



SPECIAL BOARD OF TRUSTEES MEETING
MINUTES
MARCH 7, 2016
6:00 PM

The special meeting of the Mount Vernon Public Library Board of Trustees was held on March 7, 2016 at 28 South First Avenue, Mount Vernon, NY.

Oscar Davis who presided called the meeting to order at 6:01 PM.

Trustees present were: Oscar Davis, Brian Johnson, and Darren Morton,
Trustee absent Na'im Tyson

Also Present were: Tamara Stewart, library patron; Maxine Grandison and Cheryl Thomas, library staff; Elaine Braithwaite, Assistant Library Director, Jose Alvelo, Treasurer; Juan Jaramillo, Chief Account Clerk and Mary Harper Administrative Assistant.

ACCEPTANCE OF AGENDA

Upon a motion by Brian Johnson, seconded by Darren Morton the Board approved the agenda for the March 7, 2016 meeting. The motion carried 3 yes, 0 no.

Budget Review

Jose Alvelo explained the budget and discussed the line for salaries and projected raises. The line items for library operations, security guard services and marketing.

The Board wants the library director to give an in depth presentation of the 2016-17 proposed budget.

Resolution #00015-16

Upon a motion by Brian Johnson, seconded by Darren Morton, the Board approved resolution #00015-16. The motion carried 3 yes, 0 no.

MOUNT VERNON PUBLIC LIBRARY

BOARD OF TRUSTEES
CHECK SIGNING RESOLUTION #000015-16

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 a check to Axispoint Technology Solutions Group, Inc., dated February 17, 2016 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 check# 11311 is attached to this Resolution for \$7,795.13 for New Technology 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.

Yea	Nay	Abstain	Trustees
<u> v </u>	___	___	Oscar Davis
<u> v </u>	___	___	Brian G. Johnson
<u> v </u>	___	___	Darren M. Morton
___	___	___	Na'im R. Tyson

Submitted by: _____

Approved by: _____

Signed: Oscar Davis Date: _____

Oscar Davis, Acting President - Board of Trustees

ADJOURNMENT

Upon a motion by Darren Morton, seconded by Brian Johnson, the meeting was adjourned at 6:59 pm. The motion carried 3 yes, 0 no.