



MOUNT VERNON  
PUBLIC LIBRARY  
WHERE OPPORTUNITY AWAITS

## Wednesday, December 19, 2018 Regular Meeting

**Wednesday**  
**6:30**  
**Trustees' Room**

### 1. Meeting Opening

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

Meeting                    Dec 19, 2018 - Regular Meeting

Category                    1. Meeting Opening

Type                        Procedural

The meeting was called to order at \_\_\_\_\_ p.m by \_\_\_\_\_.

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

Meeting                    Dec 19, 2018 - Regular Meeting

Category                    1. Meeting Opening

Type                        Action, Procedural

Trustees

Malcolm I. Clark

Oscar Davis, Jr.

Judy Williams-Davis,

Cathlin Gleason

Tanya Southerland

Also present was:

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

Meeting                    Dec 19, 2018 - Regular Meeting

Category                    1. Meeting Opening

Type                        Procedural

Pledge of Allegiance was led by \_\_\_\_\_.

**Subject**                    **1.4 Acceptance of Agenda**

Meeting                    Dec 19, 2018 - Regular Meeting

Category                    1. Meeting Opening

Type                        Action

Recommended Action    Motion to approve the agenda

Upon a motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, the Board approved the agenda for the Regular meeting of Wednesday December 19, 2018. The vote carried \_\_\_\_ yes and \_\_\_\_ no.

**2. Correspondence****3. Period of Public Expression****4. Presentation****Subject**                    **4.1 Director's Presentation**

Meeting                    Dec 19, 2018 - Regular Meeting

Category                    4. Presentation

Type

**5. Directors Report****Subject**                    **5.1 Director's Report**

Meeting                    Dec 19, 2018 - Regular Meeting

Category                    5. Directors Report

Type

**6. Committee Reports****Subject**                    **6.1 Bargaining Committee**

Meeting                    Dec 19, 2018 - Regular Meeting

Category                    6. Committee Reports

Type

**Subject**                    **6.2 Building & Grounds Committee**

Meeting                    Dec 19, 2018 - Regular Meeting

Category                    6. Committee Reports

Type

**Subject**                    **6.3 Election Committee**

Meeting Dec 19, 2018 - Regular Meeting  
Category 6. Committee Reports  
Type

**Subject 6.4 Finance Committee**

Meeting Dec 19, 2018 - Regular Meeting  
Category 6. Committee Reports  
Type

**Subject 6.5 Marketing Committee**

Meeting Dec 19, 2018 - Regular Meeting  
Category 6. Committee Reports  
Type

**Subject 6.6 Personnel Committee**

Meeting Dec 19, 2018 - Regular Meeting  
Category 6. Committee Reports  
Type

**Subject 6.7 Policy & Governance Committee**

Meeting Dec 19, 2018 - Regular Meeting  
Category 6. Committee Reports  
Type

**Subject 6.8 Strategic Planning Committee**

Meeting Dec 19, 2018 - Regular Meeting  
Category 6. Committee Reports  
Type

## **7. Approval of Board Minutes**

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**Subject 7.1 Minutes of 10/22/18 Special Meeting**

Meeting Dec 19, 2018 - Regular Meeting  
Category 7. Approval of Board Minutes  
Type Minutes

**Subject**                   **7.2 Minutes of 11/14/18 Special Meeting**

Meeting                   Dec 19, 2018 - Regular Meeting

Category                 7. Approval of Board Minutes

Type                     Minutes

**Subject**                   **7.3 Minutes of 11/14/18 Working Meeting**

Meeting                   Dec 19, 2018 - Regular Meeting

Category                 7. Approval of Board Minutes

Type                     Minutes

**Subject**                   **7.4 Minutes of 11/29/18 Special Meeting**

Meeting                   Dec 19, 2018 - Regular Meeting

Category                 7. Approval of Board Minutes

Type                     Minutes

**8. Finance**

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**Subject**                   **8.1 BOT Report- Jose Alvelo**

Meeting                   Dec 19, 2018 - Regular Meeting

Category                 8. Finance

Type

**Subject**                   **8.2 Funds Transfer Resolution Resolution #0159-18**

Meeting                   Dec 19, 2018 - Regular Meeting

Category                 8. Finance

Type                     Action

Recommended Action   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.

**RESOLUTION #0159-18**

**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 \$500,000.00 (five hundred thousand 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 \$500,000 (five hundred thousand 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 \_\_\_\_\_, seconded by \_\_\_\_\_, the Board approved and adopted Resolution #0159-18. The vote carried \_\_\_\_ yes, and \_\_ no.

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

<b>Subject</b>	<b>8.3 Check Signing Resolution #0160-18</b>
Meeting	Dec 19, 2018 - Regular Meeting
Category	8. Finance
Type	Action
Recommended Action	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.

**CHECK SIGNING RESOLUTION #0160-18**

**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 19, 2018, 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 13948-14026 totaling \$217,230.01.

After grouping these checks according to their respective purpose, a total of \$1,750.00 was for Accrued expense-Technology, \$8,034.39 was for Book expenses, \$5,009.32 was for Audio Visual expenses, \$20,139.95 was for Periodicals expenses, \$6,988.50 was for New Technology, \$2,754.09 was for Program expenses-MV, \$305.16 was for Supplies expenses-Main, \$30,390.54 was for Computer Equipment expense, \$689.00 was for Computer Software & Supp. Expenses, \$240.67 was for Telephone Telecommunication expenses, \$1,000.00 was for Postage expenses, \$2,100.00 was for Publicity & Print Exp.-MV, \$240.56 was for Equipment Maintenance, \$400.00 was for Memberships Expense, \$28,755.17 was for Professional Fees Exp. MV, \$1,810.90 was for Fuel expenses-MV, \$524.31 was for Custodial Supplies-MV, \$2,867.63 was for Repairs to Building expense-MV, \$22,318.63 was for Security Guard Exp.-MV, \$1,785.18 was for Service Contract expense-MV, \$2,240.81 was for Miscellaneous Building expense-MV, \$50.00 was for Arbitration Processing Fees, \$11,658.00 was for Hospital & Medical Retiree Reimb., \$63,085.33 was for Hospital & Medical Insurance, \$2,091.87 was for Dental expenses.

**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 \_\_\_\_\_, seconded by \_\_\_\_\_, the Board approved and adopted Resolution #0160-18. The vote carried \_\_\_ yes, and \_\_\_ no.

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

**Subject**                      **8.4 Check Signing Resolution #0162-18 A. Ben Rueben**

Meeting                        Dec 19, 2018 - Regular Meeting

Category                      8. Finance

Type Action

Recommended Action 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.

### **CHECK SIGNING RESOLUTION #0162-18**

**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 a check to a third party, dated December 19, 2018 as payment for Program Exp.-MV, which is within the approved budget for the fiscal year ending June 30, 2019. The listing for the check is attached to this Resolution, check number #14028 totaling \$550.00 for Program Exp. #5250.01.

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

***I have reviewed the check and related underlying documentation and certify that the 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 checks, to sign each of the check delineated on the attached check register in accordance with the policies and procedures of the MVPL and the affirmation by the Board President.

## **9. Old Business**

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**Subject** 9.1 Extended Library Hours Resolution #0128-18 Paint & Sip

Meeting Dec 19, 2018 - Regular Meeting

Category 9. Old Business

Type

### **RESOLUTION #0128-18**

**Whereas,** the Director of Mount Vernon Public Library recommends to the Board that they approve extending the library hours For the Pint & Sip fundraiser on Friday October 26, 2018,

**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 extending the business hours of the library on Friday October 26, 2018 between the hours of 6-8pm for the Friends Paint & Sip Fundraiser. Two extra hours of pay (\$44.66) for one person in from maintenance (Thomas Redahan) will be expensed from the Budget line item 4650.01 which is Maintenance Salaries. Two extra hours of pay for security (\$32.20) for one person (Tykvan Hardee), which is expensed from security guard service budget line 6700.01.

Upon a motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, the Board approved and adopted Resolution #0128-18. The vote carried \_\_\_ yes, and \_\_\_ no.

Yea    Nay    Abstain Trustees

_____	_____	_____	Malcolm I. Clark
_____	_____	_____	Oscar Davis, Jr.
_____	_____	_____	Judy Williams-Davis
_____	_____	_____	Cathlin Gleason
_____	_____	_____	Tanya Southerland

**Subject**                                **9.2 Check Signing Resolution#0131-18 M. Wu**

Meeting                                Dec 19, 2018 - Regular Meeting

Category                                9. Old Business

Type

**CHECK SIGNING RESOLUTION #0131-18**

**WHEREAS:** The Mount Vernon Public Library ("MVPL") submitted a budget for the fiscal year ending June 30, 2018, 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 October 17, 2018, as reimbursement for PLDA Conference fees, which is within the approved budget for the fiscal year ending June 30, 2019. The listing for the check is attached to this Resolution, check number #13797 totaling \$415.00 and will be expensed from account #5940.04, Conferences.

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

***The Administration has reviewed the check and related underlying documentation and certify that the 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 check.



**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 this the check 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 \_\_\_\_\_, seconded by \_\_\_\_\_, the Board approved and adopted Resolution #0131-18. The vote carried \_\_\_ yes, and \_\_\_ no.

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

**Subject** 9.3 Check Signing Resolution#0132-18 D. Nelson

Meeting Dec 19, 2018 - Regular Meeting

Category 9. Old Business

Type

**CHECK SIGNING RESOLUTION #0132-18**

**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 a check to a third party, dated October 17, 2018, as reimbursement for PLDA Conference fees, which is within the approved budget for a total of \$325.00 was for Accrued expenses for the fiscal year ending June 30, 2019. The listing for the check is attached to this Resolution, check number #13798 and will be expensed from account #1600.00 Accrued expenses.

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

***The Administration has reviewed the check and related underlying documentation and certify that the 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 check.

**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 this the check 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 \_\_\_\_\_, seconded by \_\_\_\_\_, the Board approved and adopted Resolution #0132-18. The vote carried \_\_\_ yes, and \_\_\_ no.

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

**10. New Business**

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<b>Subject</b>	<b>10.1 Johnson Control Resolution #0155-18 - Elevator Phone Monitoring</b>
Meeting	Dec 19, 2018 - Regular Meeting
Category	10. New Business
Type	Action
Recommended Action	WHEREAS, the Director of the Mount Vernon Public Library recommends to the Board that in order to allow the new elevator to pass final inspection they approve a twelve month central monitoring contract of \$264.00, as well as, the programming fee of \$361.54 to dial Tyco central monitoring, with Johnson Controls Security Solutions LLC, located at 2 Westchester Plaza, Elmsford N.Y. 10523

Resolution # 0155-18

**A RESOLUTION TO APPROVE AN ELEVATOR PHONE CENTRAL MONITORING CONTRACT AS WELL AS PROGRAMMING OF THE NEW ELEVATOR PHONE WITH JOHNSON CONTROLS SECURITY SOLUTIONS LLC**

**WHEREAS**, the Director of the Mount Vernon Public Library recommends to the Board that in order to allow the new elevator to pass final inspection they approve a twelve month central monitoring contract of \$264.00, as well as, the programming fee of \$361.54 to dial Tyco central monitoring, with Johnson Controls Security Solutions LLC, located at 2 Westchester Plaza, Elmsford N.Y. 10523

**WHEREAS**, THE Board of Trustees must approve this recommendation

**NOW, THEREFORE**, be it

**RESOLVED**, that the Board of Trustees for the Mount Vernon Public Library approves, adopts and authorizes the acceptance of a twelve month central monitoring contract of \$264.00, as well as, the programming fee of \$361.54 to dial Tyco central monitoring, with Johnson Controls Security Solutions LLC for a total of \$625.54 beginning December 20, 2018. This will be expensed from the Budget Line Item 6650.000 which is Building Repairs.

Upon a motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, the Board approved and adopted Resolution #0155-18. The vote carried \_\_\_ yes, and \_\_\_ no.

Yea    Nay    Abstain Trustees

_____	_____	_____	Malcolm I. Clark
_____	_____	_____	Oscar Davis, Jr.
_____	_____	_____	Judy Williams-Davis
_____	_____	_____	Cathlin Gleason
_____	_____	_____	Tanya Southerland

**11. Personnel**

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<b>Subject</b>	<b>11.1 Hiring of a P/T Library Aide Resolution #0152-18 - V. Ramos</b>
Meeting	Dec 19, 2018 - Regular Meeting
Category	11. Personnel
Type	Action
Recommended Action	WHEREAS, the Director of the Mount Vernon Public Library recommends to the Board the following employee change,

**Resolution # 0152-18**

**A RESOLUTION TO ACCEPT PERSONNEL CHANGES**

**WHEREAS**, the Director of the Mount Vernon Public Library recommends to the Board the following employee change,  
**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 following personnel change: Victor Ramos from a Summer Part Time Aide to a Part Time Permanent Aide effective as of 12/19/18. He may work up to 17.5 hours per week at the current salary of \$11.00 per hour. Beginning 12/31/18 the new rate of pay will be at an hourly rate of \$12.00. His annually salary is estimated at \$10,962.00 and will be expensed from Salaries- Non Professional account 4550.01.

Upon a motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, the Board approved and adopted Resolution #0152-18. The vote carried \_\_\_ yes, and \_\_\_ no.

Yea    Nay    Abstain Trustees

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

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

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

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

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

**Subject**                                **11.2 Hiring of a P/T Library Aide Resolution #0153-18 - J. Scott**

Meeting                                Dec 19, 2018 - Regular Meeting

Category                                11. Personnel

Type                                        Action

Resolution # 0153-18

**A RESOLUTION TO ACCEPT PERSONNEL CHANGES**

**WHEREAS**, the Director of the Mount Vernon Public Library recommends to the Board the following employee change,

**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 following personnel change:

Justin Scott from a Summer Part Time Aide to a Part Time Permanent Aide effective as of 12/19/18. He may work up to 17.5 hours per week at the current salary of \$11.00 per hour. Beginning 12/31/18 the new rate of pay will be at an hourly rate of \$12.00. His annually salary is estimated at \$10,962.00 and will be expensed from Salaries- Non Professional account 4550.01.

Upon a motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, the Board approved and adopted Resolution #0153-18. The vote carried \_\_\_ yes, and \_\_\_ no.

Yea    Nay    Abstain Trustees

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

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

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

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

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

**Subject** 11.3 Hiring of a P/T Library Aide Resolution#0156-18 - J. Hichez

Meeting Dec 19, 2018 - Regular Meeting

Category 11. Personnel

Type Action

Recommended Action WHEREAS, the Director of the Mount Vernon Public Library recommends to the Board the following employee change,

**A RESOLUTION TO HIRE A PART-TIME LIBRARY AIDE**

**WHEREAS**, the Director of the Mount Vernon Public Library recommends to the Board the following employee change,

**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 hiring of the following: Jeysell Hichez, as Part Time Permanent Aide for the Community Outreach Dept. effective as of 12/20/18. He may work up to 17.5 hours per week at a salary of \$11.00 per hour. Beginning 12/31/18 the new rate of pay will be at an hourly rate of \$12.00. His annually salary is estimated at \$10,962.00 and will be expensed from Salaries- Non Professional account 4550.01.

Upon a motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, the Board approved and adopted Resolution #0156-18. The vote carried \_\_\_ yes, and \_\_\_ no.

Yea Nay Abstain Trustees

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

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

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

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

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

**Subject** 11.4 Hiring of a P/T Library Aide Resolution#0157-18 T. Smith

Meeting Dec 19, 2018 - Regular Meeting

Category 11. Personnel

Type Action

Recommended Action WHEREAS, the Director of the Mount Vernon Public Library recommends to the Board the following employee change,

Resolution # 0157-18

**A RESOLUTION TO HIRE A PART-TIME LIBRARY AIDE**

**WHEREAS**, the Director of the Mount Vernon Public Library recommends to the Board the following employee change,

**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 hiring of the following: Tyrice Smith, as Part Time Permanent Aide for the Community Outreach Dept. to fill the opening created by Diamond Alford resignation. He may work up to 17.5 hours per week effective 12/12/18 at a salary of \$11.00 per hour. Beginning 12/31/18 the new rate of pay will be at an hourly rate of \$12.00. His annually salary is estimated at \$10,962.00 and will be expensed from Salaries- Non Professional account 4550.01.

Upon a motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, the Board approved and adopted Resolution #0157-18. The vote carried \_\_\_ yes, and \_\_\_ no.

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

<b>Subject</b>	<b>11.5 Hiring of a Temporary P/T Library Aide Resolution #0158-18 L. Hayden</b>
Meeting	Dec 19, 2018 - Regular Meeting
Category	11. Personnel
Type	Action
Recommended Action	WHEREAS, the Director of the Mount Vernon Public Library recommends to the Board the following employee changes,

**RESOLUTION #0158-18**  
**A RESOLUTION TO HIRE A TEMPORARY PART-TIME LIBRARY AIDE**

**WHEREAS**, the Director of the Mount Vernon Public Library recommends to the Board the following employee changes,  
**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 temporary appointment of: Lia Hayden, a Temporary Part-time Aide effective December 17, 2018 through January 11, 2019 to work up to 17.5 hours per week for the Accounting Department. Her current rate of pay is at \$11.00 an hour and beginning 12/31/18 the new rate will be at an hourly rate of \$12.00, her estimated earnings for the 4 week period is \$805.00 and be expensed from account # 4600.01, Salaries Administrative.

Upon a motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, the Board approved and adopted Resolution #0158-18. The vote carried \_\_\_ yes, and \_\_\_ no.

Yea    Nay    Abstain Trustees

_____	_____	_____	Malcolm I. Clark
_____	_____	_____	Oscar Davis, Jr.
_____	_____	_____	Judy Williams-Davis
_____	_____	_____	Cathlin Gleason
_____	_____	_____	Tanya Southerland

**12. Upcoming Meetings & Closings Review for Public Posting**

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**Subject**                    **12.1 Board & Committee Meetings Jan- April 2019**

Meeting                    Dec 19, 2018 - Regular Meeting

Category                    12. Upcoming Meetings & Closings Review for Public Posting

Type

**Subject**                    **12.2 2019 Library Holiday Closings to Post**

Meeting                    Dec 19, 2018 - Regular Meeting

Category                    12. Upcoming Meetings & Closings Review for Public Posting

Type

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

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**Subject**                    **13.1 Executive Session Request**

Meeting Dec 19, 2018 - Regular Meeting

Category 13. Executive Session (If Needed)

Type

Upon a motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, the Board entered into executive session at \_\_\_\_\_ p.m.

**14. Meeting Closing**

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**Subject 14.1 Adjournment**

Meeting Dec 19, 2018 - Regular Meeting

Category 14. Meeting Closing

Type

Meeting adjourned at 8:05 p.m.