



**Tuesday, November 24, 2020  
Special Meeting**

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

**Click on video link to view live stream of the meeting on facebook**

**1. Meeting Opening**

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

Meeting                    Nov 24, 2020 - Special Meeting

Category                    1. Meeting Opening

Type                        Procedural

The Special meeting of Tuesday November 24, 2020 via Zoom conferencing was called to order at 6:04 p.m. by Oscar Davis.

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

Meeting                    Nov 24, 2020 - Special Meeting

Category                    1. Meeting Opening

Type                        Action, Procedural

Trustees' present: Cathlin Gleason, Judy William-Davis, Oscar Davis Jr.

Trustee absent:

Also present was:

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

Meeting                    Nov 24, 2020 - Special Meeting

Category                    1. Meeting Opening

Type                        Procedural

**The Pledge of Allegiance**

I pledge Allegiance to the flag  
of the United States of America

and to the Republic for which it stands,  
one nation under God, indivisible,  
with Liberty and Justice for all.

Pledge of Allegiance was led by \_\_\_\_\_.

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

Meeting                    Nov 24, 2020 - 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 Tuesday November 24, 2020.

## **2. New Business**

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**Subject**                    **2.1 Funds Transfer #0100-20**

Meeting                    Nov 24, 2020 - Special Meeting

Category                    2. New Business

Type

**Subject**                    **2.2 Check Signing Resolution#0099-20**

Meeting                    Nov 24, 2020 - Special Meeting

Category                    2. New Business

Type

**MOUNT VERNON PUBLIC LIBRARY  
BOARD OF TRUSTEES  
CHECK SIGNING RESOLUTION #0099-20**

**WHEREAS:** The Mount Vernon Public Library ("MVPL") submitted a budget for the fiscal year ending June 30, 2021, 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 August 24, 2020 and September 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, 2021. A listing of such checks is attached to this Resolution and includes consecutive check numbers 15479 - 15510 totaling \$96,714.43 After grouping these checks according to their respective purpose a summary of expenses were as follows:

<u>Account</u>	<u>Amount</u>
<b>5001.01 · Books Expense</b>	-6,550.31
<b>5100.01 · Audio Visual Exp.</b>	-2,370.48
<b>5150.01 · Periodicals Exp.</b>	-380.50
<b>5200.01 · New Technology</b>	-3,719.62
<b>5250.01 · Programs Exp.</b>	-955.00
<b>5260.01 · Marketing Expense</b>	-1,740.00
<b>5501.00 · Supplies Expense</b>	-4,549.33
<b>5550.01 · Computer Equip.Exp.</b>	-215.00
<b>5600.01 · Compu.Softw.&amp;Sup.Exp.</b>	-880.00
<b>5650.01 · Telephone-Telecommunication Exp</b>	-389.41
<b>5750.01 · WLS Terminal Exp.</b>	-773.55
<b>6000.01 · Equipment Maint. Exp.</b>	-492.12
<b>6150.01 · Professional Fees Exp.</b>	-1,732.50
<b>6600.01 · Custodial Suppli.Exp.</b>	-705.57
<b>6700.01 · Security Guard Exp.</b>	-10,076.21
<b>6750.01 · Service Contract Exp.</b>	-1,572.43
<b>6800.01 · Miscellane. Build.Exp.</b>	-721.70
<b>7675.02 · Hospital&amp;Medical Insurance Exp.</b>	-58,890.70
<b>Grand Total</b>	<b><u><u>-96,714.43</u></u></b>

**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.

This resolution has been pulled until the Board has time to review and the necessary allocation backup is included. This item will be decided on at the special meeting called for

### **3. Executive Session**

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<b>Subject</b>	<b>3.1 Executive Session Request</b>
Meeting	Nov 24, 2020 - Special Meeting
Category	3. Executive Session

Type

Upon a motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, the Board agreed to into executive session at \_\_\_\_ p.m. to discuss \_\_\_\_ matters. The vote carried \_\_ yes and \_\_\_\_.

#### 4. Meeting Closing

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<b>Subject</b>	<b>4.1 Adjournment</b>
Meeting	Nov 24, 2020 - Special Meeting
Category	4. Meeting Closing

Type

The special meeting of Tuesday November 24, 2020 adjourned at \_\_\_\_\_ p.m.