



Thursday, April 25, 2019 Special Meeting

Thursday April 25, 2019
Trustees' Room
5:30 P.M.

1. Meeting Opening

Subject **1.1 Call To Order**

Meeting Apr 25, 2019 - Special Meeting

Category 1. Meeting Opening

Type Procedural

The Special Board Meeting for Thursday April 25, 2019 was called to order at 8:45 p.m. by Oscar Davis Jr.

Subject **1.2 Roll Call**

Meeting Apr 25, 2019 - Special Meeting

Category 1. Meeting Opening

Type Action, Procedural

Trustees present: Malcolm Clark, Tanya Southerland, Judy Williams-Davis, and Oscar Davis Jr.

Trustees absent: Cathlin Gleason

Also present was: Jose Alvelo; Treasurer, Evania Thompson; Director, and Doreen McQueen; Administrative Assistant.

Subject **1.3 Pledge of Allegiance**

Meeting Apr 25, 2019 - Special Meeting

Category 1. Meeting Opening

Type Procedural

Pledge of Allegiance was led by Judy Williams-Davis.

Subject **1.4 Acceptance of Agenda**

Meeting Apr 25, 2019 - Special Meeting

Category 1. Meeting Opening

Type Action

Recommended Action Motion to approve the agenda

Upon a motion made by Tanya Southerland, seconded by Malcolm Clark, the Board approved the agenda for Thursday April 25, 2019 Special Meeting.

A motion was made by Oscar Davis, seconded by Judy Williams-Davis to change the order of the meeting, the new business category will be reviewed first. New Business has been moved and now reflects as category 2 and finance is now category.

2. New Business

Subject 2.1 PC Pals Contract Resolution #0064-19

Meeting Apr 25, 2019 - Special Meeting

Category 2. New Business

Type Action

**MOUNT VERNON PUBLIC LIBRARY
BOARD OF TRUSTEES
RESOLUTION #0064-19**

ACCEPTANCE OF 2018 – 2019 CONTRACT WITH P.C. PALS COMPUTER LEARNING CENTER

WHEREAS, the Director of the Mount Vernon Public Library recommends to the Board, that they approve the 2018-2019 Contract with P.C. Pals Computer Learning Center located at 88 Williams Street, Suite # 3D, Yonkers, NY 10701 for computer training classes

WHEREAS, Board of Trustees for the Mount Vernon Public Library must approve this recommendation,

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 2018 – 2019 P.C. Pals for computer training classes. The contract fee for this service will be expensed from line item #5200.01, New Technology.

Upon a motion made by Tanya Southerland, seconded by Malcolm Clark, the Board approve and adopted Resolution #0064-19. The vote carried 4 yes and 0 no.

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

_____ Cathlin Gleason
 X_____ Tanya Southerland

Subject **2.2 Monetary Donation Resolution #0066-19**
 Meeting Apr 25, 2019 - Special Meeting
 Category 2. New Business
 Type Action

**Mount Vernon Public Library
 Board of Trustees
 Board Resolution #0066-19**

A RESOLUTION TO ACCEPT A MONETARY DONATION

WHEREAS, the Director of the Mount Vernon Public Library recommends to the Board that they accept the Mescon and Spanier families’ monetary donation in the amount of \$1,000, in loving memory of Ms. Leona Parker.

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 donation made by the Mescon and Spanier families’ of \$1,000 dollars; check #8050 in the amount of \$1,000 will be applied to the Gifts & Donation account #3011.01

Upon a motion made by Tanya Southerland, seconded by Malcolm Clark, the Board approve and adopted Resolution #0066-19. The vote carried 4 yes and 0 no.

Yea Nay Abstain Trustees

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

Subject **2.3 T- Issac Extra Hours Resolution#0067-19**

Meeting Apr 25, 2019 - Special Meeting

Category 2. New Business

Type Action

**Mount Vernon Public Library
Board of Trustees
Resolution #0067-19**

**RESOLUTION TO APPROVE EXTRA WORK HOURS FOR P.T. LIBRARY- CLERK
TASHAWNA ISSAC**

WHEREAS, the Director of the Mount Vernon Public Library recommends to the Board that Part Time clerk Tashawna Issac be allowed to work additional hours for pay in order to assist with the Budget Vote Inspectors Meeting on April 30, 2019 at 5:30 p.m., as well as the Budget Vote all day on Tuesday, May 7th .

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 that Part time Library-Clerk Tashawna Issac be permitted to work over her normal 17.5 hour work week to assist with the with the Budget Vote Inspectors on April 30th at 5:30 p.m, as well as all day on May 7th for the Budget Vote. Her salary will be expensed from the Non – Professional salaries account 4550.01 at her current rate of pay \$16.62 per hour. This work will not exceed a total of sixteen (16) hours. In addition to these requested hours we are making an adjustment of her time for 1 hour for the pay period of March 17th through March 30, 2019.

Upon a motion made by Tanya Southerland, seconded by Judy Williams-Davis, the Board approve and adopted Resolution #0067-19. The vote carried 4 yes and 0 no.

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

X _____ Tanya Southerland

3. Finance

Subject 3.1 Check Signing Resolution #0063-19 PC Pals

Meeting Apr 25, 2019 - Special Meeting

Category 3. Finance

Type

**MOUNT VERNON PUBLIC LIBRARY
BOARD OF TRUSTEES
CHECK SIGNING RESOLUTION #0063-19**

WHEREAS: The Mount Vernon Public Library ("MVPL") submitted a budget for the fiscal year ending June 30, 2019, which was affirmatively voted by the majority of the citizens of the City of Mount Vernon.

FURTHERMORE: The Administration of the MVPL has prepared two checks to a third party, dated March 30, 2019 check #14206 for \$2,240.00 and April 17, 2019 check #14267 for \$2,240.00 totaling \$4,480.00 as payment for technology services, which is within the approved budget for the fiscal year ending June 30, 2019. The listing for these checks is attached to this Resolution, and will be expensed from account #5200.01 New Technology.

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

The Administration has reviewed the checks and related underlying documentation and certify that these checks have been prepared in accordance with such documentation, for the amount of the related invoice 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 these checks as delineated on the attached check register in accordance with the policies and procedures of the MVPL and the affirmation by the Board President.

Upon a motion made by Tanya Southerland, seconded by Judy Williams-Davis, the Board approve and adopted Resolution #0063-19. The vote carried 4 yes and 0 no.

Yea Nay Abstain Trustees

X _____ Malcolm I. Clark

X _____ Oscar Davis, Jr.

X _____ Judy Williams-Davis

_____ Cathlin Gleason

X _____ Tanya Southerland

Subject 3.2 Check Signing Resolution# 0068-19 Faronics

Meeting Apr 25, 2019 - Special Meeting

Category 3. Finance

Type

**MOUNT VERNON PUBLIC LIBRARY
BOARD OF TRUSTEES
CHECK SIGNING RESOLUTION #0068-19**

WHEREAS: The Mount Vernon Public Library ("MVPL") submitted a budget for the fiscal year ending June 30, 2019, which was affirmatively voted by the majority of the citizens of the City of Mount Vernon.

FURTHERMORE: The Administration of the MVPL has prepared a check to a third party, dated March 20, 2019 check #14222 for \$3,189.60 as payment for technology services, which is within the approved budget for the fiscal year ending June 30, 2019. The listing for these check is attached to this Resolution, and will be expensed from account #5200.01 New Technology.

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

The Administration has reviewed the checks and related underlying documentation and certify that theses checks have been prepared in accordance with such documentation, for the amount of the related invoice 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 these checks as delineated on the attached check register in accordance with the policies and procedures of the MVPL and the affirmation by the Board President.

Upon a motion made by Judy Williams-Davis, seconded by Tanya Southerland, the Board approve and adopted Resolution #0068-19. The vote carried 4 yes and 0 no.

Yea Nay Abstain Trustees

X _____ Malcolm I. Clark

X _____ Oscar Davis, Jr.

X _____ Judy Williams-Davis

_____ Cathlin Gleason

X _____ Tanya Southerland

Subject 3.3 Election Inspector List Resolution#0065-19

Meeting Apr 25, 2019 - Special Meeting

Category 3. Finance

Type Action

**Mount Vernon
Board of Trustees
Resolution# 0065-19**

A RESOLUTION TO APPROVE THE SELECTED ELECTION BUDGET INSPECTORS

WHEREAS, the Director of the Mount Vernon Public Library recommends the approval of the Budget Vote Elections Inspectors,

WHEREAS, Board of Trustees for the Mount Vernon Public Library must approve the Election Inspectors,

NOW, THEREFORE, be it

RESOLVED, that the Board of Trustees for the Mount Vernon Public Library has approved, adopted and authorized the approval of the Budget Vote Inspectors, the funds will come from budget line # 5960.00. Twelve (12) will receive a payment of \$200 for their work on the day of the election. This is a total of \$2,400.

In addition, the twelve (12) inspectors will receive an additional \$25 for attending the informational session which totals \$350. The total amount expensed for the budget vote inspectors is \$2,700. The selected inspectors are;

Mark Allen, Arlene Burton, Patricia Combs, Christopher Hardee, Marilyn Harding, Patrick Henry, Todd High, Delores James, Marian Malloy, Linda Morgan-Glover, Pamela Sheftall, and Karen Thomas.

Upon a motion made by Tanya Southerland, seconded by Malcolm Clark, the Board approve and adopted Resolution #0065-19. The vote carried 4 yes and 0 no.

Yea Nay Abstain Trustees

X _____ Malcolm I. Clark

X _____ Oscar Davis, Jr.

X _____ Judy Williams-Davis

_____ Cathlin Gleason

X _____ Tanya Southerland

Subject **3.4 SNB Banking Resolution#0071-19**

Meeting Apr 25, 2019 - Special Meeting

Category 3. Finance

Type Action

MOUNT VERNON PUBLIC LIBRARY

BOARD OF TRUSTEES

RESOLUTION #0071-19

A BANKING RESOLUTION TO OPEN A NEW SNB ACCOUNT

WHEREAS, the Mount Vernon Public Library is legally organized in and pursuant to the laws of New York

WHEREAS, the Mount Vernon Public Library in accordance with all Corporation bylaws and all applicable law, have decided that opening an additional bank account is in the Library’s best interest.

NOW, THEREFORE, THE FOLLOWING IS RESOLVED:

1. The Mount Vernon Public Library is authorized to establish a new account which will be solely for the purpose of credit card processing. This new account setup will be at Sterling National bank and will be established as a Zero Balance Account.
2. The signature of authorized signers on this resolution is conclusive evidence of their authority to act on behalf of the Library.
3. WHEREAS, Board of Trustees for the Mount Vernon Public Library must approve these recommendations,

RESOLVED, that the Board of Trustees for the Mount Vernon Public Library has approved, adopted and authorized the new SNB bank account.

Upon a motion made by Judy Williams-Davis, seconded by Malcolm Clark, the Board approve and adopted Resolution #0071-19. The vote carried 4 yes and 0 no.

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

4. Executive Session

Subject **4.1 Executive session request**

Meeting Apr 25, 2019 - Special Meeting

Category 4. Executive Session

Type

Upon a motion made by Tanya Southerland Seconded by Malcolm Clark the Board entered into executive session at 8:51 p.m. and ended at 8:58 p.m.

Subject **4.2 Items for review**

Meeting Apr 25, 2019 - Special Meeting

Category 4. Executive Session

Type

5. Adjournment

Subject **5.1 Adjournment**

Meeting Apr 25, 2019 - Special Meeting

Category 5. Adjournment

Type

The Special meeting of Thursday April 25, 2019 adjourned at 9:00 pm.