



Thursday, July 27, 2017 Special Meeting

Thursday July 27, 2017
Trustees' Room
5:30 P.M.

1. Meeting Opening

Subject **1.1 Call To Order**

Meeting Jul 27, 2017 - Special Meeting

Category 1. Meeting Opening

Type Procedural

The Special Board Meeting for Thursday July 27, 2017 was called to order at 5:37 p.m. by Trustee Oscar Davis.

Subject **1.2 Roll Call**

Meeting Jul 27, 2017 - Special Meeting

Category 1. Meeting Opening

Type Action, Procedural

Trustees presents: Oscar Davis, Cathlin Gleason, Brian Johnson, Darren Morton, Tanya Southerland (arrived at 6:02 p.m.).

Also present was: Juan Jaramillo; Chief Accountant Clerk, Jose Alvelo; Treasurer, Evania Thompson; Interim Director, and Doreen McQueen; Administrative

Subject **1.3 Pledge of Allegiance**

Meeting Jul 27, 2017 - Special Meeting

Category 1. Meeting Opening

Type Procedural

Pledge of Allegiance was led by: Trustee Darren Morton

Subject **1.4 Acceptance of Agenda**

Meeting Jul 27, 2017 - Special Meeting

Category 1. Meeting Opening

Type Action

Recommended Action Motion to approve the agenda

Upon a motion made by Cathlin Gleason, seconded by Brian Johnson the Board approved the agenda for Thursday July 27, 2017 Special Meeting.

2. Finance

Subject 2.1 Check Signing Resolution #00086-17

Meeting Jul 27, 2017 - Special Meeting

Category 2. Finance

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.

FURTHERMORE: The Administration of the MVPL has prepared a check to an employee, dated July 26, 2017. This is a reimbursement for an overpayment from NYS & Local Retirement System. The check register is attached to this Resolution and the check number is #12666 in the amount of \$525.00 charged to Employee Exchange Account No. 1190.

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

I have reviewed the check and related underlying documentation and certify that each check has been prepared in accordance with such documentation, for the amount of the related documentation.

THEREFORE: It is the recommendation of the Administration of the MVPL that two signers on Board of Trustees sign 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 check no. 12666.

Upon a motion made by Cathlin Gleason, seconded by Brian Johnson, the Board accepted and approve Resolution#00086-17. The vote carried 4 yes and 0 no.

Yea	Nay	Abstained	Trustees
X___	___	___	Oscar Davis, Jr.
X___	___	___	Cathlin Gleason
X___	___	___	Brian G. Johnson
X___	___	___	Darren M. Morton
___	___	___	Tanya Southerland

Submitted: Juan Jaramillo

File Attachments
[Check Register for check to Doris Hackett ck 12666.pdf \(42 KB\)](#)

3. Old Business

Subject **3.1 Funds Transfer Resolution#00073-17 Self Check**

Meeting Jul 27, 2017 - Special Meeting

Category 3. Old Business

Type Action

Recommended Action WHEREAS, the Interim Director of the Mount Vernon Public Library, requests the approval of the attached Self Check Out Kiosk Funds Transfer Authority.

WHEREAS, the Board shall have the power to make transfers of funds between and within functional unit appropriations

WHEREAS, Transfers are most commonly done because of staff turnover or changes in building assignment; shortages due to unanticipated expenses or changes required in services.

RESOLVED, that upon the request of the Director, and as per the recommendations of the technology and the finance committees, the Board of Trustees for the Mount Vernon Public Library, has approved, adopted, and authorized the reallocation of budgeted funds in the amount of \$35,905.35 from line item 4501.01 (Professional Salaries) to Line item 7901.01 (Furniture, Fixtures & Equipment).

NOW, THEREFORE BE IT FURTHER RESOLVED that the reallocated funds are to be used for the purchase Self Check Out Kiosk, Integrated coin/bill acceptor and RFID pad workstation USB powered (Inc. Software license).

Upon a motion made by Cathlin Gleason, seconded by Darren Morton, the Board accepted and approve Resolution#00073-17. **** With the AMENDMENT the funds are budgeted for the fiscal year 2016-2017**** ,The vote carried 4 yes and 0 no.

Yea	Nay	Abstain	Trustees
X_____	_____	_____	Oscar Davis, Jr.
X_____	_____	_____	Cathlin Gleason
X_____	_____	_____	Brian G. Johnson
X_____	_____	_____	Darren M. Morton
_____	_____	_____	Tanya Southerland

Submitted by: Evania Thompson

File Attachments
[Self check Kiosk Revised PO Quote.pdf \(2,129 KB\)](#)
[Mount Vernon PL_SelfCheck Quote_ Revised with Cash Coin option_revised 070317.pdf \(202 KB\)](#)
[RFID Tag Squares Self Check Out.pdf \(2,169 KB\)](#)

4. New Business

Subject 4.1 Donation Resolution#00084-17

Meeting Jul 27, 2017 - Special Meeting

Category 4. New Business

Type Action

Recommended Action WHEREAS, the Interim Director of the Mount Vernon Public Library recommends the approval of the acceptance of the Play Station 4 system, donated by Trustee Gleason and Trustee Morton,

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 Play Station 4 console, (4) game controllers, and (5) educational games for the children’s room. These items were donated by Trustee Gleason and Trustee Morton.

Upon a motion made by Brian Johnson, seconded by Darren Morton the Board accepted and approve Resolution#00084-17. The vote carried 4 yes and 0 no.

Yea	Nay	Abstain	Trustees
X _____	_____	_____	Oscar Davis, Jr.
X _____	_____	_____	Cathlin Gleason
X _____	_____	_____	Brian G. Johnson
X _____	_____	_____	Darren M. Morton
_____	_____	_____	Tanya Southerland

Submitted by: Evania Thompson

5. Personnel

Subject 5.1 L.Sutorius Resolution #00080-17

Meeting Jul 27, 2017 - Special Meeting

Category 5. Personnel

Type Action

Recommended Action WHEREAS, the Interim 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 Provisional Extension of:
 Lisa Sutorius as part-time substitute librarian beginning on July 25, 2017 at \$23.84 per hour. Ms. Sutorius will work as needed in the Children’s Room to fill vacancies at the public service desk

and is not guaranteed hours each week. Part-time librarians can work up to 17.5 hours per week.

Upon a motion made by Cathlin Gleason, seconded by Brian Johnson, the Board accepted and approve Resolution#00080-17. The vote carried 4 yes and 0 no.

Yea	Nay	Abstain	Trustees
X_____	_____	_____	Oscar Davis, Jr.
X_____	_____	_____	Cathlin Gleason
X_____	_____	_____	Brian G. Johnson
X_____	_____	_____	Darren M. Morton
_____	_____	_____	Tanya Southerland

Submitted by: Evania Thompson

Subject 5.2 R.Mapp Resolution #00081-17

Meeting Jul 27, 2017 - Special Meeting

Category 5. Personnel

Type Action

Recommended Action WHEREAS, the Interim Director of the Mount Vernon Public Library recommends to the Board the following employee changes,

WHEREAS, the Interim 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 Provisional Extension of:

Roxanne Mapp as part-time substitute librarian beginning on July 25, 2017 at \$23.84 per hour. Ms. Mapp will work as needed to fill vacancies at the public service desk (Reference) and is not guaranteed hours each week. Part-time librarians can work up to 17.5 hours per week.

Upon a motion made by Cathlin Gleason, seconded by Brian Johnson, the Board approved and adopted Resolution#000081-17. The vote carried 4 yes, and 0 no.

Yea	Nay	Abstain	Trustees
X_____	_____	_____	Oscar Davis, Jr.
X_____	_____	_____	Cathlin Gleason
X_____	_____	_____	Brian G. Johnson
X_____	_____	_____	Darren M. Morton
_____	_____	_____	Tanya Southerland

Submitted by: Evania Thompson

Subject 5.3 D.Ockene Resolution#00082-17

Meeting Jul 27, 2017 - Special Meeting

Category 5. Personnel

Type Action

Recommended Action WHEREAS, the Interim 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 Provisional Extension of:

David Ockene as part-time substitute librarian beginning on July 25, 2017 at \$23.84 per hour. Mr. Ockene will work as needed to fill vacancies at the public service desk (Reference) and is not guaranteed hours each week. Part-time librarians can work up to 17.5 hours per week.

Upon a motion made by Cathlin Gleason, seconded by Brian Johnson, the Board approved and adopted Resolution#000082-17. The vote carried 4 yes, and 0 no.

Yea	Nay	Abstain	Trustees
X_____	_____	_____	Oscar Davis, Jr.
X_____	_____	_____	Cathlin Gleason
X_____	_____	_____	Brian G. Johnson
X_____	_____	_____	Darren M. Morton
_____	_____	_____	Tanya Southerland

Submitted by: Evania Thompson

Subject 5.4 D.Frett Resolution#00083-17

Meeting Jul 27, 2017 - Special Meeting

Category 5. Personnel

Type Action

Recommended Action WHEREAS, the Interim 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 Provisional Extension of:

Daniel Frett as part-time substitute librarian beginning on July 25, 2017 at \$23.84 per hour. Mr. Frett will work as needed to fill vacancies in various areas including the public service desk (Reference) and is not guaranteed hours each week. Part-time librarians can work up to 17.5 hours per week.

Upon a motion made by Cathlin Gleason, seconded by Brian Johnson, the Board approved and adopted Resolution#000083-17. The vote carried 4 yes, and 0 no.

Yea	Nay	Abstain	Trustees
X _____	_____	_____	Oscar Davis, Jr.
X _____	_____	_____	Cathlin Gleason
X _____	_____	_____	Brian G. Johnson
X _____	_____	_____	Darren M. Morton
_____	_____	_____	Tanya Southerland

Submitted by: Evania Thompson

Subject 5.5 E.Thompson Resolution#00085-17

Meeting Jul 27, 2017 - Special Meeting

Category 5. Personnel

Type Action

Recommended Action WHEREAS, the Personnel Committee of the Mount Vernon Public Library Board of Trustees recommends to the Board the following employee changes,

Resolution#00085-17 has been pulled, the Board will vote at a later date.

Submitted By: The Personnel Committee

6. Review Item

Subject 6.1 NYS Annual Report 2016

Meeting Jul 27, 2017 - Special Meeting

Category 6. Review Item

Type Discussion, Information

7. Executive Session

Subject 7.1 Director Position Posting

Meeting Jul 27, 2017 - Special Meeting

Category 7. Executive Session

Type

Upon a motion made by Darren Morton, seconded by Cathlin Gleason, the Board entered into Executive Session at 5:55 p.m. to discuss personnel matters.

8. Meeting Closing

Subject	8.1 Adjournment
Meeting	Jul 27, 2017 - Special Meeting
Category	8. Meeting Closing
Type	Action
Recommended Action	Motion to adjourn meeting.

Executive Session ended at 6:47 p.m, Upon a motion made by Tanya Southerland , seconded by Brian Johnson, the Special Meeting for Thursday July 27, 2017 adjourned at 6:51 p.m.