Wednesday, January 20, 2021
Regular Meeting

Wednesday
6:30 P.M.
Via Zoom
https://www.facebook.com/mountvernonpubliclibrary

1. Meeting Opening

Subject 1.1 Call To Order
Meeting Jan 20, 2021 - Regular Meeting
Category 1. Meeting Opening
Type Procedural

The Regular meeting of Wednesday January 20, 2021, via Zoom conferencing was called to order at 6:44 p.m. by Oscar Davis Jr.

Subject 1.2 Roll Call
Meeting Jan 20, 2021 - Regular Meeting
Category 1. Meeting Opening
Type Action, Procedural

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

Also present was: Terry Kirchner; WLS Director, Marcus Griffith; Chief Accountant, Timur Davis; Director, and Doreen McQueen; Administrator Assistant.

Subject 1.3 Pledge of Allegiance
Meeting Jan 20, 2021 - 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 Trustee Cathlin Gleason.

**Subject** 1.4 Acceptance of Agenda

**Meeting** Jan 20, 2021 - Regular Meeting

**Category** 1. Meeting Opening

**Type** Action

**Recommended Action** Motion to approve the agenda

Upon a motion made by Cathlin Gleason, seconded by Judy Williams-Davis, the Board approved the agenda for the Regular meeting of Wednesday January 20, 2021. The vote carried 4 yes and 0 no.

2. Director's Report

**Subject** 2.1 Director's Report

**Meeting** Jan 20, 2021 - Regular Meeting

**Category** 2. Director's Report

Type

3. Board Committee Reports

**Subject** 3.1 Building & Grounds Committee

**Meeting** Jan 20, 2021 - Regular Meeting

**Category** 3. Board Committee Reports

Type

**Subject** 3.2 Finance Committee

**Meeting** Jan 20, 2021 - Regular Meeting

**Category** 3. Board Committee Reports

Type

**Subject** 3.3 Marketing Committee

**Meeting** Jan 20, 2021 - Regular Meeting

**Category** 3. Board Committee Reports

Type
Subject 3.4 Personnel Committee
Meeting Jan 20, 2021 - Regular Meeting
Category 3. Board Committee Reports
Type

Subject 3.5 Policy & Governance
Meeting Jan 20, 2021 - Regular Meeting
Category 3. Board Committee Reports
Type

Subject 3.6 Strategic Planning Committee
Meeting Jan 20, 2021 - Regular Meeting
Category 3. Board Committee Reports
Type

Subject 3.7 Technology Committee
Meeting Jan 20, 2021 - Regular Meeting
Category 3. Board Committee Reports
Type

4. Finance

Subject 4.1 BOT Summary- Reporting M. Griffith
Meeting Jan 20, 2021 - Regular Meeting
Category 4. Finance
Type

Subject 4.2 Fund Transfer Resolution #0003-21
Meeting Jan 20, 2021 - Regular Meeting
Category 4. Finance
Type
MOUNT VERNON PUBLIC LIBRARY
BOARD OF TRUSTEES FUNDS TRANSFER
RESOLUTION #0003-21

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 $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 Judy Williams-Davis, the Board approved and adopted resolution #0003-21. The vote carried 4 yes and 0 no.

Yea  Nay  Abstain  Trustees
X____ ____ ____  Oscar Davis, Jr.
X____ ____ ____  Judy Williams-Davis
X____ ____ ____  Cathlin Gleason
X____ ____ ____  Hope Marable

Subject              4.3 Check Signing Resolution #0004-21
Meeting              Jan 20, 2021 - Regular Meeting
Category             4. Finance
Type
WHEREAS: The Mount Vernon Public Library ("MVPL") submitted a budget for the fiscal year ending June 30, 2021, 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 June 20, 2018, 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, 2021. A listing of such checks is attached to this Resolution and includes consecutive check numbers 15512-15562 totaling $498,776.37. After grouping these checks according to their respective purpose the spreadsheet attached gives a breakdown of the funds.

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 Cathlin Gleason, seconded by Hope Marabel, the Board approved and adopted resolution #0004-21 with a stipulation that check for PC Pals and Flor De Maria be held until the backup documents are attached. The vote carried 4 yes and 0 no.

Yea Nay Abstain Trustees
X____ ____ ____ Oscar Davis, Jr.
X____ ____ ____ Judy Williams-Davis
X____ ____ ____ Cathlin Gleason
X____ ____ ____ Hope Marable

5. Old Business

Subject 5.1 Trustee nomination of Brian Johnson
Meeting  Jan 20, 2021 - Regular Meeting

Category  5. Old Business

Motion on the floor from the special meeting of January 11, 2021 board of trustee nomination:

Cathlin Gleason made a motion, Oscar Davis Jr. seconded, to nominate Brian Johnson to serve as the 5th trustee member.

Trustee Gleason: yes
Trustee Williams-Davis: no
Trustee Marable: no
Trustee Davis: yes

Motioned failed

6. New Business

Motion on the floor from the special meeting of January 11, 2021 board of trustee nomination:

Cathlin Gleason made a motion, Oscar Davis Jr. seconded, to nominate Brian Johnson to serve as the 5th trustee member.

Trustee Gleason: yes
Trustee Williams-Davis: no
Trustee Marable: no
Trustee Davis: yes

Motioned failed

LIST OF CANDIDATES THAT WERE INTERVIEWED FOR 5\textsuperscript{TH} TRUSTEE

1. Chez Darden
   Hope Marable nominated Chez Darden, 2\textsuperscript{nd} by Judy Williams- Davis
   Oscar Davis Jr., -abstained
   Judy Williams-Davis –abstained
   Cathlin Gleason- no
   Hope Marable –yes
   
   Motion failed

2. Jamie Pessin

https://go.boarddocs.com/ny/mvpl/Board.nsf/Public# 6/9
Oscar Davis Jr., nominated Jamie Pessin, 2\textsuperscript{nd} by Cathlin Gleason
Oscar Davis Jr., -yes
Judy Williams-Davis –abstained
Cathlin Gleason- yes
Hope Marable –abstained
\textbf{Motion failed}

\textbf{3. Lorna Kerwin}
Judy Williams-Davis nominated Lorna Kerwin, 2\textsuperscript{nd} by Hope Marable
Oscar Davis Jr., -abstained
Judy Williams-Davis –yes
Cathlin Gleason- abstained
Hope Marable –yes
\textbf{Motion failed}

\textbf{4. Jennifer Ann Sampson}
Hope Marable nominated Jennifer Ann Sampson, 2\textsuperscript{nd} by Judy Williams- Davis
Oscar Davis Jr., -abstained
Judy Williams-Davis –yes
Cathlin Gleason- abstained
Hope Marable –yes
\textbf{Motion failed}

\textbf{5. Ron Hood}
Judy Williams-Davis nominated Ron Hood, 2\textsuperscript{nd} by Hope Marable
Oscar Davis Jr., -abstained
Judy Williams-Davis –yes
Cathlin Gleason- abstained
Hope Marable –yes

\textbf{Motion failed}

\textbf{6. Trustee Judy Williams-Davis reached out to Rev. Marilyn Ridley she has relocated}
Trustee Judy Williams-Davis nominated attorney Lauren Raysor-her name was not on the list therefore the nomination there nomination has been withdrawn

\textbf{7. Michelle Nicholas}
Hope Marable nominated Michelle Nicholas, 2\textsuperscript{nd} by Judy Williams- Davis
Oscar Davis Jr., -abstained
Judy Williams-Davis –yes
Cathlin Gleason- no
Hope Marable –yes

\textbf{Motion failed}

\textbf{Subject} \hspace{2cm} 6.2 Donation Resolution #0002-21 Sandford Ramras Estate

\textbf{Meeting} \hspace{2cm} Jan 20, 2021 - Regular Meeting

\textbf{Category} \hspace{2cm} 6. New Business
Mount Vernon Public Library
Board of Trustees
Board Resolution #0002-21

A RESOLUTION TO ACCEPT A MONETARY DONATION

WHEREAS, the Director of the Mount Vernon Public Library recommends to the Board that they accept the monetary donation given on behalf of the Sanford A. Ramaras Estate in the amount of $1800 dollars.

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 charity donation made by the Sanford A. Ramaras Estate of $1800 dollars; check #T-8451977 will be applied to the Gifts & Donation account #3011.01.

Upon a motion made by Cathlin Gleason, seconded by Judy Williams-Davis, the Board approved and adopted resolution #0002-21. The vote carried 4 yes and 0 no.

Yea    Nay    Abstain   Trustees
X_____ ____ ____      Oscar Davis, Jr.
X_____ ____ ____      Judy Williams-Davis
X_____ ____ ____      Cathlin Gleason
X_____ ____ ____      Hope Marable

7. Personnel

Subject                  7.1 Community Relations Coordinator Resolution #0001-21
Meeting                  Jan 20, 2021 - Regular Meeting
Category                 7. Personnel

RESOLUTION TO APPOINT CATHERINE WEBB TO THE POSITION OF COMMUNITY RELATIONS COORDINATOR

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: Catherine Webb, to fill the permanent position as the Community Relation Coordinator effective immediately at Step 4 her yearly salary based on the salary range for this step is at $72,119 and will be expensed from account 4501.01 professional salaries. Ms. Webb has been certified by the MV Civil Service Department.

The Director nominated the employee for the position. Upon a motion made by __________, seconded by __________, the Board approved and adopted resolution #0001-21. The vote carried 2 yes and 1 no and 1 abstained. This resolution failed.

<table>
<thead>
<tr>
<th>Yea</th>
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<th>Abstain</th>
<th>Trustees</th>
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<td>Hope Marable</td>
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**8. Correspondence**

- **Subject:** 8.1 Email Correspondence - Mr. Chris Williams
- **Meeting:** Jan 20, 2021 - Regular Meeting
- **Category:** 8. Correspondence

**9. Executive Session**

- **Subject:** 9.1 Executive Session Request
- **Meeting:** Jan 20, 2021 - Regular Meeting
- **Category:** 9. Executive Session

Upon a motion made by Cathlin Gleason, seconded by Judy Williams-Davis, the Board entered into executive at 8:43 p.m. to discuss and appoint a trustee. It has been requested that Terry Kirchner, and the Director attend.

- Oscar Davis Jr.- yes
- Cathlin Gleason - yes
- Judy Williams- Davis - yes
- Hope Marable- no

**10. Meeting Closing**