



**Thursday, October 28, 2021  
Emergency Meeting**

**Thursday  
5:30 p.m.  
Via Zoom**

**1. Meeting Opening**

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

Meeting                    Oct 28, 2021 - Emergency Meeting

Category                    1. Meeting Opening

Type                        Procedural

The Emergency meeting was called to order at 5:50p.m.by Vivien Salmon.

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

Meeting                    Oct 28, 2021 - Emergency Meeting

Category                    1. Meeting Opening

Type                        Action, Procedural

Trustees' present via zoom: Oscar Davis Jr., Judy Williams-Davis, Cathlin Gleason, Hope Marable, and Vivien Salmon

Also present via zoom: Doris Hackett; CSEA Vice President, Chris Francis; Foreman, Timur Davis; Director, and Doreen McQueen; Administrative Assistant

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

Meeting                    Oct 28, 2021 - Emergency Meeting

Category                    1. Meeting Opening

Type                        Procedural

Pledge of Allegiance was led by Cathlin Gleason.

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

Meeting Oct 28, 2021 - Emergency Meeting  
 Category 1. Meeting Opening  
 Type Action  
 Recommended Action Motion to approve the agenda

Upon a motion made by Cathlin Gleason, seconded by Hope Marable, the Board approved the agenda for the Emergency meeting of Thursday October 28, 2021. The vote carried 5 yes and 0 no.

### Vote

Oscar Davis Jr. - Yes  
 Judy William-Davis- Yes  
 Cathlin Gleason - Yes  
 Hope Marable Yes  
 Vivien Salmon - Yes

## **2. Old Business**

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**Subject 2.1 Check Signing Resolution #0080-21 AMENDED**

Meeting Oct 28, 2021 - Emergency Meeting

Category 2. Old Business

Type

**MOUNT VERNON PUBLIC LIBRARY  
 BOARD OF TRUSTEES  
 CHECK SIGNING RESOLUTION #0080-21  
 AMENDED**

**REVISED 10/27/21 see notes at the end of the resolution**

**WHEREAS:** The Mount Vernon Public Library ("MVPL") submitted a budget for the fiscal year ending June 30, 2022, 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 15, 2021 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, 2022. A listing of such checks is attached to this Resolution and includes consecutive check numbers 15731-15768 totaling **\$207,269.42 (amended 10/27/21)**. After grouping these checks according to their respective purpose, a total \$8,476.67 was for Book expenses, \$425.50 was for Periodicals expenses, \$2,312.00 was for New Technology, \$6,071.75 was for Program expenses-MV, \$750.00 was for Publicity & Print, \$1,200.00 was for Computer Equipment, \$780.00 was for Telephone – Telecommunication Exp., \$61,692.64 was for WLS Terminal exp., \$228.00 was for Postage Exp.-Main, \$13,690.00 was for Professional Fees, \$370.00 was for Miscellaneous Exp.-MV, \$89.30 was for Fuel Exp., \$1,763.10 was for Custodial supplies, \$3,290.42 was for Repairs to Build. Exp.-MV, \$1,529.91 was for Miscellaneous Building Exp., \$13,732.92 was for Service Contract.

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

***The Administration has reviewed each check and related underlying documentation and certify that each check has been prepared in accordance with such documentation, for the amount of the related invoice and matching purchase order and that such expenditure is solely for Library purposes and is within the annual budget amount for the particular budget line item.***

**THEREFORE:** It is the recommendation of the Administration of the MVPL that two signers on Board of Trustees sign all such checks.

**BE IT RESOLVED:** The Board of Trustees of the Mount Vernon Public Library ("MVPL") hereby authorizes and empowers either one of the Trustees authorized to sign checks, to sign each of the checks delineated on the attached check register in accordance with the policies and procedures of the MVPL.

**A total of \$244,575.26** has been deducted from this resolution original amount of \$469,990.35. This amount has been removed and voted and passed on **Check Signing Resolution #0087-21 at the 9/21/21 special meeting.** #15756 NYS Employee Health \$233,363.18, #15757 Philadelphia Ins. \$10,398.50, #15763 Staples \$592.73, #15764 Amazon \$220.85.

10/27/2021 This resolution has been amended again to remove check #15765 for \$6,488.67 and check #15766 for \$11,657.00 for Allied Security (a.k.a U.S. Security Associates) a total of \$18,145.67 removing the security guard expense completely from the resolution. The new total is \$207,269.42.

Upon a motion made by Cathlin Gleason, seconded by Judy Williams-Davis, the Board approved resolution #0080-21. The vote carried 5 yes and 0 no.

#### Votes

Oscar Davis, Jr. - Yes  
 Judy Williams-Davis - Yes  
 Cathlin Gleason - Yes  
 Hope Marable - Yes  
 Vivien Salmon - Yes

**Subject** 2.2 NYS Registration Resolution #0093-21

Meeting Oct 28, 2021 - Emergency Meeting

Category 2. Old Business

Type

Mount Vernon Public Library  
 Board of Trustees  
 Resolution # 0093-21

**A RESOLUTION FOR THE ACCEPTANCE OF THE NEW YORK STATE DEPARTMENT OF EDUCATION FOR APPLICATION FOR MOUNT VERNON PUBLIC LIBRARY'S NY STATE REGISTRATION AND CHARTER**

**WHEREAS**, the Director of the Mount Vernon Public Library recommends to the Board this resolution for the Application for Registration Form for the New York State Education Department to be reviewed by the library system, and reviewed submitted to the State Library by the library system,  
**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 Application for Registration Form, reviewed by the library system, and to be submitted to the New York State Library for the purposes of receiving a New York State Library Registration/Charter for Mount Vernon Public Library.

Upon a motion made by Cathlin Gleason, seconded by Judy Williams-Davis, the Board approved resolution #0093-21. The vote carried 5 yes and 0 no.

## Votes

Oscar Davis, Jr. - Yes  
 Judy Williams-Davis - Yes  
 Cathlin Gleason - Yes  
 Hope Marable - Yes  
 Vivien Salmon - Yes

<b>Subject</b>	<b>2.3 Strategic Plan Review</b>
Meeting	Oct 28, 2021 - Emergency Meeting
Category	2. Old Business
Type	

Strategic Planning Committee Chairperson Trustee Hope Marable highlighted a few items

- This plan will cover 2021-2024
- great need for an Tech department also training for the staff to assist patrons
- stronger social media presence - re-construction of the website
- teen library needs to be updated
- Westlaw and Mills Law needs simpler access- appears to be a bit difficult to use
- create a TV station to air through out the library
- children's room renovation needed
- history room must be reorganized - climate controlled
- hire archivist
- way to utilize the rotunda
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### 3. Meeting Closing

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<b>Subject</b>	<b>3.1 Adjournment</b>
Meeting	Oct 28, 2021 - Emergency Meeting
Category	3. Meeting Closing

Type

Upon a motion made by Oscar Davis Jr., seconded by Hope Marable, the Special meeting adjourned at 6:47 p.m. The vote carried 5 yes and 0 no.