



MOUNT VERNON
PUBLIC LIBRARY
WHERE OPPORTUNITY AWAITS

Wednesday, November 17, 2021 Regular Meeting

**Wednesday
6:30p.m.**

1. Meeting Opening

Subject **1.1 Call To Order**

Meeting Nov 17, 2021 - Regular Meeting

Category 1. Meeting Opening

Type Procedural

The Regular meeting of Wednesday November 12, 2021 was called to order at 6:38 p.m. by Vivien Salmon.

Subject **1.2 Roll Call**

Meeting Nov 17, 2021 - Regular Meeting

Category 1. Meeting Opening

Type Action, Procedural

Trustees' present: Oscar Davis Jr., Judy Williams-Davis, Hope Marable, Vivien Salmon, and Cathlin Gleason (joined by zoom 7:26 left 7:45)

Also present was: Also present: Chris Williams, Doris Hackett; CSEA President/ Vice President, Tisha Blackman, Gary Newman, Debbie Harris, Maxine Grandison, Cheryl Thomas, Scott Griffith, library staff, Jessie Van Lew; Save MT. Vernon, Adrian Van Lew, Nicole Lucio, Jeoff Munroe, Ralph Davis, Timur Davis; library Director, and Doreen McQueen; Administrative Assistant. Chris Williams; CSEA Union

Subject **1.3 Pledge of Allegiance**

Meeting Nov 17, 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 Vivien Salmon.

Subject **1.4 Acceptance of Agenda**

Meeting Nov 17, 2021 - Regular Meeting

Category 1. Meeting Opening

Type Action

Recommended Action Motion to approve the agenda

Upon a motion made by Judy Williams-Davis, seconded by Vivien Salmon, the Board approved the agenda for the Regular meeting of Wednesday November 12, 2021. The vote carried 3 yes and 1 no.

Oscar Davis, Jr. - Yes Vote

Judy Williams-Davis- Yes vote

Cathlin Gleason - not present for the vote

Hope Marable- no requested that misconduct be added to the agenda - request was not granted

Vivien Salmon - Yes

President Salmon stated guidelines for the meeting. Trustee sataed, " the Board must governed themselves professionally

- refrain from inappropriate language
- trustees' should request to be acknowleged to speak
- correspondence will be at the end of the meeting

2. Director's Report

Subject **2.1 Director Timur Davis Report**

Meeting Nov 17, 2021 - Regular Meeting

Category 2. Director's Report

Type

3. Financial Review

Subject 3.1 Check Signing Resolution #0104-21

Meeting Nov 17, 2021 - Regular Meeting

Category 3. Financial Review

Type

MOUNT VERNON PUBLIC LIBRARY BOARD OF TRUSTEES CHECK SIGNING RESOLUTION #0104-21

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 November 17, 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, 2021. A listing of such checks is attached to this Resolution and includes consecutive check numbers totaling \$516,787.88. After grouping these checks according to their respective purpose, a total \$2,700.72 was for Book expenses, \$7,368.36 was for Periodicals expenses, \$2,545.00 was for Program expenses-MV, \$766.09 was for Supplies expenses-Main, \$27,418.62 was for Compu. Softw.&Sup.Exp-MV, \$1,450.00 was for Postage Exp.-Main, \$1,053.27 was for Miscellaneous Exp.-Main, \$500.00 was for Professional Fees, \$187.91 was for Electricity Exp.MV, \$282.40 was for Custodial supplies, \$350.00 was for Repairs to Build. Exp.-MV, \$13,992.99 was for Service Contract Exp-MV, \$280.00 was for Miscellaneous Build. Exp.-MV, \$7,404.00 was for Uncategorized Expenses, \$5,321.50 was for Insurance Exp.MV, \$329,391.00 was for Retirement, \$115,776.02 was for Hospital & Medical Insurance Expense.

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 Oscar Davis Jr., seconded by Judy Williams-Davis, the Board voted on resolution #0104-21. The vote carried 1 yes, 2 abstained and 1 no. **Resolution Failed this resolution will be presented at the special meeting called for 11/22/21.**

Yea	Nay	Abstain	Trustees
<input type="checkbox"/>	<input type="checkbox"/>	X <input type="checkbox"/>	Oscar Davis Jr.
<input type="checkbox"/>	<input type="checkbox"/>	X <input type="checkbox"/>	Judy Williams-Davis
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cathlin Gleason
X <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hope Marable
<input type="checkbox"/>	X <input type="checkbox"/>	<input type="checkbox"/>	Vivien Salmon

Subject **3.2 Financial Review Items**

Meeting Nov 17, 2021 - Regular Meeting

Category 3. Financial Review

Type

This financial items attached will be added to the special meeting called for Monday November 22, 2021 as part of the supporting documents for resolution #0104-21.

4. Board Committee Report

Subject **4.1 Building & Grounds Committee**

Meeting Nov 17, 2021 - Regular Meeting

Category 4. Board Committee Report

Type

Trustee Davis reported:

The committee did not meet due to schedule conflict, however items discussed

- secured grant for the elevator
- boiler system brought under a grant
- will discuss at the next meeting- windows
- leak in children's room
- HVAC replacement
- cleaning the building
- final garden plans
- cleaning outside
- teen lab
-

Subject **4.2 Finance Committee**

Meeting Nov 17, 2021 - Regular Meeting

Category 4. Board Committee Report

Type

no report

Subject **4.3 Marketing Committee**

Meeting Nov 17, 2021 - Regular Meeting
 Category 4. Board Committee Report
 Type

Subject 4.4 Policy & Governance Committee

Meeting Nov 17, 2021 - Regular Meeting
 Category 4. Board Committee Report
 Type

no report

Subject 4.5 Personnel Committee

Meeting Nov 17, 2021 - Regular Meeting
 Category 4. Board Committee Report
 Type

Subject 4.6 Strategic Planning Committee

Meeting Nov 17, 2021 - Regular Meeting
 Category 4. Board Committee Report
 Type

Subject 4.7 Technology Committee

Meeting Nov 17, 2021 - Regular Meeting
 Category 4. Board Committee Report
 Type

5. Correspondence/ Expression

6. New Business

Subject 6.1 Donation Resolution #0101-21

Meeting Nov 17, 2021 - Regular Meeting
 Category 6. New Business
 Type

Mount Vernon Public Library
 Board of Trustees
 Resolution # 0101-21

A RESOLUTION FOR THE ACCEPTANCE OF AIG OFFICE SUPPLIES DONATION

WHEREAS, the Director of the Mount Vernon Public Library recommends to the Board this resolution for an in-kind donation of office supplies from AIG, which was facilitated by Kevin Blades of the City of Mount Vernon, NY

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 donation of office supplies from AIG.

Upon a motion made by Oscar Davis Jr., seconded by Hope Marable, the Board approved resolution #0101-21. The vote carried 4 yes and 0 no.

Yea Nay Abstain Trustees

- X ___ ___ ___ Oscar Davis Jr.
- X ___ ___ ___ Judy Williams-Davis
- ___ ___ ___ Cathlin Gleason
- X ___ ___ ___ Hope Marable
- X ___ ___ ___ Vivien Salmon

Subject **6.2 Policy Review /Approval Resolution #0102-21**

Meeting Nov 17, 2021 - Regular Meeting

Category 6. New Business

Type

**Mount Vernon Public Library
Board of Trustees
Resolution #0102-21**

A RESOLUTION TO APPROVE THE BORROWING POLICY FOR THE MOUNT VERNON PUBLIC LIBRARY

WHEREAS, the Director of the Mount Vernon Public Library recommends to the Board this resolution to review the libraries Borrowing policy,

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 Mount Vernon Public Library Borrowing without amendments.

Upon a motion made by Oscar Davis Jr., seconded by Hope Marable, the Board approved resolution #0102-21. The vote carried 4 yes and 0 no.

Yea Nay Abstain Trustees

- ___ ___ ___ X ___ Oscar Davis Jr.
- X ___ ___ ___ Judy Williams-Davis
- ___ ___ ___ Cathlin Gleason
- X ___ ___ ___ Hope Marable
- X ___ ___ ___ Vivien Salmon

Subject 6.3 Bylaws Review/Approval Resolution #0103-21

Meeting Nov 17, 2021 - Regular Meeting

Category 6. New Business

Type

Mount Vernon Public Library
Board of Trustees
Resolution # 0103-21

A RESOLUTION TO ACCEPT THE REVIEW OF THE MOUNT VERNON PUBLIC LIBRARY BYLAWS

WHEREAS, the Director of the Mount Vernon Public Library recommends to the Board this resolution for the review of the library Bylaws,

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 Mount Vernon Public Library Bylaws without any amendments being made.

Upon a motion made by Oscar Davis Jr., seconded by Hope Marable, the Board approved resolution #0103-21. The vote carried 4 yes and 0 no.

Yea Nay Abstain Trustees

X _____ Oscar Davis Jr.

X _____ Judy Williams-Davis

_____ Cathlin Gleason

X _____ Hope Marable

X _____ Vivien Salmon

7. Personnel

Subject 7.1 S. Griffith Resolution #0100-21

Meeting Nov 17, 2021 - Regular Meeting

Category 7. Personnel

Type

Mount Vernon Public Library
Board of Trustee
Resolution # 0100-21

A RESOLUTION TO ACCEPT TEMPORARY PERSONNEL CHANGES

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 temporary title change of the following:

Scott Griffith, will be the Head of the Children Department effective as of November 4, 2021 and should not exceed over sixty days (January 4, 2022) and during the absence of an employee. I will charge Mr. Griffith to oversee the department and the temporary increase in salary will be \$1,128 per month.

Upon a motion made by Judy Williams-Davis, seconded by Oscar Davis Jr., the Board approved resolution #0100-21. The vote carried 4 yes and 0 no. With the pending documentation be given to Director Davis.

Yea Nay Abstain Trustees

X _____ Oscar Davis Jr.

X _____ Judy Williams-Davis

_____ Cathlin Gleason

X _____ Hope Marable

X _____ Vivien Salmon

8. Board Minutes

Subject 8.1 January 11, 2021 Special Meeting

Meeting Nov 17, 2021 - Regular Meeting

Category 8. Board Minutes

Type Minutes

Subject 8.2 January 20 , 2021 Regular Meeting

Meeting Nov 17, 2021 - Regular Meeting

Category 8. Board Minutes

Type Minutes

Subject 8.3 February 8, 2021 Working Meeting

Meeting Nov 17, 2021 - Regular Meeting

Category 8. Board Minutes

Type Minutes

Subject 8.4 February 17, 2021 Regular Meeting

Meeting Nov 17, 2021 - Regular Meeting

Category 8. Board Minutes

Type Minutes

Subject 8.5 February 23, 2021 Special Meeting

Meeting Nov 17, 2021 - Regular Meeting

Category 8. Board Minutes

Type Minutes

Subject 8.6 March 1, 2021 Emergency Meeting

Meeting Nov 17, 2021 - Regular Meeting

Category 8. Board Minutes

Type Minutes

Subject 8.7 March 17, 2021 Regular Meeting

Meeting Nov 17, 2021 - Regular Meeting

Category 8. Board Minutes

Type Minutes

Subject 8.8 April 7 , 2021 Special Meeting

Meeting Nov 17, 2021 - Regular Meeting

Category 8. Board Minutes

Type Minutes

Subject 8.9 April 16, 2021 Special Meeting

Meeting Nov 17, 2021 - Regular Meeting

Category 8. Board Minutes

Type Minutes

Subject 8.10 April 21, 2021 Regular Meeting

Meeting Nov 17, 2021 - Regular Meeting

Category 8. Board Minutes

Type Minutes

Subject 8.11 May 10, 2021 Working Meeting

Meeting Nov 17, 2021 - Regular Meeting

Category 8. Board Minutes

Type Minutes

Subject 8.12 June 14, 2021 Special Meeting

Meeting Nov 17, 2021 - Regular Meeting

Category 8. Board Minutes

Type Minutes

Subject 8.13 July 21, 2021 Re-Organizational Meeting

Meeting Nov 17, 2021 - Regular Meeting

Category 8. Board Minutes

Type Minutes

Subject 8.14 July 21, 2021 Regular Meeting

Meeting Nov 17, 2021 - Regular Meeting

Category 8. Board Minutes

Type Minutes

Subject 8.15 July 29, 2021 Special Meeting

Meeting Nov 17, 2021 - Regular Meeting

Category 8. Board Minutes

Type Minutes

Subject 8.16 August 31, 2021 Emergency Meeting

Meeting Nov 17, 2021 - Regular Meeting

Category 8. Board Minutes

Type Minutes

Subject 8.17 September 7, 2021 Special Meeting

Meeting Nov 17, 2021 - Regular Meeting

Category 8. Board Minutes

Type Minutes

Subject 8.18 September 13, 2021 Working Meeting

Meeting Nov 17, 2021 - Regular Meeting

Category 8. Board Minutes

Type

Minutes

9. Meeting Closing
