

**MINUTES OF MEETING**  
**Poughkeepsie Public Library District**  
**Minutes of Meeting of March 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
- Janet Bogenschultz, Asst. to the Director
- Kristin Charles-Scaringi, Head of Borrower & Tech Services
- Alison Francis, Youth Outreach Coordinator
- 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**

- Trina Blomquist-Martinez
- Caroline Moore
- Hannah Ricottilli
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**I. Call to Order, Roll Call, Additions to the Agenda**

- **Call to Order:** At 7:00 p.m., President Fitzgibbons called the meeting to order.
- **Roll Call:** Ten (10) Trustees were present at time of roll call.
- **Additions/Changes to the Agenda:** Change Agenda to include an Executive Session before Personnel Actions and the addition of a New Business item.
- **Move/Seconded:** Eagleton, Sciacca.
- **VOTE:** 10 – 0 – 0

**II. Public Comment on Agenda Items: None.****III. Approval of Previous Record/Meeting(s)****A. February 25, 2026 (PPLD Document #032526 – 1)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the minutes of the meeting of February 25, 2025.
- **Moved/Seconded:** Newman, McPhee.
- **Discussion:** None.
- **VOTE:** 10 – 0 – 0

**IV. Approval of Financial Actions****A. February 2026 Financial Activity Report (PPLD Document #032526 – 2)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District accept the Report of February 2026 Financial Activity as presented.
- **Moved/Seconded:** Ryan, Sciacca.
- **Discussion:** Gillis reported on: tax revenue receipts; a special legislative grant from Assembly member Didi Barrett, and changes to the reports.
- **VOTE:** 10 – 0 – 0

**B. Approval of Monthly Warrant (PPLD Document #032526 – 2.1)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the following warrants for immediate payment:

Vouchers 73800 to 74107 in Warrant 20260326 totaling \$186,626.13

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

Vouchers 73851 to 73935 in Warrant 20260312 totaling \$148,993.25

- **Moved/Seconded:** Spuhler, McPhee.
- **Discussion:** None.
- **VOTE:** 10 – 0 – 0
- **Next Month's Warrant Review:** Nurre & Fana.

**V. Operational Reports**

**A. Administrative Reports & Statistics (PPLD Document #032526 – 3.1.X)**

- Lawrence reported on: Ingram vs. Baker & Taylor experiences; City of Poughkeepsie Community Policing; consistency with rule enforcement; the need for a policy for Tutors; Civic Plus; and statistics.
- Torres spoke about the Dolly Parton Imagination Library activity.

**B. President's Report**

- President Fitzgibbons thinks our marketing efforts for the Book Festival are going well and suggested that board members should make the effort to take time to go and show support.

**C. Board Committee Reports (PPLD Document #032526 – 3.2.X)**

1. **Finance Committee:** Chairperson Ryan reported on committee discussions about: Endowed Funds; the Cash Flow issues from January; the 2027 Budget; changes to the monthly reports.
2. **Planning Committee:** Chairperson Ferrer reported on committee discussions about the Strategic Plan.

**D. Friends of PPLD:** President Vazquez reported on: the February sale; the March sale; the April sale; preparations for the Holiday Sale; volunteers for the Book Festival; reduction of the number of their committees; and the desire for a secretary for the Board.

**VI. Board Action**

**Executive Session**

- **Motion:** Moved that the Board go into Executive Session for the purpose of discussing the employment history of particular individuals.
- **Moved/Seconded:** Newman, Ferrer.
- **Discussion:** None.
- **VOTE:** 10 – 0 – 0 (Executive Session began at 7:47 p.m.)
- **Motion:** Moved that the Executive Session be adjourned.
- **Moved/Seconded:** McPhee, Eagleton.
- **Discussion:** None.
- **VOTE:** 10 – 0 – 0 (Executive Session ended at 8:04 p.m.)

**A. Personnel Actions: (PPLD Document #032526 – 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             |
|------------------------|-------------------------|-----------------------------|------------------------------|--------------------------------|--------------------------|--------------------------|-------------------|--------------------|
| Yvonne Nunez-Martinez  | <i>Not yet assigned</i> | NA                          | NA                           | Library Assistant (Sp Sp) (FT) | 288                      | Probationary Appointment | 4/5/2026          | \$60,566/yr Step 1 |
| Murphy Sorich          | 4849                    | Library Clerk (PT)          | 77                           | NA                             | NA                       | Permanent Appointment    | 3/29/2026         | NA                 |
| Sara Peargin           | 4850                    | Library Clerk (PT)          | 76                           | NA                             | NA                       | Permanent Appointment    | 4/5/2026          | NA                 |
| Gledis Ramos Caballero | 4851                    | Library Clerk (Sp Sp) (PT)  | 290                          | NA                             | NA                       | Permanent Appointment    | 4/5/2026          | NA                 |
| Patricia Scully        | 4776                    | NA                          | NA                           | Library Clerk (PT)             | 16                       | Probationary Appointment | 4/6/2026          | \$23.96/hr         |

|                      |                  |                             |     |                                |     |                         |                      |                    |
|----------------------|------------------|-----------------------------|-----|--------------------------------|-----|-------------------------|----------------------|--------------------|
| Susan Sciacca        | 4763             | Senior Library Clerk (Hrly) | 211 | Senior Library Clerk (PT)      | 108 | Salary Correction       | 3/31/2026            | \$27.69/hr         |
| Isabel Ramirez-Pagan | 4830             | Library Assistant (PT)      | 157 | Library Assistant (Sp Sp) (FT) | 304 | Provisional Appointment | 4/5/2026             | \$60,566/yr Step 1 |
| Shelby Outwater      | Not yet assigned | NA                          | NA  | HR Generalist (FT)             | 303 | Provisional Appointment | 4/20/2026            | \$80,000/yr        |
| Gary Appenauer       | Not yet assigned | NA                          | NA  | Account Clerk (FT)             | 217 | Provisional Appointment | 4/13/2026            | \$49,732/yr Step 1 |
| Janet Bogenschultz   | 4762             | Librarian III               | 97  | NA                             | NA  | Retirement              | 4/30/2026            | NA                 |
| Rose Lovell          | 4614             | Librarian II                | 242 | NA                             | NA  | Retirement              | 4/4/2026 (tentative) | NA                 |

- **Moved/Seconded:** Eagleton, Sciacca.
- **Discussion:** Lawrence explained each of the actions.
- **VOTE:** 10 – 0 – 0

**B. Unfinished/Old Business:** None.

**C. New Business:**

**1. Side Letter of Agreement (PPLD Document #032526 – 5)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the side letter of agreement as described in PPLD Documents #032526 – 5A.
- **Moved/Seconded:** Ryan, McPhee.
- **Discussion:** None.
- **VOTE:** 10 – 0 – 0

**VII. Open Comment**

**A. Board Comment:** None.

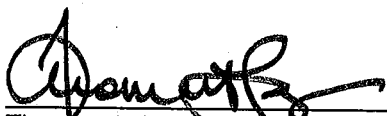
**B. Public Comment:** None.

**Adjournment**

- **Motion:** There was a motion that the meeting be adjourned.
- **Moved/Seconded:** Spuhler, Nichols.
- **Discussion:** None.
- **VOTE:** 10 – 0 – 0
- **Time of Adjournment:** 8:12 p.m.

The next regular monthly meeting of the Board of Trustees will be Wednesday, April 22, 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