



MOUNT VERNON  
PUBLIC LIBRARY  
WHERE OPPORTUNITY AWAITS

## Wednesday, September 27, 2017 Special Meeting

**Wednesday September 27, 2017**  
**Trustees' Room**  
**5:30 P.M.**

### 1. Meeting Opening

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

Meeting                    Sep 27, 2017 - Special Meeting

Category                    1. Meeting Opening

Type                        Procedural

The Special Board Meeting for Wednesday September 27, 2017 was called to order at 5:40 p.m. by Trustee Oscar Davis, Jr.

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

Meeting                    Sep 27, 2017 - Special Meeting

Category                    1. Meeting Opening

Type                        Action, Procedural

Trustee's presents: Trustee Oscar Davis, Jr., Trustee Cathlin Gleason, and Trustee Brian Johnson.  
Trustee's absent: Trustee Darren Morton, and Trustee Tanya Southerland

Also present was: Cathy Webb(conference call) staff, Juan Jaramillo;Chief Accountant Clerk, Jose Alvelo; Treasurer, Evania Thompson; Library Director, and Doreen McQueen; Administrative Assistant.

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

Meeting                    Sep 27, 2017 - Special Meeting

Category                    1. Meeting Opening

Type                        Procedural

Pledge of Allegiance was led by: Trustee Cathlin Gleason

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

Meeting                    Sep 27, 2017 - Special Meeting

Category                    1. Meeting Opening

Type Action

Recommended Action Motion to approve the agenda

Upon a motion made by Cathlin Gleason, seconded by Brian Johnson, the Board approved the agenda for Wednesday September 27, 2017 Special Meeting.

**2. New Business**

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**Subject 2.1 Fiscal Agent Agreement Resolution #0117-17**

Meeting Sep 27, 2017 - Special Meeting

Category 2. New Business

Type Action

Recommended Action WHEREAS, the Director of the Mount Vernon Public Library recommends to the Board the following,

**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 fiscal agent agreement: (see attached)

The Fiscal Agent agreement between the Mount Vernon Public Library (as the fiscal agent) and the Money Making Mob (as the applicant) is entered into for the purpose of setting forth the terms and conditions of their connection with the Arts Alive Project Grant Program administered by Arts Westchester.

**And, be it resolved**,

The fiscal agent agrees to receive and disburse the grant monies to the applicant as the agreement between the agent and the applicant is written.

Upon a motion made by Brian Johnson, seconded by Cathlin Gleason, the Board approved and adopted resolution#0117-17. The vote carried 3 yes, and 0 no.

Yea	Nay	Abstained	Trustees
X___	___	___	Oscar Davis, Jr.
X___	___	___	Cathlin Gleason
X___	___	___	Brian G. Johnson
___	___	___	Darren M. Morton
___	___	___	Tanya Southerland

Submitted by: Evania Thompson

File Attachments  
[Fiscal Agent Agreement Contract MMM.pdf \(163 KB\)](#)



Type Action

Recommended Action WHERE AS: The Mount Vernon Public Library ("MVPL") submitted a budget for the fiscal year ending June 30, 2018, 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 September 27, 2017 as payment for locksmith services , to ensure library security for the MVPL, which are within the approved budget for the fiscal year ending June 30, 2018. The listing for the check is attached to this Resolution, check number #12828 totals \$390.88 for miscellaneous building expenses.

**FURTHERMORE:** The Director has reviewed the check and underlying documentation and makes the following affirmation:

***I have 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 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 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 Cathlin Gleason, seconded by Brian Johnson, the Board approved and adopted resolution#0113-17. The vote carried 3 yes, and 0 no.

Yea	Nay	Abstained	Trustees
X___	___	___	Oscar Davis, Jr.
X___	___	___	Cathlin Gleason
X___	___	___	Brian G. Johnson
___	___	___	Darren M. Morton
___	___	___	Tanya Southerland

Submitted by: Juan Jaramillo

<p>File Attachments</p> <p><a href="#">Check Register for Check Replacement to Schimoler's Locksmiths ck 12828.pdf (43 KB)</a></p> <p><a href="#">Schimoler Purchase Order List.pdf (2,829 KB)</a></p> <p><a href="#">Schimoler Info.pdf (1,783 KB)</a></p>
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**Subject 3.2 Check Signing Resolution#0119-17**

Meeting Sep 27, 2017 - Special Meeting

Category 3. Finance

Type Action

Recommended Action WHERE AS: The Mount Vernon Public Library ("MVPL") submitted a budget for the fiscal year ending June 30, 2018, 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 September 26, 2017 as payment for conference attendance, which is within the approved budget for the fiscal year ending June 30, 2018. The listing for the check is attached to this Resolution, check number #12826 totals \$50.00 for conference expense.

**FURTHERMORE:** The Director has reviewed the check and underlying documentation and makes the following affirmation:

***I have 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 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 check delineated on the attached check register in accordance with the policies and procedures of the MVPL and the affirmation by the Board President.

Resolution not voted on it will be voided, due to resolution #0118-17 for the NRPL Foundation not passing vote.

File Attachments

Check Register for check for the NRPL Foundation-ck no 12826(1).pdf (43 KB)

#### 4. Executive Session

#### 5. Meeting Closing

**Subject** 5.1 Adjournment

Meeting Sep 27, 2017 - Special Meeting

Category 5. Meeting Closing

Type

The special meeting for Wednesday September 27,2017 adjourned at 6:00p.m.