



Wednesday, April 15, 2020
Regular Meeting * Canceled No Quorum *****

Wednesday
6:30
Trustees' Room

1. Meeting Opening

Subject **1.1 Call To Order**

Meeting Apr 15, 2020 - Regular Meeting *** Canceled No Quorum ***

Category 1. Meeting Opening

Type Procedural

The Regular meeting of Wednesday April 15, 2020 was called to order at ____p.m by _____.

Subject **1.2 Roll Call**

Meeting Apr 15, 2020 - Regular Meeting *** Canceled No Quorum ***

Category 1. Meeting Opening

Type Action, Procedural

Trustees' present

Also present was:

Subject **1.3 Pledge of Allegiance**

Meeting Apr 15, 2020 - Regular Meeting *** Canceled No Quorum ***

Category 1. Meeting Opening

Type Procedural

Pledge of Allegiance was led by _____.

Subject **1.4 Acceptance of Agenda**

Meeting Apr 15, 2020 - Regular Meeting *** Canceled No Quorum ***

Category 1. Meeting Opening

Type Action

Recommended Action Motion to approve the agenda

Upon a motion made by _____, seconded by _____, the Board approved the agenda for the Working meeting of Monday April 13,2020. The vote carried ___yes and ___no.

2. Director's Report

Subject 2.1 Director T. Davis Report

Meeting Apr 15, 2020 - Regular Meeting *** Canceled No Quorum ***

Category 2. Director's Report

Type

3. Board Committee Reports

Subject 3.1 Building & Grounds Committee

Meeting Apr 15, 2020 - Regular Meeting *** Canceled No Quorum ***

Category 3. Board Committee Reports

Type

Subject 3.2 Finance Committee

Meeting Apr 15, 2020 - Regular Meeting *** Canceled No Quorum ***

Category 3. Board Committee Reports

Type

Subject 3.3 Marketing Committee

Meeting Apr 15, 2020 - Regular Meeting *** Canceled No Quorum ***

Category 3. Board Committee Reports

Type

Subject 3.4 Personnel Committee

Meeting Apr 15, 2020 - Regular Meeting *** Canceled No Quorum ***

Category 3. Board Committee Reports

Type

Subject 3.5 Policy & Governance

Meeting Apr 15, 2020 - Regular Meeting *** Canceled No Quorum ***
Category 3. Board Committee Reports
Type

Subject 3.6 Technology Committee

Meeting Apr 15, 2020 - Regular Meeting *** Canceled No Quorum ***
Category 3. Board Committee Reports
Type

4. Board Minutes

Subject 4.1 Minutes 12/09/2019 Working Meeting

Meeting Apr 15, 2020 - Regular Meeting *** Canceled No Quorum ***
Category 4. Board Minutes
Type Minutes

Subject 4.2 Minutes 12/18/19 Regular Meeting

Meeting Apr 15, 2020 - Regular Meeting *** Canceled No Quorum ***
Category 4. Board Minutes
Type Minutes

Subject 4.3 Minutes 01/15/2020 Regular Meeting

Meeting Apr 15, 2020 - Regular Meeting *** Canceled No Quorum ***
Category 4. Board Minutes
Type Minutes

Subject 4.4 Minutes 01/22/20 Special Meeting

Meeting Apr 15, 2020 - Regular Meeting *** Canceled No Quorum ***
Category 4. Board Minutes
Type Minutes

Subject 4.5 Minutes 02/19/2020 Regular Meeting

Meeting Apr 15, 2020 - Regular Meeting *** Canceled No Quorum ***
Category 4. Board Minutes
Type Minutes

5. Finance

Subject **5.1 BOT Report - Jose Alvelo**

Meeting Apr 15, 2020 - Regular Meeting *** Canceled No Quorum ***

Category 5. Finance

Type

Subject **5.2 Funds Transfer Resolution #0040-20**

Meeting Apr 15, 2020 - Regular Meeting *** Canceled No Quorum ***

Category 5. Finance

Type

**MOUNT VERNON PUBLIC LIBRARY
BOARD OF TRUSTEES FUNDS TRANSFER
RESOLUTION #0040-20**

WHERE AS: The Mount Vernon Public Library (“MVPL”) maintains a money market account at Sterling National Bank with an account number ending in 8241 for the purpose of depositing and holding the tax levy money remitted by the citizens of Mount Vernon via the Mount Vernon School District.

FURTHERMORE: The Mount Vernon Public Library (“MVPL”) maintains an operating account at Sterling National Bank with an account number ending in 0601 for the purpose of dispersing various amounts in the ordinary course of business to both employees for payroll and related costs and various amounts to third party vendors for expenses incurred each in accordance with the approved budget.

THEREFORE: It is the recommendation of the Management of the MVPL that the Board of Trustees authorize the transfer of exactly \$390,090.00 (three hundred – ninety thousand and ninety 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 \$390,090.00 (three hundred – ninety thousand and ninety 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 _____, seconded by _____, the Board approved and adopted resolution #0040-20. The vote carried ___ yes and ___ no.

Yea Nay Abstain Trustees

_____	Malcolm I. Clark
_____	Oscar Davis, Jr.
_____	Judy Williams-Davis
_____	Cathlin Gleason
_____	Tanya Southerland

Subject **5.3 Check Signing Resolution#0041-20**

Meeting Apr 15, 2020 - Regular Meeting *** Canceled No Quorum ***

Category 5. Finance

Type

MOUNT VERNON PUBLIC LIBRARY
BOARD OF TRUSTEES
CHECK SIGNING RESOLUTION #0041-20

WHEREAS: The Mount Vernon Public Library (“MVPL”) submitted a budget for the fiscal year ending June 30, 2020, 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 April 15, 2020, 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, 2020. A listing of such checks is attached to this Resolution and includes consecutive check numbers 15214-15222 totaling \$95,388.98.

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

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

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

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

Upon a motion made by _____, seconded by _____, the Board approved and adopted resolution #0041-20. The vote carried ___ yes and ___ no.

Yea	Nay	Abstain	Trustees
_____	_____	_____	Malcolm I. Clark
_____	_____	_____	Oscar Davis, Jr.
_____	_____	_____	Judy Williams-Davis
_____	_____	_____	Cathlin Gleason
_____	_____	_____	Tanya Southerland

6. Old Business

Subject **6.1 Check Signing Resolution #0037-20 March Invoices**

Meeting Apr 15, 2020 - Regular Meeting *** Canceled No Quorum ***

Category 6. Old Business

Type

MOUNT VERNON PUBLIC LIBRARY

BOARD OF TRUSTEES

CHECK SIGNING RESOLUTION #0037-20

WHEREAS: The Mount Vernon Public Library ("MVPL") submitted a budget for the fiscal year ending June 30, 2020, 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 March 19, 2020, 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, 2020. A listing of such checks is attached to this Resolution and includes consecutive check numbers 15130-15196 totaling \$130,121.80. After grouping these checks according to their \$45.48 was for Lost Books expenses, \$2,906.17 was for Books Expenses –MV, \$4,676.44 was for Audio Visual Expenses-MV, \$5,476.75 was for Periodicals Expenses-MV, \$4,849.12 was for New Technology Expenses-MV, \$2,056.91 was for Program Expenses-MV, \$1,885.19 was for Supplies Expenses-Main, \$5,655.00 was for Computer Equip Expenses-MV, \$7,044.09 was for Telephone Telecommunication Expenses-MV, \$1,370.00 was for Postage Expenses-MV, \$227.77 was for Office Expenses-MV, \$100.00 was for Membership Fees Exp., \$2,151.50 was for Professional Fees, \$2,934.73 was for Fuel Expenses-MV, \$1,869.78 was for Custodial Expenses-MV, \$134.50 was for Repairs To Building Expense-MV, \$322.50 was for Security System Expenses-MV, \$3,987.67 was for Service Contract expense-MV, \$2,370.00 was for Miscellaneous Expenses-MV, \$4,824.50 was for Insurance Expenses-MV, \$75,233.70 .

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.

THEFORE: 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 _____, seconded by _____, the Board approved and adopted resolution #0037-20. The vote carried ___ yes and ___ no.

Yea	Nay	Abstain	Trustees
_____	_____	_____	Malcolm I. Clark
_____	_____	_____	Oscar Davis, Jr.
_____	_____	_____	Judy Williams-Davis
_____	_____	_____	Cathlin Gleason
_____	_____	_____	Tanya Southerland

7. New Business

Subject **7.1 Lap Top Resolution#0038-20**

Meeting Apr 15, 2020 - Regular Meeting *** Canceled No Quorum ***

Category 7. New Business

Type

**Mount Vernon Public Library
Board of Trustee
Resolution #0038-20**

RESOLUTION TO PURCHASE ACER CHROME BOOK LAPTOPS

WHEREAS, the Director of the Mount Vernon Public Library recommends to the Board that they approve the purchase of thirty Acer laptops for the use of staff and patrons.

WHEREAS, The Board of Trustees must approve this recommendation

NOW, THEREFORE, be it,

RESOLVED, that upon the request of the Director, and upon the recommendation of the Technology Committee, the Board of Trustees for the Mount Vernon Public Library has approved, adopted and authorized the payment to purchase thirty (30) Acer laptops without Software for the use of staff and patrons. These items will be expensed from line item #5200.01 New Technology and will not exceed the cost of 6,000.00.

Upon a motion made by _____, seconded by _____, the Board approved and adopted resolution #0038-20. The vote carried ___ yes and ___ no.

Yea	Nay	Abstain	Trustees
_____	_____	_____	Malcolm I. Clark
_____	_____	_____	Oscar Davis, Jr.
_____	_____	_____	Judy Williams-Davis

____ Cathlin Gleason
____ Tanya Southerland

Subject 7.2 PT Salary increase Resolution #0039-20

Meeting Apr 15, 2020 - Regular Meeting *** Canceled No Quorum ***

Category 7. New Business

Type

**Mount Vernon Public Library
Board of Trustee
Resolution #0039-20**

A RESOLUTION TO APPROVE THE SALARY INCREASES FOR THE NON UNION EMPLOYEES

WHEREAS, the Board of Trustees of Mount Vernon Public Library has determined that a salary raise to non-union Part -Time Staff and Administrative non-union personnel is appropriate; and

WHEREAS, Effective 1/01/2020 the Board of Mount Vernon Public Library has approved a 2% salary increase for all non-union employees based on salary as of 12/31/2019.

NOW THEREFORE,

BE IT RESOLVED, that the Mount Vernon Public Library do hereby approve the salary adjustments for non-union personnel.

Upon a motion made by _____, seconded by _____, the Board approved and adopted resolution #0039-20. The vote carried ___ yes and ___ no.

Yea Nay Abstain Trustees

____ Malcolm I. Clark
____ Oscar Davis, Jr.
____ Judy Williams-Davis
____ Cathlin Gleason
____ Tanya Southerland

Subject 7.3 Part Time Furlough Resolution #0042-20

Meeting Apr 15, 2020 - Regular Meeting *** Canceled No Quorum ***

Category 7. New Business

Type

**Mount Vernon Public Library
Board of Trustee
Resolution #0042-20**

A RESOLUTION TO APPROVE THE PART TIME COVID-19 STAFF FURLOUGH

WHEREAS, the Mount Vernon Public Library has determined that it is in the best interest of the Library to implement a mandatory furlough period for all part time staff due to current level of work available as a result of COVID-19. The furlough will begin on 4/17/20. We are hopeful that we will be

able to restore part time staff to their prior position with the Mount Vernon Public Library on or around _____. However, it is important to note that the Board reserves the right to change this date based on our business needs,

WHEREAS, part time staff may be eligible for unemployment benefits during this time. We recommend part time staff to contact the NYS unemployment department for further information and to apply,

WHEREAS, the Mount Vernon Public Library sincerely appreciates the dedication and hard work of its part time staff and regrets the impact that furloughs will have on them.

NOWTHEREFORE, the Mount Vernon Public Library acts consistent with the authority adopted by the Mount Vernon Public Library on April 15, 2020.

Upon a motion made by _____, seconded by _____, the Board approved and adopted resolution #0042-20. The vote carried ___ yes and ___ no.

Yea	Nay	Abstain	Trustees
_____	_____	_____	Malcolm I. Clark
_____	_____	_____	Oscar Davis, Jr.
_____	_____	_____	Judy Williams-Davis
_____	_____	_____	Cathlin Gleason
_____	_____	_____	Tanya Southerland

8. Executive Session

Subject **8.1 Executive Session Request**

Meeting Apr 15, 2020 - Regular Meeting *** Canceled No Quorum ***

Category 8. Executive Session

Type

9. Meeting Closing

Subject **9.1 Adjournment**

Meeting Apr 15, 2020 - Regular Meeting *** Canceled No Quorum ***

Category 9. Meeting Closing

Type

Upon a motion made by _____, seconded by _____, the Regular meeting of Wednesday April 15, 2020 adjourned at _____ p.m. The vote carried ___ yes, ___ no.