants meeting.

Opal Lindsay said that Nishan Stepak and Cheryl Berent are working on it. They wanted to do a civil war grant, but in speaking with a historian he was not comfortable with that idea. Mr. Stepak said that he was working on an electronics grant.

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Millie Burns asked was there any news about the PSA lights grant project from Walmart. Mrs. Lindsay said the producer did not get back to her.

Millie Burns asked if there was a Memorandum of Understanding (MOU) for ArtsWestchester and Richard Thomas the new coordinator. She said that Opal Brown Lindsay had invited him to be involved in the community room and activities. This was out of the scope of his agreement with ArtsWestchester with whom he is contracted.

Mrs. Mills Worthey asked when the MOU was going to be prepared. Opal Lindsay said that she already sent something to ArtsWestchester and Millie Burns.

Ms. Burns said that when you send something and get a verbal response, you do not necessarily have an agreement. People need to be clear on what the terms are. She hopes that Janet Langsam would not have a problem signing off on the agreement.

Millie Burns said that the library needs formality, professionalism and clarity in what we do.

Janet Langsam has mentioned Frank Fraley as a resource for refreshments. We need to be clear on what the items are. Can we call on him occasionally?

Millie Burns inquired about the 2010 Annual Report. Mrs. Lindsay said that the Annual Report to the city had been completed. The state report will go up as soon as the WLS report goes up.

Julie Mills Worthey asked if the annual report was contingent on WLS statistics. Opal Lindsay said yes.

Tamara Stewart asked if there was any information regarding the change in governance.

TRUSTEE REMARKS:

Julie Mills Worthey said that she was invited to sit down with Mr. Riccaldo of the union. She has sent an email about her availability. She is appreciative of the opportunity to get added feedback on how we operate, where we operate. A brief conversation suggests that he did have information about funding as well as a wider scope of conversation.

Mrs. Mills Worthey said that they had expected to receive materials to promote the library for the February 25th summit. The board wanted to hear back from Mrs. Lindsay regarding the materials available.

Julie Mills Worthey said that with respect to the issues of check signing, she was surprised there was no system in place for checks to be issued to avoid late fees. She said that she was pleased to receive the check signing schedule from Jared Weiner. Mrs. Mills Worthey said that she has committed to the evening of February 24th to sign checks and hopes that the other trustees will avail themselves.

Mrs. Mills Worthey said that Rodney Reynolds did reach out to Dennis McDermott of Chase Bank.

Millie Burns asked if the library had a decision on the Health Insurance. Mrs. Lindsay said no decision has been made.

Millie Burns said that the library had discussed last year or the year before to use Libby Post. She will give her a call for a start date. The library must realize that they will have to supplement. The library must coordinate and move forward.

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Tamara Stewart asked was the state okay with a 2013 date for the change in governance. Julie Mills Worthey said that with Libby Post's advocacy the library was

willing to let the state know that Mount Vernon Public Library is moving forward. The library has not heard anything since then. It is her understanding that the timeline is okay.

Ms. Stewart asked if the city was on Board. Mrs. Mills Worthey said that at the summit on the 25th there will be outreach to the school board for advocacy.

Millie Burns said that the school board is bonding with the library to make clear they are on Board.

Julie Mills Worthey asked about the library's decision on the charter school proposal. She said that she would like to have the information. Opal Lindsay said that the library did a letter for them.

NEW BUSINESS:

Millie Burns thanked Mrs. Jacqueline Brathwaite for attending the meeting. Mrs. Brathwaite is one of the current applicants for a trustee position. She said that she had invited others, but it was short notice. Another applicant had said they would be here. The school board has received four new applications.

Trustee, Danna Wood Webb has submitted her resignation from the Board. The letter needs to be accepted by a vote of the trustees.

ADJOURNMENT:

The meeting was adjourned at 9:03 pm.

Respectfully submitted

Secretary