SPECIAL MEETING BOARD OF TRUSTEES
August 24, 2015
6:30 PM

A special meeting of the Board of Trustees of the Mount Vernon Public Library was held on
August 24, 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 6:37 PM.

ROLL CALL
Trustees Present: Oscar Davis, Brian Johnson, Sean McIntyre and Na’im Tyson
Trustee Absent: Darren Morton

Also Present: Carolyn Karwoski, Library Director, Elaine Braithwaite, Assistant Director, Jose
Alvelo, Interim Treasurer and Mary Harper, Administrative Assistant.

CHECK REGISTER

Resolution #00078-15

The Board reviewed resolution #00078-15 for the check register.

Upon a motion by Oscar Davis, seconded by Sean McIntyre, it was requested resolution #00078-
15 be adopted pending receiving a copy of the District Central Alarm contract. The motion
failed 3 no, 1 yes.

Upon a motion by Brian Johnson, seconded by Sean McIntyre, the Board adopted resolution
#00078-15. The motion carried 3 yes, 0 no.

MOUNT VERNON PUBLIC LIBRARY
BOARD OF TRUSTEES
CHECK SIGNING RESOLUTION #00078–15

WHERE AS: The Mount Vernon Public Library (“MVPL”) submitted a budget for the fiscal
year ending June 30, 2015, which was affirmatively voted by the majority of the citizens of the
City of Mount Vernon.
FURTHERMORE: The Administration of the MVPL has prepared various checks to various third parties, dated July 31, 2015 as payment for goods and/or services duly received by the MVPL in the ordinary course of business, which are within the approved budget for the fiscal year ended June 30, 2016. A listing of such checks is attached to this Resolution and includes consecutive check numbers 10820 through 10867 with the exception of #10825 and totaling $179,645.40. After grouping these checks according to their respective purpose, a total of $13,688.75 was for books expense, $6,084.81 was for audio visual, $227.00 was for periodicals, $1,105.76 was for new technology, $6,265.33 was for programs expense, $4,033.06 was for supplies expense, $1,364.49 was for computer software and supplies, $174.26 was for telephone-telecommunications expense, $55,114.57 was for WLS terminal expense, $203.93 was for postage expense, $81.39 was for travel, $911.73 was for publicity and print expense, $293.05 was for conferences, $1,702.94 was for equipment maintenance, $10.83 was for miscellaneous expense, $9,980.00 was for professional fees expense, $7,612.77 was for electricity expense, $3,982.45 was for repairs to building, $6,248.80 was for security guard expense, $4,623.64 was for service contract expense, $170.00 was for miscellaneous building expense, $51,611.65 was for hospital and medical insurance, $4,154.19 was for dental expense.

FURTHERMORE: The Library Director has reviewed the checks and underlying documentation and makes the following affirmation:

I have reviewed each check and related underlying documentation and certify that each check has been prepared in accordance with such documentation, for the amount of the related invoice and matching purchase order 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 checks.
FURTHERMORE: The Administration of the MVPL has prepared various checks to various third parties, dated July 31, 2015 as payment for goods and/or services duly received by the MVPL in the ordinary course of business, which are within the approved budget for the fiscal year ended June 30, 2016. A listing of such checks is attached to this Resolution and includes consecutive check numbers 10820 through 10867 with the exception of #10825 and totaling $179,645.40. After grouping these checks according to their respective purpose, a total of $13,688.75 was for books expense, $6,084.81 was for audio visual, $227.00 was for periodicals, $1,105.76 was for new technology, $6,265.33 was for programs expense, $4,033.06 was for supplies expense, $1,364.49 was for computer software and supplies, $174.26 was for telephone-telecommunications expense, $55,114.57 was for WLS terminal expense, $203.93 was for postage expense, $81.39 was for travel, $911.73 was for publicity and print expense, $293.05 was for conferences, $1,702.94 was for equipment maintenance, $10.83 was for miscellaneous expense, $9,980.00 was for professional fees expense, $7,612.77 was for electricity expense, $3,982.45 was for repairs to building, $6,248.80 was for security guard expense, $4,623.64 was for service contract expense, $170.00 was for miscellaneous building expense, $51,611.65 was for hospital and medical insurance, $4,154.19 was for dental expense.

FURTHERMORE: The Library Director has reviewed the checks and underlying documentation and makes the following affirmation:

I have reviewed each check and related underlying documentation and certify that each check has been prepared in accordance with such documentation, for the amount of the related invoice and matching purchase order 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 checks.
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 each of the checks delineated on the attached check register in accordance with the policies and procedures of the MVPL and the affirmation by the Library Director.

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<th>Trustees</th>
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<td>Na'im R. Tyson</td>
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Submitted by: __________________________________________
Approved by: __________________________________________
Signed: Na'im R. Tyson Date: 08/24/15
Na'im R. Tyson, President - Board of Trustees

APPROVAL OF PRIOR MEETING MINUTES:
Upon a motion by Brian Johnson, seconded by Sean McIntyre, the minutes of the meetings of July 13, July 15, July 22 and August 10, 2015 were approved. The motion carried 4 yes, 0 no.

E-RATE RESOLUTION:

Resolution #00079-15
The Board reviewed the e-rate resolution.

Upon a motion by Brian Johnson, seconded by Oscar Davis, the Board adopted resolution #00079-15. The motion carried 4 yes, 0 no.
A RESOLUTION FOR E-RATE ADOPTION

As the technical committee of the Board of Trustees considers further upgrading the Network Infrastructure and services

WHEREAS, the Library received an e-rate award in the mount of $103,320.00 on Network Infrastructure and services; now be it

RESOLVED, that upon the recommendation of the Technology Committee, the Mount Vernon Public Library authorizes the library to enter into an agreement with Time Warner, for Internet Access with a speed of 200 mbps from July 1, 2015-June 30, 2016 at a total cost to the library not to exceed $4,000; and be it further

RESOLVED, that upon the recommendation of the Technology Committee, the Mount Vernon Public Library authorizes the library to enter into an agreement with Custom Computer Specialists, Inc., for network services and supplies from July 1, 2015-June 30, 2016 at the total cost to the library not to exceed $14,282.87; and be it further

RESOLVED, that upon the recommendation of the Technology committee, the Mount Vernon Public Library authorizes the library to enter into an agreement with Axispoint, for network wiring from July 1, 2015-June 30, 2016 at the total cost to the library not to exceed $7,795.13

These funds will come from line 5600.01 0f which $5,000 are budgeted for FY 2015-2016 and line 5550.01 0f which $25,000 is budgeted FY2015 -2016. Total not to exceed $26,000.

Yea  Nay  Abstain  Trustees

_√_  __  __  Oscar Davis

_√_  __  __  Brian G. Johnson

_√_  __  __  Sean McIntyre

__  __  __  Darren M. Morton

_√_  __  __  Na’im R. Tyson

Submitted by: __________________________

Approved by: __________________________

Signed:  Na’im R. Tyson  Date:  08/24/15

Na’im R. Tyson, President - Board of Trustees
EXECUTIVE SESSION:

Upon a motion by Sean McIntyre seconded by Oscar Davis, the Board entered Executive Session to discuss personnel matters at 6:54 pm.

The board returned to regular session at 7:03 pm. No decisions were recorded.

ADJOURNMENT:

Upon a motion by Oscar Davis, seconded by Sean McIntyre, the meeting was adjourned at 7:05 pm.

Respectfully submitted

Carolyn Karsowski
Secretary