



MOUNT VERNON
PUBLIC LIBRARY
WHERE OPPORTUNITY AWAITS

Wednesday, September 20, 2017 Regular Board Meeting

Wednesday
6:30
Trustees' Room

1. Meeting Opening

Subject **1.1 Call To Order**

Meeting Sep 20, 2017 - Regular Board Meeting

Category 1. Meeting Opening

Type Procedural

The meeting was called to order at 6:31 p.m by Trustee Oscar Davis, Jr.

Subject **1.2 Roll Call**

Meeting Sep 20, 2017 - Regular Board Meeting

Category 1. Meeting Opening

Type Action, Procedural

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

Also present was: Joanne Mongelli; Arts Westchester, Tamara Stewart, Randir Naraine, Charlene (last name not given); library patrons, Scott Griffith, Cheryl Thomas, Cathy Webb, Chris Francis; 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 Sep 20, 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 Sep 20, 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 Darren Morton, the Board accepted the agenda for the regular Board meeting of Wednesday September 20, 2017, with the amendment of the resolution for the treasurer #00097-17 and resolution #0111-17 Robert Half being added to the agenda.

2. Correspondence

Subject 2.1 Sentinel Letter

Meeting Sep 20, 2017 - Regular Board Meeting

Category 2. Correspondence

Type

File Attachments
[Sentinel Correspondence.pdf \(185 KB\)](#)

3. Public Expression

Subject 3.1 Public Expression

Meeting Sep 20, 2017 - Regular Board Meeting

Category 3. Public Expression

Type Information

Gary Newman expressed the final central library study committee results are a monstrosity. The report is totally different from the original draft they approved. The decision they made are racist and condescending to us and the community. The report talks down about the library, we have been belittled. The vote by all 4 members stated we should remain central library until December 2021.

Trustee Johnson mentioned, where is the committee getting their data from? We are being highlighted negatively without supportive facts.

Trustee Morton stated, they have yet to give any concrete evidence for changing the library status and it is insulting that WLS would make such claims and it is bias and discriminating.

Trustee Davis recommends a letter should be written to WLS, creating a record of complaints.

Charlene expressed as a member of the community will there be a survey on line for those who would like to show their support in regards to the library status. Online would allow people who are no longer in the area to still show their support and could help defer the negativity, also posting on social media such as Face Book and perhaps creating a petition. Charlene would also like to see funding to be diverted for job training.

4. Presentation

Subject 4.1 Cathy Webb Presentation

Meeting Sep 20, 2017 - Regular Board Meeting

Category 4. Presentation

Type

5. Approval of Past Minutes

Subject 5.1 Approval of Past Minutes

Meeting Sep 20, 2017 - Regular Board Meeting

Category 5. Approval of Past Minutes

Type

The Board will review at the next meeting. The Board minutes must be entered on Board Docs as separate items and must be done as a pdf file.

File Attachments

BD--MIN 062117 Regular.pdf (623 KB)
 BD--MIN 071017 Special.pdf (274 KB)
 BD--MIN 071017 Working-1.pdf (206 KB)
 BD--MIN 071917 Reorganizational-1.pdf (278 KB)
 BD--MIN 071917 Regular Meeting.pdf (342 KB)
 BD--MIN 072717 Special.pdf (245 KB)
 BD--MIN 080117 Special.pdf (137 KB)
 BD--MIN 082817 Special.pdf (238 KB)

6. New Business

Subject 6.1 Overtime Pay Resolution#00092-17

Meeting Sep 20, 2017 - Regular Board Meeting

Category 6. New Business

Type Action

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

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 overtime pay for the following:

At the Director's request, Carol White worked an additional (1) hour at rate of \$10.00 for new staff training.

Deborah Kershaw worked an additional (1) hour at a rate of \$16.14 to cover the public desk.

David Cambillo worked an additional (1) hour at a rate of \$25.62 to cover the summer coding program.

In addition, based on the Board President request for the library card initiative, the following individuals have exceeded their 17.5 hour work schedule for the period of July 23- August 5, 2017.

Jillian Guy worked 42.5 hours, which 7.5 hours are overtime at an hourly rate of \$16.14.
 Jade Hackett worked 35.5 hours, which .5 hour is overtime at an hourly rate of \$10.00.
 Tashwana Isaac worked 50 hours, which 15 hours are overtime at a rate of 16.62.
 In addition, Carol White worked an additional (1) hour at rate of \$10.00 for new staff training.
 Deborah Kershaw worked an additional (1) hour at a rate of \$16.14 to cover the public desk.
 David Cambillo worked an additional (1) hour at a rate of \$25.62 to cover the summer coding program.

Submitted by: Evania Thompson

Upon a motion made by Brian Johnson, seconded by Cathlin Gleason, the Board approved and adopted resolution#0092-17. The vote carried 4 yes, 0 no.

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

Subject 6.2 Donation Resolution #00094-17

Meeting Sep 20, 2017 - Regular Board Meeting

Category 6. New Business

Type Action

Recommended Action WHEREAS, the Director of the Mount Vernon Public Library recommends to the Board that they accept Ms. Carla Gibson and the Pepsico Foundation monetary donation in the amount of \$6,600.

WHEREAS, Board of Trustees for the Mount Vernon Public Library must approve the donation, **NOW, THEREFORE, be it**

RESOLVED, that the Board of Trustees for the Mount Vernon Public Library has approved, adopted, and authorized the acceptance of the monetary donation made by Marla Gibson of \$3,300 dollars and her employer the Pepsico Foundation matched her donation by giving \$3,300, check #1170066651 in the amount of \$6,600 will be applied to the Gifts & Donation account #3011.01.

Upon a motion made by Cathlin Gleason, seconded by Brian Johnson, the Board approved and adopted resolution#0094-17. The vote carried 4 yes,0 no.

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

Meeting Sep 20, 2017 - Regular Board 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 Sentinel Security Consulting contract,

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 Sentinel Security Consulting contract. Sentinel will assist in developing the Library’s security requirements (OSR) and the bidding process for the electronic security system. Sentinel will manage construction for the entire project. The contract fee for this service is \$15,820.00 and will be expensed from line #6650.01 Building Repairs.

Upon a motion made by Cathlin Gleason, seconded by Brian Johnson, the Board approved and adopted resolution#0101-17. The vote carried 3 yes, 1 abstain.

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

File Attachments
[Sentinel Contract.pdf \(50,415 KB\)](#)

7. Finance

Subject 7.1 Funds Transfer Resolution#108-17

Meeting Sep 20, 2017 - Regular Board 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.

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# 108-17. The vote carried 4 yes, 0 no.

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

Submitted By: Jose Alvelo

Subject 7.2 Check Signing Resolution #0113-17

Meeting Sep 20, 2017 - Regular Board 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.

FURTHERMORE: The Administration of the MVPL has prepared a check to a third party, dated August 22, 2017 as payment for locksmith services , to ensure library security for the MVPL, which are within the approved budget for the fiscal year ending June 30, 2018. The listings for the check is attached to this Resolution, the check number #12715 totals \$ 390.88 for miscellaneous building 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.

This resolution has been deferred back to the Building & Grounds Committee for further review.

File Attachments
[Check Register for Schimoler Locksmiths ck 12715\(1\).pdf \(39 KB\)](#)

Subject	7.3 Check Signing Resolution#0114-17
Meeting	Sep 20, 2017 - Regular Board 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.

FURTHERMORE: The Administration of the MVPL has prepared various checks to various third parties, dated September 20, 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 12732-12817 totaling \$206,020.03. After grouping these checks according to their respective purpose, a total of \$34.99 was Lost book expense, \$5,278.13 was for Book Expense, \$2,907.44 was for Audio Visual expenses, \$534.25 was for Periodicals expenses, \$1,519.99 was for New Technology, \$10,506.06 was for Program expenses, \$7,577.75 was for Supplies Expense, \$3,866.94 was for Computer Equip. Expense, \$60.00 was for Computer Software & Supply Expense, \$303.54 was for Telephone expense, \$1,414.53 was for Office Exp., \$2,645.00 was for Publicity & Print Exp., \$17.75 was for Professional Meeting, \$30.38 was for Staff Training, \$510.32 was for Equipment Maintenance Expenses, \$350.00 was for Memberships Expense, \$15,264.50 was for Professional Fees, \$5,214.81 was for Electricity expenses, \$676.73 was for Custodial Supplies, \$759.74 was for Repairs to Building, \$11,855.20 was for Security Guard expense, \$1,696.93 was for Service Contract expenses, \$396.50 was for Miscellaneous Expense, \$10,153.70 was for Hospital

& Medical Retiree Reimbursement, \$113,948.05 was for Hospital & Medical Insurance Expense, \$2,091.87 was for Dental Expense, \$6,404.93 was for Furniture & Equipment Expense.

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#0114-17. The vote carried 3 yes, 0 no.

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

Submitted By: Juan Jaramillo

<p>File Attachments</p> <p>Summarized Expense Allocation for checks issued on 9-20-2017(1).pdf (12 KB)</p> <p>Check Register for checks issued on 9-20-2017(1).pdf (50 KB)</p>
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Subject	7.4 Check Signing Resolution#0116-17
Meeting	Sep 20, 2017 - Regular Board 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.

FURTHERMORE: The Administration of the MVPL has prepared a check to a third party, dated September 20, 2017 as payment for program services, 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 #12818 totals \$650.00 for program 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 Cathlin Gleason, seconded by Darren Morton, the Board approved and adopted resolution#0116-17. The vote carried 3 yes, 0 no.

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

Submitted By: Juan Jaramillo

<p>File Attachments</p> <p>Check Register for check to Ronald Moore-ck no 12818.pdf (37 KB)</p>

Subject **7.5 990 Form Signing Resolution# 0115-17**

Meeting Sep 20, 2017 - Regular Board Meeting

Category 7. Finance

Type Action

Recommended Action Resolution Granting Signing Authority - for Tax Return Filing

WHEREAS, Kristin Krauskopf, CPA has prepared and completed the Return of Organization Exempt From Income Tax (Form 990) for the following periods:
Short Year return January 1, 2014 – June 30, 2014
Fiscal Year Ending July 1, 2014–June 30, 2015
Fiscal Year Ending July 1, 2015 –June 30, 2016

RESOLVED, that the Mount Vernon Public Library empower and authorize its Board President, Mr. Oscar Davis, Jr. to sign, execute, for and on behalf of the Organization, The tax filing of Form 990.

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

We, the undersigned, hereby 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 20th day of September, 2017 and that the foregoing Resolution was duly adopted at said meeting by the affirmative vote of _____members, and opposed by _____members, and that said Resolution has been duly recorded in the Minute Book and is in full force and effect.

This resolution must be reviewed by the Finance Committee.

Subject **7.6 BOT Report & Summary**

Meeting Sep 20, 2017 - Regular Board Meeting

Category 7. Finance

Type Information

<p>File Attachments</p> <p>BOT Summary Budget Report As of August 31, 2017(1).pdf (42 KB)</p> <p>BOT Detail Budget Report As of August 31, 2017.pdf (59 KB)</p>

8. Director's Report

Subject **8.1 Director's Report**

Meeting Sep 20, 2017 - Regular Board Meeting

Category 8. Director's Report

Type

<p>File Attachments</p> <p>Director's Report for September 2017 Regular Meeting.pdf (668 KB)</p> <p>mt.vernonpubliclibrarycentralstatus - Pretlow.pdf (219 KB)</p> <p>Interim Director's WLS Letter for 08102017 - Central Library Status.pdf (3,684 KB)</p> <p>WEBS FLYERS - 2017 DOC002.pdf (82 KB)</p>

9. Committee Reports

Subject **9.1 Finance Committee**

Meeting Sep 20, 2017 - Regular Board Meeting

Category 9. Committee Reports

Type Information

Finance Committee- Trustee Gleason reported: the decision was finalized for the position treasurer. Finance will followed up on the 990 tax form, Jose (treasurer) found mistakes and will have the forms corrected. The treasurer has started the budget project and Jose may be needed to attend the elections meetings as well as the director and Cathy.

Subject **9.2 Building & Grounds Committee**

Meeting Sep 20, 2017 - Regular Board Meeting

Category 9. Committee Reports

Type

Building & Grounds- Trustee Davis reported: Maintenance received walkie talkies, including staff and security for communication purposes. A new stage was purchased. Developing an online incident report system with the new security company. New book shelves were done in the children's room, the leak in the children's room was repaired in house by maintenance. Overtime savings were great in comparison to the previous year. July 2015- June 2016 \$18,647.47 was spent in overtime and July 2016-June 2017 \$1,333.41 was spent.

Subject **9.3 Personnel Committee**

Meeting Sep 20, 2017 - Regular Board Meeting

Category 9. Committee Reports

Type Information

Personnel Committee- Trustee Morton reported: The director search received 39 applicants, the committee will be reviewing and narrow down with a projection date of December 31, 2017.

Subject **9.4 Technology Committee**

Meeting Sep 20, 2017 - Regular Board Meeting

Category 9. Committee Reports

Type Information

Technology Committee- Trustee Davis reported: The library has applied for e-rates, new online library card application is active. The scanner in the reference area is on loan, it may replace some of the copiers that are in use. The scanner is capable of faxing, emailing, can translate many other languages, QR reader that can scan directly to your mobile device. Periodicals microfilms entire collection to be digitalize and offered to other libraries. Expired library card campaign will start sending out notices. An effort will be made to push Read Down Your Fine program and Give Back Tuesday.

Subject **9.5 Policy & Governance Committee**

Meeting Sep 20, 2017 - Regular Board Meeting

Category 9. Committee Reports

Type Information

Policy & Governance Committee- Trustee Johnson reported: He is working by email with the director on the Strategic Plan to get everything sent to Barbara Lilly.

10. Personnel

Subject 10.1 KoJo Jordan Resolution#00095-17

Meeting Sep 20, 2017 - Regular Board Meeting

Category 10. Personnel

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 extensions of the following people:

Extend and approve the appointments of:

KoJo Gordon, 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 September 1, 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 approved and adopted resolution#00095-17. The vote carried 3 yes, and 1 abstain.

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

Subject 10.2 Marketing Consultant Resolution#00096-17

Meeting Sep 20, 2017 - Regular Board Meeting

Category 10. Personnel

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,

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:

Bre'Anna McQueen, 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 September 1, 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 approved and adopted resolution#0103-17. The vote carried 4 yes, and 0 no.

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

Subject 10.5 LaShawn Brady Resolution#0104-17

Meeting Sep 20, 2017 - Regular Board Meeting

Category 10. Personnel

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:

LaShawn Brady, as Part-time Aide for the Children Room Department, supervised by Scott Griffith. The part time aides may work up to 17.5 hours per week, beginning September 1, 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 approved and adopted resolution#0104-17. The vote carried 4 yes, and 0 no.

Yea	Nay	Abstain	Trustees
X_____	_____	_____	Oscar Davis, Jr.

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

Cathlin Gleason
 Brian G. Johnson
 Darren M. Morton
 Tanya Southerland

Subject 10.6 Patrick Daley Resolution#0105-17

Meeting Sep 20, 2017 - Regular Board Meeting

Category 10. Personnel

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 September 1, 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.

Resolution postponed until later date, director was instructed to insure supervision and other items were addressed before being brought back to the Board.

Subject 10.7 Keenan Perkins Resolution#0106-17

Meeting Sep 20, 2017 - Regular Board Meeting

Category 10. Personnel

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:
Keenan Perkins, as a Part-time Aide for the Young Adults Department, supervised by Cheryl Berent. The part time aides may work up to 17.5 hours per week, beginning September 1, 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 Brian Johnson, seconded by Cathlin Gleason, the Board approved and adopted resolution#0106-17. The vote carried 4 yes, and 0 no.

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

X _____
 X _____

Brian G. Johnson
 Darren M. Morton
 Tanya Southerland

Subject **10.8 Jalen Brown Resolution#0107-17**

Meeting Sep 20, 2017 - Regular Board Meeting

Category 10. Personnel

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 a Part-time Aide for the Technical Service Department, supervised by May Wu. The part time aides may work up to 17.5 hours per week, beginning September 1, 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.

Resolution postponed until later date, director was instructed to insure supervision and other items were addressed before being brought back to the Board.

Subject **10.9 Mary Dolberry Resolution#0109-17**

Meeting Sep 20, 2017 - Regular Board Meeting

Category 10. 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:

Mary Dolberry, a Part-time Library Aide 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.

Resolution not voted for, date hired must be included and then it can be presented to the Board.

Subject 10.10 Ernestina Addoh Resolution#0110-17

Meeting Sep 20, 2017 - Regular Board Meeting

Category 10. 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 resignation of:

Ernestina Addoh as a part-time Library-Aide effective as of June 13, 2017 her resignation leaves a vacancy at the periodicals desk.

Upon a motion made by Cathlin Gleason, seconded by Brian Johnson, the Board approved and adopted resolution#0110-17. The vote carried 4 yes, and 0 no.

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

Subject 10.11 Doris Hackett Resolution#0112-17

Meeting Sep 20, 2017 - Regular Board Meeting

Category 10. 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 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.

Item postponed, resolution missing supportive documents.

Subject 10.12 Treasurer Resolution Resolution#00097-17

Meeting Sep 20, 2017 - Regular Board Meeting

Category 10. Personnel

Type Action

Recommended Action WHEREAS, the Finance Committee for the Mount Vernon Public Library has reviewed, screened and interviewed candidates for the Treasurer and;

WHEREAS, the Finance Committee recommends the hiring of a Treasurer, **NOW, THEREFORE**, be it

RESOLVED, that the Board of Trustees for the Mount Vernon Public Library has approved, adopted and authorized the appointment of: Jose Alvelo, pending completion of a thorough background and credit check, to the position of Treasurer effective Monday September 25, 2017, with a 6 month probation period. At which time he will be evaluated by the finance committee.

AND, 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 Darren Morton, the Board adopted and approved Resolution #00097-17. The vote carried 3 yes and 1 abstain. Noted Trustee Davis abstained from the vote because of the process not because of the treasurer.

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

Submitted By: The Finance Committee

Subject 10.13 Robert Half Conversion Fee Resolution#111-17

Meeting Sep 20, 2017 - Regular Board Meeting

Category 10. Personnel

Type Action

Recommended Action WHEREAS, the Finance Committee for the Mount Vernon Public Library recommends to the Board, a conversion fee to be paid to Robert Half Management,

NOW, THEREFORE, be it

RESOLVED, that the Board of Trustees for the Mount Vernon Public Library has approved, adopted and authorized that:

Whereas, the treasurer has worked at the Mount Vernon Public Library from October 2014 through January 2016, per contract with Robert Half, and as of January 2016 through September 24, 2017 has worked on a month to month basis due to a non- renewal of the yearly contract with Robert Half, a conversion fee will be paid to Robert Half Management Resources on or after September 25, 2017 because this employee has now been offered full time employment. Robert Half Management Resources has agreed to accept a \$5,000 conversion fee payment as per agreement on September 15, 2017. The payment will be expensed from account #6150.01, Professional fee.

Upon a motion made by Cathlin Gleason, seconded by Brian Johnson, the Board approved and adopted resolution#0111-17. The vote carried 4 yes, and 0 no.

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

11. Executive Session (If Needed)

Subject **11.1 Executive Session**

Meeting Sep 20, 2017 - Regular Board Meeting

Category 11. Executive Session (If Needed)

Type Information

Upon a motion made by Darren Morton, seconded by Cathlin Gleason the Board entered into executive session at 9:40 p.m.

12. Upcoming Meeting Schedules

Subject **12.1 Scheduled Meetings September through December 2017**

Meeting Sep 20, 2017 - Regular Board Meeting

Category 12. 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

LL

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

13. Meeting Closing

Subject	13.1 Adjournment
Meeting	Sep 20, 2017 - Regular Board Meeting
Category	13. Meeting Closing
Type	Action
Recommended Action	Motion to adjourn meeting.

Executive session concluded at 10:15 p.m. and the Board meeting for Wednesday September 20, 2017 adjourned.