



## Wednesday, December 16, 2020 Regular Meeting

**Wednesday**

**6:30 a.m.**

**Via Zoom**

**<https://www.facebook.com/mountvernonpubliclibrary>**

### **1. Meeting Opening**

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<b>Subject</b>	<b>1.1 Call To Order</b>
Meeting	Dec 16, 2020 - Regular Meeting
Category	1. Meeting Opening
Type	Procedural

The Regular meeting of Wednesday December 16, 2020, via Zoom conferencing was called to order at 6:49 by Judy Williams-Davis.

<b>Subject</b>	<b>1.2 Roll Call</b>
Meeting	Dec 16, 2020 - Regular Meeting
Category	1. Meeting Opening
Type	Action, Procedural

Trustees' present: Cathlin Gleason, Judy Williams-Davis, and Hope Marable.

Trustee absent: Oscar Davis Jr.

Also present was: Terry Kirchner: WLS Director, Chris Shoemaker; WLS, Marcus Griffith; Chief Accountant Clerk, Timur Davis; Library Director, and Doreen McQueen; Admin. Assistant.

<b>Subject</b>	<b>1.3 Pledge of Allegiance</b>
Meeting	Dec 16, 2020 - Regular Meeting
Category	1. Meeting Opening
Type	Procedural

### **The Pledge of Allegiance**

I pledge Allegiance to the flag  
of the United States of America  
and to the Republic for which it stands,

one nation under God, indivisible,  
with Liberty and Justice for all.

Pledge of Allegiance was led by Terry Kirchner.

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

Meeting                    Dec 16, 2020 - Regular Meeting

Category                    1. Meeting Opening

Type                        Action

Recommended Action    Motion to approve the agenda

Upon a motion made by Hope Marable, seconded by Cathlin Gleason, the Board approved the agenda for the Regular meeting of Wednesday December 16, 2020. The vote carried 3 yes and 0 no.

## **2. Director's Report**

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**Subject**                    **2.1 Director Report**

Meeting                    Dec 16, 2020 - Regular Meeting

Category                    2. Director's Report

Type

## **3. Board Committee Reports**

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**Subject**                    **3.1 Building & Grounds Committee**

Meeting                    Dec 16, 2020 - Regular Meeting

Category                    3. Board Committee Reports

Type

No report

**Subject**                    **3.2 Finance Committee**

Meeting                    Dec 16, 2020 - Regular Meeting

Category                    3. Board Committee Reports

Type

Trustee Gleason Reported:

- finance practices in review
- reviewed step increases
-

**Subject**                    **3.3 Marketing Committee**

Meeting                    Dec 16, 2020 - Regular Meeting

Category                    3. Board Committee Reports

Type

**Subject**                    **3.4 Personnel Committee**

Meeting                    Dec 16, 2020 - Regular Meeting

Category                    3. Board Committee Reports

Type

**Subject**                    **3.5 Policy & Governance**

Meeting                    Dec 16, 2020 - Regular Meeting

Category                    3. Board Committee Reports

Type

Trustee Gleason Reported:

- reviewing COVID policy hoping to bring it to the next meeting

**Subject**                    **3.6 Strategic Planning Committee**

Meeting                    Dec 16, 2020 - Regular Meeting

Category                    3. Board Committee Reports

Type

Trustee Hope Marable stated her committee will meet December 21, 2021 by Zoom and her committee will consist of Mr. Finch, Nishan Stepak and the Director. The meeting time for this committee will be at 11:30 a.m.

**Subject**                    **3.7 Technology Committee**

Meeting                    Dec 16, 2020 - Regular Meeting

Category                    3. Board Committee Reports

Type

The Director reported:

- upgrades are being made with the e-rates
- color coded wiring being installed
- 12 computers will be available for patron check out

#### 4. Finance

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**Subject**                      **4.1 Fund Transfer Resolution**

Meeting                      Dec 16, 2020 - Regular Meeting

Category                      4. Finance

Type

no financials provided

**Subject**                      **4.2 Check Signing Resolution**

Meeting                      Dec 16, 2020 - Regular Meeting

Category                      4. Finance

Type

no financials provided

#### 5. New Business

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**Subject**                      **5.1 Book Donation Resolution #0101-20 Conde Nas Publisher/ J. Davis**

Meeting                      Dec 16, 2020 - Regular Meeting

Category                      5. New Business

Type

Mount Vernon Public Library  
Board of Trustees  
Resolution #0101-20

#### **A RESOLUTION TO ACCEPT THE BOOK DONATION FROM CONDE NAS PUBLISHER THROUGH JONATHAN DAVIS**

**WHEREAS**, the Director of the Mount Vernon Public Library request that the Board approves this resolution, to accept the Book donation gifted by Conde Nas Publisher Company with the assistance of Mr. Jonathan Davis.

**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 Books from The Conde Nas Publisher Company for continuing the Mount Vernon reads initiative. The books will be given to residents and families throughout the City of Mount Vernon.

Upon a motion made by Cathlin Gleason, seconded by Hope Marable the Board approved Resolution #0101-20. The vote carried 3 yes and 0 no.

**Subject** 5.2 Book Donation Resolution #0102-20 Tha Brown Urban Mother's

Meeting Dec 16, 2020 - Regular Meeting

Category 5. New Business

Type

Mount Vernon Public Library  
Board of Trustees  
Resolution # 0103-20

**A RESOLUTION TO ACCEPT THE BOOK DONATION FROM THE BROWN URBAN MOTHER PARTNERS INC.**

**WHEREAS**, the Director of the Mount Vernon Public Library request that the Board approves this resolution, to accept the Book donation gifted by Tha Brown Urban Mother Partners, Founder Cynthia Turnquest –Jones.

**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 Books from Tha Brown Urban Mother Partners, Inc. from Disney for continuing the Mount Vernon reads initiative. The books will be given to residents and families throughout the City of Mount Vernon.

**6. Correspondence**

**7. Personnel**

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**Subject** 7.1 MVPL Agreement Document

Meeting Dec 16, 2020 - Regular Meeting

Category 7. Personnel

Type

**Subject** 7.2 T. Blackman Step Resolution #0081-20

Meeting Dec 16, 2020 - Regular Meeting

Category 7. Personnel

Type

Mount Vernon Public Library  
Board of Trustees  
Resolution # 0081-20

**A RESOLUTION TO ACCEPT PERSONNEL CHANGES: STEP INCREASE**

**WHEREAS**, the Director of the Mount Vernon Public Library recommends to the Board the following employee change,

**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 following personnel change:

Tisha Blackman, Library Clerk-Step 3, effective January 1, 2020 due for step increase. Her new step is at step 4 with a salary wage of \$47,005. Her salary will be paid out of the account 4550.01 Salaries – Non-Professional.

**Subject**                    **7.3 S. Dugaw Step Resolution #0082-20**

Meeting                    Dec 16, 2020 - Regular Meeting

Category                    7. Personnel

Type

Mount Vernon Public Library  
Board of Trustees  
Resolution #0082-20

**A RESOLUTION TO ACCEPT PERSONNEL CHANGES: STEP INCREASE**

**WHEREAS**, the Director of the Mount Vernon Public Library recommends to the Board the following employee change,

**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 following personnel change:

Susi Dugaw, Librarian I – Step 3, effective January 1, 2020 due for step increase. Her new step is at step 4 with a salary wage of \$68,338. Her salary will be paid out of the account 4501.01 Salaries – Professional.

**Subject**                    **7.4 W. Jones Step Resolution #0083-20**

Meeting                    Dec 16, 2020 - Regular Meeting

Category                    7. Personnel

Type

Mount Vernon Public Library  
Board of Trustees  
Resolution # 0083-20

**A RESOLUTION TO ACCEPT PERSONNEL CHANGES: STEP INCREASE**

**WHEREAS**, the Director of the Mount Vernon Public Library recommends to the Board the following employee change,

**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 following personnel change:

Wayne Jones, Cleaner-Step 5, effective January 1, 2020 due for step increase. His new step is at step 6 with a salary wage of \$55,646. His salary will be paid out of the account 4650.01 Salaries – Maintenance.

**Subject**                    **7.5 A. Nunez Step Resolution #0084-20**

Meeting                    Dec 16, 2020 - Regular Meeting

Category                    7. Personnel

Type

Mount Vernon Public Library  
Board of Trustees  
Resolution # 0084-20

**A RESOLUTION TO ACCEPT PERSONNEL CHANGES: STEP INCREASE**

**WHEREAS**, the Director of the Mount Vernon Public Library recommends to the Board the following employee change,

**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 following personnel change:

Amanda Nunez, Library Clerk-Step 3, effective January 1, 2020 due for step increase. Her new step is at step 4 with a salary wage of \$47,005. Her salary will be paid out of the account 4550.01 Salaries – Non-Professional.

**Subject**                    **7.6 T. Redahan Step Resolution #0087-20**

Meeting                    Dec 16, 2020 - Regular Meeting

Category                    7. Personnel

Type

Mount Vernon Public Library  
Board of Trustees  
Resolution # 0087-20

**A RESOLUTION TO ACCEPT PERSONNEL CHANGES: STEP INCREASE**

**WHEREAS**, the Director of the Mount Vernon Public Library recommends to the Board the following employee change,

**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 following personnel change:

Thomas Redahan, Cleaner-Step 3, effective January 1, 2020 due for step increase. His new step is at step 4 with a salary wage of \$51,315. His salary will be paid out of the account 4650.01 Salaries – Maintenance.

**Subject**                    **7.7 D. Hackett Step Resolution #0086-20**

Meeting                    Dec 16, 2020 - Regular Meeting

Category                    7. Personnel

Type

Mount Vernon Public Library  
Board of Trustees  
Resolution #0086-20

**A RESOLUTION TO ACCEPT PERSONNEL CHANGES: STEP INCREASE**

**WHEREAS**, the Director of the Mount Vernon Public Library recommends to the Board the following employee change,

**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 following personnel change:

Doris Hackett, Librarian I – Step 5, effective July 1, 2020, 2019 due for step increase. Her new step is at step 6 with a salary wage of \$73,267 with a \$400 longevity included. Her salary will be paid out of the account 4501.01 Salaries – Professional.

**Subject**                    **7.8 D. Nelson Step Resolution #0085-20**

Meeting                    Dec 16, 2020 - Regular Meeting

Category                    7. Personnel

Type

Mount Vernon Public Library  
Board of Trustees  
Resolution #0085-20

**A RESOLUTION TO ACCEPT PERSONNEL CHANGES: STEP INCREASE**

**WHEREAS**, the Director of the Mount Vernon Public Library recommends to the Board the following employee change,

**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 following personnel change:

Deborah Nelson, Librarian I – Step 3, effective January 1, 2020 due for step increase. Her new step is at step 4 with a salary wage of \$68,336. Her salary will be paid out of the account 4501.01 Salaries – Professional.

**Subject**                    **7.9 N. Stepak Step Increase Resolution # 0103-20**



Meeting Dec 16, 2020 - Regular Meeting  
 Category 7. Personnel  
 Type

Mount Vernon Public Library  
 Board of Trustees  
 Resolution #0103-20

**A RESOLUTION TO ACCEPT PERSONNEL CHANGES: STEP INCREASE**

**WHEREAS**, the Director of the Mount Vernon Public Library recommends to the Board the following employee change,

**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 following personnel change:

Nishan Stepak, Librarian III – Step 6, effective January 1, 2020, 2019 due for step increase. His new step is at step 7 with a salary wage of \$96,144. His salary will be paid out of the account 4501.01 Salaries – Professional.

**8. Items for Review**

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**Subject 8.1 2021 Working Meeting & Regular Meeting Schedules**

Meeting Dec 16, 2020 - Regular Meeting  
 Category 8. Items for Review  
 Type

**Subject 8.2 WLS Invoices**

Meeting Dec 16, 2020 - Regular Meeting  
 Category 8. Items for Review  
 Type

**Subject 8.3 PLDA IT Funding Model Information**

Meeting Dec 16, 2020 - Regular Meeting  
 Category 8. Items for Review  
 Type

**Subject 8.4 Holiday Flyer**

Meeting Dec 16, 2020 - Regular Meeting  
 Category 8. Items for Review  
 Type

**9. Executive Session**

**Subject**                    **9.1 Executive Session Request**

Meeting                    Dec 16, 2020 - Regular Meeting

Category                    9. Executive Session

Type

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## **10. Meeting Closing**

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