



**Wednesday, November 15, 2017
Regular Meeting**

**Wednesday
6:30
Trustees' Room**

1. Meeting Opening

Subject **1.1 Call To Order**

Meeting Nov 15, 2017 - Regular Meeting

Category 1. Meeting Opening

Type Procedural

The meeting was called to order at 6:34 p.m by Trustee Oscar Davis, Jr.

Subject **1.2 Roll Call**

Meeting Nov 15, 2017 - Regular Meeting

Category 1. Meeting Opening

Type Action, Procedural

Trustee's present- Oscar Davis Jr., Cathlin Gleason, Brian Johnson (left at 8:10 p.m.), Darren Morton, and Tanya Southerland.

Also present was: Also present was: Jack McArdle; Arthur J. Gallagher Insurance, Tamara Stewart; library patrons, Scott Griffith, Cheryl Thomas, Christopher Williams, Doris Hackett, May Wu; Library Staff, Gary Newman (CSEA Union President), Juan Jaramillo; Chief Accountant Clerk, Jose Alvelo; Treasurer, Evania Thompson; Library Director, and Doreen McQueen; Administrative Assistant

Subject **1.3 Pledge of Allegiance**

Meeting Nov 15, 2017 - Regular Meeting

Category 1. Meeting Opening

Type Procedural

Pledge of Allegiance was led by Trustee Southerland.

Subject **1.4 Acceptance of Agenda**

Meeting Nov 15, 2017 - Regular Meeting
 Category 1. Meeting Opening
 Type Action

Recommended Action Motion to approve the agenda

Upon a motion made by Cathlin Gleason, seconded by Tanya Southerland, the Board approved the agenda for the Regular meeting of Wednesday November 15, 2017.

2. Approval of Past Minutes

3. Correspondence

Subject 3.1 Correspondence
 Meeting Nov 15, 2017 - Regular Meeting
 Category 3. Correspondence
 Type

4. Presentation For Regular Meeting of 11/15/2017

Subject 4.1 Jack McArdle of Arthur J. Gallagher Presentation
 Meeting Nov 15, 2017 - Regular Meeting
 Category 4. Presentation For Regular Meeting of 11/15/2017
 Type

Subject 4.2 May Wu Presentation
 Meeting Nov 15, 2017 - Regular Meeting
 Category 4. Presentation For Regular Meeting of 11/15/2017
 Type Information

File Attachments
[Technical Services Department Presentation - Nov. 2017.pdf \(669 KB\)](#)

5. Finance

Subject 5.1 Check Signing Resolution #0128-17
 Meeting Nov 15, 2017 - Regular Meeting
 Category 5. 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.

FURTHERMORE: The Administration of the MVPL has prepared various checks to various third parties, dated November 15, 2017, 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 check numbers 12900-12903, 12905-12927, 12930-12944, and 12947-12958 totaling \$143,141.74. After grouping these checks according to their respective purpose, a total of \$14,625.68 was for Book expenses, \$9,008.97 was for Audio Visual expenses, \$269.00 was for Periodicals expenses, \$10,462.29, for Program expenses, \$4,011.26 was for Supplies expenses, \$3,631.00 was for Computer Equipment expense, \$170.19 was for Telephone –Telecommunication expenses, \$168.18 was for WLS Terminal expense-MV, \$850.00 was for Postage expenses-MV, \$1,427.51 was for Office expenses, \$32.58 was for Professional Meeting, \$236.25 was for Equipment Maintenance Expenses, \$5,747.27 was for Professional Fees, \$4,902.51 was for Electricity expenses, \$90.33 was for Fuel Expense-MV, \$508.49 was for Custodial Supplies, \$656.70 was for Repairs to Building, \$9,052.00 was for Security Guard expense, \$5,505.71 was for Service Contract expenses, \$6,390.50 was for Miscellaneous Building expense, \$62,973.40 was for Hospital & Medical Insurance Exp., \$2,280.93 was for Dental expenses, \$140.99 was for Furniture & Equipment Expenses.

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

I have 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 Brian Johnson, the Board approved and adopted resolution# 0128-17. The vote carried 5 yes, and 0 no.

Yea	Nay	Abstain	Trustees
X_____	_____	_____	Oscar Davis, Jr.
X_____	_____	_____	Cathlin Gleason
X_____	_____	_____	Brian G. Johnson
X_____	_____	_____	Darren M. Morton
X_____	_____	_____	Tanya Southerland

<p>File Attachments REVISED Check Register for checks issued on 11-15-2017.pdf (54 KB) Revised Summarized Expense Allocation for checks issued on 11-15-2017.pdf (17 KB)</p>
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Subject 5.2 Funds Transfer Resolution# 0129-17

Meeting Nov 15, 2017 - Regular Meeting

Category 5. 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.

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.

FURTHERMORE: Checks have been duly prepared by the Chief Account Clerk for the purposes described above which aggregate approximately \$500,000, which checks need to be issued as soon as possible. Once issued, these checks will only be valid once the funds are transferred from the Money Market Account into the Operating Account.

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 Brian Johnson, the Board approved and adopted resolution# 0129-17. The vote carried 5 yes, and 0 no.

Yea	Nay	Abstain	Trustees
X_____	_____	_____	Oscar Davis, Jr.
X_____	_____	_____	Cathlin Gleason
X_____	_____	_____	Brian G. Johnson
X_____	_____	_____	Darren M. Morton
X_____	_____	_____	Tanya Southerland

Subject 5.3 Petty Cash Increase Resolution# 0130-17

Meeting Nov 15, 2017 - Regular Meeting

Category 5. Finance

Type Action

Recommended Action WHEREAS, the Treasurer of The Mount Vernon Public Library requests a Petty Cash Fund Balance of \$800.00

WHEREAS, the Treasurer of The Mount Vernon Public Library requests a Petty Cash Fund Balance of \$800.00,

WHEREAS, payments from petty funds may be made for materials only when payment is required upon delivery (C.O.D) and amount is not more than \$75.00. At the time of reimbursement, an itemized statement of expenditures, together with substantiating receipts, shall be submitted.

Be it resolved that: Only authorized personnel designated by the Treasurer shall be allowed in the office vault

RESOLVED FURTHER, that the officers of the Mount Vernon Public Library are, and each acting alone is, herby authorized and directed to take such further action as may be necessary, appropriate or advisable to implement this resolution and amendment

We, the undersigned, herby certify that the Mount Vernon Public Library is comprised of 5 members, of whom 3, constituting a quorum, were present at a meeting duly and regularly called, noticed, convened and held this 15th day of October, 2017 and that the foregoing Resolution was duly adopted at said meeting by the affirmative vote of 4 members, and opposed by 1 members, and that said Resolution has been duly recorded in the Minute Book and is in full force and effect.

Upon a motion made by Cathlin Gleason, seconded by Brian Johnson, the Board approved and adopted resolution# 0130-17. The vote carried 4 yes, and 1 asbstained..

Yea	Nay	Abstain	Trustees
_____	_____	X_____	Oscar Davis, Jr.
X_____	_____	_____	Cathlin Gleason
X_____	_____	_____	Brian G. Johnson
X_____	_____	_____	Darren M. Morton
X_____	_____	_____	Tanya Southerland

Subject 5.4 Check Signing Resolution#0134-17 K. Gordon

Meeting Nov 15, 2017 - Regular Meeting

Category 5. 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.

FURTHERMORE: The Administration of the MVPL has prepared a check to a third party, dated November 15, 2017 as payment for Programs Exp.-MV, which is within the approved budget for the fiscal year ending June 30, 2018. The listing for the check is attached to this Resolution, check number #12928 totaling \$144.76 for program expenses, account #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.

The Board request additional backup paperwork to support resolution.

File Attachments
Check Register for ck# 12928_Ref Kojo Gordon.pdf (43 KB)

Subject 5.5 Check Signing Resolution#0135-17 L. Alpert

Meeting Nov 15, 2017 - Regular Meeting

Category 5. 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.

FURTHERMORE: The Administration of the MVPL has prepared a check to a third party, dated November 15, 2017 as payment for Publicity & Print Exp.-MV, which is within the approved budget for the fiscal year ending June 30, 2018. The listing for the check is attached to this Resolution, check number #12929 totaling \$100.00 for publicity & print, account# 5900.01.

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.

The Board has requested to pull resolution until next meeting. The contract and hourly rate must be verified.

File Attachments
Check Register for ck# 12929_Ref Leslie Alpert.pdf (42 KB)

Subject	5.6 Check Signing Resolution#0136-17 T. Issac
Meeting	Nov 15, 2017 - Regular Meeting
Category	5. 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.

FURTHERMORE: The Administration of the MVPL has prepared a check to a third party, dated November 15, 2017 as payment for Miscellaneous Exp.-Main, which is within the approved budget for the fiscal year ending June 30, 2018. The listing for the check is attached to this Resolution, check number #12945 totaling \$226.99 for Miscellaneous Exp. #6050.01.

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.

Upon a motion made by Cathlin Gleason, seconded by Brian Johnson, the Board approved and adopted resolution# 0136-17. The vote carried 3 yes, and abstained.

Yea	Nay	Abstain	Trustees
<input type="checkbox"/>	<input type="checkbox"/>	X <input type="checkbox"/>	Oscar Davis, Jr.
X <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cathlin Gleason
X <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Brian G. Johnson
X <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Darren M. Morton
<input type="checkbox"/>	<input type="checkbox"/>	X <input type="checkbox"/>	Tanya Southerland

File Attachments
[Check Register for ck# 12945_Ref Tashawna Issac.pdf \(43 KB\)](#)

Subject 5.7 Check Signing Resolution#0137-17 A. Ben Reuben

Meeting Nov 15, 2017 - Regular Meeting

Category 5. 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.

FURTHERMORE: The Administration of the MVPL has prepared a check to a third party, dated November 15, 2017 as payment for Program Exp.-MV, which is within the approved budget for the fiscal year ending June 30, 2018. The listing for the check is attached to this Resolution, check number #12946 totaling \$600.00 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.

The Board request additional backup paperwork to support resolution.

File Attachments
 Check Register for ck# 12946_Ref Abishai Ben Reuben.pdf (43 KB)

Subject 5.8 Check Signing Resolution#0138-17 CableVision

Meeting Nov 15, 2017 - Regular Meeting

Category 5. 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.

FURTHERMORE: The Administration of the MVPL has prepared a check to a third party, dated November 15, 2017 as payment for Telephone –Telecommunications Exp., which is within the approved budget for the fiscal year ending June 30, 2018. The listing for the check is attached to this Resolution, check number #12904 totaling \$152.18 for Telecommunication Exp. #5650.01.

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.

Upon a motion made by Cathlin Gleason, seconded by Brian Johnson, the Board approved and adopted resolution# 0138-17. The vote carried 5 yes, and 0 no.

Yea	Nay	Abstain	Trustees
X_____	_____	_____	Oscar Davis, Jr.
X_____	_____	_____	Cathlin Gleason
X_____	_____	_____	Brian G. Johnson
X_____	_____	_____	Darren M. Morton
X_____	_____	_____	Tanya Southerland

File Attachments
 Check Register for ck# 12904_Ref Cablevision Lightpath.pdf (43 KB)

Subject **5.9 BOT Report by Jose Alveo**

Meeting Nov 15, 2017 - Regular Meeting

Category 5. Finance

Type

File Attachments

BOT Summary Budget Report 4 Months Ending October 2017.pdf (42 KB)

BOT Detail Budget Report 4 Months Ending October 2017.pdf (64 KB)

6. Director's Report

Subject **6.1 Director's Report**

Meeting Nov 15, 2017 - Regular Meeting

Category 6. Director's Report

Type Information

File Attachments

Director's Report for November- 2017.pdf (578 KB)

APPENDIX TO DIRECTOR's Nov. 2017 Report -Local Author's Fair.pdf (299 KB)

7. Committee Reports

Subject **7.1 Finance Committee Report**

Meeting Nov 15, 2017 - Regular Meeting

Category 7. Committee Reports

Type

Trustee Gleason reported; the 990 tax form has been completed and e-filed. The auditors have been in, additional help needed for the accounting department, no success with free intern help.

Subject **7.2 Building & Grounds Committee Report**

Meeting Nov 15, 2017 - Regular Meeting

Category 7. Committee Reports

Type

Trustee Gleason reported; new LED lights have been installed, repairing the roof is still being worked out, the floors downstairs has been repainted. AED training in in the works, fire department member will train library staff.

Subject **7.3 Personnel Committee Report**

Meeting Nov 15, 2017 - Regular Meeting

Category 7. Committee Reports

Type

Trustee Morton reported; the committee is in the final stage of the director search. They will begin interviewing in a few weeks. Waiting to hear from the attorneys in regards to union negotiations.

Subject 7.4 Technology Committee Report

Meeting Nov 15, 2017 - Regular Meeting

Category 7. Committee Reports

Type

Trustee Davis reported; he has concerns in regards to the wi-fi hotspots. David Cambillo was questioned on the kiosk stations and what is the status of their operations. David Cambillo responded that the company is hard to get assistance from, (Trustee Davis recommended that a conference call is set up with the company, David and the treasurer Jose).

It was also reported that, i-cloud is not being used because the staff has not been trained or are not familiar with the service. It has been recommend that the staff is trained to use. We should take advantage of the programs that WLS offer.

Subject 7.5 Policy & Governance Committee Report

Meeting Nov 15, 2017 - Regular Meeting

Category 7. Committee Reports

Type

No report given for the policy & governance committee.

8. Old Business

9. New Business

Subject 9.1 Simple Scan Resolution#0139-17

Meeting Nov 15, 2017 - Regular Meeting

Category 9. New Business

Type Action

Recommended Action WHEREAS, the Director of the Mount Vernon Public Library recommends the approval of the purchase of a simple scan station with the State of New York IT Umbrella contract software and hardware (# PD67645/Award 22876).

WHEREAS, the Director of the Mount Vernon Public Library recommends the approval of the purchase of a simple scan station with the State of New York IT Umbrella contract software and hardware (# PD67645/Award 22876). To be charged to budget line item 5550.01 - EDP Equipment for a total cost of \$4,795.00.

FURTHERMORE: The Board President has reviewed the underlying documentation and makes the following affirmation:

We have reviewed the related underlying documentation and certify that such documentation for the proposed quote and related expenditure is solely for Library purposes.

THEREFORE BE IT RESOLVED: That the Board of Trustees of the Mount Vernon Public Library ("MVPL") hereby accepts the proposal of Insight Public Sector Sled 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 Darren Morton, the Board approved and adopted resolution# 0139-17. The vote carried 4 yes, and 0 no.

Yea	Nay	Abstain	Trustees
X_____	_____	_____	Oscar Davis, Jr.
X_____	_____	_____	Cathlin Gleason
_____	_____	_____	Brian G. Johnson
X_____	_____	_____	Darren M. Morton
X_____	_____	_____	Tanya Southerland

File Attachments
[Simple Scan Features.pdf \(1,490 KB\)](#)
[Quotation -Simple Scan.pdf \(66 KB\)](#)

10. Period of Public Expression

Subject **10.1 Public Expression**

Meeting Nov 15, 2017 - Regular Meeting

Category 10. Period of Public Expression

Type

Subject **10.2 Comments**

Meeting Nov 15, 2017 - Regular Meeting

Category 10. Period of Public Expression

Type

No public comments

11. Personnel

Subject **11.1 D. Kershaw Resolution# 0121-17**

Meeting Nov 15, 2017 - 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,

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

WHEREAS, this appointment complies with all Civil Service rules

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:

Deborah Kershaw, to a permanent Part-time Library Clerk to fill the vacancy at the Periodicals Desk, due to Amanda Nunez position in the Technical Service Department. Effective November 15, 2017, her hourly rate of pay of \$16.14 is based on the 2010 wage pay scale for Part-time, Library Clerk 1, step 1 and will be expensed from budget line #4550.01 Non-Professional. Ms. Kershaw has been certified by MV Civil Service for this appointment.

Upon a motion made by Darren Morton, seconded by Cathlin Gleason, the Board approved and adopted resolution# 0121-17. The vote carried 4 yes, and 0 no.

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

Submitted By: Evania Thompson

Subject 11.2 A. Nunez Resolution#0122-17

Meeting Nov 15, 2017 - 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,

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

WHEREAS, this appointment complies with all Civil Services rules.

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:

Amanda Nunez, to a Full-Time Library Clerk to fill the vacancy in the Technical Services Department created by Doreen McQueen position as Administrative Assistant. Her rate of pay is based on the 2013 wage pay scale, which will come from expense account 4550.01 Salaries Non-Professional her annual salary will be \$35,729 for a Full-time, Library Clerk, step 1 effective November 15, 2017. Ms. Nunez is certified by MV Civil Service.

Meeting Nov 15, 2017 - 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,

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:

Susan Dugaw, to Librarian 1, Step 1 permanent position within the Children’s Room, she completed her 6 month probation period as of September 2017. Her annually rate of pay will be \$52,790.00 based on the 2013 wage scale and will come from expense account 4501.01 professional salaries.

Upon a motion made by Darren Morton, seconded by Tanya Southerland, the Board approved and adopted resolution# 0127-17. The vote carried 4 yes, and 0 no.

Yea	Nay	Abstain	Trustees
X_____	_____	_____	Oscar Davis, Jr.
X_____	_____	_____	Cathlin Gleason
_____	_____	_____	Brian G. Johnson
X_____	_____	_____	Darren M. Morton
X_____	_____	_____	Tanya Southerland

Submitted By: Evania Thompson

Subject 11.5 Mark Narine Resolution#0131-17

Meeting Nov 15, 2017 - 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,

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:

Mark Narine as a Part-time Library Aide. He will fill the vacancy created by Andre Concepcion. He will be supervised by Christopher Williams. Part-time Aides may work up to 17.5 hours per week. His rate of pay, which will come from expense account 4550.01 Salaries Non–Professional, will be \$10.00 as per the current minimum hourly wage for a Part-time, Library Aide 1. A Library aide is a non-competitive Civil Service Position.

Submitted By: Evania Thompson

This resolution will be presented before the Board once, the required background check for new hires have been completed.

Subject 11.6 Michia-Gaye Bernard Resolution#0132-17

Meeting Nov 15, 2017 - 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,

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:

Michia-Gaye Bernard as a Part-time Library Aide for the Children's room. She will fill the vacancy created by Jerome Wilson. She will be supervised by Christopher Williams. Part-time Aides may work up to 17.5 hours per week. Her rate of pay, which will come from expense account 4550.01 Salaries Non-Professional, will be \$10.00 as per the current minimum hourly wage for a Part-time, Library Aide 1. A Library aide is a non-competitive Civil Service Position.

Submitted By: Evania Thompson

This resolution will be presented before the Board once, the required background check for new hires have been completed.

Subject 11.7 Anthony Pittman Resolution# 0133-17

Meeting Nov 15, 2017 - 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,

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:

Anthony Pittman as a Temporary Part-time per-diem cleaner for the maintenance department. He will temporarily fill the vacancy in the maintenance department for 6 months effective Monday November 20, 2017 through May 20, 2018. He will be supervised by Christopher Francis. His rate of pay will be \$11.00 per hour, part-time staff may work up to 17.5 hours per week.

Submitted By: Evania Thompson

This resolution will be presented before the Board once, the required background check for new hires have been completed.

12. Executive Session (If Needed)

Subject **12.1 Executive Session**

Meeting Nov 15, 2017 - Regular Meeting

Category 12. Executive Session (If Needed)

Type

Upon a motion made by Brian Johnson , seconded by Darren Morton, the Board entered into executive session at 7:51 p.m. to discuss personnel matters.
Executive session ended at 8:06 p.m.

Subject **12.2 D.Hackett Resolution#0140-17**

Meeting Nov 15, 2017 - Regular Meeting

Category 12. Executive Session (If Needed)

Type

13. Upcoming Meeting Schedules

Subject **13.1 Scheduled Meetings November and December 2017**

Meeting Nov 15, 2017 - Regular Meeting

Category 13. Upcoming Meeting Schedules

Type

FINANCE COMMITTEE MEETING

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

November 6th

December 4th

BUILDING & GROUNDS MEETING

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

November 2nd

December 7th

PERSONNEL COMMITTEE MEETING

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

November 13th

December 11th

WORKING BOARD OF TRUSTEE MEETING

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

November 13th

December 11th

TECHNOLOGY COMMITTEE MEETING

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

November 14th

December 12th

REGULAR BOARD OF TRUSTEE MEETING

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

November 15th

December 20th

POLICY & GOVERNANCE COMMITTEE

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

November 22rd

December 28th

14. Meeting Closing

Subject	14.1 Adjournment
Meeting	Nov 15, 2017 - Regular Meeting
Category	14. Meeting Closing

Type
The regular meeting of Wednesday November 15, 2017 adjourned at 8:50 p.m.