



**Monday, December 10, 2018  
Working Meeting**

**Monday  
6:30  
Trustees' Room**

**1. Meeting Opening**

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

Meeting                    Dec 10, 2018 - Working Meeting

Category                    1. Meeting Opening

Type                        Procedural

The meeting was called to order at 7:00 p.m by Trustee Oscar Davis Jr.

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

Meeting                    Dec 10, 2018 - Working Meeting

Category                    1. Meeting Opening

Type                        Action, Procedural

Trustees Present:  
Malcolm I. Clark, Oscar Davis, Jr., Judy Williams-Davis, Cathlin Gleason

Trustees Absent:  
Tanya Southerland

Also present was: Jose Alvelo; Treasurer, Evania Thompson; Library Director, and Doreen McQueen; Administrative Assistant.

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

Meeting                    Dec 10, 2018 - Working Meeting

Category                    1. Meeting Opening

Type                        Procedural

Pledge of Allegiance was omitted, it was perform at the special meeting of 12/10/18.

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

Meeting Dec 10, 2018 - Working Meeting  
Category 1. Meeting Opening  
Type Action

Recommended Action Motion to approve the agenda

Upon a motion made by Judy Williams-Davis, seconded by Cathlin Gleason, the Board approved the agenda for the Working meeting of Monday December 10, 2018. The vote carried 4 yes and 0 no.

## **2. Board Minutes**

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**Subject 2.1 Minutes of 10/22/18 Special Meeting**

Meeting Dec 10, 2018 - Working Meeting  
Category 2. Board Minutes  
Type Minutes

**The Board will review and vote on the board minutes at the next regular meeting scheduled 12/19/18.**

**Subject 2.2 Minutes of 11/14/18 Special Meeting**

Meeting Dec 10, 2018 - Working Meeting  
Category 2. Board Minutes  
Type Minutes

**The Board will review and vote on the board minutes at the next regular meeting scheduled 12/19/18.**

**Subject 2.3 Minutes of 11/14/18 Working Meeting**

Meeting Dec 10, 2018 - Working Meeting  
Category 2. Board Minutes  
Type Minutes

**The Board will review and vote on the board minutes at the next regular meeting scheduled 12/19/18.**

**Subject 2.4 Minutes of 11/29/18 Special Meeting**

Meeting Dec 10, 2018 - Working Meeting  
Category 2. Board Minutes  
Type Minutes

**The Board will review and vote on the board minutes at the next regular meeting scheduled 12/19/18.**

## **3. Old Business**

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**Subject**                    **3.1 Extended Library Hours Resolution #0128-18 Paint & Sip**

Meeting                    Dec 10, 2018 - Working Meeting

Category                    3. Old Business

Type

**Whereas**, the Director of Mount Vernon Public Library recommends to the Board that they approve extending the library hours For the Paint & Sip fundraiser on Friday October 26, 2018,

**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 extending the business hours of the library Friday October 26, 2018 between the hours of 6-8pm for the Friends Paint & Sip Fundraiser. Two extra hours of pay (but not time and a half) for one person will be expensed from the Budget line item 4650.01 which is Maintenance Salaries.

**The resolution must be re-written to include the total amount expensed for the 2 hour time extension. The totals should include staff, security and present at the next regular board meeting of 12/19/18.**

#### **4. New Business**

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**Subject**                    **4.1 Johnson Control Resolution #0155-18 - Elevator Phone Monitoring**

Meeting                    Dec 10, 2018 - Working Meeting

Category                    4. New Business

Type                        Action

Recommended Action    WHEREAS, the Director of the Mount Vernon Public Library recommends to the Board that in order to allow the new elevator to pass final inspection they approve a twelve month central monitoring contract of \$264.00, as well as, the programming fee of \$361.54 to dial Tyco central monitoring, with Johnson Controls Security Solutions LLC, located at 2 Westchester Plaza, Elmsford N.Y. 10523

Resolution # 0155-18

#### **A RESOLUTION TO APPROVE AN ELEVATOR PHONE CENTRAL MONITORING CONTRACT AS WELL AS PROGRAMMING OF THE NEW ELEVATOR PHONE WITH JOHNSON CONTROLS SECURITY SOLUTIONS LLC**

**WHEREAS**, the Director of the Mount Vernon Public Library recommends to the Board that in order to allow the new elevator to pass final inspection they approve a twelve month central monitoring contract of \$264.00, as well as, the programming fee of \$361.54 to dial Tyco central monitoring, with Johnson Controls Security Solutions LLC, located at 2 Westchester Plaza, Elmsford N.Y. 10523

**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 a twelve month central monitoring contract of \$264.00, as well as, the programming fee of \$361.54 to dial Tyco central monitoring, with Johnson Controls Security Solutions LLC for a total of \$625.54 beginning December 20,

2018. This will be expensed from the Budget Line Item 6650.000 which is Building Repairs.

The Board seeks confirmation on the following things:

1. How many monitoring services are we paying for?
2. The service agreements for the alarm, smoke detectors are they separate?
3. The contracts in place for smoke and alarm system are they due to expire? If not why wasn't the elevator monitoring added to the existing account.

**The Board request that these items are reviewed and address by the time the resolution is presented at the next regular scheduled meeting of 12/19/18.**

## 5. Personnel

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<b>Subject</b>	<b>5.1 Hiring of a P/T Library Aide Resolution #0152-18 - V. Ramos</b>
Meeting	Dec 10, 2018 - Working Meeting
Category	5. Personnel
Type	Action
Recommended Action	WHEREAS, the Director of the Mount Vernon Public Library recommends to the Board the following employee change,

Resolution # 0152-18

### **A RESOLUTION TO ACCEPT PERSONNEL CHANGES**

**WHEREAS**, the Director of the Mount Vernon Public Library recommends to the Board the following employee change,

**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 following personnel change:

Victor Ramos from a Summer Part Time Aide to Part Time Permanent Aide effective as of 12/19/18. He may work up to 17.5 hours per week at a salary of \$11.00 per hour. His salary will be paid out of the account 4550.01 Salaries – Non-Professional.

This resolution will be voted on at the next regular meeting scheduled 12/19/18 with the following adjustments.

**The estimated annual salary with be included along with the new pay rate that will take effect on 12/31/18.**

<b>Subject</b>	<b>5.2 Hiring of a P/T Library Aide Resolution #0153-18 - J. Scott</b>
Meeting	Dec 10, 2018 - Working Meeting
Category	5. Personnel
Type	Action

Resolution # 0153-18

### **A RESOLUTION TO ACCEPT PERSONNEL CHANGES**

**WHEREAS**, the Director of the Mount Vernon Public Library recommends to the Board the following employee change,  
**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 following personnel change:  
 Justin Scott from a Summer Part Time Aide to Part Time Permanent Aide effective as of 12/19/18. He may work up to 17.5 hours per week at a salary of \$11.00 per hour. His salary will be paid out of the account 4550.01 Salaries – Non-Professional.

This resolution will be voted on at the next regular meeting scheduled 12/19/18 with the following adjustments.

**The estimated annual salary with be included along with the new pay rate that will take effect on 12/31/18.**

**Subject** 5.3 Hiring of a P/T Library Aide Resolution#0156-18 - J. Hichez  
**Meeting** Dec 10, 2018 - Working Meeting  
**Category** 5. Personnel  
**Type** Action  
**Recommended Action** WHEREAS, the Director of the Mount Vernon Public Library recommends to the Board the following employee change,

Resolution # 0156-18

**WHEREAS**, the Director of the Mount Vernon Public Library recommends to the Board the following employee change,  
**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 hiring of the following:  
 Jeysell Hichez, as Part Time Permanent Aide for the Community Outreach Dept. effective as of 12/20/18. He may work up to 17.5 hours per week at a salary of \$11.00 per hour. His salary will be paid out of the account 4550.01 Salaries – Non-Professional.

This resolution will be voted on at the next regular meeting scheduled 12/19/18 with the following adjustments.

**The estimated annual salary with be included along with the new pay rate that will take effect on 12/31/18.**

**Subject** 5.4 Hiring of a P/T Library Aide Resolution#0157-18 T. Smith  
**Meeting** Dec 10, 2018 - Working Meeting  
**Category** 5. Personnel

Type Action

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

### Resolution # 0157-18

**WHEREAS**, the Director of the Mount Vernon Public Library recommends to the Board the following employee change,

**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 hiring of the following:

Tyrice Smith, as Part Time Permanent Aide for the Community Outreach Dept. effective as of 12/20/18. He may work up to 17.5 hours per week at a salary of \$11.00 per hour. His salary will be paid out of the account 4550.01 Salaries – Non-Professional.

This resolution will be voted on at the next regular meeting scheduled 12/19/18 with the following adjustments.

**The estimated annual salary will be included along with the new pay rate that will take effect on 12/31/18.**

## 6. Executive Session (If Needed)

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**Subject** 6.1 Executive Session Request

Meeting Dec 10, 2018 - Working Meeting

Category 6. Executive Session (If Needed)

Type

Upon a motion made by Judy Williams-Davis, seconded by Cathlin Gleason, the Board entered into executive session at 7:22 p.m. to discuss personnel matters. The vote carried 4 yes and 0 no.

## 7. Meeting Closing

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**Subject** 7.1 Adjournment

Meeting Dec 10, 2018 - Working Meeting

Category 7. Meeting Closing

Type

Meeting adjourned at 8:05 p.m.