



SPECIAL BOARD OF TRUSTEES MEETING
MINUTES
FRIDAY MAY 20, 2016
5:30 PM

A special meeting of the Board of Trustees of the Mount Vernon Public Library was held on Friday May 20, 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 5:45 PM.

ROLL CALL

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

Also Present were:

ACCEPTANCE OF AGENDA

Upon a motion by Brian Johnson, seconded by Oscar Davis the Board approved the agenda for the May 20, 2016 meeting. The motion carried 4 yes, 0 no.

Upon a motion made Brian Johnson, seconded by Cathlin Gleason, the Board approved check signing resolution #00041-16. With the exception of Check #11555 Salerno Painting Trustee Davis would like to confirm their job was completed before payment is made. The motion carried 4yes, 0 no.

**MOUNT VERNON PUBLIC LIBRARY
BOARD OF TRUSTEES
CHECK SIGNING RESOLUTION #00041-16**

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 various checks to various third parties, dated May 16, 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 such checks is attached to this Resolution and includes consecutive check numbers 11514-11570 and totaling \$179,812.30. After grouping these checks according to their respective purpose, a total of \$5,254.79 was for Book expenses, \$2,567.11 was for Audio Visual expenses, \$291.50 was for Periodicals expenses, \$1,800.00 was for New Technology, \$1,106.56 was for Programs expenses, \$210.82 was for Marketing Expense, \$3,664.52 was for Supplies Expense Maintenance, \$767.82 was for Computer software & exp. MV, \$469.29 was for Telephone Communications expenses, \$740.87 was for Office Expense, \$5,152.50 was for Publicity & Print Expense, \$90.36 was for Professional Meeting, \$357.41 was for Conferences, \$123.73 was for Staff Training & Development Expense, \$463.40 was for Equipment Maintenance, \$72.28 Miscellaneous expense, \$100.00 was for Memberships expenses, \$7,560.00 was for Professional Fees, \$2,277.55 was for Electricity expenses, \$400.83 was for Fuel expenses, \$612.40 was for Custodial Supplies Expense, \$11,141.13 was for Repairs to the Building \$7,110.20 was for Security Guard expenses, \$548.02 was for Service contracts, \$175.00 was for Misc. Building expenses, \$74,151.00 was for Workers Comp. Expense, \$50,600.08 was for Hospital & Medical Insurance, \$2,003.13 was for Dental expenses.

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
√___	___	___	Oscar Davis, Jr.
√___	___	___	Cathlin Gleason
√___	___	___	Brian G. Johnson
√___	___	___	Darren M. Morton
___	___	___	Na'im R. Tyson

Signed: Oscar Davis, Jr.
Acting President of the Board

Date: 5/20/2016

Upon a motion made Oscar Davis, seconded by Cathlin Gleason, the Board approved check signing resolution #00042-16. The motion carried 4 yes, 0 no.

**MOUNT VERNON PUBLIC LIBRARY
BOARD OF TRUSTEES
CHECK SIGING RESOLUTION #0042-16**

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 the State of New York, dated May 17, 2016 as payment for 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.

Check No.11578 is attached to this Resolution for \$50.00 for Arbitration Processing Fee.

THEREFORE: It is the recommendation of the Administration of the MVPL that two signers on the Board of Trustees sign this check.

BE IT RESOLVED: The Board of Trustees of the Mount Vernon Public (“MVPL”) hereby authorizes an empowers either one if the Trustees authorized to sign checks, to sign this check delineated on the attached check register in accordance with the policies and procedures of the MVPL.

Yea	Nay	Abstain	Trustees
√___	___	___	Oscar Davis, Jr.
√___	___	___	Cathlin Gleason
√___	___	___	Brian G. Johnson
√___	___	___	Darren M. Morton
___	___	___	Na'im Tyson

Signed: Oscar Davis, Jr.
Acting President of the Board

Date: 5/20/2016

Upon a motion by Brian Johnson, seconded by Cathlin Gleason, the Board entered into executive session at 6:05 PM. The motion carried 4 yes. 0 no.

Executive session ended at 6:15 PM.

Upon a motion made by Brian Johnson, seconded by Cathlin Gleason, the Board approved resolution #00056-16 to terminate Denise K. Lyles provisional appointment as a Librarian III. The vote carried, 3 yes, 1 abstained, and 0 no.

Mount Vernon
BOARD OF TRUSTEES
Resolution # 00056-16

**A RESOLUTION TO TERMINATE THE PROVISIONAL APPOINTMENT OF DENISE
K. LYLES**

WHEREAS, the Mount Vernon Board of Trustees has made a decision to terminate the provisional appointment of Denise K. Lyles, as an Librarian III; and **WHEREAS**, the Board of Trustees desires that such termination take effect immediately.

NOW, THEREFORE GBE IT RESOLVED, that the Board of Trustees for the Mount Vernon Public Library has approved, adopted and authorized the termination of the provisional appointment of Denise K. Lyles as an^v Librarian III, effectively immediately.

Yea	Nay	Abstain	Trustees
_____	_____	√_____	Oscar Davis, Jr.
√_____	_____	_____	Brian G. Johnson
√_____	_____	_____	Cathlin Gleason
√_____	_____	_____	Darren M. Morton
_____	_____	Absent	Na'im R. Tyson

Signed: Oscar Davis, Jr.
Oscar Davis, Jr. Acting President

Date: May 20, 2016

There was discussion that Denise Lyles was invited to attend Monday May 16, 2016 at 5:30 PM sharp. Neither Ms. Lyles nor her representation appeared. An email was sent on Tuesday May 17, 2016 requesting explanation for not attending, and an opportunity to reschedule but no response was received.

The Director Carolyn Karwoski wanted it be on record that she did not approve of Denise Lyles termination and expressed she had no say it the decision.

ADJOURNMENT

Upon a motion made by Cathlin Gleason, seconded by Brian Johnson the Board meeting adjourned at 6:25PM.