



**Thursday, December 6, 2018
Special Meeting**

**Thursday December 7, 2018
Trustees' Room
6:30 P.M.**

1. Meeting Opening

Subject **1.1 Call To Order**

Meeting Dec 6, 2018 - Special Meeting

Category 1. Meeting Opening

Type Procedural

The Special Board Meeting for Thursday December 6, 2018 was called to order at 6:38 pm by Trustee Oscar Davis, Jr.

Subject **1.2 Roll Call**

Meeting Dec 6, 2018 - Special Meeting

Category 1. Meeting Opening

Type Action, Procedural

Trustees present: Oscar Davis, Jr., Judy Williams-Davis, Cathlin Gleason

Trustee absent: Malcolm Clark, Tanya Southerland

Also present was: RJ Impasta; FOA & Son Insurance Broker, Commissioner Terry; library patron, Chris Francis; library staff, Juan Jaramillo; Chief Accountant Clerk, Jose Alvelo; Treasurer, Evania Thompson; Library Director, and Doreen McQueen; Administrative Assistant.

Subject **1.3 Pledge of Allegiance**

Meeting Dec 6, 2018 - Special Meeting

Category 1. Meeting Opening

Type Procedural

Pledge of Allegiance was led by Trustee Cathlin Gleason.

Subject **1.4 Acceptance of Agenda**

Meeting Dec 6, 2018 - Special 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 Thursday December 6, 2018 Special Meeting.

2. Presentation

Subject 2.1 Presentation -NYSLRS
 Meeting Dec 6, 2018 - Special Meeting
 Category 2. Presentation
 Type

3. Old Business

Subject 3.1 Check Signing Resolution # 0131-18 May Wu
 Meeting Dec 6, 2018 - Special Meeting
 Category 3. Old Business
 Type Action
 Recommended Action WHEREAS: The Mount Vernon Public Library ("MVPL") submitted a budget for the fiscal year ending June 30, 2018, which was affirmatively voted by the majority of the citizens of the City of Mount Vernon.

CHECK SIGNING RESOLUTION #0131-18

WHEREAS: The Mount Vernon Public Library ("MVPL") submitted a budget for the fiscal year ending June 30, 2018, 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 October 17, 2018, as reimbursement for PLDA Conference fees, which is within the approved budget for the fiscal year ending June 30, 2018. The listing for the check is attached to this Resolution, check number #13797 totaling \$415.00 and will be expensed from account #5940.04, Conferences.

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

The Administration has reviewed the check and related underlying documentation and certify that the check has 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 check.

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 this the check delineated on the attached check register in accordance with the policies and procedures of the MVPL and the affirmation by the Board President.

This resolution has been pull and will be presented at the next regular board meeting.

Subject 3.2 Check Signing Resolution #0132 D. Nelson

Meeting Dec 6, 2018 - Special Meeting

Category 3. Old Business

Type Action

CHECK SIGNING RESOLUTION #0132-18

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 October 17, 2018, as reimbursement for PLDA Conference fees, which is within the approved budget for a total of \$325.00 was for Accrued expenses for the fiscal year ending June 30, 2019. The listing for the check is attached to this Resolution, check number #13798 and will be expensed from account #1600.00 Accrued expenses.

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

The Administration has reviewed the check and related underlying documentation and certify that the check has 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 check.

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 this the check delineated on the attached check register in accordance with the policies and procedures of the MVPL and the affirmation by the Board President.

This resolution has been pull and will be presented at the next regular board meeting.

4. New Business

Subject	4.1 Check Signing Resolution#0150-18 NYSLRS
Meeting	Dec 6, 2018 - Special Meeting
Category	4. New Business
Type	Action
Recommended Action	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.

CHECK SIGNING RESOLUTION #0150-18

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.

The Administration of the MVPL has prepared a check number 13940 payable to New York & Local Retirement System (NYSLRS), dated November 29, 2018 in the amount of \$221,41 payment for the Annual Contributions due to the retirement system for the MVPL. This amount is within the approved budget for the fiscal year ended June 30, 2019.

THEREFORE: Expense distribution will be accordingly, \$55,364.00 to account no.1650 (Account Expense-Retirement) for the period April 1, 2018 – June 30, 2018. And \$166,092 to line-item 7501.02, Retirement Expense, for the period July 1, 2018 – March 31, 2019. The prepayment of ERS – 2019 Estimate Annual Invoice is entitled to a discount of \$1,880.00 for payment December 15, 2018.

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

I have reviewed this check and related underlying documentation and certify that it has 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 either two signers on Board of Trustees or one Trustee and Treasurer sign this check.

BE IT RESOLVED: The Board of Trustees of the Mount Vernon Public Library ("MVPL") hereby authorizes and empowers either two of the Trustees and/or Treasurer to sign

check This

Check is 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 Cathlin Gleason, seconded by Judy Williams-Davis, the Board approved and adopted Resolution #0150-18. The vote carried 3 yes and 0 no.

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

5. Meeting Closing

Subject	5.1 Adjournment
Meeting	Dec 6, 2018 - Special Meeting
Category	5. Meeting Closing
Type	