



**Monday, April 10, 2017
Working Meeting**

**Monday
6:30
Trustees' Room**

1. Meeting Opening

Subject **1.1 Call To Order**

Meeting Apr 10, 2017 - Working Meeting

Category 1. Meeting Opening

Type Procedural

The meeting was called to order at _____ p.m. by _____.

Subject **1.2 Roll Call**

Meeting Apr 10, 2017 - Working Meeting

Category 1. Meeting Opening

Type Action, Procedural

Trustees present: _____ Trustee Oscar Davis, _____ Cathlin Gleason, _____ Brian Johnson, _____ Darren Morton, and _____ Na'im Tyson.

Trustees Absent: _____, _____, _____.

Also present was:

Subject **1.3 Pledge of Allegiance**

Meeting Apr 10, 2017 - Working Meeting

Category 1. Meeting Opening

Type Procedural

Pledge of Allegiance led by _____.

Subject **1.4 Acceptance of Agenda**

Meeting Apr 10, 2017 - Working Meeting

Category 1. Meeting Opening

Type Action

Recommended Action Motion to approve the agenda

Upon a motion made by _____, seconded by _____, the Board accepted the agenda for the Working meeting of Monday April 10,2017.

The vote carried _____ yes _____no.

2. Old Business

3. New Business

Subject 3.1 N.L.L.D. Conference Resolution# 00032-17

Meeting Apr 10, 2017 - Working Meeting

Category 3. New Business

Type Action

Recommended Action WHEREAS, the Interim Director of the Mount Vernon Public Library recommends the approval of Trustee Brian Johnson attendance at the New York Library Legislative Day Conference taking place in Washington D.C. from May 1-2, 2017.

WHEREAS, Board of Trustees for the Mount Vernon Public Library must approve his attendance at the conference,

NOW, THEREFORE, be it

RESOLVED, that the Board of Trustees for the Mount Vernon Public Library has approved, adopted, and authorized the attendance of Trustee Johnson at the New York Library Legislative Day Conference at an approximate cost of \$800.00 plus mileage. This expense will come from the Conference budget line 5940.04, account ending in #0641.

Yea	Nay	Abstained	Trustees
_____	_____	_____	Oscar Davis, Jr.
_____	_____	_____	Cathlin Gleason
_____	_____	_____	Brian G. Johnson
_____	_____	_____	Darren M. Morton
_____	_____	_____	Na'im R. Tyson

File Attachments
[NLLD RESOLUTION #00032-17.docx \(13 KB\)](#)
[NLLD Conference Literature.pdf \(1,891 KB\)](#)

Subject 3.2 OLA Consultant Resolution#00034-17

Meeting Apr 10, 2017 - Working Meeting

Category 3. New Business

Type Action

Recommended Action WHEREAS, the Building & Grounds Committee of the Board of Trustees recommends that Board approves the Work order Changes for the Bathroom project

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 work order modification of the OLA Consulting Engineers Agreement.

Yea	Nay	Abstain	Trustees
_____	_____	_____	Oscar Davis, Jr.
_____	_____	_____	Cathlin Gleason
_____	_____	_____	Brian G. Johnson
_____	_____	_____	Darren M. Morton
_____	_____	_____	Na'im R. Tyson

File Attachments
 OLA Consultant Resolution#00034-17.pdf (250 KB)
 EJCDC012215-MVL.pdf (416 KB)
 P16-MVPL Elevator Rehab.pdf (143 KB)

4. Finance

Subject **4.1 Fund Transfer Resolution# 00035-17**

Meeting Apr 10, 2017 - Working Meeting

Category 4. Finance

Type Action

Recommended Action WHERE AS: The Mount Vernon Public Library ("MVPL") maintains a money market account at Sterling National Bank with an account number ending in 8241 for the purpose of depositing and holding the tax levy money remitted by the citizens of Mount Vernon via the Mount Vernon School District.

FURTHERMORE: Checks have been duly prepared by the Chief Account Clerk for the purposes described above which aggregate approximately \$500,000, which checks need to be issued as soon as possible. Once issued, these checks will only be valid once the funds are transferred from the Money Market Account into the Operating Account.

THEREFORE: It is the recommendation of the Management of the MVPL that the Board of Trustees authorize the transfer of exactly \$500,000.00 (five hundred thousand dollars) from the Sterling National Bank MVPL Money Market account ending in 8241 into the Sterling National Bank MVPL Operating account ending in 0601.

BE IT RESOLVED: The Board of Trustees of the Mount Vernon Public Library ("MVPL") hereby authorizes the transfer of \$500,000 (five hundred thousand dollars) from the Sterling National Bank MVPL Money Market account ending in 8241 into the Sterling National Bank MVPL Operating account ending in 0601.

Yea	Nay	Abstain	Trustees
_____	_____	_____	Oscar Davis, Jr.
_____	_____	_____	Cathlin Gleason
_____	_____	_____	Brian G. Johnson
_____	_____	_____	Darren M. Morton
_____	_____	_____	Na'im R. Tyson

File Attachments
 Fund Transfer Resolution#00035-17.pdf (157 KB)

Subject 4.2 Check Signing Resolution #00036-17

Meeting Apr 10, 2017 - Working Meeting

Category 4. Finance

Type Action

Fiscal Impact No

Recommended Action WHERE AS: The Mount Vernon Public Library ("MVPL") submitted a budget for the fiscal year ending June 30, 2017, 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 to various third parties, dated April 19, 2017 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, 2017. A listing of such checks is attached to this Resolution and includes consecutive check numbers 12308-12369 totaling \$151,389.94. After grouping these checks according to their respective purpose, a total of \$35.98 was Refunds –Books, \$9,552.01 was for Book expenses, \$7,487.58 was for Audio Visual expenses, \$5,164.29 was for Periodicals expenses, \$2,694.98 was for Programs expenses,\$2,523.28 was for Supplies Expense, \$689.00 was for Computer Software Exp., \$3,471.04 was for Telephone Telecomm. Exp., \$266.18 was for Postage Expense, \$778.00 was for Office exp., \$44.94 was for Professional Meeting-MV, \$30.00 was for Conferences, \$1,172.00 was for Election Expense, \$1,597.70 was for Equipment Maintenance expenses, \$25,636.00 was for Professional Fees, \$2,884.34 was for Electricity expenses, \$2,848.43 was for Fuel expenses, \$167.58 was for Custodial supplies, \$8,272.00 was for Repairs to Building, \$10,001.00 was for Security Guard expense, \$2,738.51 was for Service Contract expenses, \$709.85 was for Misc. Building expenses,\$50.00 for Arbitration Processing Fees, \$60,448.01 was for Hospital & Medical Insurance expenses, \$2,127.24 was for Dental Expense.

FURTHERMORE: The Administration has reviewed the checks and underlying documentation and makes the following affirmation:

I have 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.

Yea	Nay	Abstained	Trustees
_____	_____	_____	Oscar Davis, Jr.
_____	_____	_____	Cathlin Gleason
_____	_____	_____	Brian G. Johnson
_____	_____	_____	Darren M. Morton
_____	_____	_____	Na'im R. Tyson

File Attachments
Summarized Expense Allocations for checks issued on 4-17-2017.pdf (12 KB)
Checks Register for 4-19-2017.pdf (53 KB)

Subject **4.3 BOT Report & Summary**

Meeting Apr 10, 2017 - Working Meeting

Category 4. Finance

Type Information

File Attachments
 BOT Detail Report - For the 3rd QTR Ending March 2017.pdf (54 KB)
 BOT Summary Report - For 3rd QTR Ending March 2017.pdf (28 KB)

5. Personnel

Subject **5.1 C. Francis Resolution#00033-17**

Meeting Apr 10, 2017 - Working Meeting

Category 5. Personnel

Type Action

Preferred Date Apr 10, 2017

Budgeted Yes

Budget Source 4650.01

Recommended Action WHEREAS, the Administration of the Mount Vernon Public Library recommends to the Board the following employee changes,

RESOLVED, that the Board of Trustees for the Mount Vernon Public Library has approved, adopted and authorized the appointment of:
 Christopher Francis, as a Full-time Permanent Library Foreman for the maintenance department to fill a vacancy. His rate of pay, which will come from expense account 4650.01 Salaries Maintenance, will be \$55,591 as per the current yearly wage for full-time, Maintenance Foreman. Effective April 9, 2017 he has been certified by Mount Vernon Civil Service.

Yea	Nay	Abstain	Trustees
_____	_____	_____	Oscar Davis, Jr.
_____	_____	_____	Cathlin Gleason
_____	_____	_____	Brian G. Johnson
_____	_____	_____	Darren M. Morton
_____	_____	_____	Na'im R. Tyson

File Attachments
 C.Francis Resolution#00033-17.pdf (156 KB)

Subject **5.2 T. Redahan Resolution#00034-17**

Meeting Apr 10, 2017 - Working Meeting

Category 5. Personnel

Type Action

Preferred Date Apr 10, 2017

Budgeted Yes

Budget Source 4650.01

Recommended Action WHEREAS, the Administration 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 appointment of:

Thomas Redahan, as a Full-Time Permanent Cleaner, Step I for the maintenance department to fill a vacancy effective April 9, 2017. His rate of pay is \$21.254 per hour totaling annually \$38,831.00. His salary will come from the maintenance budget line 4650.01, he has been certified by Mount Vernon Civil Service.

Yea	Nay	Abstain	Trustees
_____	_____	_____	Oscar Davis, Jr.
_____	_____	_____	Cathlin Gleason
_____	_____	_____	Brian G. Johnson
_____	_____	_____	Darren M. Morton
_____	_____	_____	Na'im R. Tyson

<p>File Attachments T.Redahan Resolution#00034-17.pdf (156 KB)</p>

6. Executive Session (If Needed)

7. Meeting Closing

Subject 7.1 Adjournment

Meeting Apr 10, 2017 - Working Meeting

Category 7. Meeting Closing

Type Action

Recommended Action Motion to adjourn meeting.

8. New Category