



**Wednesday, February 21, 2018
Regular Meeting**

**Wednesday
6:30
Trustees' Room**

1. Meeting Opening

Subject **1.1 Call To Order**

Meeting Feb 21, 2018 - Regular Meeting

Category 1. Meeting Opening

Type Procedural

The meeting was called to order at 6:40 p.m by Trustee Oscar Davis, Jr.

Subject **1.2 Roll Call**

Meeting Feb 21, 2018 - Regular Meeting

Category 1. Meeting Opening

Type Action, Procedural

Trustee's present: Oscar Davis, Jr., Cathlin Gleason, Tanya Southerland.
Trustee's absent: Brian Johnson, Darren Morton

Also present was: Tamara Stewart; Patron, CSEA Union Rep (Yahari), Gary Newman; CSEA Union President, Doris Hackett, Scott Griffith, Cheryl Thomas; library staff, Juan Jaramillo; Chief Accountant Clerk, Jose Alvelo; Treasurer, Evania Thompson; Library Director, and Doreen McQueen; Administrative Assistant.

Subject **1.3 Pledge of Allegiance**

Meeting Feb 21, 2018 - Regular Meeting

Category 1. Meeting Opening

Type Procedural

The Pledge of Allegiance was led by Trustee Cathlin Gleason.

Subject **1.4 Acceptance of Agenda**

Meeting Feb 21, 2018 - Regular Meeting

Category 1. Meeting Opening

Type Action

Recommended Action Motion to approve the agenda

Upon a motion made Cathlin Gleason, seconded by Tanya Southerland, the Board of approve the agenda for the regular meeting of Wednesday February 21, 2018. The vote carried 3 yes and 0 no.

Yea	Nay	Abstained	Trustees
X	___	___	Oscar Davis, Jr.,
X	___	___	Cathlin Gleason
___	___	___	Brian G. Johnson
___	___	___	Darren M. Morton
X	___	___	Tanya Southerland

2. Correspondence

Subject 2.1 Emailed correspondence from: Eugene Harris

Meeting Feb 21, 2018 - Regular Meeting

Category 2. Correspondence

Type

On Wed, Jan 17, 2018 at 8:17 PM, Eugene Harris <harris_eugene@hotmail.com> wrote:

Dear Ms. Thompson and Mr. Newman -

I absolutely appreciate the Mount Vernon Library. I enjoy browsing through their extensive foreign film collection, the BEST of all Westchester Libraries and I have been to many. German, Polish, Czech, Hungarian, French films. This is very rare.

Such collections of culture available to the entire public are sorely needed in these trying times with restricted spending on cultural and national treasures. Furthermore, the Mount Library is very efficiently and professionally run, with a very helpful staff.

I am in full support of a renewed and fair contract for Mount Vernon library staff as well as all Westchester Library staff.

Sincerely,
Eugene

Eugene E. Harris, PhD
Professor of Biological Science and Geology
City University of New York.

Mr. Newman's Response

From: Gary Newman <newman@wlsmail.org>

Date: Thu, Jan 18, 2018 at 1:21 PM

Subject: Re: Mount Vernon Library
To: Eugene Harris <harris_eugene@hotmail.com>
Cc: "ethompson@wlsmail.org" <ethompson@wlsmail.org>

Dear Dr. Harris,

Your words of praise for our video collection and our staff are very much appreciated. Mount Vernon is the Central Library of Westchester County and it is our active goal to have the best video collection in Westchester; one that represents the long tail of community interests. I also must agree with you about the dedication of our staff, which I think is as good as anywhere in the County.

Positive feedback like yours is always heartening, particularly when it is unexpected. Thank you again for your warm words of support.

Gary Newman
Head of Reference

3. Period of Public Expression

Subject **3.1 Public Expression and Board replies**

Meeting Feb 21, 2018 - Regular Meeting

Category 3. Period of Public Expression

Type

Doris Hackett asked the Board," where does the library stand in regards to the harassment policy"? she stated she sent an email to the Board and the Director, but has not had a response.

Trustee's Response

Trustee Gleason: Confirmed that she did respond to Ms. Hackett email (in which Ms. Hackett apologized and confirmed so), and expressed there are things that can not be discussed openly in regards to her inquiry.

Trustee Southerland: Also stated there is a process that must be followed and the matter can not be addressed openly.

4. Director's Report

Subject **4.1 Director's Report**

Meeting Feb 21, 2018 - Regular Meeting

Category 4. Director's Report

Type

Trustee Gleason made mentioned, the director's report failed to mention an update in regards to the state registration, and informed her that there should always be information included in her report until the registration gets approved.

File Attachments
Director's Report February 2018.docx (1,298 KB)

5. Committee Reports

Subject **5.1 Buildings & Grounds Committee Report**

Meeting Feb 21, 2018 - Regular Meeting

Category 5. Committee Reports

Type Information

Trustee Davis reported:

- * roof repair to begin the 2nd week of March 2018
- * Building and grounds will be addressing painting / we may have volunteers to assist

Subject **5.2 Election Committee Report**

Meeting Feb 21, 2018 - Regular Meeting

Category 5. Committee Reports

Type

Trustee Gleason reported:

- * committee did not meet, however, speaking with the attorney in regards to the legal notice
- * Jose is working on the percentage increase for the budget vote
- * the petition, legal notice must be ready and presented, this must be done by March 10, 2018

Subject **5.3 Finance Committee Report**

Meeting Feb 21, 2018 - Regular Meeting

Category 5. Committee Reports

Type

No committee report, Jose will cover finance information during his BOT report under the finance category

Subject **5.4 Technology Committee Report**

Meeting Feb 21, 2018 - Regular Meeting

Category 5. Committee Reports

Type

Trustee Davis reported:

- * working on a realistic plan for self checkout, RFID, may take 1 year to complete the process
- * Pushing the ideal on self checkout, so the patrons can do it themselves, which would allow staff to work on other task
- * researching self-check in

Subject **5.5 Personnel Committee Report**

Meeting Feb 21, 2018 - Regular Meeting

Category 5. Committee Reports

Type

Trustee Southerland reported:

* Still looking and interviewing for a director

Subject **5.6 Policy & Governance Committee Report**

Meeting Feb 21, 2018 - Regular Meeting

Category 5. Committee Reports

Type

Director Evania Thompson reported:

*Still working on the state registration

6. New Business

Subject **6.1 New York Power Authority Resolution#0016-18**

Meeting Feb 21, 2018 - Regular Meeting

Category 6. New Business

Type Action

Recommended Action WHEREAS, Director of the Mount Vernon Public Library recommends to the Board that they approve the acceptance of the Energy Services Program Master Cost Recovery Agreement of the Power Authority of the State of New York

WHEREAS, Director of the Mount Vernon Public Library recommends to the Board that they approve the acceptance of the Energy Services Program Master Cost Recovery Agreement of the Power Authority of the State of New York

WHEREAS, Board of Trustees for the Mount Vernon Public Library, have to approve this recommendation,

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 Energy Services Program Master Cost Recovery Agreement of the Power Authority of the State of New York. The Power Authority will prepare a comprehensive energy efficiency audit of the Library that will determine areas of energy consumption and savings. The contract fee for this service is \$6720.00 and will be expensed from line #6650.01 Building Repairs.

Upon a motion made by Cathlin Gleason, seconded by Tanya Southerland, the Board approved and adopted Resolution#0016-18. The vote carried 3 yes and 0 no.

Yea	Nay	Abstained	Trustees
X			Oscar Davis, Jr.,
X			Cathlin Gleason
			Brian G. Johnson
			Darren M. Morton
X			Tanya Southerland

Submitted By: Evania Thompson

File Attachments
 NYPA Auth to Proceed.pdf (835 KB)
 NYPA Cost Recovery Agreement Doc..pdf (66,130 KB)
 NYPA Capital Project Terms.pdf (8,235 KB)

7. Finance

Subject **7.1 BOT Report BY Jose Alvelo**

Meeting Feb 21, 2018 - Regular Meeting

Category 7. Finance

Type Information

File Attachments
 BOT Summary Budget Report 7 Months Ending January 2018.pdf (43 KB)
 BOT Detail Budget Report 7 Months Ending January 2018(1).pdf (71 KB)

Subject **7.2 Check Signing Resolution#0025-18**

Meeting Feb 21, 2018 - Regular Meeting

Category 7. Finance

Type Action

Recommended Action WHERE AS: 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.

3DQE. **AS:** 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 various checks to various third parties, dated February 21, 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, 2018. A listing of such checks is attached to this Resolution and includes consecutive check numbers 13122-13139, 13141-13159, 13161-13168, and 13170-13172 totaling \$116,593.75. After grouping these checks according to their respective purpose, a total of \$4,138.00 was for Accrued expenses, \$35.94 was for Lost Book expenses, \$4,625.57 was for Book expenses, \$4,470.90 was for Audio Visual expenses, \$265.25 was for Periodicals expenses, \$1,960.00 was for New Technology, \$2,360.00 was for Program expenses-MV, \$825.65 was for Supplies expenses-Main, \$186.61 was for Computer Equip. expenses, \$192.83 was for Telephone Telecommunication expenses, \$7,547.00 was for WLS Terminal expense-MV, \$2,547.50

was for Publicity & Print expenses-MV, \$28.05 was for Staff Training & Dev., \$936.25 was for Equipment Maintenance expenses-MV, \$40.00 was for Memberships expenses-MV, \$2,867.14 was for Professional Fees, \$3,073.90 was for Electricity expenses-MV, \$3,437.62 was for Fuel expenses-MV, \$314.28 was for Custodial Supplies-MV, \$3,050.00 was for Repairs to Building expense-MV,\$1,764.00 was for Security system expense, \$4,344.52 was for Service Contract expense-MV, \$913.73 was for Miscellaneous expense, \$62,640.33 was for Hospital & Medical Insurance expenses-MV, \$1,808.28 was for Dental expenses, and \$2,220.40 was for Furniture & Equipment 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 Cathlin Gleason, seconded by Tanya Southerland, the Board approved and adopted Resolution#0025-18. The vote carried 3 yes and 0 no.

Yea	Nay	Abstained	Trustees
X	___	___	Oscar Davis, Jr.,
X	___	___	Cathlin Gleason
___	___	___	Brian G. Johnson
___	___	___	Darren M. Morton
X	___	___	Tanya Southerland

Submitted By: Juan Jaramillo

File Attachments
[Check Register for checks issued on 2-21-2018 Modified.pdf \(106 KB\)](#)
[Summarized Expense Allocation for checks issued on 2-21-2018 Modified.pdf \(12 KB\)](#)

Subject **7.3 Funds Transfer Resolution#0026-18**

Meeting Feb 21, 2018 - Regular Meeting

Category 7. 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.

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 Cathlin Gleason, seconded by Tanya Southerland, the Board approved and adopted Resolution#0026-18. The vote carried 3 yes and 0 no.

Yea	Nay	Abstained	Trustees
X	___	___	Oscar Davis, Jr.,
X	___	___	Cathlin Gleason
___	___	___	Brian G. Johnson
___	___	___	Darren M. Morton
X	___	___	Tanya Southerland

Submitted By: Jose Alvelo

8. Personnel

Subject	8.1 J. Boney Resolution #0012-18
Meeting	Feb 21, 2018 - Regular Meeting
Category	8. Personnel
Type	Action
Recommended Action	WHEREAS, the Director of the Mount Vernon Public Library recommends to the Board the following employee changes,

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 termination of:

Jason Boney, a provisional part-time summer library aide hired to work for the Community Outreach department beginning July 10, 2017 through August 10, 2017. This resolution is to terminate him from payroll effective February 1, 2018.

The Board is not prepared to vote on this item, it will be reviewed by the personnel committee and be presented at a later date.

Subject	8.2 G. McClendon Resolution#0013-18
Meeting	Feb 21, 2018 - Regular Meeting
Category	8. Personnel
Type	Action
Recommended Action	WHEREAS, the Director of the Mount Vernon Public Library recommends to the Board the following employee changes,

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 termination of:

George McClendon, a provisional part-time summer library aide hired to work for the Maintenance department beginning July 10, 2017 through August 10, 2017.

The Board is not prepared to vote on this item, it will be reviewed by the personnel committee and be presented at a later date.

Subject	8.3 A. John Resolution#0014-18
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Meeting Feb 21, 2018 - Regular Meeting

Category 8. Personnel

Type Action

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

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 termination of:

Aliyah John, a provisional part-time summer library aide hired to work for the Children's room beginning July 10, 2017 through August 10, 2017. This resolution is to terminate her from payroll effective February 1, 2018.

The Board is not prepared to vote on this item, it will be reviewed by the personnel committee and be presented at a later date.

Subject 8.4 D. Covington Resolution#0015-18

Meeting Feb 21, 2018 - Regular Meeting

Category 8. Personnel

Type Action

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

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 termination of:

Denzel Covington, a provisional part-time summer library aide hired to work for the Children's room beginning July 10, 2017 through August 10, 2017. This resolution is to terminate his from payroll effective February 1, 2018.

The Board is not prepared to vote on this item, it will be reviewed by the personnel committee and be presented at a later date.

Subject 8.5 W. Jones Resolution#0017-18

Meeting Feb 21, 2018 - Regular Meeting

Category 8. Personnel

Type Action

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

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:

Wayne Jones, Cleaner-Step 4, effective January 1, 2018 due for step increase. His new step is at step 5 with a salary wage of \$46,334. His salary will be paid out of the account 4650.01 Salaries – Maintenance.

The Board is not prepared to vote on this item, it will be reviewed by the personnel committee and be presented at a later date.

Subject 8.6 M. Wu (Xiao Yuan) Resolution #0022-18

Meeting Feb 21, 2018 - Regular Meeting

Category 8. Personnel

Type Action

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

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:

Xiao Yuan Wu, Librarian II – Step 4, effective January 1, 2018 due for step increase. Her new step is at step 5 with a salary wage of \$ 68,883. Her salary will be paid out of the account 4501.01 Salaries – Professional.

The Board is not prepared to vote on this item, it will be reviewed by the personnel committee and be presented at a later date.

Subject 8.7 A. Nunez Resolution#0018-18

Meeting Feb 21, 2018 - Regular Meeting

Category 8. Personnel

Type Action

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

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:

Amanda Nunez, Library Clerk-Step 1, effective January 1, 2018 due for step increase. Her new step is at step 2 with a salary wage of \$ 37,396. Her salary will be paid out of the account 4550.01 Salaries – Non-Professional.

The Board is not prepared to vote on this item, it will be reviewed by the personnel committee and be presented at a later date.

Subject 8.8 T. Blackman F/T Permanent Resolution#0028-18

Meeting Feb 21, 2018 - Regular Meeting

Category 8. Personnel

Type Action

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

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 appointment of:

Tisha Blackman, as a Permanent Full-time Library Clerk- step 1 to fill the vacancy at the circulation desk. Her salary will be expensed from expense account 4550.01 Salaries Non-Professional.

The Board is not prepared to vote on this item, it will be reviewed by the personnel committee and be presented at a later date.

Subject 8.9 T. Blackman Resolution#0019-18

Meeting Feb 21, 2018 - Regular Meeting

Category 8. Personnel

Type Action

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

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:
Tisha Blackman, Library Clerk-Step 1, effective January 1, 2018 due for step increase. Her new step is at step 2 with a salary wage of \$37,396. Her salary will be paid out of the account 4550.01 Salaries – Non-Professional.

The Board is not prepared to vote on this item, it will be reviewed by the personnel committee and be presented at a later date.

Subject 8.10 C. Francis Resolution#0020-18

Meeting Feb 21, 2018 - Regular Meeting

Category 8. Personnel

Type Action

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

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:

Christopher Francis, Janitor-Foreman – Step 6, effective January 1, 2018 due for step increase. His new step is at step 7 with a salary wage of \$57,923. His salary will be paid out of the account 4650.01 Salaries – Maintenance.

The Board is not prepared to vote on this item, it will be reviewed by the personnel committee and be presented at a later date.

Subject 8.11 T. Redahan Resolution#0021-18

Meeting Feb 21, 2018 - Regular Meeting

Category 8. Personnel

Type Action

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

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:

Thomas Redahan, Cleaner-Step 1, effective January 1, 2018 due for step increase. His new step is at step 2 with a salary wage of \$40,707. His salary will be paid out of the account 4650.01 Salaries – Maintenance.

The Board is not prepared to vote on this item, it will be reviewed by the personnel committee and be presented at a later date.

Subject 8.12 S. Dugaw Resolution#0023-18

Meeting Feb 21, 2018 - Regular Meeting

Category 8. Personnel

Type Action

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

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:

Suzi Dugaw, Librarian I – Step 1, effective January 1, 2018 due for step increase. Her new step is at step 2 with a salary wage of \$ 54,927. Her salary will be paid out of the account 4501.01 Salaries – Professional.

The Board is not prepared to vote on this item, it will be reviewed by the personnel committee and be presented at a later date.

Subject 8.13 N. Stepak Resolution#0024-18

Meeting Feb 21, 2018 - Regular Meeting

Category 8. Personnel

Type Action

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

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:

Nishan Stepak, Librarian III – Step 4, effective January 1, 2018 due for step increase. His new step is at step 5 with a salary wage of \$ 76,088. His salary will be paid out of the account 4501.01 Salaries – Professional.

The Board is not prepared to vote on this item, it will be reviewed by the personnel committee and be presented at a later date.

Subject 8.14 A. Shangai Resolution#0027-18

Meeting Feb 21, 2018 - Regular Meeting

Category 8. Personnel

Type Action

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

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 hire of:

Akia Shangai as a temporary substitute Administrative Assistant beginning on February 26, 2018 at \$20.00 per hour. Funds will come from the Professional Fees Expense Budget line 6150.01. As a temporary substitute Administrative Assistant, Ms. Shangai will perform duties as needed but is not guaranteed hours each week.

The Board is not prepared to vote on this item, it will be reviewed by the personnel committee and be presented at a later date.

9. Executive Session (If Needed)

Subject 9.1 Executive Session

Meeting Feb 21, 2018 - Regular Meeting

Category 9. Executive Session (If Needed)

Type

Upon a motion made by Cathlin Gleason, seconded by Tanya Southerland the Board entered into executive session at 7:52 p.m., to discuss personnel matters.

Executive session ended at 8:28 p.m.

10. Upcoming Meeting Schedules

Subject 10.1 Scheduled Meetings

Meeting Feb 21, 2018 - Regular Meeting

Category 10. Upcoming Meeting Schedules

Type

Board & Committee Meetings Schedule 2018 February through April

FINANCE COMMITTEE MEETING

Meets every 1st Monday of the Month at 5:30 P.M.

March 5th

April 22nd

BUILDING & GROUNDS MEETING

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

February 1st, 8th, 15th, 22nd

March 1st

April 5th

PERSONNEL COMMITTEE MEETING

Meets every 2nd Monday of the Month at 5:30 P.M.

February 13th(Tuesday)

March 12th

April 9th

WORKING BOARD OF TRUSTEE MEETING

Meets every 2nd Monday of the Month at 6:30 P.M.

February 13th (Tuesday)

March 12th

April 9th

TECHNOLOGY COMMITTEE MEETING

Meets every 2nd Tuesday of the Month at 5:30 P.M.

March 1st

April 5th

REGULAR BOARD MEETING

Meets every 3rd Wednesday of the Month at 6:30 P.M.

February 21st

March 21st

April 18th

POLICY& GOVERNANCE COMMITTEE

Meets every 4th Friday of the Month at 5:30 P.M.

February 22nd

March 22nd

April 26th

11. Meeting Closing

Subject 11.1 Adjournment

Meeting Feb 21, 2018 - Regular Meeting

Category 11. Meeting Closing

Type

The Regular meeting of Wednesday February 21, 2018 adjourned at 8:33 p.m.