

MINUTES OF MEETING
Poughkeepsie Public Library District
Minutes of Meeting of June 24, 2026

Trustees Present

☒ Sean Eagleton
☒ Mayra Fana
☐ Patricia Ferrer
☒ Moira Fitzgibbons
☒ Gretchen Lieb
☒ Jonathan McPhee
☐ Sheila Newman
☒ James Nurre
☒ Patricia Ryan
☒ Sophia Sciacca
☒ Laurel Spuhler

Staff Present

☒ Bonny Algozzine, Secretary 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
☐ Gary Killmer, Network Analyst
☒ Tom Lawrence, Library Director
☐ Daniel Minunni, Building Services Manager
☐ Michele Muir, Development Officer
☒ Shelby Outwater, Human Resources Officer
☐ 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**☒ Omar Bennerman☐☐☐**I. Call to Order, Roll Call, Additions to the Agenda**

- **Call to Order:** At 7:02 p.m., President Fitzgibbons called the meeting to order.
- **Roll Call:** Eight (8) Trustees were present at time of roll call + Gretchen Lieb.
- **Additions/Changes to the Agenda:** Moved vote on Trustee Appointment and the Friends of PPLD report before Presentations.
- **Move/Seconded:** Spuhler, Eagleton.
- **VOTE:** 8 – 0 – 0

II. Public Comment on Agenda Items: None.**III. Presentations: None****IV. Approval of Previous Record/Meeting(s)****A. May 27, 2026 (PPLD Document #062426 – 1)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the minutes of the meeting of May 27, 2025.
- **Moved/Seconded:** Spuhler, Ryan.
- **Discussion:** None.
- **VOTE:** 9 – 0 – 0

V. Approval of Financial Actions**A. May 2026 Financial Activity Report (PPLD Document #062426 – 2)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District accept the Report of May 2026 Financial Activity as presented.
- **Moved/Seconded:** Nurre, McPhee.
- **Discussion:** Gillis reported on: the annual appeal from the Friends, donations, the Wojtecki Fund, and budget transfers. Some discussion ensued.
- **VOTE:** 9 – 0 – 0

B. Approval of Monthly Warrant (PPLD Document #062426 – 2.1)

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

Vouchers 74461 to 74885 in Warrant 20260625 totaling \$313,794.84

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

Vouchers 74689 to 74739 in Warrant 20260611 totaling \$2,350.76

- **Moved/Seconded:** Nurre, Fitzgibbons.
- **Discussion:** None.
- **VOTE:** 9 – 0 – 0
- **Next Month's Warrant Review:** McPhee and Sciacca.

VI. Operational Reports

A. Administrative Reports & Statistics (PPLD Document #062426 – 3.1.X)

- Lawrence reported on: CivicPlus trainings; outstanding grants; funding from Assemblymember Jacobson to pay for dome repair; NYU Institute for Public Knowledge report; the Freedom Walk; and the Big Read. Tom also explained that we have a contract with Mass Design for a variety of services related to the bid, construction, and evaluation of the bid for the dome project. Tom is going to sign an addendum to that contract to include additional services, but no more additional fees.
- Giancarlo spoke about: the Adriance dome and front steps; the Boardman Branch tree issues; the Boardman Branch HVAC issues; the HVAC in the bookstore space; the Bookstore Blue Barn; the Fire Suppression pump; strategic initiatives addressing physical space; and ongoing bedbug treatment plans.

B. President's Report: Southeastern NY Library Resources Council gave an award to the Library District for helping preserve the Poughkeepsie Journal photo archive.

C. Board Committee Reports (PPLD Document #062426 – 3.2.X)

1. **Board Development & Policy Committee:** Chairperson McPhee reported on committee discussions about: sexual harassment awareness policy; trustee vacancy; education opportunities; Civic Plus; and NYLA/ALA membership.
2. **Finance Committee:** Chairperson Ryan reported on committee discussions about: the 2027 budget; need to surpass the tax cap; staffing needs; potential new election procedures; and money received from the Greene Fund.
3. **Planning Committee:** Trustee Nurre reported on committee discussions about language changes to the strategic plan.

D. Friends of PPLD: President Vazquez shared about: May sales; the June Sale; the upcoming July Sale; the May Mah Jongg tournament; the Scholarship Program; and the Volunteer Picnic on July 1st.

VII. Board Action

A. Personnel Actions: (PPLD Document #062426 – 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
Alison Francis	4693	Librarian III (FT)	24	-	-	Retirement	7/8/2026	-
Megan McGuinness	4837	Librarian I (PT)	41	Librarian I (FT)	18	Reclassification	6/29/2026	\$66,550/yr (Step 1)
Holly Ciferri	TBD	-	-	Principal Account Clerk (PT)	309	Probationary Appointment	6/30/2026	\$35.91/hr
Shelby Outwater	4856	Human Resources Generalist (FT)	303	Human Resources Generalist (HELPS) (FT)	307	Correction to Probationary Appointment	4/20/2026	\$80,000/yr
Confidential	4845	-	-	-	-	FMLA	6/15/2026-6/26/2026	-

- **Moved/Seconded:** Spuhler, Eagleton.
- **Discussion:** Outwater explained each of the actions.
- **VOTE:** 9 – 0 – 0

B. Unfinished/Old Business: None.

C. New Business:

1. Appointment of Trustee (PPLD Document #062426 – 5)

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District appoint Gretchen Lieb (Town) to the Board of Trustees term vacated by the resignation of Debbie Nichols until December 31, 2026.
- **Moved/Seconded:** Ryan, McPhee.
- **Discussion:** None.
- **VOTE:** 8 – 0 – 0

2. Permission to Override the Tax Levy Limit (PPLD Document #062426 – 6)

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District permits the Administration to prepare for public vote a budget that includes a tax levy that exceeds the growth factor as determined by the Office of the State Controller.
- **Moved/Seconded:** Ryan, Eagleton.
- **Discussion:** Some discussion ensued.
- **VOTE:** 9 – 0 – 0

VIII. Open Comment

A. Board Comment: None.

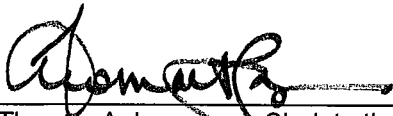
B. Public Comment: None.

Adjournment

- **Motion:** There was a motion that the meeting be adjourned.
- **Moved/Seconded:** McPhee, Spuhler.
- **Discussion:** None.
- **VOTE:** 9 – 0 – 0
- **Time of Adjournment:** 7:56 p.m.

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