



WORKING SESSION BOARD OF TRUSTEES  
Monday July 11, 2016  
6:30 PM  
MINUTES

The working meeting of the Board of Trustees of the Mount Vernon Public Library was held on Monday July 11, 2016 at the Mount Vernon Public Library, 28 South First Avenue, Mount Vernon, New York 10550.

Acting President Oscar Davis, Jr. who presided called the meeting to order at 6:33 PM on Monday July 11, 2016.

**ROLL CALL**

Trustees Present: Oscar Davis, Cathlin Gleason (absent), Brian Johnson, Darren Morton, and Trustee Na'im Tyson (absent).

Also Present were: Tamara Stewart, library patron, Carolyn Karwoski, Library Director, Jose Alvelo, and Doreen McQueen Administrative Assistant.

**ACCEPTANCE OF THE AGENDA**

Upon a motion made by Brian Johnson, seconded by Darren Morton the Board approved the agenda for the working session meeting for Monday July 11, 2016. The motion carried 3 yes, 0 no.

**NEW BUSINESS**

The Board reviewed the requirements for the Annual meeting. The board discussed items that must be considered for the annual report. Administration must submit a yearly calendar for all the regular board meetings excluding the month the month of August.

Board seats open for elections are Board President, Vice President, Board secretary and treasurer.

Journal news will be the adopted paper because they are daily newspaper. A resolution will be needed to for the agenda and newspaper. Signing of the Ethics Policy should be done at the annual meeting and Trustee Gleason should be sworn in again.

The Board also will review the board minute drafts and address any revision and comments for the next regular board meeting scheduled July 20, 2016. Ms. McQueen will have the balance of the minutes ready for the regular meeting of July 20, 2016.



There was discussion to consider removing the Director's report from the minutes, the Board will review and consider at a later date.

The Board discussed departmental reports. Should be accessible but not necessarily submitted to the Board regularly.

### **OLD BUSINESS**

The Central Library Budget resolution #00057-16 was reviewed. The Director reports the resolution is a Pro-forma acceptance, the Library association has already voted and approved the budget. The Director attended and voted yes for the budget.

There was discussion by Oscar Davis to put Board Docs on the agenda for the regular Board meeting for approval. Oscar Davis recommendations is to purchase the lower version at a cost of 4,000.00. The finance committee must decide where the funds will be allocated from with a detail budget.

### **EXECUTIVE SESSION**

Upon a motion made by Brian Johnson, seconded by Darren Morton, the Board enter executive session at 7:05pm to discuss personnel matters.

Executive session ended at 7:57pm

### **ADJOURNMENT**

Upon a motion by Brian Johnson, seconded by Darren Morton the Board meeting adjourned at 7:58pm.