



MOUNT VERNON
PUBLIC LIBRARY
WHERE OPPORTUNITY AWAITS

Monday, December 10, 2018 Special Meeting

Monday
6:30
Trustees' Room

1. Meeting Opening

Subject **1.1 Call To Order**

Meeting Dec 10, 2018 - Special Meeting

Category 1. Meeting Opening

Type Procedural

The meeting was called to order at 6:47 p.m by Trustee Oscar Davis, Jr.

Subject **1.2 Roll Call**

Meeting Dec 10, 2018 - Special Meeting

Category 1. Meeting Opening

Type Action, Procedural

Trustees Present:

Malcolm I. Clark, Oscar Davis, Jr., Judy Williams-Davis, Cathlin Gleason

Trustees Absent:

Tanya Southerland

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

Subject **1.3 Pledge of Allegiance**

Meeting Dec 10, 2018 - Special Meeting

Category 1. Meeting Opening

Type Procedural

Pledge of Allegiance was led by Trustee Malcolm Clark.

Subject **1.4 Acceptance of Agenda**

Meeting Dec 10, 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 the Special meeting of Monday December 10, 2018, 2018. The vote carried 4 yes and 0 no.

2. Old Business

Subject 2.1 Johnson Controls Resolution #0154-18 Elevator Alarm Contract

Meeting Dec 10, 2018 - Special Meeting
 Category 2. Old Business
 Type Action

WHEREAS, the Director of the Mount Vernon Public Library recommends to the Board that in order to allow the new elevator to pass final inspection they approve a contract of \$7,508.15 with Johnson Controls Security Solutions LLC, located at 2 Westchester Plaza, Elmsford N.Y. 10523 to install new fire alarm devices. This vendor is on the NYS contract, # 12000327404.

WHEREAS, THE Board of Trustees must approve this recommendation

NOW, THEREFORE, be it

RESOLVED, that the Board of Trustees for the Mount Vernon Public Library approves, adopts and authorizes the acceptance of a contract with Johnson Controls Security Solutions LLC for \$7508.15 to install new fire alarm devices. This will be expensed from the Budget Line Item 6650.000 which is Building Repairs.

Upon a motion made by Malcolm Clark, seconded by Cathlin Gleason, the Board approved and adopted Resolution #0154-18. The vote carried 4 yes and 0 no.

Yea Nay Abstain Trustees

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

Subject 2.2 Check Signing Resolution #0131-18 May Wu

Meeting Dec 10, 2018 - Special Meeting
 Category 2. Old Business
 Type

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.

The Board will vote on this resolution at the next regular meeting scheduled 12/19/18.

Subject 2.3 Check Signing Resolution #0132-18 D. Nelson

Meeting Dec 10, 2018 - Special Meeting

Category 2. Old Business

Type

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.

The Board will vote on this resolution at the next regular meeting scheduled 12/19/18.

3. Executive Session (If Needed)

Subject	3.1 Executive Session Request
Meeting	Dec 10, 2018 - Special Meeting
Category	3. Executive Session (If Needed)
Type	

Upon a motion made by Cathlin Gleason, seconded by Judy Williams-Davis, the Board entered into executive session at 6:53 p.m. to discuss personnel matters. The executive session ended at 7:00 p.m. and the meeting went directly into the regular schedule working meeting session.

4. Meeting Closing

Subject	4.1 Adjournment
Meeting	Dec 10, 2018 - Special Meeting
Category	4. Meeting Closing
Type	

Meeting adjourned at 8:05 p.m.