



## Tuesday, June 30, 2020 Special Meeting

**Tuesday**  
**5:30 p.m.**  
**Via Zoom Conferencing**

### 1. Meeting Opening

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**Subject**                    **1.1 Call To Order**

Meeting                    Jun 30, 2020 - Special Meeting

Category                    1. Meeting Opening

Type                        Procedural

The Special meeting via Zoom conference was called to order at 5:44 p.m by Oscar Davis Jr.

**Subject**                    **1.2 Roll Call**

Meeting                    Jun 30, 2020 - Special Meeting

Category                    1. Meeting Opening

Type                        Action, Procedural

Trustees' present: Judy Williams-Davis (left at 7:59pm), Cathlin Gleason, Hope Marable, Tanya Southerland (joined at 5:46), and Oscar Davis Jr.

Also present: Tom Petriccone; Jackson Lewis Law, Tom Terry, Marcus Griffith; Prov. Accountant Clerk, Jose Alevelo; Treasurer, Timur Davis; Director, and Doreen McQueen; Administrative Assistant.

**Subject**                    **1.3 Pledge of Allegiance**

Meeting                    Jun 30, 2020 - Special Meeting

Category                    1. Meeting Opening

Type                        Procedural

Pledge of Allegiance was led by Hope Marable.

**Subject**                    **1.4 Acceptance of Agenda**

Meeting Jun 30, 2020 - 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 Tuesday June 30, 2020. The vote carried 4 yes and 1 abstain.

**Upon a motion made by Cathlin Gleason, seconded by Judy Williams-Davis the Board entered into executive session at 5:48 pm to discuss personnel matters per Trustee Davis everyone will exit the meeting, Tom Terry, Jamie Pessin and Tom Petriccione are to attend the executive session. Executive session ended at 7:37 pm.**

**For the record Trustee Hope Marable has been sworn in as Trustee, therefore Jamie Pessin no longer holds the trustee seat.**

Yea Nay Abstain Trustees

X\_\_\_ \_\_\_ \_\_\_ Oscar Davis, Jr.  
 X\_\_\_ \_\_\_ \_\_\_ Judy Williams-Davis  
 X\_\_\_ \_\_\_ \_\_\_ Cathlin Gleason  
 \_\_\_ \_\_\_ X\_\_\_ Jamie Pessin  
 X\_\_\_ \_\_\_ \_\_\_ Hope Marable  
 X\_\_\_ \_\_\_ \_\_\_ Tanya Southerland

**Trustee Davis requested that item 3.1(executive session) be moved to the beginning of the meeting tio discuss personnel matters.**

Upon a motion made by Cathlin Gleason, seconded by Judy Williams-Davis, the Board entered into executive session at 5:48 to discuss personnel matters. The vote carried 4 yes and 1 abstained.

The executive session ended at 7:37 p.m. and the special meeting resumed

Yea Nay Abstain Trustees

X\_\_\_ \_\_\_ \_\_\_ Oscar Davis, Jr.  
 X\_\_\_ \_\_\_ \_\_\_ Judy Williams-Davis  
 X\_\_\_ \_\_\_ \_\_\_ Cathlin Gleason  
 X\_\_\_ \_\_\_ \_\_\_ Hope Marable

\_\_\_\_\_ X \_\_\_\_\_ Tanya Southerland

## 2. Agenda Items

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**Subject** 2.1 Plaster & Drywall Repair Resolution #0056-20

Meeting Jun 30, 2020 - Special Meeting

Category 2. Agenda Items

Type

**Mount Vernon  
Board of Trustees  
Resolution # 0056-20  
A RESOLUTION TO REPAIR PLASTER & DRYWALL**

**WHEREAS**, the Administration of the Mount Vernon Public Library recommends to the Board of Trustees, permit Suburban Construction to repair the plaster and drywall at the Mount Vernon Public Library,

**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 Phase III Construction Projects under the Capital Grant #0386-19-8012 for Mount Vernon Public Library, Suburban Construction Co. to provide labor, materials and equipment for plaster and drywall repair to the items listed on the attached quotes. Total cost for repair and labor will not to exceed \$10,050.00 and will be expensed from the Building repair funds account #6650.00. A copy of the Maintenance Foreman proposal and explanation for using this vendor has been uploaded on Board Docs.

**This resolution was pulled, the trustees' were not comfortable voting on the resolution the appears to have two (2) different projects listed. Trustees' expressed concerns, this vendor is also responsible for the elevator. The Board would like the elevator issues resolved and then this resolution can be reviewed again. The vendor should also be working on color matching. Trustee Gleason stating she would like to have them give a Surety bond.**

File Attachments

[Plaster & Drywall quotes & Purch order.pdf \(294 KB\)](#)

[Suburban Paint and Plaster Resolution.pdf \(140 KB\)](#)

**Subject** 2.2 Check Signing Resolution #0059-20

Meeting Jun 30, 2020 - Special Meeting

Category 2. Agenda Items

Type

**MOUNT VERNON PUBLIC LIBRARY  
BOARD OF TRUSTEES  
CHECK SIGNING RESOLUTION #0059-20**

**WHEREAS:** The Mount Vernon Public Library ("MVPL") submitted a budget for the fiscal year ending June 30, 2020, 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 for various third parties, dated June 16, 2020, 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, 2020. A listing of such checks is attached to this Resolution and includes consecutive check numbers 15287-15301 totaling \$85,187.07. After grouping these checks according to their respective purpose a total of \$708.00 was for Periodicals Expenses, \$880.00 was for Computer Soft & Supp, \$1,002.00 was for Misc. Building Expenses, \$6,350.07 was for Books Expenses, \$251.56 was for Equipment Maintenance, \$3,750.00 was for Temporary Restricted Construction, \$93.97 was for Exchange Expense, \$61,023.66 was for Hospital & Medical \$2,612.49 was for Professional Fees, \$3,973.60 was for Contracted Services, \$443.72 was for Custodial Supplies, \$4,098 was for Fixtures Equip. Expenses.

**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 Cathlin Gleason, seconded by Tanya Southerland, the Board approved to pull and pay check #15295 the NYS Employees health Insurance check in the amount of \$61,023.66.

Upon a motion made by Cathlin Gleason, seconded by Tanya Southerland, the Board approve to pay check #15295 NYS Employee Health Insurance from resolution #0056-20 in the amount of \$61,023.66 only. The vote carried 4 yes and 0 no.

Yea Nay Abstain Trustees

- X \_\_\_\_\_ Oscar Davis, Jr.
- \_\_\_\_\_ Judy Williams-Davis
- X \_\_\_\_\_ Cathlin Gleason
- X \_\_\_\_\_ Hope Marable
- X \_\_\_\_\_ Tanya Southerland

There are too many inquiries pertaining to the other checks to vote on.

Amazon Check #15289 Admin will provide credit info for two electronic items being returned to Amazon. Check #15287 ABC-CLIO buyer must verify the item is in-house or the method of use, #15290 De Lange Landen verified type of service being paid.

File Attachments  
 Check Register June 16, 2020(1).pdf (48 KB)  
 Expense Allocation - Check Register 6-16-20 revised.pdf (224 KB)

**Subject**                    **2.3 PPE -Thyssen Krupp/ AIN Plastic Resolution #0064-20**

Meeting                    Jun 30, 2020 - Special Meeting

Category                    2. Agenda Items

Type

**Mount Vernon  
 Board of Trustees  
 Resolution #0064-20  
 RESOLUTION TO APPROVE THE PURCHASE OF PPE  
 PROTECTIVE BARRIER SHEETING FROM THYSSEN KRUPP / AIN PLASTICS  
 TABLED**

**WHEREAS**, the Director of the Mount Vernon Public Library, requests the approval to purchase protective plastics sheeting to create safety barriers due to COVID-19 pandemic from Thyssen Krupp-AIN Plastics,

**WHEREAS**, The Board of Trustees must approve this recommendation

**NOW, THEREFORE, be it**

**RESOLVED**, that upon the request of the Director, maintenance foreman and the maintenance consultant, the Board of Trustees for the Mount Vernon Public Library, has approved, adopted, and authorized purchase of the PPE plastics sheeting to create protective barriers for the work areas. Three (3) quotes have been obtain with the most cost effective bid being received from Thyssen-Krupp / AIN Plastics in the amount of \$4,253.25, the installation of the sheets will be completed in-house with an additional expense for hardware items estimating a cost no greater than \$1,500. The total of the project will not exceed \$5,755.00. The \$4,253.25 will be expensed from budget line #6650.00 (Building Repairs), and the balance of (\$1500.00) will be expensed from budget line #6800.01, Misc. Build. Expenses.

**This resolution tabled. This purchase is being reduced in the amount of sheets that will be ordered decreasing the cost under the \$3000 which does not require Board approval.**

**Therefore this resolution is being pulled and will not come back before the Board.**

File Attachments  
 PPE Proposal(1).pdf (145 KB)  
 1.pdf (129 KB)  
 2 Proposal Safety Screens 28 South First Avenue Mt Vernon.pdf (169 KB)  
 3 Thyssen Krupp- AIN Plastics.pdf (53 KB)  
 Material Specs Makrolon fd.pdf (47 KB)

**Subject**                      **2.4 Door Restoration Resolution #0065-20**

Meeting                      Jun 30, 2020 - Special Meeting

Category                    2. Agenda Items

Type

**Mount Vernon  
Board of Trustees  
Resolution # 0065-20**

**LOBBY DOOR RESTORATION & PLACEMENT**

**WHEREAS**, the Administration of the Mount Vernon Public Library recommends to the Board of Trustees, permit Suburban Construction to REPAIR and RESTORE LOBBY DOORS in the at the Mount Vernon Public Library,

**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 for Suburban Construction Co. to repair and store doors in the lobby. Total cost for repair and labor will not to exceed \$\$7,150.00 and will be expensed from the Building repair funds account #6650.00.

Upon a motion made by Cathlin Gleason, seconded by Tanya Southerland, the Board approved and adopted resolution #0065-20. The vote carried 3 yes and 1 abstain.

**The work reference in this resolution was complete, the job was approve and should have been presented as a change order. This resolution is to make whole.**

**Yea    Nay    Abstain Trustees**

X	_____	_____	Oscar Davis, Jr.
X	_____	_____	Judy Williams-Davis
_____	_____	_____	Cathlin Gleason
_____	_____	X	Hope Marable
X	_____	_____	Tanya Southerland

File Attachments  
 Suburban Door Resolution-1.pdf (501 KB)

**Subject** 2.5 Budget Result Informational Resolution #0061-20

Meeting Jun 30, 2020 - Special Meeting

Category 2. Agenda Items

Type

File Attachments  
Budget Vote Result Resolution#0061-20.pdf (769 KB)

**Subject** 2.6 Salary Increase for Non- Prof. Resolution #0066-20

Meeting Jun 30, 2020 - Special Meeting

Category 2. Agenda Items

Type

**Mount Vernon Public Library  
Board of Trustee  
Resolution #0066-20  
A RESOLUTION TO APPROVE THE SALARY INCREASES FOR THE NON-  
PROFESSIONAL UNION EMPLOYEES**

**WHEREAS**, the Administration of the Mount Vernon Public Library recommends to the Board of Trustees, that the Board approves the salary raises for the Non-professional union employees,

**WHEREAS**, Effective 07/01/2020 the Board of Mount Vernon Public Library has approved a 2.5% annual salary increase for all non-professional union employees. The increase directive is effective for July 1, 2020 through June 30, 2021.

**NOW THEREFORE,**

**BE IT RESOLVED**, that the Mount Vernon Public Library Board of Trustee do hereby approve the salary increase for non-professional personnel as listed below; (V. Barden \$1,287), (T. Blackman \$1,100), (T. Blessitt \$1,287), (D. Bracey-Harris \$1,631), (S. Brown \$1,287), (J. Easterling \$1,297), (M. Grandison \$1,631), (L. Lea \$1,410), (A. Nunez \$1,100), (C. Williams \$1,631), totaling \$ and will be expensed from line# 4550.01 Non-Professional which totals \$13,661.00.

Upon a motion made by Cathlin Gleason, seconded by Tanya Southerland the Board collectively voted for agenda items **2.6(Resolution #0066-20), 2.7(Resolution #0067-20), and 2.8(Resolution#0068-20). The vote carried 4 yes and 1 abstained.**

Yea	Nay	Abstain	Trustees
X	_____	_____	Oscar Davis, Jr.
X	_____	_____	Judy Williams-Davis
X	_____	_____	Cathlin Gleason
_____	_____	X	Hope Marable
X	_____	_____	Tanya Southerland

**Subject** 2.7 Salary Increase for Prof. Resolution #0067-20

Meeting Jun 30, 2020 - Special Meeting

Category 2. Agenda Items

Type

**Mount Vernon Public Library  
Board of Trustee  
Resolution #0067-20**

**A RESOLUTION TO APPROVE THE SALARY INCREASES FOR THE PROFESSIONAL UNION EMPLOYEES**

**WHEREAS**, the Administration of the Mount Vernon Public Library recommends to the Board of Trustees, that the Board approves the salary raises for the Professional union employees,

**NOW THEREFORE,**

**BE IT RESOLVED**, that the Mount Vernon Public Library Board of Trustee do hereby approve the salary increase for Professional personnel as listed below; (C. Berent \$2,345), (S. Dugaw \$1,606), (S. Griffith \$2,142), (D. Hackett \$1,727), (D. Nelson \$1,606), (G. Newman \$2,345), (N. Stepak \$2,244), (C. Thomas \$1,636), (E. Thompson \$2,345), (C. Webb \$1,636), (X. Wu \$2,021) which totals \$21,653.00 and will be expensed Professional line #. 4501.01.

Upon a motion made by Cathlin Gleason, seconded by Tanya Southerland the Board collectively voted for agenda items **2.6(Resolution #0066-20), 2.7(Resolution #0067-20), and 2.8(Resolution#0068-20). The vote carried 4 yes and 1 abstained.**

Yea	Nay	Abstain	Trustees
X	_____	_____	Oscar Davis, Jr.
X	_____	_____	Judy Williams-Davis
X	_____	_____	Cathlin Gleason
_____	_____	X	Hope Marable
X	_____	_____	Tanya Southerland

**Subject** 2.8 Salary Increase for Maintenance Resolution#0068-20

Meeting Jun 30, 2020 - Special Meeting

Category 2. Agenda Items

Type

**Mount Vernon Public Library  
Board of Trustee  
Resolution #0068-20**

**A RESOLUTION TO APPROVE THE SALARY INCREASES FOR THE MAINTENANCE - UNION EMPLOYEES**

**WHEREAS**, the Administration of the Mount Vernon Public Library recommends to the Board of Trustees, that the Board approves the salary raises for the Maintenance union



employees,

**NOW THEREFORE,**

**BE IT RESOLVED**, that the Mount Vernon Public Library Board of Trustee do hereby approve the salary increase for Professional personnel as listed below; (R. Copeland \$1,140), (C. Francis \$1,631), (W. Jones \$1,307), (T. Redahan \$1,199). Which totals \$5,547.00 and will be expensed #4650.01 Maintenance dept.

Upon a motion made by Cathlin Gleason, seconded by Tanya Southerland the Board collectively voted for agenda items **2.6(Resolution #0066-20), 2.7(Resolution #0067-20), and 2.8(Resolution#0068-20). The vote carried 4 yes and 1 abstained.**

Yea	Nay	Abstain	Trustees
X	_____	_____	Oscar Davis, Jr.
X	_____	_____	Judy Williams-Davis
X	_____	_____	Cathlin Gleason
_____	_____	X	Hope Marable
X	_____	_____	Tanya Southerland

**Subject 2.9 MVPL 2020-2021 Budget Resolution#0069-20**

Meeting Jun 30, 2020 - Special Meeting

Category 2. Agenda Items

Type

**Mount Vernon Public Library**  
**Board of Trustee**  
**Resolution #0069-20**

**A RESOLUTION TO APPROVE THE MVPL 2020-2021 BUDGET**

**WHEREAS**, the Administration of the Mount Vernon Public Library recommends to the Board of Trustees, that the Board approves the 2020-2021 Budget,

**NOW THEREFORE,**

**BE IT RESOLVED**, that the Mount Vernon Public Library Board of Trustee do hereby approve the 2020-2021 budget at the proposed tax levy of 0.0% in the amount of \$4,779,094 which is funding as the 2019-2020 budget.

Yea	Nay	Abstain	Trustees
X	_____	_____	Oscar Davis, Jr.
_____	_____	_____	Judy Williams-Davis
X	_____	_____	Cathlin Gleason
_____	_____	X	Hope Marable
X	_____	_____	Tanya Southerland

File Attachments MVPL Facts and Figures 2020-2021 Budget Proposal(1).pdf (1,052 KB)
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**Subject**                    **2.10 Phase II Re-Opening Plan - Director T. Davis**

Meeting                    Jun 30, 2020 - Special Meeting

Category                    2. Agenda Items

Type

File Attachments

Mount Vernon Phased Reopening Plan June 23. r.pdf (570 KB)

Copy of AdminRef Schedule-2.pdf (139 KB)

### **3. Executive Session**

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**Subject**                    **3.1 Executive session request**

Meeting                    Jun 30, 2020 - Special Meeting

Category                    3. Executive Session

Type

### **4. Meeting Closing**

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**Subject**                    **4.1 Adjournment**

Meeting                    Jun 30, 2020 - Special Meeting

Category                    4. Meeting Closing

Type

Upon a motion made by Cathlin Gleason, seconded by Tanya Southerland, the Special meeting of Tuesday June 30, 2020 2020 adjourned at 9:15 p.m. The vote carried 4 yes 0 no.