Monday, September 13, 2021
Working Meeting

Monday
6:30
Community Room
https://www.facebook.com/mountvernonpubliclibrary

1. Meeting Opening

Subject 1.1 Call To Order
Meeting Sep 13, 2021 - Working Meeting
Category 1. Meeting Opening
Type Procedural

The Working meeting of Monday September 13, 2021, was called to order at 6:32 p.m. by Trustee Vivien Salmon.

Subject 1.2 Roll Call
Meeting Sep 13, 2021 - Working Meeting
Category 1. Meeting Opening
Type Action, Procedural

Trustees' present: Oscar Davis Jr., Judy William-Davis, Cathlin Gleason, and Vivien Salmon
Trustee Hope Marable was absent
Also present was: Timur Davis; Director, and Doreen McQueen; Administrative Assistant

Subject 1.3 Pledge of Allegiance
Meeting Sep 13, 2021 - Working Meeting
Category 1. Meeting Opening
Type Procedural

The Pledge of Allegiance

I pledge Allegiance to the flag of the United States of America and to the Republic for which it stands, one nation under God, indivisible, with Liberty and Justice for all.
Pledge of Allegiance was led by Judy Williams-Davis

Subject 1.4 Acceptance of Agenda

Meeting Sep 13, 2021 - Working Meeting

Category 1. Meeting Opening

Type Action

Recommended Action Motion to approve the agenda

Upon a motion made by Cathlin Gleason, seconded by Judy Williams-Davis, the Board approved the agenda for the Working meeting of Monday September 13, 2021. The vote carried 4 yes and 0 no.

Yea Nay Abstain Trustees
X_____ ____ ____ Oscar Davis, Jr.
X_____ ____ ____ Judy Williams-Davis
X_____ ____ ____ Cathlin Gleason
_____ ____ ____ Hope Marable
X_____ ____ ____ Vivien Salmon

2. Board Meeting Minutes to Review

Subject 2.1 January 11, 2021 Special Meeting

Meeting Sep 13, 2021 - Working Meeting

Category 2. Board Meeting Minutes to Review

Type Minutes

The Board minutes will be reviewed and presented at a later meeting

Subject 2.2 January 20, 2021 Regular Meeting

Meeting Sep 13, 2021 - Working Meeting

Category 2. Board Meeting Minutes to Review

Type Minutes

The Board minutes will be reviewed and presented at a later meeting

Subject 2.3 February 8, 2021 Working Meeting
The Board minutes will be reviewed and presented at a later meeting.

Subject: 2.4 February 17, 2021 Regular Meeting
Meeting: Sep 13, 2021 - Working Meeting
Category: 2. Board Meeting Minutes to Review
Type: Minutes

The Board minutes will be reviewed and presented at a later meeting.

Subject: 2.5 February 23, 2021 Special Meeting
Meeting: Sep 13, 2021 - Working Meeting
Category: 2. Board Meeting Minutes to Review
Type: Minutes

The Board minutes will be reviewed and presented at a later meeting.

Subject: 2.6 March 1, 2021 Emergency Meeting
Meeting: Sep 13, 2021 - Working Meeting
Category: 2. Board Meeting Minutes to Review
Type: Minutes

The Board minutes will be reviewed and presented at a later meeting.

Subject: 2.7 March 17, 2021 Regular Meeting
Meeting: Sep 13, 2021 - Working Meeting
Category: 2. Board Meeting Minutes to Review
Type: Minutes

The Board minutes will be reviewed and presented at a later meeting.

Subject: 2.8 April 7, 2021 Special Meeting
Meeting: Sep 13, 2021 - Working Meeting
Category: 2. Board Meeting Minutes to Review
Type: Minutes

The Board minutes will be reviewed and presented at a later meeting.

Subject: 2.9 April 16, 2021 Special Meeting
The Board minutes will be reviewed and presented at a later meeting

<table>
<thead>
<tr>
<th>Subject</th>
<th>2.10 April 21, 2021 Regular Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Sep 13, 2021 - Working Meeting</td>
</tr>
<tr>
<td>Category</td>
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</tr>
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</tr>
</tbody>
</table>

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<table>
<thead>
<tr>
<th>Subject</th>
<th>2.11 May 10, 2021 Working Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Sep 13, 2021 - Working Meeting</td>
</tr>
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</tr>
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</tr>
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<tr>
<th>Subject</th>
<th>2.12 June 14, 2021 Special Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Sep 13, 2021 - Working Meeting</td>
</tr>
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</tr>
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<th>Subject</th>
<th>2.13 July 1, 2021 Emergency Meeting</th>
</tr>
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</tr>
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<th>Subject</th>
<th>2.14 July 6, 2021 Special Meeting</th>
</tr>
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<td>Sep 13, 2021 - Working Meeting</td>
</tr>
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The Board minutes will be reviewed and presented at a later meeting

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<tr>
<th>Subject</th>
<th>2.15 July 21, 2021 Re-Organizational Meeting</th>
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</table>
The Board minutes will be reviewed and presented at a later meeting

3. New Business

3.1 City Quiet Window Bond Fee Resolution #0073-21

WHEREAS, the Director of the Mount Vernon Public Library recommends to the Board this resolution for the Bond Fee and Insurance Cancellation Fee from City Quiet Windows, WHEREAS, the 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 City Quiet Windows Bond fee of $4,161.83 and insurance cancellation notice fee of $156.00 to properly secure the window construction project. The payment for the job will not exceed $124,317.83, which is part of the New York State Educational Grant # 0386-20-8601.

Director must verify what is in the original contract the company should be responsible for the bond fees.
A RESOLUTION FOR THE ACCEPTANCE OF THE COVID19 POLICY

WHEREAS, the Director of the Mount Vernon Public Library recommends to the Board this resolution for the updated and revised Covid-19 Policy
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 updated and revised Covid-19 Policy.

This item will be on the regular meeting for vote

A RESOLUTION TO ACCEPT AN AGREEMENT WITH WESTCHESTER LIBRARY SYSTEM (WLS) REGARDING “INFORMATION TECHNOLOGY SERVICE LEVEL AGREEMENT”

WHEREAS, the Director of the Mount Vernon Public Library recommends the approval of the “Information Technology Service Level Agreement” optional information technology services the System will offer System members starting January 1, 2022 (the “IT Service”) with the Westchester Library System in order for the Mount Vernon Public Library to receive IT Services, Maintenance, Staff Training, and ILS Support,
WHEREAS, Board of Trustees for the Mount Vernon Public Library must accept the Information Technology Service Level Agreement as presented by Westchester Library System,
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 Information Technology Service Level Agreement with the Westchester Library System in order for the Mount Vernon Public Library to receive “Information Technology Service Level Agreement” the Library cost is $85,236.56 the annual agreement will begin January 1, 2022 – December 31, 2022.

Item will be removed from the agenda until the Director can explain the agreement

### 4. Board Items for Review

<table>
<thead>
<tr>
<th>Subject</th>
<th>4.1 Trustee BOT Interaction Policy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Sep 13, 2021 - Working Meeting</td>
</tr>
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<td>4. Board Items for Review</td>
</tr>
</tbody>
</table>

This item will be discussed during executive session

<table>
<thead>
<tr>
<th>Subject</th>
<th>4.2 Golf Outing</th>
</tr>
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<tbody>
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<td>Meeting</td>
<td>Sep 13, 2021 - Working Meeting</td>
</tr>
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</table>

Changes to the publication were given to the Director to update the flyer

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<tr>
<th>Subject</th>
<th>4.3 125th Anniversary</th>
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<td>Sep 13, 2021 - Working Meeting</td>
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<th>Subject</th>
<th>4.4 Library Reopening</th>
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File Attachments

- REOPENING PLAN-Revised September 2021 - Copy.pdf (192 KB)

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<thead>
<tr>
<th>Subject</th>
<th>4.5 Grateful Fridge Proposal Document</th>
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EXECUTIVE SESSION CALLED & MEETING CLOSING

Upon a motion made by Cathlin Gleason, seconded by Judy Williams-Davis the Board entered into executive session at 7:50 p.m. to discuss personnel matters.

The Board concluded executive session at 9:07 p.m. and at that time the working meeting also adjourned.

RESOLUTION TO APPOINT CATHERINE WEBB TO THE POSITION OF COMMUNITY RELATIONS COORDINATOR

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:

Catherine Webb, to fill the permanent position as the Community Relation Coordinator effective immediately at Step 4 her yearly salary based on the salary range for this step is at $72,119 and will be expensed from account 4501.01 professional salaries. Ms. Webb has been certified by the MV Civil Service Department.

Item will be discussed during executive session

5. Executive session called & Meeting Closing

Subject 5.1 Adjournment

Meeting Sep 13, 2021 - Working Meeting

Category 5. Executive session called & Meeting Closing

Type