



**Tuesday, October 10, 2017  
Working Board Meeting**

**Tuesday  
6:30  
Trustees' Room**

## **1. Meeting Opening**

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

Meeting                    Oct 10, 2017 - Working Board Meeting

Category                    1. Meeting Opening

Type                        Procedural

The meeting was called to order at \_\_\_\_ p.m by \_\_\_\_\_.

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

Meeting                    Oct 10, 2017 - Working Board Meeting

Category                    1. Meeting Opening

Type                        Action, Procedural

Trustee's present- Trustees:  
Trustee absent:

Also present was:

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

Meeting                    Oct 10, 2017 - Working Board Meeting

Category                    1. Meeting Opening

Type                        Procedural

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

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

Meeting                    Oct 10, 2017 - Working Board 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 Tuesday October 10, 2017.

## **2. Approval of Past Minutes**

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**Subject 2.1 Approval of Past Minutes 06/21/17 Regular Meeting**

Meeting Oct 10, 2017 - Working Board Meeting

Category 2. Approval of Past Minutes

Type Minutes

**Subject 2.2 Approval or Past Minutes 07/10/2017 Special Meeting**

Meeting Oct 10, 2017 - Working Board Meeting

Category 2. Approval of Past Minutes

Type Minutes

**Subject 2.3 Approval of Past Minutes 07/10/2017 Working Meeting**

Meeting Oct 10, 2017 - Working Board Meeting

Category 2. Approval of Past Minutes

Type Minutes

**Subject 2.4 Approval of Past Minutes 07/19/2017 Re-Organizational Meeting**

Meeting Oct 10, 2017 - Working Board Meeting

Category 2. Approval of Past Minutes

Type Minutes

**Subject 2.5 Approval of Past Minutes 07/19/2017 Regular Meeting**

Meeting Oct 10, 2017 - Working Board Meeting

Category 2. Approval of Past Minutes

Type Minutes

**Subject 2.6 Approval of Past Minutes 07/27/2017 Special Meeting**

Meeting Oct 10, 2017 - Working Board Meeting

Category 2. Approval of Past Minutes

Type Minutes

**Subject 2.7 Approval of Past Minutes 08/01/2017 Special Meeting**

Meeting Oct 10, 2017 - Working Board Meeting

Category 2. Approval of Past Minutes

Type Minutes

**Subject 2.8 Approval of Past Minutes 08/28/17 Special Meeting**

Meeting Oct 10, 2017 - Working Board Meeting

Category 2. Approval of Past Minutes

Type Minutes

**3. Presentations For Regular Meeting of 10/18/2017**

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**Subject 3.1 Sentinel Security Presentation for 10/18/17 Meeting**

Meeting Oct 10, 2017 - Working Board Meeting

Category 3. Presentations For Regular Meeting of 10/18/2017

Type

**Subject 3.2 Presentation By Maxine Grandison for 10/18/17 Meeting**

Meeting Oct 10, 2017 - Working Board Meeting

Category 3. Presentations For Regular Meeting of 10/18/2017

Type

**4. Old Business**

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**5. New Business**

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**6. Finance**

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**7. Personnel (Old & New)**

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**Subject 7.1 Marketing Consultant Resolution#00096-17**

Meeting Oct 10, 2017 - Working Board Meeting

Category 7. Personnel (Old & New)

Type Action

Recommended Action Whereas, the Director of the Mount Vernon Public Library recommends to the Board that they approve the contracting of Leslie Alpert,

*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 acceptance of the proposed contract of services of Leslie Alpert at an hourly rate of \$70 for no less than 4 hours a week. Ms. Alpert will work on the library's marketing such as press releases, brochures, flyers, etc. She will work with Ms. Cathy Webb. Her salary will be expensed from budget line 6150.01 – Professional Fees. Ms. Alpert will begin on Thursday October 19, 2017 through October 19, 2018.

File Attachments  
[marketing-contract-agreement-1.pdf \(251 KB\)](#)

**Subject**                                **7.2 Patrick Daley Resolution#0105-17**

Meeting                                    Oct 10, 2017 - Working Board Meeting

Category                                 7. Personnel (Old & New)

Type                                        Action

Recommended Action    WHEREAS, the Director of the Mount Vernon Public Library recommends to the Board the following part time aide extension,

**Patrick Daley**, as a Part-time Aide, supervised by Scott Griffith in the children's room as assigned doing periodical organization and other task.

And to be supervised by Maxine Grandison as much as needed at the periodicals desk. The part time aides may work up to 17.5 hours per week, beginning October 19, 2017 at an hourly rate of pay for all Part -Time aides of \$10.00 per hour and will come from the Non Professional Budget line #4550.01.

**Subject**                                **7.3 Jalen Brown Resolution#0107-17**

Meeting                                    Oct 10, 2017 - Working Board Meeting

Category                                 7. Personnel (Old & New)

Type                                        Action

Recommended Action    WHEREAS, the Director of the Mount Vernon Public Library recommends to the Board the following part time aide extension,

**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 extension of:

**Jalen Brown**, as Part-time Aide for the Community Outreach Department supervised by Cathy Webb. The part time aides may work up to 17.5 hours per week, beginning October 19, 2017. The hourly rate of pay for all Part Time aides is \$10.00 per hour and will come from the Non Professional Budget line#4550.01.

**Subject**                    **7.4 Mary Dolberry Resolution#0109-17**

Meeting                      Oct 10, 2017 - Working Board Meeting

Category                    7. Personnel (Old & New)

Type                          Action

Recommended Action      WHEREAS, the Director 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:

Mary Dolberry, a Part-time Library Aide effective 7/3/17 to work up to 17.5 hours per week for the Periodicals desk and will be supervised by Ms. Grandison. Ms. Dolberry will fill the vacancy created by Ernestina Addoh that resigned June of 2017. Her rate of pay, which will come from expense account 4550.01 Salaries Non–Professional, will be \$10.00 as per the current hourly wage for Part-time, Library Aide 1.

**Subject**                    **7.5 Personnel Change Resolution#0120-17 D.McQueen**

Meeting                      Oct 10, 2017 - Working Board Meeting

Category                    7. Personnel (Old & New)

Type                          Action

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

**WHEREAS**, Board of Trustees for the Mount Vernon Public Library must approve these recommendations,

**WHEREAS**, this appointment complies with all Civil Services rules.

**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:

Doreen McQueen from (provisional) Administrative Assistant to (promotional) Administrative Assistant, Step 4 beginning on 09/20/2017, full-time, with a 6 month probation. Her annual salary will be \$53,926.00 which includes a longevity payment of \$100 and is based on the old (2010) pay scale. Her salary will be expensed from the administrative salaries budget line, 4600.01. Ms. McQueen has been certified by the MV Civil Service.

**Subject**                    **7.6 Treasurer Amended Resolution#0123-17**

Meeting                      Oct 10, 2017 - Working Board Meeting

Category                    7. Personnel (Old & New)

Type Action

Recommended Action WHEREAS, On September 20, 2017, the Board approved resolution#00097-17 to appoint a treasurer;

***NOW, THEREFORE***, be it

***RESOLVE***, that the Board of Trustees for the Mount Vernon Public Library is amending said resolution to state the following:

Jose Alvelo, is appointed as a provisional employee to the position of Treasurer effective Monday September 25, 2017.

***AND, BE IT RESOLVED***, that this appointment remains provisional pending completion of a thorough background check, credit check, and subsequently until civil service rule deems otherwise.

***AND, FURTHER BE IT RESOLVED***, that his yearly salary is \$105,000. It will be expensed from the Administrative expense account 4600.01. Mr. Alvelo will receive accrual benefits in alignment with that of all full-time administrative employees: such as sick time, vacation, health, etc.

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

**9. Upcoming Meeting Schedules**

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**Subject 9.1 Scheduled Meetings September through December 2017**

Meeting Oct 10, 2017 - Working Board Meeting

Category 9. Upcoming Meeting Schedules

Type

**FINANCE COMMITTEE MEETING**

**Meets every 1<sup>st</sup> Monday of the Month at 5:30 P.M.**

September 6<sup>th</sup>

October 2<sup>nd</sup>

November 6<sup>th</sup>

December 4<sup>th</sup>

**BUILDING & GROUNDS MEETING**

**Meets every 1<sup>st</sup> Thursday of the Month at 5:30 P.M.**

September 7<sup>th</sup>

October 5<sup>th</sup>

November 2<sup>nd</sup>

December 7<sup>th</sup>

**PERSONNEL COMMITTEE MEETING**

**Meets every 2<sup>nd</sup> Monday of the Month at 5:30 P.M.**

September 11<sup>th</sup>  
 October 10<sup>th</sup> **(Tuesday)**  
 November 13<sup>th</sup>  
 December 11<sup>th</sup>

**WORKING BOARD OF TRUSTEE MEETING**

**Meets every 2<sup>nd</sup> Monday of the Month at 6:30 P.M.**

September 11<sup>th</sup>  
 October 10<sup>th</sup> **(Tuesday)**  
 November 13<sup>th</sup>  
 December 11<sup>th</sup>

**TECHNOLOGY COMMITTEE MEETING**

**Meets every 2<sup>nd</sup> Tuesday of the Month at 5:30 P.M.**

September 12<sup>th</sup>  
 October 11<sup>th</sup> **(Wednesday)**  
 November 14<sup>th</sup>  
 December 12<sup>th</sup>

**REGULAR BOARD OF TRUSTEE MEETING**

**Meets every 3<sup>rd</sup> Wednesday of the Month at 6:30 P.M.**

September 20<sup>th</sup>  
 October 18<sup>th</sup>  
 November 15<sup>th</sup>  
 December 20<sup>th</sup>

**POLICY & GOVERNANCE COMMITTEE**

**Meets every 4<sup>th</sup> Thursday of the Month at 5:30 P.M.**

September 28<sup>th</sup>  
 October 26<sup>th</sup>  
 November 22<sup>rd</sup>  
 December 28<sup>th</sup>

**10. Meeting Closing**

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