

MINUTES OF MEETING
Poughkeepsie Public Library District
Minutes of Meeting of February 25, 2026

Trustees Present

- Sean Eagleton
- Mayra Fana
- Patricia Ferrer
- Moira Fitzgibbons
- Jonathan McPhee
- Sheila Newman
- Deborah Nichols
- James Nurre
- Patricia Ryan
- Sophia Sciacca
- Laurel Spuhler

Staff Present

- Bonny Algozzine, Secretary to the Director
- Kristin Charles-Scaringi, Head of Borrower & Tech Services
- Jeffrey Giancarlo, Building Services Manager
- Rebecca Gillis, Business Manager
- Tom Lawrence, Library Director
- Daniel Minunni, Building Services Manager
- Michele Muir, Development Officer
- Gary Killmer, Network Analyst
- Kira Thompson, Head of Adult Services
- John Torres, Head of Youth Services
- Beth Vredenburg, Head of Branch Services

Other Guest(s)

FPPLD Representatives Present

- Norma Vazquez, President

CSEA Representatives Present

- Susan Minard
- Adia Overbey
- Hannah Ricottilli
- Debora Shon

- I. **Call to Order, Roll Call, Additions to the Agenda**
 - **Call to Order:** At 7:05 p.m., President Fitzgibbons called the meeting to order.
 - **Roll Call:** Ten (10) Trustees were present at time of roll call. Jonathan McPhee arrived at 7:12pm.
 - **Additions/Changes to the Agenda:** None.
 - **Move/Seconded:** Eagleton, Ferrer.
 - **VOTE:** 10 – 0 – 0
- II. **Public Comment on Agenda Items:** None.
- III. **Approval of Previous Record/Meeting(s)**
 - A. **January 28, 2026 (PPLD Document #022526 – 1)**
 - **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the minutes of the meeting of January 28, 2025.
 - **Moved/Seconded:** Spuhler, Nichols.
 - **Discussion:** None.
 - **VOTE:** 10 – 0 – 0
- IV. **Approval of Financial Actions**
 - A. **January 2026 Financial Activity Report (PPLD Document #022526 – 2)**
 - **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District accept the Report of January 2026 Financial Activity as presented.
 - **Moved/Seconded:** Eagleton, Spuhler.
 - **Discussion:** Gillis reported on keeping 2025 open until after the audit is complete; January receipts; budget modifications to add budget lines for Local History. Some discussion ensued.
 - **VOTE:** 10 – 0 – 0
 - B. **Approval of Monthly Warrant (PPLD Document #022526 – 2.1)**
 - **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the following warrants for immediate payment:
 Vouchers 73375 to 73799 in Warrant 20260226 totaling \$590,593.55

And that the following warrants have been paid and inspected after the fact, in compliance with established policy of the Board of Trustees:

Vouchers 73483 to 73620 in Warrant 20260211 totaling \$35,967.22

- **Moved/Seconded:** Nichols, Ryan.
- **Discussion:** None.
- **VOTE:** 11 – 0 – 0
- **Next Month's Warrant Review:** McPhee and Nurre.

V. Operational Reports

A. Administrative Reports & Statistics (PPLD Document #022526 – 3.1.X)

- Lawrence reported on: the Dolly Parton Imagination Library signup progress; outreach on the North side of Poughkeepsie; GIS data possibilities; Nosh & a good book event; The Incorruptibles event; and the building risk management assessment.
- Thompson spoke about: working with Ingram and expectations for the timeline for placing orders; Poughkeepsie Journal Archives; and a March 7th event at Vassar using materials from the archives.
- Vredenburg communicated about: Rover stops at senior residences over the winter and resuming Rover stops at Marist in the spring.
- Minunni reported on ice damming causing damage on the roof of the shed at Boardman.

B. President's Report

- President Fitzgibbons thanks everyone for taking the time to participate in the meeting with the Planning Committee.

C. Board Committee Reports (PPLD Document #022526 – 3.2.X)

1. **Board Development & Policy Committee:** President Fitzgibbons reported on committee discussions about: the Sexual Harassment policy revisions.
2. **Planning Committee:** Chairperson Ferrer reported on committee discussions about the Strategic Plan.
3. **Personnel Committee:** Chairperson Spuhler reported on committee discussions about: a separation agreement; a harassment claim; FLMA's; the HR Generalist position; Staff Conduct Policy verbiage; and Personnel Actions.

- D. Friends of PPLD:** President Vazquez reported on: the January sale; the February sale; the Annual Appeal; volunteers for the Book Festival; Marist College; First strategy planning breakfast on Saturday; their storage unit; the Mahjongg tournament in May.

VI. Board Action

A. Personnel Actions: (PPLD Document #022526 – 4)

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the following personnel actions:

Employee Name	PPLD Employee Number	Current Civil Service Title	Current Civil Service Pos. #	New Civil Service Title	New Civil Service Pos. #	Type of Action	Effective Date(s)	Salary
Wendy Berger	4706	Senior Account Clerk (FT)	243	NA	NA	Retirement	2/6/2026	NA
Bruce Sullivan	4468	Network Analyst (PT)	299	NA	NA	Permanent Appointment	3/1/2026	\$42.81/hr
Susan Sciacca	4763	Senior Library Clerk (Hrly)	211	Senior Library Clerk (PT)	108	Permanent Appointment	3/31/2026	\$27.14/hr
Jesse B. Scriber	Not yet assigned	NA	NA	Custodial Worker (FT)	251	Probationary Appointment	3/16/2026	\$50,175/yr

- **Moved/Seconded:** Ryan, Spuhler.
- **Discussion:** Lawrence explained each of the actions.
- **VOTE:** 11 – 0 – 0

B. Unfinished/Old Business: None.

C. New Business:

1. **Approval of 2026 Trustee Elections (PPLD Document #022526 – 5)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the election resolution, procedures, and timeline as described in PPLD Documents #022526 – 5A, #022526 – 5B, and #022526 – 5C.
- **Moved/Seconded:** Eagleton, McPhee.
- **Discussion:** Lawrence explained the documents. Some discussion ensued.
- **VOTE:** 11 – 0 – 0

VII. Open Comment

A. **Board Comment:** None.

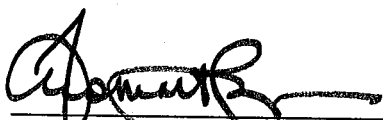
B. **Public Comment:** None.

Adjournment

- **Motion:** There was a motion that the meeting be adjourned.
- **Moved/Seconded:** McPhee, Ferrer.
- **Discussion:** None.
- **VOTE:** 11 – 0 – 0
- **Time of Adjournment:** 8:15 p.m.

The next regular monthly meeting of the Board of Trustees will be Wednesday, March 25, 7:00 p.m. at Adriance Memorial Library, 93 Market Street, Poughkeepsie, NY. Warrant review will begin at 6:15 p.m.

Sincerely,



Thomas A. Lawrence, Clerk to the Board of Trustees
Poughkeepsie Public Library District