



**Wednesday, November 14, 2018**  
**Special Meeting of November 14, 2018**

**Wednesday**  
**6:30**  
**Trustees Room**

## **1. Meeting Opening**

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

Meeting                    Nov 14, 2018 - Special Meeting of November 14, 2018

Category                    1. Meeting Opening

Type                        Procedural

The meeting was called to order at 6:42 p.m by Trustee Oscar Davis.

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

Meeting                    Nov 14, 2018 - Special Meeting of November 14, 2018

Category                    1. Meeting Opening

Type                        Action, Procedural

Trustees Present:

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

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

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

Meeting                    Nov 14, 2018 - Special Meeting of November 14, 2018

Category                    1. Meeting Opening

Type                        Procedural

Pledge of Allegiance led was by Judy Williams-Davis.

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

Meeting                    Nov 14, 2018 - Special Meeting of November 14, 2018

Category                    1. Meeting Opening

Type Action

Recommended Action Motion to approve the agenda

Upon a motion made by Cathlin Gleason, seconded by Malcolm Clark, the Board approved the agenda for the Special Meeting of Wednesday November 14, 2018.

**2. Old Business**

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**Subject** 2.1 Check Signing Resolution #0139-18 L. Alpert

Meeting Nov 14, 2018 - Special Meeting of November 14, 2018

Category 2. Old Business

Type

**CHECK SIGNING RESOLUTION #0139-18**

**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, for Professional Fees, 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 #13840 totaling \$2,520.00.

**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.

Upon a motion made by Judy Williams-Davis, seconded by Cathlin Gleason, the Board approved and adopted Resolution #0139-18. The vote carried 3 yes and 1 abstained.

Yea Nay Abstain Trustees

X\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Malcolm I. Clark

\_\_\_\_\_ \_\_\_\_\_ X\_\_\_\_\_ Oscar Davis, Jr.

X\_\_\_\_\_ Judy Williams-Davis

X\_\_\_\_\_ Cathlin Gleason

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

**3. New Business**

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**Subject** 3.1 OLA Boiler Replacement Resolution #0144-18

Meeting Nov 14, 2018 - Special Meeting of November 14, 2018

Category 3. New Business

Type Action

**Resolution #0144-18**

**A RESOLUTION TO APPROVE A PROFESSIONAL SERVICES CONTRACT WITH OLA CONSULTING ENGINEERS TO DESIGN AND MANAGE THE MOUNT VERNON PUBLIC LIBRARY’S BOILER REPLACEMENT**

**WHEREAS**, the Director of the Mount Vernon Public Library recommends to the Board that they approve the proposed professional services agreement/contract of \$29,000.00 with OLA Consulting Engineers to design and manage the Library’s Boiler Replacement

**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 the proposed professional services agreement/contract of \$29,000 with OLA Consulting Engineers to design and manage the Library’s Boiler Replacement, project completion date by June 30, 2019. This will be expensed from the Budget Line Item 6650.000 which is Building Repairs.

Upon a motion made by Cathlin Gleason, seconded by Judy Williams-Davis, the Board approved and adopted Resolution #0144-18. **This resolution must come back before the Board at the Regular of 11/20/18 amended to specify that after the public bidding and the company name and bidding information.** The vote carried 3 yes and 1 abstained.

Yea Nay Abstain Trustees

X\_\_\_\_\_ Malcolm I. Clark

\_\_\_\_\_ Oscar Davis, Jr.

X\_\_\_\_\_ Judy Williams-Davis

X\_\_\_\_\_ Cathlin Gleason

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

**4. Executive Session (If Needed)**

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## 5. Meeting Closing

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**Subject**                    **5.1 Adjournment**

Meeting                    Nov 14, 2018 - Special Meeting of November 14, 2018

Category                    5. Meeting Closing

Type

The Special meeting of Wednesday November 14, 2018 adjourned at 7:00 p.m.