Tuesday, October 10, 2017
Working Board Meeting

Tuesday
6:30
Trustees' Room

1. Meeting Opening

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
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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<th>Subject</th>
<th>2.1 Approval of Past Minutes 06/21/17 Regular Meeting</th>
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<th>2.2 Approval or Past Minutes 07/10/2017 Special Meeting</th>
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Whereas, Board of Trustees for the Mount Vernon Public Library must approve these recommendations,

*Now, Therefore*, be it

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

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.
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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<th>Subject</th>
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FINANCE COMMITTEE MEETING
Meets every 1st Monday of the Month at 5:30 P.M.
- September 6th
- October 2nd
- November 6th
- December 4th

BUILDING & GROUNDS MEETING
Meets every 1st Thursday of the Month at 5:30 P.M.
- September 7th
- October 5th
- November 2nd
- December 7th

PERSONNEL COMMITTEE MEETING
Meets every 2nd Monday of the Month at 5:30 P.M.
WORKING BOARD OF TRUSTEE MEETING
Meets every 2\textsuperscript{nd} Monday of the Month at 6:30 P.M.
- September 11\textsuperscript{th}
- October 10\textsuperscript{th} (Tuesday)
- November 13\textsuperscript{th}
- December 11\textsuperscript{th}

TECHNOLOGY COMMITTEE MEETING
Meets every 2\textsuperscript{nd} Tuesday of the Month at 5:30 P.M.
- September 12\textsuperscript{nd}
- October 11\textsuperscript{th} (Wednesday)
- November 14\textsuperscript{th}
- December 12\textsuperscript{th}

REGULAR BOARD OF TRUSTEE MEETING
Meets every 3\textsuperscript{rd} Wednesday of the Month at 6:30 P.M.
- September 20\textsuperscript{th}
- October 18\textsuperscript{th}
- November 15\textsuperscript{th}
- December 20\textsuperscript{th}

POLICY & GOVERNANCE COMMITTEE
Meets every 4\textsuperscript{th} Thursday of the Month at 5:30 P.M.
- September 28\textsuperscript{th}
- October 26\textsuperscript{th}
- November 22\textsuperscript{nd}
- December 28\textsuperscript{th}

10. Meeting Closing