



**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**

Meeting Mar 6, 2019 - Special Meeting
 Category 1. Meeting Opening
 Type Action
 Recommended Action Motion to approve the 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
 Meeting Mar 6, 2019 - Special Meeting
 Category 2. Old Business
 Type Action
 Recommended Action WHEREAS, the Director of the Mount Vernon Public Library recommends the approval of the PC Pals Computer Consultant contract for training services,

**Mount Vernon
 Board of Trustees
 Resolution#001-19**

**A RESOLUTION TO ACCEPT THE PC PALS COMPUTER TRAINING
 CONSULTANT CONTRACT**

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

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

Subject 2.2 Clerk of the Works Resolution#0028-19 S. Irons

Meeting Mar 6, 2019 - Special Meeting

Category 2. Old Business

Type Action

Mount Vernon Public Library
Board of Trustees
Resolution #0028-19

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

Mount Vernon Public Library
Board of Trustees

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 these 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

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

Subject	3.2 A Bee Rag Change Order Resolution #0036-19
Meeting	Mar 6, 2019 - Special Meeting
Category	3. New Business
Type	Action

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

Subject	5.1 Board Committee Meeting Schedule February thru April 2019
Meeting	Mar 6, 2019 - Special Meeting
Category	5. Upcoming Meeting Schedule
Type	

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 5^h, 12th, 19th, 26th
April 2nd, 9th, 16th, 23rd, 30th

WORKING BOARD OF TRUSTEE

Meets every 2^{na} 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.