Tuesday, October 9, 2018  
October 9, 2018 Working Meeting

Tuesday  
6:30  
Trustees' Room

1. Meeting Opening

1.1 Call To Order

Meeting  
Oct 9, 2018 - October 9, 2018 Working Meeting  
Category  
1. Meeting Opening  
Type  
Procedural

The meeting was called to order at ____ p.m by ________________.

1.2 Roll Call

Meeting  
Oct 9, 2018 - October 9, 2018 Working Meeting  
Category  
1. Meeting Opening  
Type  
Action, Procedural

Malcolm I. Clark  
Oscar Davis, Jr.  
Judy Williams-Davis  
Cathlin Gleason  
Tanya Southerland

Also present was:

1.3 Pledge of Allegiance

Meeting  
Oct 9, 2018 - October 9, 2018 Working Meeting  
Category  
1. Meeting Opening  
Type  
Procedural

Pledge of Allegiance led was by ________________.

1.4 Acceptance of Agenda
Upon a motion made by ___________, seconded by ___________, the Board approved the agenda for the Working meeting of Tuesday October 9, 2018.

2. Board Minutes

Subject  2.1 09/10/18 Working Meeting Minutes
Meeting  Oct 9, 2018 - October 9, 2018 Working Meeting
Category  2. Board Minutes
Type  Minutes

Subject  2.2 09/19/18 Regular Meeting Minutes
Meeting  Oct 9, 2018 - October 9, 2018 Working Meeting
Category  2. Board Minutes
Type  Minutes

3. Finance

Subject  3.1 Check Signing Resolution #0131-18 M. Wu
Meeting  Oct 9, 2018 - October 9, 2018 Working Meeting
Category  3. Finance
Type  Action

Resolution # 0131-18

WHEREAS: 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 October 17, 2018, as reimbursement for PLDA Conference fees, 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 #13797 totaling $415.00 and will be expensed from account #5940.04, Conferences.

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

The Administration has 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 check.

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 this 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.

Subject 3.2 Check Signing Resolution #0132-18 D. Nelson
Meeting Oct 9, 2018 - October 9, 2018 Working Meeting
Category 3. Finance

CHECK SIGNING RESOLUTION #0132-18

WHEREAS: 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 October 17, 2018, as reimbursement for PLDA Conference fees, which is within the approved budget for a total of $325.00 was for Accrued expenses for the fiscal year ending June 30, 2018. The listing for the check is attached to this Resolution, check number #13798 and will be expensed from account #1600.00 Accrued expenses.

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

The Administration has 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 check.

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 this 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.

4. New Business

Subject 4.1 P/T Aide Resignation Resolution #0133-18 J. Youngs
Meeting Oct 9, 2018 - October 9, 2018 Working Meeting
Category 4. New Business
A RESOLUTION TO ACCEPT THE RESIGNATION OF JAYDEN YOUNGS A LIBRARY AIDE

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 resignation of:

Jayden Youngs, as a Library Aide effective September 28, 2018.

RESOLUTION #0128-18

A RESOLUTION TO EXTEND THE LIBRARY HOURS FOR THE PAINT & SIP FUNDRAISER

Whereas, the Director of Mount Vernon Public Library recommends to the Board that they approve extending the library hours for the Pint & Sip fundraiser on Friday October 26, 2018 from 6 - 8 pm,

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.
Resolution #0129-18

A RESOLUTION TO ACCEPT THE 2017 ANNUAL REPORT

WHEREAS, the Director of the Mount Vernon Public Library recommends the approval of the 2017 Annual Report for the library,

WHEREAS, the Board of Trustees for the Mount Vernon Public Library must approve the annual report,

NOW, THEREFORE, be it

RESOLVED, that the Board of Trustees for the Mount Vernon Public Library has approved, adopted, and authorized the approval of the Annual Report.

Resolution # 0130-18

A RESOLUTION TO APPROVE A RETAINER FOR LEGAL SERVICES PROVIDED BY THE LAW OFFICE OF GHENYA B. GRANT

WHEREAS, the Director of the Mount Vernon Public Library recommends the acceptance of the retainer, $5,000 per month, for legal services provided by the Law Office of Ghenya B. Grant,

NOW, THEREFORE, be it

RESOLVED, that the Board of Trustees for the Mount Vernon Public Library has approved, adopted, and authorized the signing of the contract for a retainer of $5000.00 per month, for legal services provided by the Law Office of Ghenya B. Grant. The retainer will be expensed from Professional fees, line item 6150.00.
5. Executive Session (If Needed)

6. Upcoming Meeting Schedules

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**Type**

**BUILDING & GROUNDS MEETING**
Meets every Thursday of the Month at 5:30 P.M.
October 4th, 11th, 18th, 25th
November 8th, 15th, 22nd, 29th
December 6th, 13th, 20th, 27th
January 3rd, 10th, 17th, 24th, 31st 2019

**FINANCE COMMITTEE MEETING**
Meets every 1st Monday of the Month at 5:30 P.M.
October 1st
November 5th
December 3rd
January 7th 2019

**PERSONNEL COMMITTEE MEETING**
Meets every 2nd Monday of the Month at 5:30 P.M.
October 9th (Tuesday)
November 13th (Tuesday)
December 11th
January 14th 2019

**POLICY & GOVERNANCE COMMITTEE**
Meets every 4th Friday of the Month at 5:30 P.M.
October 26th
November 23rd
December 21st
January 24th 2019

**TECHNOLOGY & MARKETING COMMITTEE MEETING**
Meets every Thursday of the Month at 5:30 P.M.
October 4th, 11th, 18th, 25th
November 8th, 15th, 22nd, 29th
December 6th, 13th, 20th, 27th
January 3rd, 10th, 17th, 24th, 31st 2019

**REGULAR BOARD MEETING**
Meets every 3rd Wednesday of the Month at 6:30 P.M.
September 19th
October 17th
November 21st – Thanksgiving Eve
December 19th
January 16th 2019

**WORKING BOARD OF TRUSTEE MEETING**
Meets every 2nd Monday of the Month at 6:30 P.M.
September 10th
October 9th (Tuesday)
November 13th (Tuesday)
December 11th
January 14th 2019
# 7. Meeting Closing

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