Wednesday, March 6, 2019
Special Meeting

Wednesday
6:30
Trustees' Room

1. Meeting Opening

Subject 1.1 Call To Order
Meeting Mar 6, 2019 - Special Meeting
Category 1. Meeting Opening
Type Procedural

The Special meeting for Wednesday March 6, 2019 was called to order at ____ p.m. by ________________.

Subject 1.2 Roll Call
Meeting Mar 6, 2019 - Special Meeting
Category 1. Meeting Opening
Type Action, Procedural

Trustees present:
Malcolm I. Clark
Judy Williams-Davis
Cathlin Gleason
Oscar Davis Jr
Tanya Southerland

Also present:

Subject 1.3 Pledge of Allegiance
Meeting Mar 6, 2019 - Special Meeting
Category 1. Meeting Opening
Type Procedural

The pledge of allegiance was led by ________________.

Subject 1.4 Acceptance of Agenda
Upon a motion made by ______________, seconded by ______________, the Board approved the agenda for the Special meeting of Wednesday March 6, 2019.

2. Old Business

Subject 2.1 PC Pals Contract Resolution#0001-19

WHEREAS, the Director of the Mount Vernon Public Library recommends the approval of the PC Pals Computer Consultant contract for training services,

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

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 PC Pals Computer Consultant System Contract for a one year term effective June 2018 through June 2019. The consultant will meet and administer program(s) training for all that are interested. The Consultant will provide a variety of programs and projects to the community. The hourly rate of pay is at $70.00 per hour, and will work 8 hours per week totaling $560.00 per week. The expense will come from the Library program budget line #5250.01.

Upon a motion made by ____________, seconded by __________, the Board approve and adopted Resolution #0001-19. The vote carried ___ yes and ___ no.

Yea  Nay  Abstain  Trustees

_____ _____  Malcolm I. Clark
_____ _____  Oscar Davis, Jr.
_____ _____  Judy Williams-Davis
_____ _____  Cathlin Gleason
_____ _____  Tanya Southerland
A RESOLUTION TO ACCEPT THE CONTRACT FOR THE TEMPORARY APPOINTMENT OF SHIRLEY IRONS AS CLERK OF THE WORKS

WHEREAS, the 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 personnel changes of: Shirley Irons, as temporary, Clerk of the Works for the election cycle. She will be paid as a library clerk. Her salary will be expensed from the Non-Professional salary account 4550.01 and is not to exceed $4,500. She will handle all clerical responsibilities including document productions, mailings, arrangement of equipment delivery, printing of ballots, and other assigned duties having to do with the budget and the trustee election.

Upon a motion made by ____________, seconded by ____________, the Board approve and adopted Resolution #0028-19. The vote carried ___ yes and ___ no.

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

Subject 2.3 Clerk of the Works Assistant Resolution#0029-19 D. Kershaw

Meeting Mar 6, 2019 - Special Meeting
Category 2. Old Business
Type Action
Resolution #0029-19

A RESOLUTION TO ACCEPT THE TEMPORARY APPOINTMENT OF DEBORAH KERSHAW AS ASSISTANT TO THE TEMPORARY CLERK OF THE WORKS

WHEREAS, the 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 personnel changes of:
Deborah Kershaw, as Temporary Assistant to the Temporary Clerk of the Works for the election cycle. She will be paid up to an additional 17 hours per week. Her salary will be expensed from the Non-Professional salary account 4550.01 and is not to exceed $4,000. She will assist in all clerical responsibilities including document productions, mailings, arrangement of equipment delivery, printing of ballots, and other assigned duties having to do with the budget and the trustee election.

Upon a motion made by ____________, seconded by __________, the Board approve and adopted Resolution #0029-19. The vote carried ___ yes and ___ no.

Yea   Nay   Abstain Trustees

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

Subject 2.4 Check Signing Resolution #0034-19 PC Pals

Meeting Mar 6, 2019 - Special Meeting
Category 2. Old 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 #0034-19

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 January 16, 2019 check #14072 for $2,240.00 and February 20, 2019 check #14141 for $2,660.00 totaling $4,900.00 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 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 ____________, seconded by ____________, the Board approve and adopted Resolution #0034-19. The vote carried ___ yes and ___ no.

Yea  Nay  Abstain  Trustees

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

**Subject**  2.5 Check Signing Resolution #0035-19 WLS

**Meeting**  Mar 6, 2019 - Special Meeting

**Category**  2. Old 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 #0035-19**

https://go.boarddocs.com/ny/mvpl/Board.nsf/Public#
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 January 16, 2019, for Terminal expenses, which is within the approved budget for the fiscal year ending June 30, 2019. The listing for the check is attached to this Resolution, check number #14083 totaling $67,482.70 and will be expensed from account #5750.01 WLS Terminal Exp.

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 this 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 check 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 ____________, seconded by ____________, the Board approve and adopted Resolution #0035-19. The vote carried ___ yes and ___ no.

Yea  Nay  Abstain Trustees

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

3. New Business

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<th>3.1 Elevator Plaque Resolution #0033-19</th>
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Board of Trustees

Resolution # 0033-19

RESOLUTION TO APPROVE A PLAQUE COMMEMORATING THE ELEVATOR MODERNIZATION PROJECT
WHEREAS, the Director of the Mount Vernon Public Library recommends to the Board that the elevator
modernization project be commemorated with a plaque recognizing the parties who made the new
elevator possible
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 a plaque will be placed beside the elevator recognizing the parties who brought the
modernization project to fruition.

Upon a motion made by ____________, seconded by ____________, the Board approve
and adopted Resolution #0033-19. The vote carried ___ yes and ___ no.

Yea   Nay   Abstain Trustees

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

Resolution # 0036-19

A RESOLUTION TO ACCEPT THE A BEE R.A.G. SERVICES INC. CHANGE ORDER
REQUEST

WHEREAS, the Library Director and the Building and Grounds Committee of the Mount Vernon Public
Library, recommends the Board of Trustees authorizes and accepts the A Bee R.A.G. Services Inc.
change order request of electronic door locks for the Lobby Door Restoration Project in the amount
$11, 337.00 as well as a revision to the total contract price for the Lobby Door Restoration Project in
the amount of $30,377.00
WHEREAS, Board of Trustees for the Mount Vernon Public Library must approve these
recommendations for the change order from A BEE R.A.G. Services Inc.
NOW, THEREFORE, be it
RESOLVED, that the Board of Trustees for the Mount Vernon Public Library has approved, adopted,
and authorized the acceptance of A. BEE R.A.G. Services Inc. change order request in the amount
of $11,337.00 for the Lobby Door Restoration Project, as well as a revision to the total contract price in
the amount of $30,377.00.

Upon a motion made by ____________, seconded by ____________, the Board approve
and adopted Resolution #0036-19. The vote carried ___ yes and ___ no.

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

4. Executive Session (If Needed)

5. Upcoming Meeting Schedule

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**Board & Committee Meetings 2019**

**BARGAINING COMMITTEE** (to be decided)

**BUILDING & GROUNDS**
Meets every Thursday of the Month at 5:30 P.M

| February | 7th, 14th, 21st, 28th |
| March    | 7th, 14th, 21st, 28th |
| April    | 4th, 11th, 18th, 25th |

**ELECTION COMMITTEE** (to be decided)

**FINANCE COMMITTEE**
Meets every 1st Monday of the Month at 5:30 P.M.

| February | 4th |
| March    | 4th |
| April    | 1st |

**PERSONNEL & POLICY & GOVERNANCE COMMITTEE**

Meets every Tuesday of the Month at 5:30 P.M.

| February | 26th |
| March    | 5th, 12th, 19th, 26th |
| April    | 2nd, 9th, 16th, 23rd, 30th |

**WORKING BOARD OF TRUSTEE**
Meets every 2nd Monday of the Month at 6:30 P.M.

February 11th
March 11th
April 18th

MARKETING COMMITTEE
Meets the 2nd & 4th Thursday of the Month

February 28th
March 14th, 28th
April 11th, 25th

TECHNOLOGY COMMITTEE
Meets Thursday of the Month at 5:30 P.M.

February 7th, 14th, 21st, 28th
March 7th, 14th, 21st, 28th
April 4th, 11th, 18th, 25th

REGULAR BOARD MEETING
Meets every 3rd Wednesday of the Month at 6:30 P.M.

February 20th
March 20th
April 17th

6. Meeting Closing

Subject 6.1 Adjournment

Meeting Mar 6, 2019 - Special Meeting

Category 6. Meeting Closing

Type

Meeting adjourned at ____ p.m.