



MOUNT VERNON
PUBLIC LIBRARY
WHERE OPPORTUNITY AWAITS

Wednesday, October 18, 2017 Regular Board Meeting

Wednesday
6:30
Trustees' Room

1. Meeting Opening

Subject **1.1 Call To Order**

Meeting Oct 18, 2017 - Regular Board Meeting

Category 1. Meeting Opening

Type Procedural

The meeting was called to order at 6:32 p.m by Trustee Oscar Davis.

Subject **1.2 Roll Call**

Meeting Oct 18, 2017 - Regular Board Meeting

Category 1. Meeting Opening

Type Action, Procedural

Trustee's present- Oscar Davis Jr., Cathlin Gleason (left at 8:20 pm), Brian Johnson, Darren Morton, and Tanya Southerland.

Also present was: Also present was: John Bekisz; Sentinel Security, Tamara Stewart, Winston Brooks, Charlene (last name not given); library patrons, Scott Griffith, Cheryl Thomas, Maxine Grandison, Cathy Webb, Chris Francis; Library Staff, Gary Newman (CSEA Union President), Juan Jaramillo; Chief Accountant Clerk, Jose Alvelo; Treasurer, Evania Thompson (arrived at 6:55 pm); Library Director, and Doreen McQueen; Administrative Assistant.

Subject **1.3 Pledge of Allegiance**

Meeting Oct 18, 2017 - Regular Board Meeting

Category 1. Meeting Opening

Type Procedural

Pledge of Allegiance led was Trustee Darren Morton.

Subject **1.4 Acceptance of Agenda**

Meeting Oct 18, 2017 - Regular Board Meeting
 Category 1. Meeting Opening
 Type Action
 Recommended Action Motion to approve the agenda

Upon a motion made by Brian Johnson, seconded by Tanya Southerland, the Board accepted the agenda for the Regular Meeting of Wednesday October 18, 2017.

2. Approval of Past Minutes

Subject 2.1 Approval of Past Minutes 06/21/17 Regular Meeting

Meeting Oct 18, 2017 - Regular Board Meeting
 Category 2. Approval of Past Minutes
 Type Minutes

Upon a motion made by Brian Johnson, seconded by Cathlin Gleason, the Board adopted and approved the minutes collectively for the meetings of 6/21/17, 7/10/17 special, 7/10/17, 7/19/17 re-organizational, 7/19/17, 7/27/17, 8/1/17, 8/28/17, 9/11/17 special, 9/11/17, 9/20/17, and 9/27/17. The vote carried 5 yes 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 2.2 Approval or Past Minutes 07/10/2017 Special Meeting

Meeting Oct 18, 2017 - Regular Board Meeting
 Category 2. Approval of Past Minutes
 Type Minutes

Upon a motion made by Brian Johnson, seconded by Cathlin Gleason, the Board adopted and approved the minutes collectively for the meetings of 6/21/17, 7/10/17 special, 7/10/17, 7/19/17 re-organizational, 7/19/17, 7/27/17, 8/1/17, 8/28/17, 9/11/17 special, 9/11/17, 9/20/17, and 9/27/17. The vote carried 5 yes 0 no.

Yea	Nay	Abstain	Trustees
X _____	_____	_____	Oscar Davis, Jr.
X _____	_____	_____	Cathlin Gleason

X	_____	_____	_____
X	_____	_____	_____
X	_____	_____	_____

Brian G. Johnson
 Darren M. Morton
 Tanya Southerland

Subject 2.3 Approval of Past Minutes 07/10/2017 Working Meeting

Meeting Oct 18, 2017 - Regular Board Meeting
 Category 2. Approval of Past Minutes
 Type Minutes

Upon a motion made by Brian Johnson, seconded by Cathlin Gleason, the Board adopted and approved the minutes collectively for the meetings of 6/21/17, 7/10/17 special, 7/10/17, 7/19/17 re-organizational, 7/19/17, 7/27/17, 8/1/17, 8/28/17, 9/11/17 special, 9/11/17, 9/20/17, and 9/27/17. The vote carried 5 yes 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 2.4 Approval of Past Minutes 07/19/2017 Re-Organizational Meeting

Meeting Oct 18, 2017 - Regular Board Meeting
 Category 2. Approval of Past Minutes
 Type Minutes

Upon a motion made by Brian Johnson, seconded by Cathlin Gleason, the Board adopted and approved the minutes collectively for the meetings of 6/21/17, 7/10/17 special, 7/10/17, 7/19/17 re-organizational, 7/19/17, 7/27/17, 8/1/17, 8/28/17, 9/11/17 special, 9/11/17, 9/20/17, and 9/27/17. The vote carried 5 yes 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 2.5 Approval of Past Minutes 07/19/2017 Regular Meeting

Meeting Oct 18, 2017 - Regular Board Meeting
 Category 2. Approval of Past Minutes
 Type Minutes

Upon a motion made by Brian Johnson, seconded by Cathlin Gleason, the Board adopted and approved the minutes collectively for the meetings of 6/21/17, 7/10/17 special, 7/10/17, 7/19/17 re-organizational, 7/19/17, 7/27/17, 8/1/17, 8/28/17, 9/11/17 special, 9/11/17, 9/20/17, and 9/27/17. The vote carried 5 yes 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 2.6 Approval of Past Minutes 07/27/2017 Special Meeting

Meeting Oct 18, 2017 - Regular Board Meeting
 Category 2. Approval of Past Minutes
 Type Minutes

Upon a motion made by Brian Johnson, seconded by Cathlin Gleason, the Board adopted and approved the minutes collectively for the meetings of 6/21/17, 7/10/17 special, 7/10/17, 7/19/17 re-organizational, 7/19/17, 7/27/17, 8/1/17, 8/28/17, 9/11/17 special, 9/11/17, 9/20/17, and 9/27/17. The vote carried 5 yes 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 2.7 Approval of Past Minutes 08/01/2017 Special Meeting

Meeting Oct 18, 2017 - Regular Board Meeting
 Category 2. Approval of Past Minutes
 Type Minutes

Upon a motion made by Brian Johnson, seconded by Cathlin Gleason, the Board adopted and approved the minutes collectively for the meetings of 6/21/17, 7/10/17 special,

7/10/17, 7/19/17 re-organizational, 7/19/17, 7/27/17, 8/1/17, 8/28/17, 9/11/17 special, 9/11/17, 9/20/17, and 9/27/17. The vote carried 5 yes 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 2.8 Approval of Past Minutes 08/28/2017 Special Meeting

Meeting Oct 18, 2017 - Regular Board Meeting

Category 2. Approval of Past Minutes

Type Minutes

Upon a motion made by Brian Johnson, seconded by Cathlin Gleason, the Board adopted and approved the minutes collectively for the meetings of 6/21/17, 7/10/17 special, 7/10/17, 7/19/17 re-organizational, 7/19/17, 7/27/17, 8/1/17, 8/28/17, 9/11/17 special, 9/11/17, 9/20/17, and 9/27/17. The vote carried 5 yes 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 2.9 Approval of Past Minutes 09/11/2017 Special Meeting

Meeting Oct 18, 2017 - Regular Board Meeting

Category 2. Approval of Past Minutes

Type Minutes

Upon a motion made by Brian Johnson, seconded by Cathlin Gleason, the Board adopted and approved the minutes collectively for the meetings of 6/21/17, 7/10/17 special, 7/10/17, 7/19/17 re-organizational, 7/19/17, 7/27/17, 8/1/17, 8/28/17, 9/11/17 special, 9/11/17, 9/20/17, and 9/27/17. The vote carried 5 yes 0 no.

Yea	Nay	Abstain	Trustees
X _____	_____	_____	Oscar Davis, Jr.
X _____	_____	_____	Cathlin Gleason

X	_____	_____	_____
X	_____	_____	_____
X	_____	_____	_____

Brian G. Johnson
 Darren M. Morton
 Tanya Southerland

Subject 2.10 Approval of Past Minutes 09/11/2017 Working Meeting

Meeting Oct 18, 2017 - Regular Board Meeting
 Category 2. Approval of Past Minutes
 Type Minutes

Upon a motion made by Brian Johnson, seconded by Cathlin Gleason, the Board adopted and approved the minutes collectively for the meetings of 6/21/17, 7/10/17 special, 7/10/17, 7/19/17 re-organizational, 7/19/17, 7/27/17, 8/1/17, 8/28/17, 9/11/17 special, 9/11/17, 9/20/17, and 9/27/17. The vote carried 5 yes 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 2.11 Approval of Past Minutes 09/20/2017 Regular Meeting

Meeting Oct 18, 2017 - Regular Board Meeting
 Category 2. Approval of Past Minutes
 Type Minutes

Upon a motion made by Brian Johnson, seconded by Cathlin Gleason, the Board adopted and approved the minutes collectively for the meetings of 6/21/17, 7/10/17 special, 7/10/17, 7/19/17 re-organizational, 7/19/17, 7/27/17, 8/1/17, 8/28/17, 9/11/17 special, 9/11/17, 9/20/17, and 9/27/17. The vote carried 5 yes 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 2.12 Approval of Past Minutes 09/27/2017 Special Meeting

Meeting Oct 18, 2017 - Regular Board Meeting
 Category 2. Approval of Past Minutes
 Type Minutes

Upon a motion made by Brian Johnson, seconded by Cathlin Gleason, the Board adopted and approved the minutes collectively for the meetings of 6/21/17, 7/10/17 special, 7/10/17, 7/19/17 re-organizational, 7/19/17, 7/27/17, 8/1/17, 8/28/17, 9/11/17 special, 9/11/17, 9/20/17, and 9/27/17. The vote carried 5 yes 0 no.

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

3. Correspondence

Subject 3.1 Correspondence
 Meeting Oct 18, 2017 - Regular Board Meeting
 Category 3. Correspondence
 Type
 No correspondence received.

4. Period of Public Expression

Subject 4.1 Public Expression
 Meeting Oct 18, 2017 - Regular Board Meeting
 Category 4. Period of Public Expression
 Type

Gary Newman- spoke in regards to staff and the promotional evaluations. The staff that this pertains to have reached their full step level without an evaluation in the past and this person is not at fault and they deserve the promotion. Trustee Morton stated the issue Mr. Newman mentioned will be addressed.

Charlene- Would like to follow up in regards to the bulletin board request for job listings. Stated she was told by Cathy that she would have it done. Charlene would also like to know who would be responsible for maintaining and the location.

5. Presentations For Regular Meeting of 10/18/2017

Subject 5.1 Sentinel Security Presentation for 10/18/17 Meeting

Meeting Oct 18, 2017 - Regular Board Meeting
 Category 5. Presentations For Regular Meeting of 10/18/2017

Type

Mr. John Bekisz of Sentinel Security gave a verbal presentation. His company completed a property survey and made recommendations in regards to adding video surveillance, intrusion protection intercoms.

Subject 5.2 Presentation By Maxine Grandison for 10/18/17 Meeting

Meeting Oct 18, 2017 - Regular Board Meeting
 Category 5. Presentations For Regular Meeting of 10/18/2017

Type Information

File Attachments
[Periodicals Report - Maxine Grandison 10-2017\(1\).pdf \(581 KB\)](#)

Subject 5.3 Community Outreach Presentation Presented by Mr. Ryan Hubbrad

Meeting Oct 18, 2017 - Regular Board Meeting
 Category 5. Presentations For Regular Meeting of 10/18/2017

Type

Winston Brooks from the Community Outreach Team gave a verbal presentation to recommend developing game night at the library for the age group 16-23. Game night focuses on the age group of young males that may not normally use the library.

File Attachments
[game night draft flyer.pdf \(500 KB\)](#)
[Gamers Survey Questions.pdf \(93 KB\)](#)

6. Director's Report

Subject 6.1 Director's Report

Meeting Oct 18, 2017 - Regular Board Meeting
 Category 6. Director's Report

Type Information

File Attachments
[Director 's Report for October 2017.pdf \(440 KB\)](#)
[Read Down Your Fines Report - Cathy Webb.pdf \(187 KB\)](#)

7. Committee Reports

Subject 7.1 Finance Committee Report

Meeting Oct 18, 2017 - Regular Board Meeting

Category 7. Committee Reports

Type

Trustee Gleason reported the committee is working on the 990 tax form to be completed and submitted.

Subject 7.2 Building & Grounds Committee Report

Meeting Oct 18, 2017 - Regular Board Meeting

Category 7. Committee Reports

Type

Trustee Davis reported, the roof has been approved to be fixed and the contractor is adding and additional 15 year coverage. New LED lights has been installed and will help add to security.

Subject 7.3 Personnel Committee Report

Meeting Oct 18, 2017 - Regular Board Meeting

Category 7. Committee Reports

Type

No report given

Subject 7.4 Technology Committee Report

Meeting Oct 18, 2017 - Regular Board Meeting

Category 7. Committee Reports

Type

Trustee Davis reported, a new self checkout machine was purchased. Online library card system is active.

Subject 7.5 Policy & Governance Committee Report

Meeting Oct 18, 2017 - Regular Board Meeting

Category 7. Committee Reports

Type

Trustee Johnson reported, the director is submitting policies that Lilly has requested, she is working on basic policy.

8. Old Business

9. New Business

10. Finance

Subject 10.1 Check Signing Resolution #0124-17

Meeting Oct 18, 2017 - Regular Board Meeting

Category 10. 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 October 18, 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 consecutive check numbers 12836-12882 totaling \$56,342.44. After grouping these checks according to their respective purpose, a total of \$62.92 was Lost book expenses, \$4,653.14 was for Book expenses, \$2,613.36 was for Audio Visual expenses, \$5,661.00 was for Periodicals expenses, \$4,370.63 for Program expenses, \$525.05 was for Supplies expenses, \$315.69 was for Telephone –Telecommunication expenses, \$120.00 was for Postage expenses-MV, \$2,313.57 was for Office Expenses, \$1,003.50 was for Publicity & Print expenses, \$48.36 was for Professional Meeting, \$13.80 was for Staff Training , \$236.25 was for Equipment Maintenance Expenses, \$19,518.97 was for Professional Fees, \$2,804.12 was for Electricity expenses, \$570.63 was for Custodial Supplies, \$455.69 was for Repairs to Building, \$5,657.50 was for Security Guard expense, \$2,225.09 was for Service Contract expenses, \$469.00 was for Miscellaneous Expense, \$612.30 was for Worker’s Comp., \$2,091.87 was for Dental 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 Darren Morton, seconded by Brian Johnson, the Board adopted and approved Resolution#0124-17, **with the exception of check#12873 in the amount of \$247.74 being removed, creating a new total for the checks in the amount of \$56,094.70.** The vote carried 4 yes and 0 no.

Yea Nay Abstained Trustees

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

Submitted By: Juan Jaramillo

File Attachments
 Summarized GL Report.pdf (18 KB)
 Check Register for checks issued on 10-18-2017.pdf (51 KB)

Subject 10.2 Check Signing Resolution#0125-17

Meeting Oct 18, 2017 - Regular Board Meeting

Category 10. 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 October 18, 2017 as payment for collection development products, which are within the approved budget for the fiscal year ending June 30, 2018. The listing for the check is attached to this Resolution, check number #12883 totals \$309.95 for Audio Visual expenses.

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 Brian Johnson, seconded by Tanya Southerland, the Board adopted and approved Resolution#0125-17. The vote carried 3 yes and 0 no.

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

Submitted By: Juan Jaramillo

File Attachments
Check Register for check to Bibliotheca LLC-check 12883.pdf (43 KB)

Subject **10.3 BOT Report- Jose Alvelo**

Meeting Oct 18, 2017 - Regular Board Meeting

Category 10. Finance

Type Information

File Attachments
BOT Budget Detail Report - 1st. QTR Ending Sept 2017.pdf (62 KB)
BOT Summary Budget Report 1st. QTR Ending Sept 2017.pdf (42 KB)

11. Personnel (Old & New)

Subject **11.1 Marketing Consultant Resolution#00096-17**

Meeting Oct 18, 2017 - Regular Board Meeting

Category 11. Personnel (Old & New)

Type Action

Recommended Action Whereas, the Director of the Mount Vernon Public Library recommends to the Board that they approve the contracting of Leslie Alpert,

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 proposed contract of services of Leslie Alpert at an hourly rate of \$70 for no less than 4 hours a week. Ms. Alpert will work on the library's marketing such as press releases, brochures, flyers, etc. She will work with Ms. Cathy Webb. Her salary will be expensed from budget line 6150.01 – Professional Fees. Ms. Alpert will begin on Thursday October 19, 2017 through October 19, 2018.

Upon a motion made by Cathlin Gleason, seconded by Darren Morton, the Board adopted and approved Resolution#0096-17. The vote carried 4_ yes and 1 abstain.

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

File Attachments
[marketing-contract-agreement-1.pdf \(251 KB\)](#)

Subject 11.2 Patrick Daley Resolution#0105-17

Meeting Oct 18, 2017 - Regular Board Meeting

Category 11. Personnel (Old & New)

Type Action

Recommended Action WHEREAS, the Director of the Mount Vernon Public Library recommends to the Board the following part time aide extension,

Patrick Daley, as a Part-time Aide, supervised by Scott Griffith in the children’s room as assigned doing periodical organization and other task.

And to be supervised by Maxine Grandison as much as needed at the periodicals desk. The part time aides may work up to 17.5 hours per week, beginning October 19, 2017 at an hourly rate of pay for all Part -Time aides of \$10.00 per hour and will come from the Non Professional Budget line #4550.01.

Upon a motion made by Brian Johnson, seconded by Cathlin Gleason, the Board adopted and approved Resolution#0105-17. The vote carried 4 yes and 1 abstained.

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

Subject 11.3 Jalen Brown Resolution#0107-17

Meeting Oct 18, 2017 - Regular Board Meeting

Category 11. Personnel (Old & New)

Type Action

Recommended Action WHEREAS, the Director of the Mount Vernon Public Library recommends to the Board the following part time aide extension,

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 work extension of:

Jalen Brown, as Part-time Aide for the Community Outreach Department supervised by Cathy Webb. The part time aides may work up to 17.5 hours per week, beginning October 19, 2017. The hourly rate of pay for all Part Time aides is \$10.00 per hour and will come from the Non Professional Budget line#4550.01.

Upon a motion made by Cathlin Gleason, seconded by Brian Johnson, the Board adopted and approved Resolution#0107-17. The vote carried 4 yes and 1 abstained.

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

Subject 11.4 Mary Dolberry Resolution#0109-17

Meeting Oct 18, 2017 - Regular Board Meeting

Category 11. Personnel (Old & New)

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:

Mary Dolberry, a Part-time Library Aide effective 7/3/17 to work up to 17.5 hours per week for the Periodicals desk and will be supervised by Ms. Grandison. Ms. Dolberry will fill the vacancy created by Ernestina Addoh that resigned June of 2017. Her rate of pay, which will come from expense account 4550.01 Salaries Non-Professional, will be \$10.00 as per the current hourly wage for Part-time, Library Aide 1.

Upon a motion made by Cathlin Gleason, seconded by Brian Johnson, the Board adopted and approved Resolution#0109-17. The vote carried 4 yes and 1 abstained. Trustee Gleason abstained not because of the worker but because of the process.

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

Subject 11.5 Personnel Change Resolution#0120-17 D.McQueen

Meeting Oct 18, 2017 - Regular Board Meeting

Category 11. Personnel (Old & New)

Type Action

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

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 following personnel change:

Doreen McQueen from (provisional) Administrative Assistant to (promotional) Administrative Assistant, Step 4 beginning on 09/20/2017, full-time, with a 6 month probation. Her annual salary will be \$53,926.00 which includes a longevity payment of \$100 and is based on the old (2010) pay scale. Her salary will be expensed from the administrative salaries budget line, 4600.01. Ms. McQueen has been certified by the MV Civil Service.

Upon a motion made by Cthlin Gleason, seconded by Darren Morton, the Board adopted and approved Resolution#0120-17. The vote carried 5 yes and 0 no.

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

Subject 11.6 Treasurer Amended Resolution#0123-17

Meeting Oct 18, 2017 - Regular Board Meeting

Category 11. Personnel (Old & New)

Type Action

Recommended Action WHEREAS, On September 20, 2017, the Board approved resolution#00097-17 to appoint a treasurer;

NOW, THEREFORE, be it

RESOLVE, that the Board of Trustees for the Mount Vernon Public Library is amending said resolution to state the following:

Jose Alvelo, is appointed as a provisional employee to the position of Treasurer effective Monday September 25, 2017.

AND, BE IT RESOLVED, that this appointment remains provisional pending completion of a thorough background check, credit check, and subsequently until civil service rule deems otherwise.

AND, FURTHER BE IT RESOLVED, that his yearly salary is \$105,000. It will be expensed from the Administrative expense account 4600.01. Mr. Alvelo will receive accrual benefits in alignment with that of all full-time administrative employees: such as sick time, vacation, health, etc.

Upon a motion made by Cathlin Gleason, seconded by Brian Johnson, the Board adopted and approved Resolution#0123-17. The vote carried 5 yes and 0 no.

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

12. Executive Session (If Needed)

Subject 12.1 Executive Session

Meeting Oct 18, 2017 - Regular Board Meeting

Category 12. Executive Session (If Needed)

Type

Upon a motion made by Cathlin Gleason, seconded by Darren Morton, the Board entered into executive session at 7:31p.m.

Subject 12.2 Treasurer additional documents

Meeting Oct 18, 2017 - Regular Board Meeting

Category 12. Executive Session (If Needed)

Type

Subject 12.3 T. Isaac Incident Report

Meeting Oct 18, 2017 - Regular Board Meeting
 Category 12. Executive Session (If Needed)
 Type

Subject 12.4 Personnel Change Doris Hackett Resolution#0112-17 for discussion

Meeting Oct 18, 2017 - Regular Board Meeting
 Category 12. Executive Session (If Needed)
 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 Doris Hackett to the position of Librarian I, Step 4. Her rate of pay which will be expensed from account #4501.01 – Professional Salaries, will be at \$59,201 as per the current yearly wage and she will receive a longevity level payment of \$300.

13. Upcoming Meeting Schedules

Subject 13.1 Scheduled Meetings September through December 2017

Meeting Oct 18, 2017 - Regular Board Meeting
 Category 13. Upcoming Meeting Schedules
 Type

FINANCE COMMITTEE MEETING

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

September 6th
 October 2nd
 November 6th
 December 4th

BUILDING & GROUNDS MEETING

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

September 7th
 October 5th
 November 2nd
 December 7th

PERSONNEL COMMITTEE MEETING

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

- September 11th
- October 10th **(Tuesday)**
- November 13th
- December 11th

WORKING BOARD OF TRUSTEE MEETING

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

- September 11th
- October 10th **(Tuesday)**
- November 13th
- December 11th

TECHNOLOGY COMMITTEE MEETING

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

- September 12th
- October 11th **(Wednesday)**
- November 14th
- December 12th

REGULAR BOARD OF TRUSTEE MEETING

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

- September 20th
- October 18th
- November 15th
- December 20th

POLICY & GOVERNANCE COMMITTEE

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

- September 28th
- October 26th
- November 22rd
- December 28th

14. Meeting Closing

Subject **14.1 Adjournment**

Meeting Oct 18, 2017 - Regular Board Meeting

Category 14. Meeting Closing

Type

Upon a motion made by Brian Johnson the Board concluded the executive session at 8:08p.m. The Regular Board meeting of Wednesday October 18, 2017 adjourned at 8:40 p.m.