

BOARD OF TRUSTEE MEETING
November 18, 2015
6:30 PM
MINUTES

The regular meeting of the Board of Trustees of the Mount Vernon Public Library was held on November 18, 2015 at the Mount Vernon Public Library, 28 South First Avenue, Mount Vernon, New York 10550. Na'im Tyson who presided called the meeting to order at 6:38 PM.

ROLL CALL:

Trustees Present, Oscar Davis, Brian Johnson, Sean McIntyre, and Na'im Tyson.
Trustee Absent: Darren Morton. Absent: Elaine Braithwaite.
Sean McIntyre left at 8:30 PM

Also Present: Julie Mills-Worthey, Trustee Emeritus, MVPL; Alan Burger, Library Development Solutions; Tamara Stewart, Library Patron; Gary Newman, CSEA Unit President; Cheryl Berent, Thea Blessitt, Debra Bracey-Harris, Robert Copeland, Maxine Grandison, Scott Griffith, Doris Hackett, Deborah Kershaw, Leroy Lea, Denise Lyles, Nishan Stepak; Cheryl Thomas, Cathy Webb, Chris Williams; Library Staff; Jose Alvelo, Treasurer, and Mary Harper, Administrative Assistant.

PERIOD OF PUBLIC EXPRESSION:

Gary Newman, Cheryl Thomas, Scott Griffith and Chris Williams spoke about issues surrounding salary increases and union negotiations.

Nishan Stepak spoke about issues with paying programmers.

Julie Mills Worthey spoke about her appointment to the WLS Trustee Board

Tamara Stewart expressed community support for the library staff.

DIRECTOR'S REPORT:

Mount Vernon Public Library
Director's Report
Nov. 18, 2015

On Oct. 21-24, Elaine and I attended the NYLA conference in Lake Placid, NY. The theme of the conference was Explore, Learn, Grow and the meeting also celebrated the 125th anniversary of its founding by Melville Dewey. Dewey, a library innovator of the last century, founded not only NYLA but also the American Library Association and was one of the first advocates for libraries in the profession. Over 900 librarians and support staff members attended the conference. There were 3 packed days of events and sessions held at the Lake

Placid Conference and Olympic Center. In fact the exhibit floor was over the skating rink, where Sonia Henie won her gold medal in 1932.

I attended a preconference workshop as part of the Leadership and Management section of NYLA. The topic was Human Resources in libraries. The morning session was presented by an Employment and Labor attorney. Topics discussed were harassment, discrimination and NY State human rights laws. Also included on the agenda were civil rights laws, ADA as well as hostile work environments. Recommended action items were to focus on creating policies that covers harassment and discrimination with clear rules for staff to follow and to promote a workplace free of prohibited behavior. Included in these suggested policies is a clear procedure for staff to follow if they feel they are victims of harassment or discrimination. These policies should also include what constitutes and expressly prohibits retaliation. Policies should cover fraternization, appropriate and inappropriate use of the internet and email and include how long emails should be retained as well as other kinds of files and records. This was a very informative presentation with plan suggestions to move forward to introduce these measures into organizations.

The afternoon session was a presentation on practical human resource procedures developed for libraries. The presenters were three library directors and this was done in an open forum discussion on HR practices in libraries. The last presentation of the day was a discussion of civil service practice in NY State. This presentation was done by outgoing NYLA president, Geoff Fitzpatrick, Director of the Bethlehem Public Library, who is very knowledgeable about civil service practice. It was a very good session and Geoff is a clear speaker and good presenter.

The keynote lecture was delivered by Syracuse University professor and Dean's Scholar for the New Librarianship, School of Information Studies and Director of the Information Institute, R. David Lankes. Entitled "46,625", which was the number of days that came before the day of the lecture, that Melville Dewey, saw the future of libraries in standardization, efficiency and industrialization. Dewey's view was that the future of libraries was in shared structures, shared methods and librarians devoted to the maintenance of institutional libraries. On day 45, 626, that viewpoint is a formula for disaster. On day 45, 626, the future of libraries is in librarians building libraries around the unique communities they serve. The success of the next 125 years is tied to the counties, cities, towns and villages in New York State. Our next 125 years is in the dreams and aspirations of New York's citizens, students, scholars and not in our stacks. We must all demand and expect better libraries for today's complex world, a theme in his new book, *Expect More: Demanding better libraries for today's complex world*. Professor Lanke's compelling and aspirational lecture challenged all of us to become the standard bearer in creating this new vision in librarianship.

Other sessions that I attended included: *Libraries helping communities in crisis*, the Malcolm Hill Lecture: *Crafting the Customer Experience for People Not Like You: How to Delight & Engage Your Library, Creating a Thriving 21st Century Library*, author presentation by Don Papson who is the founder and past president of the North Country Underground Railroad Historical Association and the curator of exhibits for the North Star Underground Railroad Museum at Ausable Chasm. The association and the museum preserve and interpret the history of the Champlain Line of the Underground Railroad. Don is co-author with Tom Calarco of *Secret Lives of the Underground Railroad in New York, Sydney Howard Gay, and the Record of Fugitives (2015)*. Elaine and I spoke with Mr. Papson about doing a program about the Underground Railroad in New York here at the library in the spring.

Successful libraries make it a point for staff to participate in professional conferences. These conferences enable attendees to network, meet library professionals from around the state, attend sessions with experts, speak with vendors and develop skills through informative sessions as well as in open dialogues

with other professionals in the field. Attending NYLA was not only an opportunity to grow skills, in was also an opportunity to explore theory and develop critical thinking fundamentals that are the backbone of the profession. I always come away from these conferences with a sense of accomplishment and a way forward to put some of these lessons into action plans back at the library. The connections fostered at a conference give me contacts to consult and other public libraries to emulate and be challenged to go forward with new initiatives here at the library. It was also good to see other participants from around the county as well as from many corners of the state. The conference this year as in years past was well worth the long drive to participate. I hope next year that some of the Trustees will also attend as it will be in Saratoga Springs, a much closer location.

Carolyn Karwoski
11/18/15

LIBRARY DEVELOPMENT SOLUTIONS

Alan Burger reported on the key elements of the consulting surveys and focus groups regarding the library's strategic plan.

Upon a motion by Brian Johnson, seconded by Sean McIntyre, the Board accepted the Library Development Solutions report. The motion carried 4 yes, 0 no.

OLD BUSINESS

Website Progress

Elaine Braithwaite is working on a check list of content items for the new website.

Resolution 00041-15

The Board discussed resolution 00041-15. Upon a motion by Brian Johnson, seconded by Sean McIntyre, the Board agreed to table resolution 00041-15 on the provision that they complete the process of getting quotes from other vendors. The motion carried 3 yes, 1 no.

Resolution 00092-15

The Board reviewed and discussed resolution 00092-15. Upon a motion by Sean McIntyre, seconded by Brian Johnson, the Board approved resolution 00092-15. The motion carried 3 yes, 0 no.

**Mount Vernon
Board of Trustees
Resolution 00092-15**

A RESOLUTION TO ACCEPT THE CONNECTICUT BUSINESS SYSTEM PRINT CONTRACT

WHEREAS, the Director of the Mount Vernon Public Library recommends the approval of the CT Business System contract for printer/print services,

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

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 Connecticut Business System Contract. This contract manages the libraries existing HP printers, provides new printers and provides maintenance and toner for all units. The Library will own the printers at the end of the contract. The contract runs for 39 months, from 1-1-15 to 4-1-18. The cost is \$373.00 per month for a cost of \$4476.00 per year. This will come from budget line item, 6750.01, contracted services. This cost also includes 9000 black and white copies and 1000 color copies per month. The cost of the contract and the cost for print overages, .0125 for black and white and .125 for color, is based on the current New York BOCES contract, Westchester County IT-1169 Amendment A-2.

Yea	Nay	Abstained	Trustees
___	__√__	___	Oscar Davis
__√__	___	___	Brian G. Johnson
__√__	___	___	Sean McIntyre
___	___	___	Darren M. Morton
__√__	___	___	Na'im R. Tyson

Na'im Tyson
Na'im R. Tyson, President
President

Resolution 00108-15

Upon a motion by Brian Johnson, seconded by Sean McIntyre, the Board approved resolution 00108-15 with the amendment regarding details. The motion carried 3 yes, 1 no.

**Mount Vernon Public Library
Board of Trustees
Resolution 00108-15**

A RESOLUTION TO ACCEPT THE DONATION OF A CURVE TV FOR THE CHILDREN'S LIBRARY

WHEREAS, the Director of the Mount Vernon Public Library recommends the approval of the acceptance of the curve TV donated by Mr. and Mrs. Andre Wallace to the children’s library,

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

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 Samsung 46” full HD 1080P curve TV serial # BN68-05825c-02; at a value of \$699.99 to the children’s library..

Yea	Nay	Abstained	Trustees
_____	__√__	_____	Oscar Davis
__√__	_____	_____	Brian G. Johnson
__√__	_____	_____	Sean McIntyre
_____	_____	_____	Darren M. Morton
__√__	_____	_____	Na'im R. Tyson

Na'im Tyson
Na'im R. Tyson, President
President

NEW BUSINESS

Resolution 00110-15

The Board reviewed resolution 00110-15. Brian Johnson moved to accepted resolution 00110-15. The motion failed due to lack of a second.

Resolution 00111-15

The board reviewed resolution 0011-15. The resolution was tabled upon a motion by Brian Johnson, seconded by Oscar Davis. The motion carried 3 yes, 0 no.

Resolution 00112-15

Resolution 00113-15 was reviewed and discussed. Upon a motion by Brian Johnson, seconded by Oscar Davis, the board moved to approve resolution 00112-15. The motion failed 2 yes, 1 no.

Resolution 00120-15

Upon a motion by Brian Johnson, seconded by Na'im Tyson, the board moved to accept resolution 00120-15. The motion failed 2 yes, 1 abstention.

Resolution 00121-15

Upon a motion by Brian Johnson, seconded by Oscar Davis, the Board approved resolution 00121-15. the motion carried 3 yes, 0 no.

**MOUNT VERNON PUBLIC LIBRARY
BOARD OF TRUSTEES
FUNDS TRANSFER RESOLUTION 00121-15**

WHERE AS: The Mount Vernon Public Library (“MVPL”) maintains a money market account at Sterling National Bank with an account number ending in 8241 for the purpose of depositing and holding the tax levy money remitted by the citizens of Mount Vernon via the Mount Vernon School District.

FURTHERMORE: The Mount Vernon Public Library (“MVPL”) maintains an operating account at Sterling National Bank with an account number ending in 0601 for the purpose of dispersing various amounts in the ordinary course of business to both employees for payroll and related costs and various amounts to third party vendors for expenses incurred each in accordance with the approved budget.

FURTHERMORE: Checks have been duly prepared by the Chief Account Clerk for the purposes described above which aggregate approximately \$500,000, which checks need to be issued as soon as possible. Once issued, these checks will only be valid once the funds are transferred from the Money Market Account into the Operating Account.

THEREFORE: It is the recommendation of the Management of the MVPL that the Board of Trustees authorize the transfer of exactly \$500,000.00 (five hundred thousand dollars) from the Sterling National Bank MVPL Money Market account ending in 8241 into the Sterling National Bank MVPL Operating account ending in 0601.

BE IT RESOLVED: The Board of Trustees of the Mount Vernon Public Library (“MVPL”) hereby authorizes the transfer of \$500,000 (five hundred thousand dollars) from the Sterling National Bank

MVPL Money Market account ending in 8241 into the Sterling National Bank MVPL Operating account ending in 0601.

Yea	Nay	Abstain	Trustees
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Oscar Davis
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Brian G. Johnson
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sean McIntyre
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Darren M. Morton
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Na'im R. Tyson

Submitted by: _____

Approved by: _____

Signed: Na'im Tyson Date: 11/18/15

Na'im R. Tyson, President Board of Trustees

Resolution 00113-15

Upon a motion by Brian Johnson, seconded by Oscar Davis, the Board approved resolution 00113-15. The motion carried 3 yes, 0 no.

Mount Vernon Public Library
Board of Trustees
Resolution #00113-15

A RESOLUTION AMEND RESOLUTION #106-15 TO ENGAGE ARCHITECTURAL PRESERVATION STUDIO, PC FOR MISC. INTERIOR DOOR REPLACEMENT

WHEREAS, the Director of the Mount Vernon Public Library recommends amending Resolution #106-15, A Resolution to Accept the Recommendation of the Building & Grounds committee to Hire Architectural Preservation Studios, PC to design the New Children's Bathrooms to include the miscellaneous replacement of interior doors.

WHEREAS, Architectural Preservation Studios, PC has consented to meet lowest bidder price of \$4500-(there is a \$350 difference between APS and the lowest bidder) at a cost not to exceed \$4950 (which is the proposed amount of \$4500 with an additional 10% allowance for reimbursable expenses), The funds are available from Line 6800.01 Miscellaneous Building Expenses.

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 amending Resolution #106-15, A Resolution to Accept the Recommendation of the Building & Grounds committee to Hire Architectural Preservation Studios, PC to Design the New Children’s Bathrooms to award the miscellaneous replacement of interior doors to Architectural Preservation Studios PC.

Yea	Nay	Abstain	Trustees
<u> √ </u>	_____	_____	Oscar Davis
<u> √ </u>	_____	_____	Brian G. Johnson
_____	_____	_____	Sean McIntyre
_____	_____	_____	Darren M. Morton
<u> √ </u>	_____	_____	Na'im Tyson

Signed: Na'im Tyson Date 11/18/15

Na'im Tyson, President – Board of Trustees

Submitted by: Carolyn Karwoski

Resolution 00114-15

Mount Vernon Public Library
Board of Trustees
Resolution # 00114-15

A RESOLUTION TO APPROVE CLEANING AND VIDEOTAPING OF ROOF DRAINS

WHEREAS, the Director of the Mount Vernon Public Library would like authorization to hire Roto-Rooter to clean and videotape the library building roof drains,

WHEREAS, the Board of Trustees for the Mount Vernon Public Library must approve the hire of this contractor,

WHEREAS, funds to pay for the roof leak remediation will come from Budget Line 6800.01 Miscellaneous Building Expenses, at a cost of \$3,800,

NOW, THEREFORE, be it

RESOLVED, that the Board of Trustees for the Mount Vernon Public Library has approved, adopted, and authorized the hire of Roto-Rooter to clean and videotape the library building roof drains.

Yea	Nay	Abstain	Trustees
<u> √ </u>	_____	_____	Oscar Davis
<u> √ </u>	_____	_____	Brian G. Johnson
_____	_____	_____	Sean McIntyre
_____	_____	_____	Darren M. Morton

Na'im Tyson

Signed: Na'im Tyson Date 11/16/15

Na'im Tyson, President – Board of Trustees
Submitted by: Carolyn Karwoski

Resolution 00115-15

The Board reviewed and discussed resolution 00115-15. Upon a motion by Brian Johnson, seconded, the Board approved resolution 00115-15. The motion carried 3 yes, 0 no.

**Mount Vernon Public Library
Board of Trustees
Resolution 00115-15**

A RESOLUTION TO ACCEPT THE PROPOSAL FOR CISCO INTERNET FILTERING

WHEREAS, the Director of the Mount Vernon Public Library recommends the approval of the proposal for internet filtering by Cisco to fulfill the requirement on the acceptance of the e-rate money,

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

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 internet filtering proposal presented by Custom Computer Specialists at a cost of \$14,212.46, which will come from budget line 5200.01, New Technology, where \$50,000 is available to cover the costs.

Yea	Nay	Abstained	Trustees
✓	_____	_____	Oscar Davis
✓	_____	_____	Brian G. Johnson
_____	_____	_____	Sean McIntyre
_____	_____	_____	Darren M. Morton
✓	_____	_____	Na'im R. Tyson

Na'im Tyson
Na'im R. Tyson, President
President

18, Nov. 15, - 10-

WLS MOU

The revised WLS Memorandum of Understanding was reviewed by the Board. A resolution is needed to approve the changes.

ADJOURNMENT

Upon a motion by Brian Johnson, seconded by Oscar Davis, the meeting was adjourned at 9:08 PM. The motion carried 3 yes, 0 no.

Respectfully submitted,

Cawlyn Karwoski
Secretary