The regular meeting of the Board of Trustees of the Mount Vernon Public Library was held on October 21, 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 6:32 PM.

ROLL CALL:

Trustees Present, Oscar Davis, Brian Johnson, Darren Morton, and Na’im Tyson
Trustee Absent: Sean McIntyre; Absent: Library Director, Carolyn Karwoski and Assistant Director, Elaine Braithwaite.

Also Present: Roxanne Neilson, RM Neilson Associates; Judy Williams and Maureen Wilson, Mount Vernon Arts Council; Tamara Stewart, Library Patron; Gary Newman and Nishan Stepak, Library Staff; Jose Alvelo, Treasurer, and Mary Harper, Administrative Assistant.

APPROVAL OF THE PRIOR MEETING MINUTES

Upon a motion by Brian Johnson, seconded by Darren Morton, the minutes of August 24, 2015 were approved as amended. The motion carried 4 yes, 0 no.

Upon a motion by Brian Johnson, seconded by Darren Morton, the minutes of the meetings of September 16, 2015 and September 22, 2015 were approved. The motion carried 4 yes, 0 no.

PERIOD OF PUBLIC EXPRESSION:

Judy Williams discussed the Mount Vernon Arts Council’s relationship with the library and the use of library space.

Tamara Stewart spoke about the article she authored in the Mount Vernon inquirer.

Nishan Stepak spoke about working on the collection development policy.

CORRESPONDENCE:

The finance committee will review the edits received for the financial procedures manual.

DIRECTOR’S REPORT:

Library Director Carolyn Karwoski reported the following:
I recently met with Barbara Lilley, who is our representative to the Division of Library Development. In attendance was Terry Kirchner as well as Elaine Braithwaite. The meeting was to discuss the process for the Registration of the library as a school district public library. Beyond the need to file the application, the library has to have certain policies in place. We discussed our policies, the fact that some need to be updated, as well as a discussion over the Board’s recently revised by-laws. She advised the need to remove and changed some of the language in the by-laws, the need to update some of our policies as well as put new policies in place. The changes in language to the by-laws were put in a draft document, which I sent on to the policy committee. Also pending is the Ethics and Nepotism policies and the revised Code of Conduct. She left the meeting with draft copies of these policies and will be sending us a list of other needed policies, which I have not received as yet. I have passed on to the policy committee a recommended and suggested list of public library policies as a beginning point. Also in the works, is the financial information required on the application form. The library treasurer, Jose Alvelo is currently working with the city to get some of the requested information including valuations of the land and equipment at the library. This has been the one part of the form that is taking the longest to complete. The rest of the application has been completed. We have the next few months to complete the form and to put the required policies in place. I have been working on several new policies including a process for booking a room at the library. These new drafts will be finished shortly and sent on to the policy committee for review. I will report back to the board with any further information that I receive from Ms. Lilley on the registration process.

The new website is almost ready to launch. Elaine is in charge of the website content and she has been working with David Camillo to review what is up on the site. We are happy with the new design but have few content issues that are currently being addressed by Elaine and staff. We are working to have all of this addressed by the end of the month so that we can launch it in early November. WLS needs about a weeks’ notice to schedule the exchange from the old to the new website.

The library continues to have staffing issues especially in the Circulation department. We still have one full-time staff member out on leave and one reassigned to another department. The circulation supervisor has been interviewing people on the new list but we had to ask Civil Service to certify the next 3 candidates, as several people declined to interview for this position. We will continue to try to get more part-time clerks for the desk. Ultimately covering 57 open hours at our public service desks continues to be extremely difficult because of the general lack of staff, free days, vacations as well as sick time. Going forward, we need to address this growing problem of lack of staff, which strongly affects our ability to expand services as well as improve customer service for all our users. This is a major concern for me as well as Elaine. In our quest to become a 21st century public library, we have to solve these issues especially on the customer service side of operations.

I am happy to report the donation of 4 computers to the library. These 4 computers are in wonderful condition and are almost brand new. This is part of a donation from an area company, who will actually be giving us 24 total computer units. This gift will enable us to update and expand the children’s computers, expand public computers into the reference area as well as add several machines just for teens in the teen space. This in conjunction with expanding digital lines in the building because of e-rate, mean that our patrons will have access to quicker, newer machines as well as more machines to meet the demand. This is a very exciting development for the users of the library and one that fulfills some of the requests by our patrons for more public computers at the library.
We had several facility problems to report. The men’s room toilet overflowed with water streaming out and into the hallway as well as into the Treasurer’s office. We needed a cleanup quickly and brought in ServicePRO to assist with this matter including the water clean-up of the Treasurer’s office. The water ruined the small area rug in the office, which we had to replace. Other than that there were no other damage to the area. The plumber was called and repairs were made on the public toilets. We had 2 different companies come in to test for lead paint and asbestos. Lead paint was found in the ceilings of several rooms but in general, the library walls were lead free. Asbestos was not found in the walls in the computer room, which means that smart board can continue with the installation. Asbestos is in some of the tiles and recommendations from Roxanne Nielson were talked about at the recent B&G Committee meeting. We will continue to work on some solutions for the floors in the next few months.

We received the Needs Assessment Report from Alan Burger’s company, Library Development Solutions. These reports have been forwarded to the Board and the next step is to have the Board meet with Mr. Burger. Once the report is evaluated we can begin the actually writing of our strategic plan.

Elaine attended the recent Chamber of Commerce breakfast meeting where a talk was presented for the new plans for south of E. Sanford Blvd and Hutchinson River Parkway, “Waterfront Revitalization” Project were presented and discussed.

We added a new service, Westlaw Online for Mount Vernon Library Patrons. The costs of this service is slightly more than the cost of McKinney’s New York State Laws in print. The online version also includes many other resources including case law and a popular consumer law collection as well as McKinney’s. We have canceled the print version and will train staff to use this new online service. We also will have the ability to track use of the database and staff will work with patrons on using this new database.

We are currently also looking at other online resources and have had a Biblioboard demo at the end of September. On Halloween, we will be having a launch of the Hoopla service. Currently it is being well-used but we want to continue to introduce our users to this database for films, audiobooks, music and e-materials.

Staff is currently preparing resource guides on various subjects for our users. These guides will be available through our website as well as in print for all our users. We will also bring these guides when we go out into the community for outreach. Some of the topics currently being developed are health, business, children’s materials as well as law. In the Reference area, work is going on to relocate collections and develop our job and career materials as well as a new consumer law collection of relevant materials.

Carolyn Karwoski
10/19/15

The Board discussed the new website launch and its upkeep.

OLD BUSINESS

Resolution 00090-15

The Board adopted resolution 00090-15, upon a motion by Brian Johnson, seconded by Oscar Davis. The motion carried 4 yes, 0 no.
Mount Vernon Public Library
Board of Trustees
Resolution # 00090-15

A RESOLUTION TO APPROVE ROOF LEAK REMEDIATION

WHEREAS, the Director of the Mount Vernon Public Library would like authorization to hire Architectural Preservation Studio, PC to provide roof leak remediation at the library,

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 $6,900 and not to exceed $7,100.00,

NOW, THEREFORE, be it

RESOLVED, that the Board of Trustees for the Mount Vernon Public Library has approved, adopted, and authorized the hire of Architectural Preservation Studio, PC to provide the needed roof leak remediation as outlined in the attached proposal.

Yea Nay Abstain
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Trustees
Oscar Davis
Brian G. Johnson
Sean McIntyre
Darren M. Morton
Na’im Tyson

Signed: Na’im Tyson Date 10/21/15

Na’im Tyson, President – Board of Trustees

Submitted by: Carolyn Karwoski

Resolution 00080-15

Upon a motion by Brian Johnson, seconded by Oscar Davis, the Board approved resolution 00080-15. The motion carried 4 yes, 0 no.

Mount Vernon Public Library
Board of Trustees
Resolution # 00080-15
A RESOLUTION TO ACCEPT NEW LIBRARY LOGO

WHEREAS, the Director of the Mount Vernon Public Library recommends to the Board the 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 use of the new library logo.

Yea Nay Abstain

Trustees
Oscar Davis
Brian G. Johnson
Sean McIntyre
Darren M. Morton
Na’im R. Tyson

Signed: Na’im Tyson Date 10/21/15
Na’im Tyson, President – Board of Trustees

Submitted by: Carolyn Karwoski

Resolution 00041-15

Upon a motion by Oscar Davis, seconded by, Brian Johnson, the Board tabled resolution 00041-15. The motion carried 4 yes, 0 no.

Resolution 00092-15

Upon a motion by Oscar Davis, seconded by Brian Johnson, the Board tabled resolution 00092-15. The motion carried 3 yes, 1 no.

Resolution 00102-15

Upon a motion by Brian Johnson, seconded by Oscar Davis, the Board approved resolution 00102-15. The motion carried 4 yes, 0 no.
Mount Vernon Public Library
Board of Trustees
Board Resolution #00102-15
A Resolution to Accept Grant

The Board by vote, adopted the following resolution on the 21st day of October, 2015, at a meeting held by the Board of Directors (“Board”) of the Mount Vernon Public Library (“MVPL”) that (a) was properly noticed, (b) was properly organized, and (c) where a quorum was present.

WHEREAS, on June 19, 2015, Mount Vernon Public Library received an award letter and grant agreement (“Grant Agreement”) for a grant in the amount of $3,000.00 from the American Library Association (“ALA”)

WHEREAS, as a prerequisite to receiving funding, MVPL Board must accept the Grant Agreement from the ALA.

WHEREAS, the Board desires to accept the Grant Agreement and the Funds from the American Library Association.

NOW THEREFORE BE IT RESOLVED THAT the Board of MVPL authorizes Carolyn Karwoski, the Executive Director to enter into the Grant Agreement and accept the grant funds on behalf of MVPL

Yea | Nay | Abstain | Trustees
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√ | | | Oscar Davis
√ | | | Brian G. Johnson
| | | Sean McIntyre
√ | | | Darren M. Morton
√ | | | Na’im Tyson

Signed: Na’im Tyson Date 10/21/15
Na’im Tyson, President – Board of Trustees

Submitted by Carolyn Karwoski

Resolution 00106-15

The Board discussed resolution # 00106-15.
Upon a motion by Brian Johnson, seconded by Darren Morton, the Board amended resolution 00106-15 to amend the hire name from WASA Studio to Architectural Preservation (AP). The motion carried 4 yes 0 no.

The Board further amended resolution 00106-15 to include details regarding why (AP) was not the lowest bidder. The motion carried 4 yes, 0 no.
Upon a motion by Brian Johnson, seconded by Oscar Davis, the Board approved resolution 00106-15 as amended. The motion carried 4 yes, 0 no.

Mount Vernon
Board of Trustees
Resolution 00106-15

A RESOLUTION TO ACCEPT THE RECOMMENDATION OF THE BUILDING & GROUNDS COMMITTEE TO HIRE ARCHITECTURAL PRESERVATION TO DESIGN THE NEW CHILDREN’S BATHROOMS

WHEREAS, the Director of the Mount Vernon Public Library the approval of the recommendation by the Building & Grounds Committee to hire Architectural Preservation to design the new, children’s bathrooms,

WHEREAS, Board of Trustees for the Mount Vernon Public Library must approve the hire of Architectural Preservation as the primary architect for the children’s bathroom construction,

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 selection of Architectural Preservation as the primary architect for the children’s bathroom design. The cost will be $18,600 and will include architectural, SHPO (New York State Historic Preservation Agency) consult, and engineering (mechanical, ventilation, electrical and plumbing) services. Cost not to exceed $18,600. This will come from budget line item 6650.01, Building Repairs.

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Na’im R. Tyson, President
NEW BUSINESS

BUDGET REPORT:

The Board reviewed the budget report and check signing resolutions. Jose Alvelo reported on the revenues received in the first quarter and how the budget was trending.

Resolution 00098-15

Upon a motion by Darren Morton, seconded by Brian Johnson, the Board approved resolution 00098-15. The motion carried 3 yes, 1 no.

MOUNT VERNON PUBLIC LIBRARY
BOARD OF TRUSTEES
CHECK SIGNING RESOLUTION #00098 –15

WHERE AS: The Mount Vernon Public Library (“MVPL”) submitted a budget for the fiscal year ending June 30, 2016, 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 September 30, 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 10984 through 11019 and totaling $108,567.08. After grouping these checks according to their respective purpose, $8,205.60 was for books expense, $1,470.69, was for audio visual, $5,049.08 was for periodicals, $625.00 was for new technology, $1,299.31 was for programs expense, $5,166.92 was for supplies expense, $411.50 was for telephone-telecommunications expense, $7,200.00 was for WLS terminal expense, $72.74 was for postage expense, $71.62 was for conferences, $1,072.65 was for equipment maintenance expense, $50.00 was for miscellaneous expense, $9,035.41 was for professional fees expense, $4,697.61 was for electricity expense, $1,880.70 was for custodial supplies expense, $2,127.50 was for repairs to building expense, $9,328.26 was for security guard expense, $1,000.62 was for service contract expense, $49, 618.67 was for hospital and medical insurance expense, $183.20 was for furniture and equipment 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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Submitted by: __________________________

Approved by: __________________________

Signed: _ Na’im Tyson _ Date: _10/21/15_

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

Resolution #00103-15
Upon a motion by Brian Johnson, seconded by Darren Morton the Board approved resolution #000103-15. The motion carried 4 yes, 0 no.

MOUNT VERNON PUBLIC LIBRARY
BOARD OF TRUSTEES
CHECK SIGNING RESOLUTION #00103 –15

WHERE AS: The Mount Vernon Public Library (“MVPL”) submitted a budget for the fiscal year ending June 30, 2016, 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 October 16, 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 11026-11057 and totaling $84,520.31. After grouping these checks according to their respective purpose, a total of $12.95 was for lost books and materials, $975.14 was for books expense, $1,377.44 was for books expense, $4,389.45 was for audio visual, $2,145.00 was for programs expense, $5,555.70 was for supplies expense, $144.79 was for telephone-telecommunications expense, $1,013.25 was for postage expense, $100.00 was for memberships expense, $5,770.00 was for professional fees expense, $83.08 was for fuel expense, $590.45 was for custodial supply expense, $5,953.50 was for repairs to building expense, $3,752.20 was for security guard expense, $556.40 was for service contract expense, $170.00 was for miscellaneous building expense, $49,618.67 was for hospital and medical insurance expense, $2,062.29 was for dental expense, $250.00 was for grants-Latino American 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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Submitted by: ____________________________

Approved by: ____________________________

Signed: ____________________________ Date: 10/21/15

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

Resolution #00104-15

Upon a motion by Darren Morton, seconded by Brian Johnson, the Board approved resolution # 00104-15. The motion carried 4 yes, 0 no.

MOUNT VERNON PUBLIC LIBRARY
BOARD OF TRUSTEES
FUNDS TRANSFER RESOLUTION 00104-15

WHEREAS: 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.

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Resolution # 00105-15

Upon a motion by Brian Johnson, seconded by Darren Morton, the Board approved resolution #00105-15. The motion carried 3 yes, 1 no.

Mount Vernon
Board of Trustees
Resolution 00105-15

A RESOLUTION FOR CLOSING BANK ACCOUNTS

WHEREAS, the Director of the Mount Vernon Public Library recommends the closing of all JPMorgan Chase Bank, N.A., PO Box 659754, San Antonio, TX 78265-9754.

WHEREAS, Board of Trustees for the Mount Vernon Public Library must approve the closing of said accounts,

NOW, THEREFORE, be it

RESOLVED, that the Board of Trustees for the Mount Vernon Public Library has authorized and approved the closing of the following current JPMorgan Chase Bank accounts with the respective available balance as of September 30, 2015:

Account Number 000000215992150, with an amount of $125,656.32
Account Number 000000590165720, with an amount of $159,796.55
Account Number 000000590011316, with an amount of $74,236.50
Account Number 000000590161814, with an amount of $51,129.05

FURTHERMORE, all amounts lying in the said accounts are to be transferred to the corresponding new accounts at The Sterling National Bank located at 403 East Sanford Boulevard, Mount Vernon, NY 10550
BE IT RESOLVED, that the officers of the Mount Vernon Public Library are, and each acting alone is, hereby, authorized and directed to take such further action as may be necessary, appropriate or advisable to implement this resolution.

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Submitted by: ____________________________

Approved by: _____ Na'im Tyson
Na'im R. Tyson, President
President

Resolution #00096-15

Upon a motion by Brian Johnson, seconded by Darren Morton, the Board approved resolution 00096-15. The motion carried 4 yes, 0 no.

MOUNT VERNON PUBLIC LIBRARY
BOARD OF TRUSTEES
ACTUARIAL SERVICES RESOLUTION 00096-15

WHEREAS, the Director of Mount Vernon Public Library recommends to the Board the approval of resolution to allow Danziger & Markhoff LLP (D&M), to perform GASB #45 actuarial services for post-employment benefit program.

WHEREAS, The purpose of this actuarial valuation is to report the Annual Required Contribution and required financial disclosures under the Governmental Accounting Standards Board Statements No. 45 – Accounting and Financial Reporting by Employers for Post employment Benefits Other Than Pensions (GASB 45).

FURTHERMORE, the fee for actuarial services by "D&M “for the fiscal year ending 6/30/2015 is $2,800. And the fee for actuarial services for the mid-years FYE 2016 and FYE 2017, will be $980, reflective a significant (65%) discount. Retainer has been waived for Mount Vernon Public Library. This will be at a total cost of $3,780, from line item, 6750.01, contracted services.
BE IT RESOLVED, that Danziger & Markoff LLP is hereby appointed to the Mount Vernon Public Library for the purpose of conducting the valuation calculations, preparations of required disclosures, and preparations of a comprehensive actuarial report, and explanation of the results of the report.

FURTHER RESOLVED, that the officers of the Mount Vernon Public Library are, and each acting alone is, hereby authorized and directed to take such further action as may be necessary, appropriate or advisable to implement this resolution and amendment and any such prior actions are hereby ratified.

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Submitted by: ____________________________

Approved by: ____________________________

Signed: Na’im Tyson ____________________ Date: 10/21/15

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

COMMITTEE REPORTS:

**Budget and Finance**

The board reviewed the written budget and finance committee report.

**Buildings and Grounds**

Trustee Davis reported on the upkeep needed for the interior and exterior of the library. He is continuing to work on getting the Art Totem art piece installed.

**Strategic Planning**

The committee will work out a time to meet with the consultant for the strategic plan. Concerns have been voiced about the methodology and positionality of the assessment.

**Policy Resolutions**

Upon a motion by Darren Morton, seconded by Brian Johnson, the Board approved resolution #s 00064-15, 00065-15, 00066-15 and 00067-15. The motion carried 4 yes, 0 no.
Mount Vernon
Board of Trustees
Resolution 00064-15

A RESOLUTION TO AFFIRM THE AMERICAN LIBRARY POLICY STATEMENTS

WHEREAS, the Director of the Mount Vernon Public Library recommends the affirmation of the American Library Association's policy statements on the Right to Libraries, Freedom to Read, Freedom to View and The Library Bill of Rights,

WHEREAS, Board of Trustees for the Mount Vernon Public Library must approve the affirmation of these policies that will be placed on the Library website,

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 American Library Association policy statements as noted above.

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

Mount Vernon
Board of Trustees
Resolution 00065-15

A RESOLUTION TO APPROVE THE REVISED CODE OF CONDUCT

WHEREAS, the Director of the Mount Vernon Public Library recommends that the Board approves the revised Code of Conduct for all who enter the building,
WHEREAS, Board of Trustees for the Mount Vernon Public Library must approve the Code of Conduct,

NOW, THEREFORE, be it

RESOLVED, that the Board of Trustees for the Mount Vernon Public Library has approved, adopted, and authorized the revised Code of Conduct

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________________________
Na’im Tyson
President

Mount Vernon
Board of Trustees
Resolution 00066-15

A RESOLUTION TO ACCEPT THE CODE OF ETHICS/CONFLICT OF INTEREST POLICY

WHEREAS, the Director of the Mount Vernon Public Library recommends the approval for the Code of Ethics/Conflict of Interest Policy,

WHEREAS, Board of Trustees for the Mount Vernon Public Library must approve the Code of Ethics/Conflict Policy,

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 Code of Ethics/Conflict of Interest Policy.
21, Oct. 15, 18

Yea  Nay  Abstained  Trustees

✓  
✓  
✓  
✓  
✓  
✓  

Na'im Tyson
Na'im R. Tyson
President

Mount Vernon
Board of Trustees
Resolution 00067-15

A RESOLUTION TO ACCEPT THE NEPOTISM POLICY

WHEREAS, the Director of the Mount Vernon Public Library recommends the approval of the Nepotism Policy,

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

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 Nepotism Policy.

Yea  Nay  Abstained  Trustees

✓  
✓  
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✓  

Na'im R. Tyson
President
WLS District Representative

The Board must appoint a new WLS district representative to replace former library trustee Chris Hansen who is stepping down. A recommendation will be submitted to WLS.

Resolution #00072-15

Upon a motion by Darren Morton, seconded by Brian Johnson, the Board approved resolution #00072-15. The motion carried 4 yes, 0 no.

Mount Vernon Public Library
Board of Trustees
Resolution 00072-15

A RESOLUTION TO REMOVE EMPLOYEE FROM PAYROLL

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 removal of:

Wendy Ball-Attipoe from the payroll as of September 16, 2015.

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Signed: __Na’im Tyson________________ Date __10/21/15__

Na’im Tyson, President – Board of Trustees

Submitted by: Carolyn Karwoski

Personnel Resolution
Mount Vernon Public Library
Board of Trustees
Resolution 00072-15

A RESOLUTION TO REMOVE EMPLOYEE FROM PAYROLL

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 removal of:

Wendy Ball-Attipoe from the payroll as of September 16, 2015.

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Signed: __Na’im Tyson_________________ Date __10/21/15__
Na’im Tyson, President – Board of Trustees
Submitted by: Carolyn Karwoski

New Hire Resolutions
The Board reviewed and discussed the new hire resolutions. Upon a motion by Brian Johnson, seconded by Darren Morton, the Board approved resolution #s 00089-15, 00099-15 and 00100-15. The motion carried 3 yes, 1 abstain.

Mount Vernon Public Library
Resolution # 00089-15

A RESOLUTION TO ACCEPT NEW HIRE
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 hire of:

Subash Ghandi as part-time substitute librarian beginning on October 21, 2015 at $23.84 per hour. Funds will come from the Salaries-Professional Budget line 4501.01. Mr. Ghandi will work as a Substitute Librarian at the Adult Reference Desk and is not guaranteed hours each week. Part-time librarians can work up to 17.5 hours per week.

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Signed: Na’im Tyson
Date 10/21/15

Na’im R. Tyson, President – Board of Trustees
Submitted by: Carolyn Karwoski

Mount Vernon Public Library
Resolution # 00099-15

A RESOLUTION TO ACCEPT NEW HIRE

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 hire of:
Anja Parris-Hines as part-time substitute librarian beginning on October 21, 2015 at $23.84 per hour. Funds will come from the Salaries-Professional Budget line 4501.01. Ms. Parris-Hines will work as a Substitute Librarian at the Adult Reference Desk and in the Children’s Department and is not guaranteed hours each week. Part-time librarians can work up to 17.5 hours per week.

Yea       Nay       Abstain       Trustees
_√_       ___       _√_         Oscar Davis
_√_       ___       ___          Brian G. Johnson
___       ___       ___           Sean McIntyre
_√_       ___       ___           Darren M. Morton
_√_       ___       ___           Na’im Tyson

Signed: Na’im Tyson               Date 10/21/15

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

Mount Vernon Public Library
Resolution # 00100-15

A RESOLUTION TO ACCEPT NEW HIRE

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 hire of:

Daniel M. Frett as part-time substitute librarian beginning on October 21, 2015 at $23.84 per hour. Funds will come from the Salaries-Professional Budget line 4501.01. As a substitute librarian, Mr. Frett will perform professional duties as needed and is not guaranteed hours each week. Part-time librarians can work up to 17.5 hours per week.
EXECUTIVE SESSION:

Upon a motion by Oscar Davis, seconded by Brian Johnson, the Board entered executive session at 8:45 pm. The motion carried 4 yes, 0 no.

ADJOURNMENT

The Board returned to public session and adjourned at 9:00 PM. No decisions were recorded.