



**Wednesday, January 15, 2020  
Regular Meeting**

**Wednesday**

**6:30  
Trustees' Room**

**1. Meeting Opening**

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**Subject**                    **1.1 Call To Order**

Meeting                    Jan 15, 2020 - Regular Meeting

Category                    1. Meeting Opening

Type                        Procedural

The Regular meeting of Wednesday January 15, 2020 was called to order at 6:35 p.m. Trustee Oscar Davis Jr.

**Subject**                    **1.2 Roll Call**

Meeting                    Jan 15, 2020 - Regular Meeting

Category                    1. Meeting Opening

Type                        Action, Procedural

Trustees present: Malcolm Clark, Tanya Southerland, and Oscar Davis Jr.

Trustees absent: Cathlin Gleason, Judy Williams-Davis

Also present was: Gary Newman; CSEA Union President, Sharon Silver, Dawn Cancellieri, Charlotte Schachter; Friends of the Library, Petro Sabune, Beverly Burgess Hutchins, Jessie Van Lew, Deborah Porter; Patrons, Cheryl Thomas, Christopher Williams, Amanda Nunez, Susi Dugaw, Doris Summers, Daniel Frett, Shanese Brown, Scott Griffith, Cheryl Berent, Debbie Harris, Robert Copeland, Deborah Nelson, Abe Ramsey, Nishan Stepak, Jamice Williams, Tamar Stewart, Maxine Grandison, Cathy Webb; Library staff.

**Subject**                    **1.3 Pledge of Allegiance**

Meeting                    Jan 15, 2020 - Regular Meeting

Category                    1. Meeting Opening

Type                        Procedural

Pledge of Allegiance was led by Evania Thompson.

**Subject 1.4 Acceptance of Agenda**

Meeting Jan 15, 2020 - Regular Meeting

Category 1. Meeting Opening

Type Action

Recommended Action Motion to approve the agenda

Upon a motion made by Tanya Southerland, seconded by Malcolm Clark, the Board approved the agenda for the Regular meeting of Wednesday January 15, 2020. The vote carried 3 yes and 0 no.

Yea Nay Abstain Trustees

X\_\_\_\_\_ Malcolm I. Clark

X\_\_\_\_\_ Oscar Davis, Jr.

\_\_\_\_\_ Judy Williams-Davis

\_\_\_\_\_ Cathlin Gleason

X\_\_\_\_\_ Tanya Southerland

**2. Director's Report**

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**Subject 2.1 Director's Report - Evania Thompson**

Meeting Jan 15, 2020 - Regular Meeting

Category 2. Director's Report

Type

**3. Committee Reports**

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**Subject 3.1 Building & Grounds Committee**

Meeting Jan 15, 2020 - Regular Meeting

Category 3. Committee Reports

Type

Trustee Davis reported:

- new doors will be installed next week
- there was a problem with the elevator, but it was fixed the next day

**Subject 3.2 Finance Committee**

Meeting Jan 15, 2020 - Regular Meeting

Category 3. Committee Reports

Type

No report chairperson absent

**Subject**                    **3.3 Marketing Committee**

Meeting                    Jan 15, 2020 - Regular Meeting

Category                    3. Committee Reports

Type

No report chairperson absent

**Subject**                    **3.4 Personnel Committee**

Meeting                    Jan 15, 2020 - Regular Meeting

Category                    3. Committee Reports

Type

No report chairperson absent

**Subject**                    **3.5 Policy & Governance Committee**

Meeting                    Jan 15, 2020 - Regular Meeting

Category                    3. Committee Reports

Type

Malcolm Clark reported:

- committee met and reviewed policies, some changes were made

**Subject**                    **3.6 Technology Committee**

Meeting                    Jan 15, 2020 - Regular Meeting

Category                    3. Committee Reports

Type

Trustee Davis reported:

- problems with the media box was resolved
- telephone system directory is still wrong - the list could not be updated until the trustees extension was provide. David Cambillo submitted.

#### **4. Past Meeting Minutes**

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**Subject**                    **4.1 Minutes - October 28, 2019 Special**

Meeting                    Jan 15, 2020 - Regular Meeting

Category                    4. Past Meeting Minutes

Type Minutes

Upon a motion made by Malcolm Clark, seconded by Tanya Southerland, the board collectively approved the minutes listed

- 4.1 10/28/19 minutes
- 4.2 11/12/19 minutes
- 4.3 11/19/19 minutes
- 4.4 11/20/19 minutes

The vote carried 3 yes and 0 no.

**Subject 4.2 Minutes - November 12, 2019 Working**

Meeting Jan 15, 2020 - Regular Meeting

Category 4. Past Meeting Minutes

Type Minutes

Upon a motion made by Malcolm Clark, seconded by Tanya Southerland, the board collectively approved the minutes listed Upon a motion made by Malcolm Clark, seconded by Tanya Southerland, the board collectively approved the minutes listed

- 4.1 10/28/19 minutes
- 4.2 11/12/19 minutes
- 4.3 11/19/19 minutes
- 4.4 11/20/19 minutes

The vote carried 3 yes and 0 no.

**Subject 4.3 Minutes - November 19, 2019 Emergency**

Meeting Jan 15, 2020 - Regular Meeting

Category 4. Past Meeting Minutes

Type Minutes

Upon a motion made by Malcolm Clark, seconded by Tanya Southerland, the board collectively approved the minutes listed

- 4.1 10/28/19 minutes
- 4.2 11/12/19 minutes
- 4.3 11/19/19 minutes
- 4.4 11/20/19 minutes

The vote carried 3 yes and 0 no.

**Subject 4.4 Minutes - November 20, 2019 Regular**

Meeting Jan 15, 2020 - Regular Meeting  
 Category 4. Past Meeting Minutes  
 Type Minutes

Upon a motion made by Malcolm Clark, seconded by Tanya Southerland, the board collectively approved the minutes listed

- 4.1 10/28/19 minutes
- 4.2 11/12/19 minutes
- 4.3 11/19/19 minutes
- 4.4 11/20/19 minutes

The vote carried 3 yes and 0 no.

## 5. Finance

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**Subject 5.1 BOT Report- Jose Alvelo**  
 Meeting Jan 15, 2020 - Regular Meeting  
 Category 5. Finance  
 Type

**Subject 5.2 Funds Transfer Resolution #0011-20**  
 Meeting Jan 15, 2020 - Regular Meeting  
 Category 5. Finance  
 Type

### **MOUNT VERNON PUBLIC LIBRARY BOARD OF TRUSTEES FUNDS TRANSFER RESOLUTION #0011-20**

**WHERE AS:** The Mount Vernon Public Library ("MVPL") maintains a money market account at Sterling National Bank with an account number ending in 8241 for the purpose of depositing and holding the tax levy money remitted by the citizens of Mount Vernon via the Mount Vernon School District.

**FURTHERMORE:** The Mount Vernon Public Library ("MVPL") maintains an operating account at Sterling National Bank with an account number ending in 0601 for the purpose of dispersing various amounts in the ordinary course of business to both employees for payroll and related costs and various amounts to third party vendors for expenses incurred each in accordance with the approved budget.

**THEREFORE:** It is the recommendation of the Management of the MVPL that the Board of Trustees authorize the transfer of exactly \$563,531.00 (five hundred-sixty three thousand-five hundred thirty one dollars) from the Sterling National Bank MVPL Money Market account ending in 8241 into the Sterling National Bank MVPL Operating account ending in 0601.

**BE IT RESOLVED:** The Board of Trustees of the Mount Vernon Public Library ("MVPL") hereby authorizes the transfer of \$563,531,000 (five hundred-sixty three thousand-five hundred thirty one dollars) from the Sterling National Bank MVPL Money Market account ending in 8241 into the Sterling National Bank MVPL Operating account ending in 0601.

Upon a motion made by Malcolm Clark, seconded by Tanya Southerland, the Board approved and adopted Resolution #0011-20. The vote carried 3 yes and 0 no.

Yea	Nay	Abstain	Trustees
X	_____	_____	Malcolm I. Clark
X	_____	_____	Oscar Davis, Jr.
_____	_____	_____	Judy Williams-Davis
_____	_____	_____	Cathlin Gleason
X	_____	_____	Tanya Southerland

**Subject**                           **5.3 Recall- Check Signing Resolution # 0172-19**

Meeting                           Jan 15, 2020 - Regular Meeting

Category                       5. Finance

Type

**MOUNT VERNON PUBLIC LIBRARY**

**BOARD OF TRUSTEES**

**CHECK SIGNING RESOLUTION #0172-**

**19 (RECALLED)**

**WHEREAS:** The Mount Vernon Public Library ("MVPL") submitted a budget for the fiscal year ending June 30, 2019, which was affirmatively voted by the majority of the citizens of the City of Mount Vernon.

**FURTHERMORE:** The Administration of the MVPL has prepared various checks to various third parties, dated December 18, 2019, as payment for goods and/or services duly received by the MVPL in the ordinary course of business, which are within the approved budget for the fiscal year ended June 30, 2019. A listing of such checks is attached to this Resolution and includes consecutive check numbers #14902-14935, #14937, #14939-14941, #14943-14956, 14958-14966 **Revised 1/14/20 \*(Recalling Resolution to pull**

**check#14957 Shari Harris \$8,050.00)\*** totaling \$131,368.31. After grouping these checks according to their respective purpose, a total of, \$5,586.83 was for Book expenses, \$3,593.33 was for Audio Visual expenses, \$16,484.54 was for Periodicals expenses, \$4,544.43 was for New Technology, \$6,201.32 was for Program expenses-MV, \$3,614.50 was for Supplies expenses-Main, \$276.49 was for Compu. Software & Sup. Exp-MV, \$505.25 was for Telephone – Telecommunication Exp., \$51.00 was for Postage Exp.-Main, \$31.54 was for Professional Meeting-MV, \$25.37 was for Staff Training & Development, \$240.56 was for Equipment Maint. Exp.- MV, \$85.00 was for Miscellaneous Exp., \$6,207.00 was for Professional Fees Exp.-MV, \$1,120.47 was for Custodial Supplies-MV, \$3,005.61 was for Service Contract Exp.-MV, Security \$525.00 was for Miscellaneous Building expense-MV, \$13,008.00 was for Hospital & Medical Retiree Reimb., \$63,087.30 was for Hospital & Medical Insurance Exp., \$2,221.77 was for Dental Exp.-MV, \$950.00 Vision Grant Expense.

**FURTHERMORE:** The Administration has reviewed the checks and underlying documentation and makes the following affirmation:

***The Administration has reviewed each check and related underlying documentation and certify that each check has been prepared in accordance with such documentation, for the amount of the related invoice and matching purchase order and that such expenditure is solely for Library purposes and is within the annual budget amount for the particular budget line item.***

**THEREFORE:** It is the recommendation of the Administration of the MVPL that two signers on Board of Trustees sign all such checks.

**BE IT RESOLVED:** The Board of Trustees of the Mount Vernon Public Library ("MVPL") hereby authorizes and empowers either one of the Trustees authorized to sign checks, to sign each of the checks delineated on the attached check register in accordance with the policies and procedures of the MVPL.

Upon a motion made by Malcolm Clark, seconded by Tanya Southerland, the Board approved and adopted Resolution #0172-19. The vote carried 3 yes and 0 no.

Yea	Nay	Abstain	Trustees
X	_____	_____	Malcolm I. Clark
X	_____	_____	Oscar Davis, Jr.
_____	_____	_____	Judy Williams-Davis
_____	_____	_____	Cathlin Gleason
X	_____	_____	Tanya Southerland

**Subject** 5.4 Check Signing Resolution#0009-20- S.Harris

Meeting Jan 15, 2020 - Regular Meeting

Category 5. Finance

Type

**MOUNT VERNON PUBLIC LIBRARY  
BOARD OF TRUSTEES**

**CHECK SIGNING RESOLUTION #0009-20**

**WHEREAS:** The Mount Vernon Public Library ("MVPL") submitted a budget for the fiscal year ending June 30, 2020, which was affirmatively voted by the majority of the citizens of the City of Mount Vernon.

**FURTHERMORE:** The Administration of the MVPL has prepared a check to a third party, dated December 18, 2019 check #14957 for \$8,050.00 which is within the approved budget for the fiscal year ending June 30, 2020. The listing for this check is attached to this Resolution, for publicity and print, it will be expensed from account #5900.01 Publicity & Print Expense.

**FURTHERMORE:** The Administration has reviewed this check and underlying documentation and makes the following affirmation:

***The Administration has reviewed this check and related underlying documentation and certify that this check has been prepared in accordance with such documentation, for the amount of the related invoice and that such expenditure is solely for Library purposes and is within the annual budget amount for the particular budget line item.***

**THEREFORE:** It is the recommendation of the Administration of the MVPL that two signers on Board of Trustees sign all such checks.

**BE IT RESOLVED:** The Board of Trustees of the Mount Vernon Public Library ("MVPL") hereby authorizes and empowers either one of the Trustees authorized to sign these checks as delineated on the attached check register in accordance with the policies and procedures of the MVPL and the affirmation by the Board President.

Upon a motion made by Tanya Southerland, seconded by Malcolm Clark, the Board approved and adopted Resolution #0009-20. The vote carried 3 yes and 0 no.

Yea	Nay	Abstain	Trustees
X	_____	_____	Malcolm I. Clark
X	_____	_____	Oscar Davis, Jr.
_____	_____	_____	Judy Williams-Davis
_____	_____	_____	Cathlin Gleason
X	_____	_____	Tanya Southerland

**Subject**                      **5.5 Check Signing Resolution #0007-20**



Meeting Jan 15, 2020 - Regular Meeting

Category 5. Finance

Type

## MOUNT VERNON PUBLIC

### LIBRARY

### BOARD OF TRUSTEES

### CHECK SIGNING RESOLUTION

#### #0007-20

**WHEREAS:** The Mount Vernon Public Library ("MVPL") submitted a budget for the fiscal year ending June 30, 2019, which was affirmatively voted by the majority of the citizens of the City of Mount Vernon.

**FURTHERMORE:** The Administration of the MVPL has prepared various checks to various third parties, dated January 15, 2020 as payment for goods and/or services duly received by the MVPL in the ordinary course of business, which are within the approved budget for the fiscal year ended June 30, 2019. A listing of such checks is attached to this Resolution and includes consecutive check numbers #14991-15029 totaling \$358,490.47. After grouping these checks according to their respective purpose, a total of, \$173,353.50 was for Accrued expenses, \$56.02 was for NYS Ret EE\* Cont, Mand & Loans, \$6,327.00 was for Book expenses, \$2,374.24 was for Audio Visual expenses, \$592.44 was for Periodicals expenses, \$3,468.19 was for New Technology, \$1,016.26 was for Program expenses-MV, \$735.00 was for Supplies expenses-Main, \$4,892.85 was for Compu. Software & Sup. Exp-MV, \$551.50 was for Telephone – Telecommunication Exp., \$120.00 was for Postage Exp.-Main, \$721.81 was for Equipment Maint. Exp, \$381.01 was for Miscellaneous Exp.-MV, \$7,707.00 was for Professional Fees, \$2,628.20 was for Fuel Exp.-MV, \$655.00 was for Repairs to Build. Exp.-MV, \$17,831.00 was for Security Guard Exp-MV, \$5,254.71 was for Service Contract Exp.-MV, \$6,620.00 was for Miscellaneous Build. Exp.-MV, \$57,784.50 was for Retirement Expense, \$63,087.30 was for Hospital & Medical Insurance Exp., \$2,332.94 was for Dental Exp.-MV, \$950.00 Vision Grant Expense.

**FURTHERMORE:** The Administration has reviewed the checks and underlying documentation and makes the following affirmation:

***The Administration has reviewed each check and related underlying documentation and certify that each check has been prepared in accordance with such documentation, for the amount of the related invoice and matching purchase order and that such expenditure is solely for Library purposes and is within the annual budget amount for the particular budget line item.***

**THEREFORE:** It is the recommendation of the Administration of the MVPL that two signers on Board of Trustees sign all such checks.

**BE IT RESOLVED:** The Board of Trustees of the Mount Vernon Public Library ("MVPL") hereby authorizes and empowers either one of the Trustees authorized to sign checks, to sign each of the checks delineated on the attached check register in accordance with the policies and procedures of the MVPL.

Trustees requested to review check #'s 15000, 15010, 15014 - no checks were removed, however for #15014 Pc Pals- trustee requested that training on excel and powerpoint be

implemented into the program and why hasn't it been done yet. The director has been instructed to followup.

Upon a motion made by Malcolm Clark, seconded by Tanya Southerland, the Board approved and adopted Resolution #0007-20. The vote carried 3 yes and 0 no.

Yea	Nay	Abstain	Trustees
X	_____	_____	Malcolm I. Clark
X	_____	_____	Oscar Davis, Jr.
_____	_____	_____	Judy Williams-Davis
_____	_____	_____	Cathlin Gleason
X	_____	_____	Tanya Southerland

**Subject**                    **5.6 Check Signing Resolution #0008-20- MZ-MOM**

Meeting                    Jan 15, 2020 - Regular Meeting

Category                    5. Finance

Type

**MOUNT VERNON PUBLIC**

**LIBRARY**

**BOARD OF TRUSTEES**

**CHECK SIGNING RESOLUTION**

**#0008-20 (Amended)**

**WHEREAS:** The Mount Vernon Public Library ("MVPL") submitted a budget for the fiscal year ending June 30, 2020, which was affirmatively voted by the majority of the citizens of the City of Mount Vernon.

**FURTHERMORE:** The Administration of the MVPL has prepared a check to a third party, dated January 13, 2020 check #15030 for \$3,400.00 which is within the approved budget for the fiscal year ending June 30, 2020. The listing for this check is attached to this Resolution, for the Book Talk and Signing "Living Color" it will cover the cost of hosting author Tommy Davidson for 100 students within **(the Mount Vernon City School District)** on January 30, 2020. It will be expensed from account #5001.01 Book Expense. *(The Library will bill the school district for half of the expense)*

**FURTHERMORE:** The Administration has reviewed this check and underlying documentation and makes the following affirmation:

***The Administration has reviewed this check and related underlying documentation and certify that this check has been prepared in accordance with such documentation, for the amount of the related invoice and that such expenditure is solely for Library purposes and is within the annual budget amount for the particular budget line item.***

**THEREFORE:** It is the recommendation of the Administration of the MVPL that two signers on Board of Trustees sign all such checks.

**BE IT RESOLVED:** The Board of Trustees of the Mount Vernon Public Library ("MVPL") hereby authorizes and empowers either one of the Trustees authorized to sign these checks as delineated on the attached check register in accordance with the policies and procedures of the MVPL and the affirmation by the Board President.

Upon a motion made by Tanya Southerland, seconded by Malcolm Clark, the Board approved and adopted Resolution #0008-20. The vote carried 3 yes and 0 no.

Yea	Nay	Abstain	Trustees
X	_____	_____	Malcolm I. Clark
X	_____	_____	Oscar Davis, Jr.
_____	_____	_____	Judy Williams-Davis
_____	_____	_____	Cathlin Gleason
X	_____	_____	Tanya Southerland

**Subject** 5.7 Check Signing Resolution #0010-20 - FOA & RMNielsen

Meeting Jan 15, 2020 - Regular Meeting

Category 5. Finance

Type

**LIBRARY** **MOUNT VERNON PUBLIC**

**BOARD OF TRUSTEES**

**#0010-20** **CHECK SIGNING RESOLUTION**

**WHEREAS:** The Mount Vernon Public Library ("MVPL") submitted a budget for the fiscal year ending June 30, 2019, which was affirmatively voted by the majority of the citizens of the City of Mount Vernon.

**FURTHERMORE:** The Administration of the MVPL has prepared various checks to various third parties, dated January 15, 2020 as payment for goods and/or services duly received by the MVPL in the ordinary course of business, which are within the approved budget for the fiscal year ended June 30, 2019. A listing of such checks is attached to this Resolution and includes consecutive check numbers #15031-15032 totaling \$17,790.00. After grouping these checks according to their respective purpose, a total of, \$12,945.00 was for Insurance expenses, \$4,845.00 was for Repairs to Building Expenses.

**FURTHERMORE:** The Administration has reviewed this check and underlying documentation and makes the following affirmation:

***The Administration has reviewed this check and related underlying documentation and certify that this check has been prepared in accordance with such documentation, for***

**the amount of the related invoice and that such expenditure is solely for Library purposes and is within the annual budget amount for the particular budget line item.**

**THEREFORE:** It is the recommendation of the Administration of the MVPL that two signers on Board of Trustees sign all such checks.

**BE IT RESOLVED:** The Board of Trustees of the Mount Vernon Public Library ("MVPL") hereby authorizes and empowers either one of the Trustees authorized to sign these checks as delineated on the attached check register in accordance with the policies and procedures of the MVPL and the affirmation by the Board President.

Upon a motion made by Malcolm Clark, seconded by Tanya Southerland, the Board approved and adopted Resolution #0010-20. The vote carried 3 yes and 0 no.

Yea	Nay	Abstain	Trustees
X	_____	_____	Malcolm I. Clark
X	_____	_____	Oscar Davis, Jr.
_____	_____	_____	Judy Williams-Davis
_____	_____	_____	Cathlin Gleason
X	_____	_____	Tanya Southerland

**6. New Business**

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<b>Subject</b>	<b>6.1 Budget Vote Extra Hours Resolution #0001-20</b>
Meeting	Jan 15, 2020 - Regular Meeting
Category	6. New Business
Type	

**Mount Vernon Public Library  
Board of Trustees**

**Resolution #0001-20 (Pulled)**

**RESOLUTION TO APPROVE EXTRA WORK HOURS FOR P.T. LIBRARY- CLERKS  
TASHAWNA ISSAC & DEBORAH KERSHAW**

**WHEREAS,** the Director of the Mount Vernon Public Library recommends to the Board that Part Time Clerks, TaShawna Issac, and Deborah Kershaw be allowed to work additional hours in order to assist with the Budget Vote Election of 2020.

**WHEREAS,** Board of Trustees for the Mount Vernon Public Library must approve these recommendations

**NOW, THEREFORE,** be it

**RESOLVED,** that the Board of Trustees for the Mount Vernon Public Library has approved, adopted and authorized that Part Time Library-Clerks TaShawna Issac, and Deborah Kershaw be permitted to work over their normal 17.5 hour work week to assist with the 2020 Budget Vote

Election. Their salary will be expensed from the Non – Professional salaries account 4550.01 at her current rate of pay of \$16.62 per hour.

This resolution was pulled. It must include dollar amount that the clerks must not exceed.

**Subject** 6.2 Golf Event 2020 Resolution #0002-20

Meeting Jan 15, 2020 - Regular Meeting

Category 6. New Business

Type

**Mount Vernon Public Library  
Board of Trustees  
Resolution #0002-20**

**A RESOLUTION TO HOST A GOLF FUNDRAISING EVENT FOR THE MOUNT VERNON PUBLIC LIBRARY IN SEPTEMBER OF 2020**

*Whereas, the Board of Trustees shall have the power to fund raise on behalf of the Mount Vernon Public Library,*

*WHEREAS, the Board of Trustees on its own initiative has decided to throw a fundraising event at the Pelham Bay Golf Course on September 14, 2020*

**Now, Therefore,** be it

**Resolved,** that upon the request of the Director, and as per the recommendations of the finance committee, the Board of Trustees for the Mount Vernon Public Library, has approved, adopted, and authorized a Golf Event Fundraiser held at the Pelham Bay Course on September 14, 2020. Will incur a cost not to exceed \$5,320.00 for the event, and the \$5,320.00 will be paid the day after the event. It will be expensed from GL account #8704.01. A deposit of \$400.00 is due January 18, 2020.

Upon a motion made by Malcolm Clark, seconded by Tanya Southerland, the Board approved and adopted Resolution #0002-20. The vote carried 3 yes and 0 no.

Yea	Nay	Abstain	Trustees
X_____	_____	_____	Malcolm I. Clark
X_____	_____	_____	Oscar Davis, Jr.
_____	_____	_____	Judy Williams-Davis
_____	_____	_____	Cathlin Gleason
X_____	_____	_____	Tanya Southerland

**Subject** 6.3 ArtsWesstchester Matching Grant Resolution#0003-20

Meeting Jan 15, 2020 - Regular Meeting

Category 6. New Business

Type

**Mount Vernon Public Library  
Board of Trustees  
ARTSWESTCHESTER MATCHING GRANT  
RESOLUTION#0003-20**

**WHEREAS**, the Director of the Mount Vernon Public Library recommends to the Board that they accept the awarded Art\$WChallenge Matching Grant from ArtsWestchester in the amount of **\$2500** (as a match to the Kurr Foundation’ monetary donation in the amount of \$2,500) in support of the creation of a Teen Lab.

**WHEREAS**, Board of Trustees for the Mount Vernon Public Library must approve the donation,

**NOW, THEREFORE, be it**

**RESOLVED**, that the Board of Trustees for the Mount Vernon Public Library has approved, adopted, and authorized the acceptance of the awarded a Art\$WChallenge Matching Grant from ArtsWestchester in the amount of **\$2500** check #33218. It will be applied to account #4379.03, Art\$WChallenge.

Upon a motion made by Malcolm Clark, seconded by Tanya Southerland, the Board approved and adopted Resolution #0003-20. The vote carried 3 yes and 0 no.

Yea	Nay	Abstain	Trustees
X	_____	_____	Malcolm I. Clark
X	_____	_____	Oscar Davis, Jr.
_____	_____	_____	Judy Williams-Davis
_____	_____	_____	Cathlin Gleason
X	_____	_____	Tanya Southerland

**Subject** 6.4 Advertising Consultant Resolution #0004-20

Meeting Jan 15, 2020 - Regular Meeting

Category 6. New Business

Type

**Mount Vernon Public Library  
Board of Trustee  
Resolution # 0004-20 (Amended)**

**AN ADVERTISING CONSULTANT**

**A RESOLUTION TO APPROVE**

**Whereas**, the Director of the Mount Vernon Public Library recommends to the Board that they approve the contracting of Muhammad Floyd as both a Teen Video Trainer/ Advertising Consultant. Mr. Floyd’s contract to be submitted at the next regular Board Meeting, but Mr. Floyd’s first training classes to begin before the end of January 2020.

**Whereas**, Board of Trustees for the Mount Vernon Public Library must approve these recommendations,

**Now, Therefore**, be it

**Resolved**, that the Board of Trustees for the Mount Vernon Public Library has approved, adopted, and authorized the acceptance of the Mr. Muhammed Floyd as an Advertising Consultant/Video Trainer at an hourly rate of \$20 and hour for a maximum of 17 1/2 a week. Mr. Floyd will immediately begin prepping for Training Teens how create videos. He will be assigned supervision. His salary with be expensed from budget line 6150.01 – Professional Fees, and not to exceed six months, **and shall not exceed \$20,000.00.**

Upon a motion made by Malcolm Clark, seconded by Tanya Southerland, the Board approved and adopted Resolution #0004-20. The vote carried 3 yes and 0 no.

Yea	Nay	Abstain	Trustees
X	___	___	Malcolm I. Clark
X	___	___	Oscar Davis, Jr.
___	___	___	Judy Williams-Davis
___	___	___	Cathlin Gleason
X	___	___	Tanya Southerland

**Subject** 6.5 D. Kershaw Dept Change Resolution #0005-20  
**Meeting** Jan 15, 2020 - Regular Meeting  
**Category** 6. New Business  
**Type**

**Mount Vernon Public Library**  
**Board of Trustee**  
**Resolution # 0005-20 (Pulled)**

**A RESOLUTION TO APPROVE THE TEMPORARY DEPARTMENT CHANGE FOR DEBORAH KERSHAW**

**WHEREAS**, the Director of the Mount Vernon Public Library recommends to the Board the following employee change - PT Clerk, Deborah Kershaw, to be moved from the Periodicals Department to the Finance Department within Administrative Services, for three months to assist supervisors with ADP.

**WHEREAS**, the Board of Trustees for the Mount Vernon Public Library must approve these recommendations,

**NOW, THEREFORE**, be it

**RESOLVED**, that the Board of Trustees for the Mount Vernon Public Library has approved, adopted and authorized the personnel changes of: PT Clerk, Deborah Kershaw, moving from the Periodicals Department, to temporarily work in the Finance Department of Administrative Services for three months. There is no change to be made to her salary or to the number of hours she normally works in this position.

This resolution has been pulled until it has been reviewed by the personnel chair Trustee Judy Williams-Davis

**Subject** 6.6 Extra Hours Resolution #0006-20

Meeting Jan 15, 2020 - Regular Meeting

Category 6. New Business

Type

Mount Vernon Public Library  
Board of Trustees  
Resolution # 0006-20

**RESOLUTION TO APPROVE EXTRA WORK HOURS FOR THE LIBRARY-AIDE**

**WHEREAS**, the Director of the Mount Vernon Public Library recommends to the Board that the Library Aide listed below, be approved for the additional hours worked in order to provide coverage at the Mayor’s Inauguration event,

**WHEREAS**, Board of Trustees for the Mount Vernon Public Library must approve these recommendations

**NOW, THEREFORE**, be it

**RESOLVED**, that the Board of Trustees for the Mount Vernon Public Library has approved, adopted and authorized that that the following Library-Aide;

**Jade Hackett** has worked over their normal 17.5 hour work week to provide media coverage at the Mayor’s Inauguration event held at Thorton School on Saturday January 4, 2020 from 10am-2pm (4) hours. Her salary will be expensed from the Non – Professional salaries account 4550.01 at her current rate of pay \$12.00 per hour.

Upon a motion made by Malcom Clark, seconded by Tanya Southerland, the Board approved and adopted Resolution #0006-20. The vote carried 3 yes and 0 no.

Yea	Nay	Abstain	Trustees
X	_____	_____	Malcolm I. Clark
X	_____	_____	Oscar Davis, Jr.
_____	_____	_____	Judy Williams-Davis



\_\_\_\_\_ Cathlin Gleason  
 X\_\_\_\_\_ Tanya Southerland

**Subject**                    **6.7 Public Comment Resolution #0012-20**  
 Meeting                    Jan 15, 2020 - Regular Meeting  
 Category                    6. New Business  
 Type

**MOUNT**

**VERNON PUBLIC LIBRARY**

**BOARD OF TRUSTEES**

**Resolution #0012 -20**

**A RESOLUTION TO ADOPT A NEW POLICY FOR PUBLIC COMMENT AT MVPL BOARD MEETINGS**

**WHEREAS**, the Policy & Governance Committee of the Mount Vernon Public Library recommends to the Board, that they approve the adoption of a New Policy for Public Comment at MVPL Board Meetings.

**WHEREAS**, Board of Trustees for the Mount Vernon Public Library must approve the new policy for Public Comment at MVPL Board Meetings

**NOW, THEREFORE, be it**

**RESOLVED**, that the Board of Trustees for the Mount Vernon Public Library has approved, adopted and authorized to accept a new policy for public comment at MVPL Board Meetings.

Upon a motion made by Tanya Southerland, seconded by Malcolm Clark, the Board approved and adopted Resolution #0012-20. The vote carried 3 yes and 0 no.

Yea	Nay	Abstain	Trustees
X_____	_____	_____	Malcolm I. Clark
X_____	_____	_____	Oscar Davis, Jr.
_____	_____	_____	Judy Williams-Davis
_____	_____	_____	Cathlin Gleason
X_____	_____	_____	Tanya Southerland

**7. Correspondence**

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**Subject**                    **7.1 Correspondence**

Meeting Jan 15, 2020 - Regular Meeting

Category 7. Correspondence

Type

No correspondence received

**8. Public Expression**

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**Subject 8.1 Public expression**

Meeting Jan 15, 2020 - Regular Meeting

Category 8. Public Expression

Type

Public Expression:

Senior library staff has letters of concern from their co-workers that will be read aloud and the letters will be added into this meeting minutes.

Christopher Williams: The lines of communications have been blurred, I will be reading from my staff members, they have put their feelings on paper in fear of retaliation.

**The following senior staff members also read statements from their fellow co- workers \*\* all statements are being uploaded as part of the public expressions segment \*\*\***

- Debra Harris- 35 years of service
- Maxine Grandison - 28 years of service
- Doris Hackett- 20 years of service
- Cheryl Berent
- Scott Griffith- 20 years of service
- Cheryl Thomas

**9. Executive Session (If Needed)**

**10. New Committee Meeting Schedule**

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**Subject 10.1 2020 Committee Schedule Jan- May**

Meeting Jan 15, 2020 - Regular Meeting

Category 10. New Committee Meeting Schedule

Type

**Board & Committee Schedule 2020**

**BUILDING & GROUNDS MEETING**

**Chairperson Oscar Davis Jr.**

**Meets every Thursday of the Month at 5:30 P.M.**

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January 2<sup>nd</sup>, 9<sup>th</sup>, 16<sup>th</sup>, 23<sup>rd</sup>, 30<sup>th</sup>  
 February 6<sup>th</sup>, 13<sup>th</sup>, 20<sup>th</sup>, 27<sup>th</sup>  
 March 5<sup>th</sup>, 12<sup>th</sup>, 19<sup>th</sup>, 26<sup>th</sup>  
 April 2<sup>nd</sup>, 9<sup>th</sup>, 16<sup>th</sup>, 23<sup>rd</sup>, 30<sup>th</sup>  
 May 7<sup>th</sup>, 14<sup>th</sup>, 21<sup>st</sup>, 28<sup>th</sup>

**FINANCE COMMITTEE MEETING**

**Chairperson Cathlin Gleason**

**Meets every 2<sup>nd</sup> Monday of the Month at 5:30 P.M.**

January 13<sup>th</sup>  
 February 10<sup>th</sup>  
 March 9<sup>th</sup>  
 April 13<sup>th</sup>  
 May 11<sup>th</sup>

**PERSONNEL COMMITTEE MEETING/MARKETING-**

**Chairperson Judy Williams-Davis**

**Meets every 2<sup>nd</sup> Tuesday of the Month at 5:30 P.M**

January 14<sup>th</sup>  
 February 11<sup>th</sup>  
 March 10<sup>th</sup>  
 April 14<sup>th</sup>  
 May 12<sup>th</sup>

**POLICY& GOVERNANCE COMMITTEE**

**Chairperson Cathlin Gleason**

**Meets every 3<sup>rd</sup> Wednesday of the Month at 5:30 P.M.**

**January 14<sup>th</sup> \*\*\*TUESDAY\*\*\***

February 19<sup>th</sup>  
 March 18<sup>th</sup>  
 April 15<sup>th</sup>  
 May 20<sup>th</sup>

**TECHNOLOGY COMMITTEE MEETING**

**Chairperson Oscar Davis Jr.**

**Meets every Thursday of the Month at 6:30 P.M.**

January 2<sup>nd</sup>, 9<sup>th</sup>, 16<sup>th</sup>, 23<sup>rd</sup>, 30<sup>th</sup>  
 February 6<sup>th</sup>, 13<sup>th</sup>, 20<sup>th</sup>, 27<sup>th</sup>  
 March 5<sup>th</sup>, 12<sup>th</sup>, 19<sup>th</sup>, 26<sup>th</sup>  
 April 2<sup>nd</sup>, 9<sup>th</sup>, 16<sup>th</sup>, 23<sup>rd</sup>, 30<sup>th</sup>  
 May 7<sup>th</sup>, 14<sup>th</sup>, 21<sup>st</sup>, 28<sup>th</sup>

**REGULAR BOARD MEETING**

**Meets every 3<sup>rd</sup> Wednesday of the Month at 6:30 P.M.**

January 15<sup>th</sup>  
 February 19<sup>th</sup>  
 March 18<sup>th</sup>  
 April 15<sup>th</sup>  
 May 20<sup>th</sup>

**BOARD OF TRUSTEE MEETING Meets every 2<sup>nd</sup> Monday of the Month at 6:30 P.M.**

January 13<sup>th</sup>  
February 10<sup>th</sup>  
March 9<sup>th</sup>  
April 13<sup>th</sup>  
May 11<sup>th</sup>

**11. Meeting Closing**

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**Subject**                      **11.1 Adjournment**

Meeting                      Jan 15, 2020 - Regular Meeting

Category                      11. Meeting Closing

Type

Upon a motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, the Working meeting of Monday January 13, 2020 adjourned at \_\_\_\_\_. The vote carried \_\_\_ yes, \_\_\_ no.