



NOTICE OF MEETING

BOARD OF TRUSTEES

Wednesday, July 22, 2026

Charwat Meeting Room – Adriance Memorial Library

93 Market Street, Poughkeepsie, NY

Meeting Will Run From 7:00 p.m. until 8:30 p.m.

Trustees Reviewing Vouchers: McPhee and Sciacca (at 6:15pm)

- I. Call to Order, Roll Call, Approval of the Agenda (*Fitzgibbons*)
 - II. Public Comment on Agenda Items
 - III. Presentations: None
 - IV. Minutes of Previous Meeting(s)
 - A. June 24, 2026 (*Lawrence; #072226 – 1*)
 - V. Financial Report(s)
 - A. June 2026 (*Gillis; #072226 – 2*)
 - B. Approval of Monthly Warrant (*Gillis; #072226 – 2.1; to be posted prior to meeting*)
 - VI. Operational Reports
 - A. Administrative Report and Statistics (*Staff; #072226 – 3.1.X*)
 - B. President's Report (*Fitzgibbons; #072226 – 3.2, if applicable*)
 - C. Board Committee Reports (*Committee Chairs; #072226 – 3.2.X, if applicable*)
 - D. Friends of PPLD (*Vazquez*)
 - VII. Board Action
 - A. Personnel Actions (*Outwater; 072226 - 4*)
 - B. Unfinished/Old Business
 - C. New Business
 - 1. Approval of 2027 Tentative Budget and Ballot Language (*P. Ryan; #072226 – 5*)
 - 2. Approval of Strategic Plan: Objectives, Strategies, and Outcomes (*P. Ferrer; #072226 – 6*)
 - VIII. Open Comment
 - A. Board Comment
 - B. Public Comment on General Library District Affairs
- Adjournment

NEXT MONTH'S SCHEDULED MEETING

Regular Monthly Meeting: Wednesday, August 26, 2026; 7:00 p.m. (*subject to change*)
 Charwat Meeting Room – Adriance Memorial Library (Voucher Review: Eagleton and Ferrer)

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



POUGHKEEPSIE PUBLIC LIBRARY DISTRICT

Report of June 2026 Financial Activity

MOVED that the Board of Trustees of the Poughkeepsie Public Library District
accept the Report of June 2026 Financial Activity

Motion	Moved	_____
	Seconded	_____
Result of Action	In Favor	_____
	Against	_____
	Abstaining	_____

POUGHKEEPSIE PUBLIC LIBRARY DISTRICT
Typical Balance Sheet Term Explanations

PPLD Document #072226 - 2

ASSETS

A	12010	General Fund Operating: General Fund checking account
A	12020	General Fund Payroll: General Fund Payroll account
A	12023	General Fund Money Market: Where we keep all our general fund money (unless it is in a CD to earn more interest)
A	12040	Credit Card Transactions: Where our credit card activity is recorded
A	12051	Flex 125 Money Market: Where we keep employee's FSA125 contributions. Monies are transferred to the payroll checking account when paid out as reimbursements
A	12100	Petty Cash: \$450 at Adriance and \$200 at Boardman Road on hand for small out of pocket expenses; these are tracked in MUNIS; also, \$200 on hand at Adriance for making change for the registers
A	12101	Cash in Machines: Money in the SAM kiosks. It also includes the balances in the registers
A	13800	Accounts Receivable: This is entered at year end if revenue we didn't receive is still expected to be received
A	13910	Due From Other Funds: Money due from one of the other funds; could be retirement money from the CM fund for BTOP payrolls, money from the V fund for debt service, etc.

LIABILITIES

A.	26000	Accounts Payable: Outstanding obligation for goods received
A	26012	Payroll Liabilities: Entered at year end for salaries earned in this year to be paid next year
A	26020	Flex125 Exchange: Contributions and payments for Flexible Spending Accounts flow through this account
A	26021	Benefits Exchange: Where we book money paid by employees for benefits they pay for
A	26030	General Fund Exchange: Money received that is not ours to be paid out (i.e. retirement overpayments, other library payments received by our library over \$25)
A	26300	Due To Other Funds: Money owed to one of the other funds; could be retirement money from the CM fund for BTOP payrolls, money from the V fund for debt service, etc.
A	26370	State Retirement Accrual: The NYS Employee Retirement System (NYSERS) payment due in February that is accrued so far this fiscal year
A	26510	Accrued Interest Payable: Entered at year end. The interest owed on debt service accrued last year that will be paid in June of this year

FUND BALANCE

A	35100	Budgeted Revenues: The budgeted amount of revenues expected to be received for the year. The figure comes from the approved budget or approved budget modifications during the year
A	35210	Encumbrances (+PYCF*): Total of all open purchase orders from this year as well as all encumbered salaries and open purchase orders from last year that we carried forward
A	35220	Expenditures (+PYCF*): What we have spent so far this year – it includes things from prior year that were carried forward and paid this year
A	38210	Encumbrance Reserve (+PYCF*): Part of the budgeted money to be spent that is already committed to be spent
A	38670	Compensated Absences Reserve: Where we book the activity incurred when paying departing employees for earned absences
A	39090	Unreserved Fund Balance: Money that has no claim to it or otherwise reserved for a designated purpose
A	39110	Fund Balance (Start of Year: This figure does not change until the prior year is closed. It is the amount of our fund balance at the close of the prior year
A	39600	Appropriations Budget (+ PYCF*): This year's budget to spend plus prior year rollover.
A	39800	Revenues Received: The actual revenue received to date

***PYCF – Prior Year Carry Forward**

POUGHKEEPSIE PUBLIC LIBRARY DISTRICT
Report of June 2026
Financial Activity – Narrative Report

PPLD Document #072226 - 2

General Fund (Fund A; \$5,354,381)

- Receipts for the month totaled \$20,407 which included \$11,264 in interest and \$2,241 in library charges.
- Disbursements for the month totaled \$976,736 which included \$617,465 in salary and benefit expenses.
- Reserve funds held within the General Fund include:
 - Irma Davis Fund \$297,723
 - McCalley Fund 52,000
 - Swartz Fund 105,820

Special Revenue Fund (Fund CM; \$1,095,882)

- Receipts for the month totaled \$565,552 which included \$872 in interest and the annual grant disbursement from the Greene Fund in the amount of \$564,678.
 - The receipts for the month also reflect a net increase of \$3,545 in the Wojtecki account.
- Sub-fund totals include:
 - Norman and Jeannie Greene Fund \$727,362
 - Occhialino Fund 53,258
 - Lund Fund 25,966

Capital Fund (Fund H; \$306,537)

- Receipts for the month totaled \$233 in interest and a \$3,285 refund for unused escrow from the Town of Poughkeepsie for closed projects relating to the Boardman Road Branch Library.

Permanent Funds (Fund PN; \$502,213)

The PN Fund represents the permanent funds (endowment funds) managed by the Library District. Interest yields, which represent the expendable portion of the endowment, are booked in the CM (Special Revenue) Fund, but appear as due to other funds until transferred. Amounts on the balance sheet may differ because of interest that is not yet transferred.

- Current sub-fund principal balances are:
 - Slonaker Trust \$2,786
 - Levinsohn Trust 1,004
 - Wojtecki Trust 383,813
 - Schwartz Fund 10,965
 - Lamont Fund 50,201
 - Dobo Fund 37,253

Debt Service Fund (Fund V; \$802,899)

- Receipts for the month included interest of \$1,716.
- Disbursements totaled \$187,925 for scheduled payments to both the Town and City of Poughkeepsie for 2014 bonds.

POUGHKEEPSIE PUBLIC LIBRARY DISTRICT
Report of Monthly Budget Modifications and Transfers Requiring Board Approval
June 2026

PPLD Document #072226 - 2

Budget Amendment, Journal 56			
Revenue		Increase	Decrease
Payment In Lieu of Taxes	A99900 42771		\$ 10,565.00
Total		\$ -	\$ 10,565.00

2025 Merritt Bookstore invoice arrived in June 2026

Expense		Increase	Decrease
PRG Administration	A10000 54292	\$ 10,565.00	
Total		\$ 10,565.00	\$ -

GENERAL FUND YEAR-TO-DATE EXPENSE REPORT JUNE 2026

FOR 2026 06

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
21 Salaries	5,453,948	5,458,648	2,410,750.48	400,737.41	2,778,045.57	269,851.66	95.1%
22 Equip & Capital Outl	76,500	100,529	25,181.94	2,913.47	40,122.66	35,224.39	65.0%
30 Materials	575,938	689,231	212,598.38	33,428.02	308,602.67	168,029.70	75.6%
32 Information Services	94,433	94,433	12,119.63	.00	29.95	82,283.42	12.9%
50 Operations	1,715,952	1,774,437	753,916.63	134,964.07	515,440.75	505,079.55	71.5%
51 Automation	126,724	126,724	44,331.46	.00	28,480.26	53,912.28	57.5%
91 Employee Benefits	2,892,628	2,893,970	1,460,139.96	216,767.62	782,957.98	650,872.40	77.5%
92 Debt Service	1,345,138	1,345,138	609,550.00	187,925.00	.00	735,587.50	45.3%
GRAND TOTAL	12,281,260	12,483,109	5,528,588.48	976,735.59	4,453,679.84	2,500,840.90	80.0%

** END OF REPORT - Generated by Rebecca Gillis **

GENERAL FUND YEAR-TO-DATE REVENUE REPORT JUNE 2026

FOR 2026 06

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
41001 Real Property Tax	9,266,385	9,266,385	9,266,385.50	.00	- .50	100.0%
41003 Real Property Tax Debt Servic	1,345,138	1,345,138	1,345,137.50	.00	.00	100.0%
42082 Library Charges	25,000	25,000	12,561.70	2,240.56	12,438.30	50.2%
42401 Interest Earnings	50,000	50,000	51,139.92	11,264.39	-1,139.92	102.3%
42705 Donations	225,000	225,000	22,953.03	67.66	202,046.97	10.2%
42752 Annual Appeal	25,500	25,500	24,746.00	.00	754.00	97.0%
42753 Donations in Kind	81,983	81,983	40,991.46	6,831.91	40,991.54	50.0%
42760 Grants	25,000	25,000	6,111.11	.00	18,888.89	24.4%
42771 Payment in Lieu of Taxes	173,000	183,565	327,481.58	.00	-143,916.58	178.4%
42777 E-Rate Income	65,000	65,000	32,528.60	.00	32,471.40	50.0%
42800 Miscellaneous Income	10,000	10,000	24,354.39	2.00	-14,354.39	243.5%
43840 Central Library Services	276,639	276,639	.00	.00	276,639.00	.0%
43842 Local Library Incentive	23,906	23,906	.00	.00	23,906.00	.0%
45031 Transfers In	724,309	724,309	74,368.14	.00	649,940.71	10.3%
GRAND TOTAL	12,316,859	12,327,424	11,228,758.93	20,406.52	1,098,665.42	91.1%

** END OF REPORT - Generated by Rebecca Gillis **

Poughkeepsie Public Library District

BALANCE SHEET FOR 2026 6

FUND: A General Fund			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS				
A	12010	Gen. Fund Operational Checking	683.24	1,183.24
A	12020	Gen. Fund Payroll Checking	.00	526.42
A	12023	Gen. Fund Money Market	-707,781.15	4,960,799.66
A	12040	Credit Card Transactions	-2,287.42	2,265.83
A	12051	Flex 125 Money Market	760.90	5,931.91
A	12100	Petty Cash	-412.39	16,749.36
A	12101	Cash in Machines	.00	502.00
A	12300	Cash Special Reserve: Davis	586.13	297,723.34
A	12400	Cash Special Reserve: Swartz	208.33	105,820.34
A	13800	Accounts Receivable	.00	32,528.60
A	13910	Due From Other Funds	-187,925.00	-69,649.31
TOTAL ASSETS			-896,167.36	5,354,381.39
LIABILITIES				
A	26000	Accounts Payable	.00	-10,160.95
A	26020	Flex125 Exchange	-750.00	-5,156.64
A	26021	Benefits Exchange	430.62	14,431.10
A	26030	General Fund Exchange	.00	1,926.79
A	26100	State Retirement Exchange	.00	88.00
A	26300	Due To Other Funds	.00	1,129,411.23
A	26370	State Retirement Accrual	-59,842.33	-158,754.56
TOTAL LIABILITIES			-60,161.71	971,784.97
FUND BALANCE				
A	35100	Budgeted Revenues	10,565.00	12,327,424.35
A	35210	Encumbrances (+ PYCF)	-889,995.01	4,492,129.81
A	35220	Expenditures (+ PYCF)	976,735.59	5,528,588.48
A	38210	Encumbrance Reserve (+ PYCF)	889,995.01	-4,492,129.81
A	38670	Compensated Absences Reserve	.00	-47,000.00
A	39090	Unreserved Fund Balance	.00	573,441.19
A	39110	Fund Balance Start of Year	.00	-356,404.91
A	39600	Appropriations (+ PYCF)	-10,565.00	-12,487,859.22
A	39800	Revenues Received	-20,406.52	-11,228,758.93
A	39915	Assign for future prgrms	.00	-635,597.32
TOTAL FUND BALANCE			956,329.07	-6,326,166.36
TOTAL LIABILITIES + FUND BALANCE			896,167.36	-5,354,381.39

Approval of Monthly Warrant, Transfers, and Donations

Action Requested

MOVED that the Board of Trustees of the Poughkeepsie Public Library District approve the following warrants for immediate payment:

Vouchers 74888 to 75127 in Warrant 20260723 totaling \$306,142.22

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

Vouchers 74929 to 75026 in Warrant 20260708 totaling \$7,005.22

AND that the following donations are accepted and will be deposited into the Special Revenue Fund:

\$1,000 from a private donor for the Computer Lab

Motion

Moved _____
Seconded _____

Result of Action

In Favor _____
Against _____
Abstaining _____

Record of Vote

Trustee	Yes	No	Abstain
Eagleton	☐	☐	☐
Fana	☐	☐	☐
Ferrer	☐	☐	☐
Fitzgibbons	☐	☐	☐
Lieb	☐	☐	☐
McPhee	☐	☐	☐
Newman	☐	☐	☐
Nurre	☐	☐	☐
Ryan	☐	☐	☐
Sciacca	☐	☐	☐
Spuhler	☐	☐	☐



LIBRARY DIRECTOR REPORT – JULY 2026

Significant Service Changes, Challenges or Accomplishments

- The recruitment process to fill vacant positions in Youth Services will be completed by the end of July. Filling the positions will prepare the Department for implementing the strategic plan, along with the pending reclassification of several other positions (assuming passage of the 2027 budget in November).
- The relocation of the HVP Music Library from its current home in the Bardavon Office Building to Adriance is not moving as fast as it should be due to some internal scheduling matters here at the Library District. I anticipate the move being completed by Labor Day.
- We bid farewell to Youth Outreach Coordinator Alison Francis in early July. Alison had a stellar career at the Library District in Youth Services and helped make the important connections with the early childhood and elementary education communities. Her work will be missed!
- Implementation of CivicPlus to support Board of Trustees meetings will be on or about September 1. Each trustee will be provided with a poklib.org email ID for Library District business.

Service and Program Highlights

- See attached manager reports for recent activity.

Outreach and Professional Development

- See attached manager reports for recent activity.

Collection Development

- Work continues on implementing materials processing with the Library District's new book vendor. Amazon is aggressively working on its own plans for acquiring the library market.

Buildings

- Boardman Road: Another roof leak has been identified and repaired. More preventative work needs to be done by staff to mitigate some of this type of repair work.
- Adriance: Bids for the exterior dome repair were received on July 1 and have been evaluated. All bids exceeded the current funding allocation for the project. I am working on facilitating the funding provided by Assemblymember Jacobson so the work can be completed by October 31.

Staffing

- See Personnel Actions, if applicable.

POUGHKEEPSIE PUBLIC LIBRARY DISTRICT
Comparative Circulation Statistics: 2026 to 2025 to 2024

PPLD Document #072226 - 3.1.1

	Current Year: 2026				Previous Year: 2025				Compare: '26 to '25		Previous Year: 2024				Compare: '26 to '24	
	Jun	% of Total	YTD	% of Total	Jun	% of Total	YTD	% of Total	Change	% Change	Jun	% of Total	YTD	% of Total	Change	% Change
Adult Fiction	6,011	31.30%	33,594	29.75%	6,283	30.84%	35,522	28.13%	-1,928	-5.43%	6,066	28.97%	35,379	27.67%	-1,785	-5.05%
Adult Non-Fiction	3,007	15.66%	18,479	16.36%	3,433	16.85%	21,525	17.05%	-3,046	-14.15%	3,395	16.21%	22,036	17.24%	-3,557	-16.14%
Fiction - Juvenile	5,257	27.38%	31,129	27.57%	5,712	28.04%	35,661	28.24%	-4,532	-12.71%	5,841	27.90%	34,144	26.71%	-3,015	-8.83%
Non-Fiction - Juvenile	1,152	6.00%	7,638	6.76%	1,239	6.08%	9,115	7.22%	-1,477	-16.20%	1,275	6.09%	9,031	7.06%	-1,393	-15.42%
Periodicals	151	0.79%	785	0.70%	128	0.63%	821	0.65%	-36	-4.38%	162	0.77%	1,051	0.82%	-266	-25.31%
Periodicals - Juvenile	14	0.07%	97	0.09%	30	0.15%	169	0.13%	-72	-42.60%	42	0.20%	188	0.15%	-91	-48.40%
Print Subtotal	15,592	81.20%	91,722	81.22%	16,825	82.59%	102,813	81.42%	-11,091	-10.79%	16,781	80.15%	101,829	79.64%	-10,107	-9.93%
Microforms	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
ILL	11	0.06%	24	0.02%	10	0.05%	32	0.03%	-8	-25.00%	0	0.00%	16	0.01%	8	50.00%
Soundrecordings	352	1.83%	2,119	1.88%	325	1.60%	2,479	1.96%	-360	-14.52%	447	2.13%	2,738	2.14%	-619	-22.61%
Videorecordings	2,496	13.00%	14,677	13.00%	2,543	12.48%	16,856	13.35%	-2,179	-12.93%	2,978	14.22%	19,308	15.10%	-4,631	-23.98%
Media	1	0.01%	5	0.00%	3	0.01%	25	0.02%	-20	0.00%	10	0.05%	36	0.03%	-31	0.00%
Software	12	0.06%	39	0.03%	5	0.02%	63	0.05%	-24	-38.10%	11	0.05%	83	0.06%	-44	-53.01%
Equipment/Realia	41	0.21%	345	0.31%	66	0.32%	348	0.28%	-3	-0.86%	58	0.28%	389	0.30%	-44	-11.31%
Suppressed Items	75	0.39%	355	0.31%	46	0.23%	129	0.10%	226	175.19%	35	0.17%	132	0.10%	223	168.94%
Videorecordings - Juvenile	323	1.68%	1,800	1.59%	346	1.70%	2,197	1.74%	-397	-18.07%	361	1.72%	2,048	1.60%	-248	-12.11%
Audiorecordings - Juvenile	39	0.20%	176	0.16%	21	0.10%	172	0.14%	4	2.33%	23	0.11%	200	0.16%	-24	-12.00%
Media - Juvenile	250	1.30%	1,595	1.41%	176	0.86%	1,118	0.89%	477	42.67%	218	1.04%	993	0.78%	602	60.62%
Software - Juvenile	11	0.06%	69	0.06%	6	0.03%	43	0.03%	26	60.47%	16	0.08%	84	0.07%	-15	-17.86%
Non-Print Subtotal	3,611	18.80%	21,204	18.78%	3,547	17.41%	23,462	18.58%	-2,258	-9.62%	4,157	19.85%	26,027	20.36%	-4,823	-18.53%
Total	19,203		112,926	100.00%	20,372		126,275		-13,349	-10.57%	20,938		127,856		-14,930	-11.68%

POUGHKEEPSIE PUBLIC LIBRARY DISTRICT
Library District Use Statistics - 2026

PPLD Document #072226 - 3.1.2

COLLECTION USE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Physical Items	19,216	16,970	19,699	19,342	18,466	19,203	0	0	0	0	0	0	112,896
Digital Content	13,892	12,559	14,474	12,687	13,367	12,810	0	0	0	0	0	0	79,789
Total	33,108	29,529	34,173	32,029	31,833	32,013	0	0	0	0	0	0	192,685
IMAGINATION LIBRARY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	
Registered Participants	0	0	240	346	392	426	0	0	0	0	0	0	
Graduated Participants	0	0	0	7	3	2	0	0	0	0	0	0	
PATRON HOLDS PROCESSED	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Adriance	3,739	3,242	3,464	3,143	3,181	3,146	0	0	0	0	0	0	19,915
Boardman Road	2,402	2,057	2,247	2,185	1,894	2,040	0	0	0	0	0	0	12,825
Sadie Peterson Delaney	94	76	91	85	88	93	0	0	0	0	0	0	527
Total	6,235	5,375	5,802	5,413	5,163	5,279	0	0	0	0	0	0	33,267
REFERENCE QUERIES	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Adriance	584	670	799	842	906	1,081	0	0	0	0	0	0	4,882
Boardman Road	109	102	110	104	200	440	0	0	0	0	0	0	1,065
Sadie Peterson Delaney	41	42	89	55	90	82	0	0	0	0	0	0	399
Spanish Language Assistance	4	5	9	4	15	15	0	0	0	0	0	0	52
Total	738	819	1,007	1,005	1,211	1,618	0	0	0	0	0	0	6,398
ONLINE RESOURCES	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Database Usage	11,445	8,148	13,990	8,439	7,766	9,099	0	0	0	0	0	0	58,887
Calendar Hits - Library Market	23,504	29,791	27,585	28,969	20,780	31,737							162,366
Calendar Hits - Recite Me	255	198	160	211	161	209							1,194
Website Views	35,301	34,296	47,504	33,356	32,161	36,535							219,153
Total	70,505	72,433	89,239	70,975	60,868	77,580	0	0	0	0	0	0	441,600
PUBLIC COMPUTER & WIFI USE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Adriance	3,601	3,345	4,304	3,899	3,402	3,704	0	0	0	0	0	0	22,255
Boardman Road	1,506	1,352	1,780	1,669	1,705	1,523	0	0	0	0	0	0	9,535
Sadie Peterson	31	16	80	96	46	41	0	0	0	0	0	0	310
Total	5,138	4,713	6,164	5,664	5,153	5,268	0	0	0	0	0	0	32,100
PUBLIC FAX ASSISTANCE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Adriance	120	145	133	147	180	159	0	0	0	0	0	0	884
Boardman Road	0	0	0	0	0	0	0	0	0	0	0	0	0
Sadie Peterson Delaney	0	2	0	0	0	0	0	0	0	0	0	0	2
Total	120	147	133	147	180	159	0	0	0	0	0	0	886
NOTARY SERVICES	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Adriance	126	102	157	170	135	113	0	0	0	0	0	0	803
PROGRAM SESSIONS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Library District	186	184	227	200	226	217							1,240
Community Engagement	3	5	8	8	13	11							48
Non-Library District	12	22	33	22	20	28							137
Exams Proctored	24	23	16	20	21	23							127
MAP Passes	86	52	64	89	112	148							551
Rover Bookmobile Stops	5	5	7	12	10	11							50
Total	316	291	355	351	402	438	0	0	0	0	0	0	2,153
PROGRAM ATTENDANCE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Library District	2,329	2,190	6,710	3,327	3,837	2,557							20,950
Community Engagement	83	150	234	112	504	720							1,803
Non-Library District	157	254	299	197	244	1,189							2,340
Drop-In Room Use (Adriance)	126	187	240	117	110	108							888
Rover Bookmobile	99	84	124	841	185	530	0	0	0	0	0	0	1,863
Total	2,794	2,865	7,607	4,594	4,880	5,104	0	0	0	0	0	0	27,844
GENERAL ATTENDANCE (2026)	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Adriance	12,927	12,189	14,567	14,124	13,085	13,812	0	0	0	0	0	0	80,704
Boardman Road	9,543	8,371	7,855	7,957	7,744	8,847	0	0	0	0	0	0	50,317
Sadie Peterson Delaney	144	124	239	272	225	154	0	0	0	0	0	0	1,158
Total - 2026	22,614	20,684	22,661	22,353	21,054	22,813	0	0	0	0	0	0	132,179
GENERAL ATTENDANCE (2025)	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Adriance	13,927	12,257	15,703	14,785	13,506	13,339	15,393	14,468	14,558	14,954	12,426	11,535	166,851
Boardman Road	10,496	9,292	11,173	10,535	10,745	9,326	11,346	10,195	10,263	15,354	11,064	7,946	127,735
Sadie Peterson Delaney	193	143	203	166	143	172	324	277	172	515	90	112	2,510
Total - 2025	24,616	21,692	27,079	25,486	24,394	22,837	27,063	24,940	24,993	30,823	23,580	19,593	297,096



MANAGER'S MONTHLY REPORT

Manager Name and Title: Alison Francis, Youth Outreach Coordinator

Department: Youth Services

Time Period of Report: June 2026

Focus Activity: Annual Sweet Summer Reads Literacy Night at Arthur S May School

Intended Outcome(s) of Focus Activity: To issue new library cards, have Rover available for book check outs, and give out information about the Library's summer programs to families in attendance

Manager Observations of Activity and Outcomes: This is the fifth time we have been invited by the school's media specialist, and we attended Arthur S May School's end of year literacy night. The event is held annually in early June.

This year we attended on Thursday, June 11th. The event was held from 5 - 7pm. Susan M from circulation was stationed on Rover to check out books and issue new library card sign ups, Omar B from maintenance set up for us, and I sat at the table talking with families and also issued several new library cards.

This event is a joyful, end of school year celebration. The students receive their school yearbook, have ice cream and play games. The media specialist sends families our way, many of whom are already Library District patrons, and we regularly out many books during our visits.

Impact of Activity: Many families attend this annual event. Typically, 250 - 350 people attend and many stop by Rover. The school media specialist there has cultivated a strong reading culture and has promoted PPLD and its programs.

This is another regular event that has been established for the Library's youth services to serve young patrons in the local schools to promote children's literacy development.

Events like this underscore the efforts across departments that include materials provided by the PIOs, circulation services provided by Borrowers Services, Maintenance, to schedule a Rover driver, and Youth Services to provide information to patrons about our Youth programs and services, and in the case of this event in June, the Library's summer reading program.

Date of Report: 7/3/2026



MANAGER'S MONTHLY REPORT

Manager Name and Title: Kristin Charles-Scaringi, Head of Borrower & Technical Services

Department: Borrower & Technical Services

Time Period of Report: June 2026

Focus Activity: Behind-the-scenes processes and summer schedules

Intended Outcome(s) of Focus Activity: Processing services with new materials provider set up; Covering multiple public desks throughout the district

Manager Observations of Activity and Outcomes: Borrower Services: The schedules for our public circulation desks at all three branches during the summer change on a regular basis due to callouts and needs throughout the district. The summer months are also a time when a lot of staff take vacations, so flexibility is key and has been exhibited by staff. The Supervising Library Clerks do a phenomenal job in handling the bulk of the scheduling changes, quickly and efficiently. Additionally, our staff have been working on the Youth Services floor at Adriance during a time of staffing transitions. The Youth Services staff have been extremely helpful in showing our department's staff the ropes on their floor. We also have a number of library assistants helping with coverage on the Main Floor at the Reference Desk. I am proud of the adaptability of the Borrower Services staff.

Technical Services: The sales representative from Ingram visited Adriance on June 9 to meet with material selectors and Technical Services staff. An overview was given on how to order, which our staff has mastered. Working with MHLS and Ingram on processing - taking longer than I would like but we have a complicated system, utilize a part of our library management system (Sierra) that focuses on acquisitions, and many of the people who were around for the set up of Baker & Taylor are not here. It has been a learning experience that has allowed staff in my department to work closely and collaboratively with other departments, including Adult and Youth Services. The Technical Services staff has impressed me with the speed in which they process our new materials.

Impact of Activity: Provide excellent customer service to our patrons and provide materials that are easy to find and last through multiple borrows.

Date of Report: 7/8/2026



MANAGER'S MONTHLY REPORT

Manager Name and Title: Beth Vredenburg, Head of Branch & Extension Services

Department: Branch & Extension Services

Time Period of Report: June/ July 2026

Focus Activity: Planning and outreach with community organizations

Intended Outcome(s) of Focus Activity: Working with staff and community organizations, Alzheimer's Association, Family Services Inc., Heritage Financial Center, and Office for the Aging for widespread outreach presence.

Manager Observations of Activity and Outcomes: Monthly Manager Report

Monthly report of Library District department managers and supervisors.

Working with staff and community organizations, Alzheimer's Association, Family Services Inc., Heritage Financial Center, and Office for the Aging for widespread outreach presence.

Manager Observation of Activity and Outcomes

This past month, I have worked with the Alzheimer's Association and a member of our Extension Services staff to get them up to speed on the history of the programming we've done and to put together a schedule for upcoming events at BRD and (work in progress) SPD. I have also been helping our Teen Services Librarian and Heritage Financial Credit Union to bring a series of financial literacy classes to Adirondack and SPD for summer/fall.

Summer brings people out to enjoy the weather and so that means it's time for our busy OFA picnics. The first one was held at Bowdoin Park on June 24th. There were 178 seniors that attended. I gave away 83 discarded large print and audio books. The next picnic is August 14th at Stitzel Field and we look forward to visiting the seniors and handing out information about our library. Fall will be here faster than we think, and so will the annual Golden Gathering event for Seniors in Dutchess County, which is held at Arlington High School. Extension Services Department gears up for this event by putting together free book giveaways and a great deal of coordination with Maintenance.

Branch & Extension Services in the process of getting some new Little Free Libraries to replace the old and to add new. The Maintenance Department and I have been coordinating this effort. They have arrived and will be installed soon. Each Little Free Library will also be accessible on the LFL world map once all the information for the new Little Free Libraries and their charter numbers are.

Lastly, I am working with the PIO's for our Rover Birthday Party at SPD and coordinating with Family Services to help with the annual backpack giveaway at the Family Partnership Center in August.

Impact of Activity: New ways to work with organizations we partner with and continued presence in activities that are important for the community.

Date of Report: 7/9/2026



MANAGER'S MONTHLY REPORT

Manager Name and Title: Michele Muir, Development Officer

Department: Advancement Department

Time Period of Report: June 2026

Focus Activity: Ongoing work projects

Intended Outcome(s) of Focus Activity: Meeting necessary deadlines

Manager Observations of Activity and Outcomes: June was a Rotunda production and distribution month, which also includes managing patron registration calls and online registration when needed. Rotundas are mailed mid-June and distributed by PIOs to branches. Social media support of programs continued.

Big Read planning evolved, including revisions and new communications with schools, progress on the professional development workshop, hiring speakers and settling on location.



Support with promotion and execution of the Summer Reading K/O was provided.

Accessibility and layout planning for the revised PPLD website continued with the web designer and with various PPLD departments for input.

Meeting with the Alzheimer's Association resulted in a plan for new and regular programming at BRD, and a potential seminar at SPD.

Rover meeting included new stops and connections for Rover's summer schedule.

Work continued on the Annual Report.

Strategic Planning continued, support provided for the Friends, and for JFED programming (for the Jewish programming series).

Impact of Activity: Thanks to the great Public Information Officers, Yvonne, Karen and Charlotte, we smoothly work through issues and are able to get so much work completed each month!

Date of Report: 7/13/2026



MANAGER'S MONTHLY REPORT

Manager Name and Title: Gary Killmer, Network Analyst

Department: IT

Time Period of Report: 06/01/2026 -06/30/2026

Focus Activity: IT provided technical support for numerous library programs throughout the month, ensuring smooth operation of audio/visual equipment. Completed Windows updates, upgraded and rebuilt staff PCs and laptops to improve reliability, upgraded the Verizon hotspot used by Rover for better connectivity in low-coverage areas, improved the workflow for patrons printing from mobile devices, installed a new printer for the Youth and Teen Department, updated FLIP digitization guidelines to better serve patrons, and repaired the PA system at Boardman Road.

Intended Outcome(s) of Focus Activity: Maintain reliable A/V support for programs. Improve workstation performance and reliability. Enhance connectivity for Rover services. Simplify mobile printing for patrons. Provide printing equipment better suited to departmental needs. Improve access to FLIP services. Restore dependable building communication at Boardman.

Manager Observations of Activity and Outcomes: Program support remained reliable throughout the month. Upgraded computers and laptops are performing well. The new Verizon hotspot has improved connectivity in challenging locations. Mobile printing is more efficient for patrons, and the new Youth and Teen printer better supports department needs. Updated FLIP guidelines provide a more consistent patron experience. The Boardman PA system repair restored normal operation.

Impact of Activity: Improved reliability of library technology and programs. Enhanced staff productivity through updated equipment. Better connectivity for outreach services. Easier mobile printing for patrons. More efficient printing resources for Youth and Teen services. Fairer access to FLIP digitization. Restored communication capabilities at Boardman.

Date of Report: 7/13/2026



Poughkeepsie Public Library District

Meeting: Finance Committee	Date: Wednesday, July 8, 2026
Attendance	
<u>Committee Members Present</u> ☒ Mayra Fana ☒ Moira Fitzgibbons, <i>President</i> ☒ Jonathan McPhee ☒ Patricia Ryan, <i>Chair</i> ☒ Sophia Sciacca ☒ Laurel Spuhler	<u>Staff Present</u> ☒ Tom Lawrence, Library Director ☒ Rebecca Gillis, Business Manager ☒ Shelby Outwater, HR Officer
<u>Guest(s) Present</u> ☐	
<u>Other Trustees Present</u> ☐	
Minutes Prepared by: T. Lawrence	

The meeting convened at 6:30pm in the Greene Room #1 at the Boardman Road Branch Library.

1. Business Items: The following topics were discussed:

- **Update on Collections Activity:** Lawrence shared the latest report on collections activity, as processed through Unique Collections (see attached). The data suggests that continuing to use Unique is cost effective.
- **2027 Budget:** Lawrence and Gillis walked the Committee through two proposals:
 - o Proposal A retains most staff in current titles.
 - o Proposal B better situates the Library District to implement the pending strategic plan and to be more flexible in response to community need

The Committee preferred the concepts behind Proposal B but asked that it be further reviewed with the goal of lowering the override to less than 6%. A revised Proposal B will be prepared with that direction.

2. Items Forwarded to the Board of Trustees for Approval:

- Monthly financial report.
- 2027 tentative budget.

3. Upcoming Agenda Items:

- Inventory of capital needs.
- Multi-year budget planning.

Next Scheduled Meeting(s) Date

TBD; 6:30pm

Greenspan Board Room - Adriance Memorial Library
(time, date, and location subject to change)

POUGHKEEPSIE PUBLIC LIBRARY DISTRICT
Unique Collection Management Activity

Month/Year	Number of Patrons Reported	Monthly Amount Reported	Dollars Received in Month	Value of Materials Returned in Month	Monthly Amount Waived	Monthly PPLD Cost
July-09	73	7,487.53	201.35	334.20	10.00	653.35
August-09	49	4,533.07	733.94	749.76	108.50	438.55
September-09	43	3,459.64	513.40	67.00	17.70	384.85
October-09	542	58,190.96	465.68	524.74	90.00	4,850.90
November-09	55	3,896.43	2,167.93	1,133.70	625.18	492.25
December-09	34	3,097.14	2,459.79	1,603.41	52.50	304.30
January-10	60	5,885.16	1,284.19	658.49	10.00	537.00
February-10	58	4,911.66	1,335.34	599.06	40.00	519.10
March-10	62	6,030.82	1,286.11	761.60	216.50	554.90
April-10	74	6,997.28	1,095.99	862.97	30.00	662.30
May-10	47	4,122.26	997.59	359.70	17.00	420.65
June-10	72	6,669.19	1,087.45	1,015.14	155.98	644.40
July-10	37	4,369.16	948.35	1,268.68	116.10	331.15
August-10	76	9,132.37	1,200.30	1,314.57	25.70	680.20
September-10	50	5,664.66	436.89	1,334.87	94.29	447.50
October-10	60	4,865.98	733.97	594.53	48.99	537.00
November-10	83	6,441.02	669.53	1,921.12	108.00	742.85
December-10	38	4,375.01	477.90	1,242.94	118.80	340.10
January-11	80	6,578.74	626.05	680.17	61.19	716.00
February-11	48	4,146.70	972.92	701.41	138.41	429.60
March-11	33	4,571.42	657.62	1,491.16	90.80	295.35
April-11	64	6,115.20	666.72	1,622.74	57.99	572.80
May-11	53	8,590.75	665.98	1,330.97	119.00	474.35
June-11	46	4,448.75	688.30	1,684.10	31.40	411.70
July-11	45	3,935.61	531.08	800.69	143.55	402.75
August-11	66	8,638.56	478.32	1,765.28	498.50	590.70
September-11	57	5,289.87	720.81	999.64	50.00	510.15
October-11	65	5,592.43	426.14	1,029.58	143.90	581.75
November-11	63	6,332.76	424.59	708.30	10.00	563.85
December-11	42	7,231.24	479.28	1,378.55	145.30	375.90
January-12	69	6,463.19	931.09	898.38	164.48	617.55
February-12	60	5,425.80	1,027.13	949.06	178.85	537.00
March-12	48	5,555.00	806.38	1,290.72	33.80	429.60
April-12	72	8,000.08	890.56	911.46	180.00	644.40
May-12	192	20,728.96	444.65	1,005.51	156.00	1,718.40
June-12	42	3,845.10	870.96	777.38	84.00	375.90
July-12	70	10,313.49	1,163.80	930.98	10.00	626.50
August-12	64	4,981.60	1,480.88	820.08	-	572.80
September-12	46	3,956.39	806.29	637.76	72.20	411.70
October-12	60	6,087.44	1,927.97	852.53	71.70	537.00
November-12	50	4,901.86	419.99	450.88	65.50	447.50
December-12	69	9,757.24	598.19	601.01	95.99	617.55
January-13	55	5,335.14	1,667.00	1,479.53	204.99	492.25
February-13	59	196.29	897.21	1,165.91	315.95	528.05
March-13	41	3,485.01	1,521.56	819.37	57.10	366.95
April-13	67	5,257.34	1,150.60	207.92	75.00	599.65
May-13	28	2,370.42	792.06	562.53	133.89	250.60

POUGHKEEPSIE PUBLIC LIBRARY DISTRICT
Unique Collection Management Activity

Month/Year	Number of Patrons Reported	Monthly Amount Reported	Dollars Received in Month	Value of Materials Returned in Month	Monthly Amount Waived	Monthly PPLD Cost
June-13	51	4,169.18	1,472.70	713.30	28.80	456.45
July-13	77	5,963.36	738.04	419.28	74.80	689.15
August-13	39	3,306.74	1,107.89	1,056.18	28.40	349.05
September-13	56	10,705.19	970.32	640.09	319.49	501.20
October-13	56	4,002.15	1,339.75	339.48	488.46	501.20
November-13	61	9,249.01	732.52	632.36	178.08	545.95
December-13	60	1,652.17	506.76	582.22	20.40	537.00
January-14	53	4,699.77	1,250.83	525.47	61.10	474.35
February-14	68	5,625.96	1,390.24	289.26	70.85	608.60
March-14	65	4,815.02	1,772.23	446.92	268.11	581.75
April-14	48	4,604.71	976.48	1,324.23	191.04	429.60
May-14	33	3,369.44	747.89	705.50	477.79	295.35
June-14	59	6,138.99	1,270.02	1,089.75	81.30	528.05
July-14	42	3,396.97	914.94	511.67	132.89	375.90
August-14	35	3,716.44	571.06	1,013.18	65.70	313.25
September-14	73	6,344.81	691.44	1,300.22	268.08	653.35
October-14	58	4,758.35	1,192.00	278.81	237.06	519.10
November-14	50	4,151.19	390.15	926.16	20.00	447.50
December-14	43	3,844.33	885.51	673.60	123.80	384.85
January-15	52	3,282.94	1,079.68	383.91	29.50	465.40
February-15	58	5,063.61	818.19	788.60	250.93	519.10
March-15	58	4,361.05	1,077.17	299.61	151.99	519.10
April-15	31	2,889.84	714.57	654.99	344.63	277.45
May-15	34	3,114.10	866.38	620.85	83.13	304.30
June-15	57	4,023.01	1,291.79	621.13	92.00	510.15
July-15	46	4,134.51	1,470.50	748.67	322.16	411.70
August-15	30	2,760.27	1,915.51	555.60	230.90	268.50
September-15	50	4,315.09	1,383.81	237.98	168.69	447.50
October-15	34	2,828.54	1,006.54	631.79	175.91	304.30
November-15	70	5,150.51	574.77	568.75	175.19	626.50
December-15	30	3,526.06	841.27	511.39	184.30	268.50
January-16	40	3,721.01	686.38	1,156.07	129.20	358.00
February-16	35	4,149.38	1,421.15	808.18	427.16	313.25
March-16	27	1,900.97	1,842.05	1,335.09	283.09	241.65
April-16	36	3,546.55	636.93	985.38	297.00	322.20
May-16	28	2,308.11	774.16	627.27	319.99	250.60
June-16	34	2,491.40	775.98	502.78	-	304.30
July-16	43	3,513.00	867.91	344.57	96.19	384.85
August-16	59	4,321.97	1,043.95	930.00	339.56	528.05
September-16	35	3,007.20	999.07	665.15	212.97	313.25
October-16	58	5,342.77	658.96	892.36	591.55	519.10
November-16	63	5,917.85	776.72	717.49	336.80	563.85
December-16	44	3,671.20	1,200.75	1,124.29	507.75	393.80
January-17	49	3,815.10	946.04	380.96	234.80	438.55
February-17	37	3,212.25	662.95	692.47	11.00	331.15
March-17	35	3,393.61	1,535.54	996.70	256.10	313.25
April-17	33	3,572.18	778.24	672.88	544.75	295.35
May-17	52	4,745.21	1,034.63	1,377.16	52.70	465.40

POUGHKEEPSIE PUBLIC LIBRARY DISTRICT
Unique Collection Management Activity

Month/Year	Number of Patrons Reported	Monthly Amount Reported	Dollars Received in Month	Value of Materials Returned in Month	Monthly Amount Waived	Monthly PPLD Cost
June-17	38	2,527.75	874.21	628.08	219.04	340.10
July-17	40	4,285.25	860.10	741.00	398.65	358.00
August-17	53	3,609.79	959.03	839.02	241.36	474.35
September-17	41	2,864.71	242.89	672.26	529.45	366.95
October-17	53	5,020.46	1,026.68	536.01	281.20	474.35
November-17	50	3,700.85	612.75	115.10	486.16	447.50
December-17	33	2,286.32	680.31	333.57	70.00	295.35
January-18	45	3,432.82	865.05	419.93	155.40	402.75
February-18	40	3,923.46	945.02	646.98	227.80	358.00
March-18	28	2,257.92	1,035.12	535.39	501.62	250.60
April-18	28	2,228.73	593.46	323.17	414.03	250.60
May-18	30	2,979.38	539.41	1,010.38	240.90	268.50
June-18	30	2,675.67	745.65	625.62	64.80	268.50
July-18	32	2,167.99	991.77	836.16	108.30	286.40
August-18	57	4,780.62	617.46	898.76	241.39	510.15
September-18	31	2,827.93	379.58	178.40	104.68	277.45
October-18	34	3,675.06	629.23	887.61	230.00	304.30
November-18	36	2,942.62	801.39	521.11	69.00	322.20
December-18	41	2,878.13	908.17	416.76	103.03	366.95
January-19	36	3,157.72	661.63	677.02	155.90	322.20
February-19	26	2,209.44	563.74	382.85	234.40	232.70
March-19	23	1,926.19	824.64	776.89	394.43	205.85
April-19	20	1,887.77	2,457.61	470.98	226.04	179.00
May-19	19	1,593.04	537.75	111.55	187.36	170.05
June-19	35	2,890.26	620.12	404.71	68.10	313.25
July-19	33	2,147.99	1,087.98	681.67	250.61	295.35
August-19	11	1,118.96	1,119.54	494.19	99.80	98.45
September-19	32	2,811.37	523.99	350.38	96.60	286.40
October-19	25	2,375.11	809.85	688.56	135.89	223.75
November-19	16	1,372.41	366.06	170.53	27.50	143.20
December-19	38	3,007.33	682.31	372.10	383.80	340.10
January-20	28	2,451.69	727.46	727.19	210.60	250.60
February-20	28	2,785.35	949.98	930.10	171.80	250.60
March-20	16	1,174.34	439.40	212.42	26.90	143.20
April-20	0	-	-	-	-	-
May-20	0	-	-	-	-	-
June-20	0	-	-	-	-	-
July-20	44	3,247.74	1,233.85	772.50	166.39	393.80
August-20	51	4,195.22	834.10	186.61	-	456.45
September-20	47	4,178.94	884.59	1,410.23	223.80	420.65
October-20	39	3,178.58	1,053.37	952.72	134.40	349.05
November-20	16	1,500.31	863.39	509.75	93.00	143.20
December-20	18	2,033.97	694.63	413.71	-	161.10
January-21	30	3,506.66	785.25	680.85	65.90	268.50
February-21	31	3,219.53	952.25	871.75	54.50	277.45
March-21	37	2,392.96	1,007.19	703.19	278.86	331.15
April-21	13	1,136.10	1,038.43	356.85	153.92	116.35
May-21	17	1,193.28	510.68	383.68	176.70	152.15

POUGHKEEPSIE PUBLIC LIBRARY DISTRICT
Unique Collection Management Activity

Month/Year	Number of Patrons Reported	Monthly Amount Reported	Dollars Received in Month	Value of Materials Returned in Month	Monthly Amount Waived	Monthly PPLD Cost
June-21	22	2,188.94	1,345.85	651.78	150.38	196.90
July-21	30	2,264.33	1,567.11	552.53	31.59	268.50
August-21	37	3,435.66	565.99	272.45	71.60	331.15
September-21	18	1,732.05	592.50	711.03	42.10	161.10
October-21	10	1,343.45	646.60	733.29	58.10	89.50
November-21	36	2,318.96	541.67	402.61	38.90	322.20
December-21	23	1,676.42	385.03	254.47	-	205.85
January-22	37	2,740.94	287.09	780.10	165.00	331.15
February-22	23	1,940.48	737.18	553.63	112.96	205.85
March-22	22	2,115.50	694.30	699.35	100.60	196.90
April-22	22	1,779.87	509.26	571.73	30.00	256.30
May-22	19	1,585.69	522.78	412.00	213.20	221.35
June-22	30	3,225.57	1,251.99	843.81	62.40	349.50
July-22	20	3,665.23	707.89	947.80	584.17	233.00
August-22	31	2,656.68	1,840.25	1,052.71	288.10	361.15
September-22	17	1,513.38	977.81	705.25	682.35	198.05
October-22	23	1,700.97	825.55	374.30	213.34	267.95
November-22	30	2,756.06	933.74	131.19	1,673.18	349.50
December-22	27	1,989.28	646.63	492.02	111.36	314.55
January-23	61	3,231.61	237.62	1,252.88	96.60	710.65
February-23	41	3,068.51	594.61	961.63	109.90	477.65
March-23	49	3,889.37	77.20	478.22	107.90	570.85
April-23	27	2,297.56	132.95	1,292.83	37.20	314.55
May-23	36	3,478.44	240.56	860.28	80.00	419.40
June-23	35	1,413.89	232.14	703.59	63.89	407.75
July-23	48	3,564.29	241.45	1,068.51	32.70	559.20
August-23	26	2,057.04	165.74	899.88	60.40	302.90
September-23	23	913.98	187.33	354.08	46.00	267.95
October-23	47	3,036.28	155.08	1,507.07	-	547.55
November-23	36	2,433.82	241.53	632.17	55.80	419.40
December-23	37	3,051.08	143.75	1,076.97	92.04	431.05
January-24	71	5,269.01	335.44	1,015.26	64.99	827.15
February-24	53	3,836.62	159.11	1,214.17	113.00	617.45
March-24	43	3,456.18	133.89	2,263.29	50.10	500.95
April-24	35	1,799.82	319.98	2,354.03	157.53	407.75
May-24	40	3,703.48	228.98	1,593.52	-	466.00
June-24	29	2,594.03	182.69	1,260.59	80.65	337.85
July-24	36	3,348.59	262.73	1,989.75	105.75	419.40
August-24	44	2,677.36	136.86	1,383.67	45.34	512.60
September-24	26	1,433.84	143.44	1,244.30	71.68	302.90
October-24	42	3,121.38	383.51	917.88	30.00	489.30
November-24	62	5,049.36	290.95	705.67	-	722.30
December-24	46	3,548.25	70.34	1,077.74	120.00	535.90
January-25	58	5,601.13	573.51	2,955.60	30.00	675.70
February-25	45	4,623.67	291.44	1,902.52	46.79	524.25
March-25	64	4,165.64	195.02	2,703.37	56.37	745.60
April-25	23	2,766.56	339.25	1,535.61	21.00	267.95
May-25	31	3,285.75	152.12	985.09	10.00	361.15

POUGHKEEPSIE PUBLIC LIBRARY DISTRICT
Unique Collection Management Activity

Month/Year	Number of Patrons Reported	Monthly Amount Reported	Dollars Received in Month	Value of Materials Returned in Month	Monthly Amount Waived	Monthly PPLD Cost
June-25	42	2,983.03	341.30	2,460.77	10.00	489.30
July-25	40	3,428.24	131.54	1,559.04	145.50	466.00
August-25	33	2,136.95	294.76	1,061.32	-	384.45
September-25	34	2,869.53	217.00	1,726.02	20.00	396.10
October-25	36	2,963.37	132.59	1,372.46	13.00	419.40
November-25	50	4,549.13	251.45	1,852.62	20.00	582.50
December-25	55	4,957.82	199.65	1,502.24	20.00	640.75
January-26	60	4,873.89	218.58	2,218.57	40.00	699.00
February-26	35	2,856.63	240.59	2,327.94	20.00	407.75
March-26	30	1,794.84	656.26	2,327.94	20.00	349.50
April-26	39	3,144.35	206.60	1,773.63	10.00	454.35
May-26	31	2,788.71	213.80	1,842.41	25.00	361.15
June-26	25	1,936.51	302.75	1,907.45	190.00	291.25
Totals	9222	\$ 831,241.51	\$ 153,804.57	\$ 178,322.75	\$ 30,913.29	\$ 87,783.00
Historical Monthly Average	45	\$ 4,074.71	\$ 753.94	\$ 874.13	\$ 151.54	\$ 430.31
Monthly Average Since Going Fine Free	40	\$ 3,086.07	\$ 296.52	\$ 1,387.51	\$ 108.68	\$ 461.19
<i>The Library District went fine free starting September 1, 2022.</i>						
Notes						
\$ 244,344.32	<i>(Dollars Received in Month + Value of Materials Returned in Month) - Monthly Amount Waived - Monthly PPLD Cost</i>					
\$ 5,000.00	<i>Cost of Module (Start Up)</i>					
\$ 239,344.32	<i>Amount Ahead</i>					
Historical Monthly Average "Ahead"	\$ 1,197.77					
Monthly Average "Ahead" Since Fine Free	\$ 1,222.84					



Poughkeepsie Public Library District

Meeting: Planning Committee		Date: Monday, July 13, 2026
Attendance		
<u>Committee Present</u>	<u>Staff Present</u>	<u>Guest(s) Present</u>
☒ Sean Eagleton ☒ Patricia Ferrer, <i>Chair</i> ☒ Moira Fitzgibbons, <i>President</i> ☒ Jim Nurre ☒ Patricia Ryan	☒ Tom Lawrence, Library Director ☐ Kristin Charles-Scaringi, Head of Borrower & Technical Services ☐ Jeff Giancarlo, Supervisor; Building Services ☒ Rebecca Gillis, Finance Manager ☐ Gary Killmer, Head of IT ☐ Dan Minunni, Supervisor; Building Services ☐ Michele Muir, Development Officer ☒ Shelby Outwater, Human Resources Officer ☐ Kira Thompson, Head of Reference & Adult Services ☐ John Torres, Head of Youth Services ☐ Beth Vredenburg, Head of Branch & Extension Services	☐
<u>Other Trustees Present</u>		
☐		
Minutes Prepared By: T. Lawrence		

The meeting convened at 6:30pm in the Greene Room at the Boardman Road Branch Library. Attendance is noted above.

1. Business Items: The Committee discussed the following items:

- **Strategic Plan:** The Committee approved the final language, with a final tweak, for the Plan's Strategies and Outcomes. The updated draft will be sent to the Board of Trustees for their approval on July 22.
- **Key Performance Indicators (KPIs):** The Committee discussed various KPIs that would be appropriate for assessing the outcomes and determining institutional capacity. These will be further review by the managers after the Plan's approval by the Board as well as the Board's approval of the tentative 2027 budget.

2. Items Forwarded to the Board of Trustees for Approval:

- The strategic plan.

3. Upcoming Agenda Items:

- Strategic plan assessment and capacity work.

The meeting adjourned at 7:20pm.

Next Scheduled Committee Meeting Date

TBD

(date, time, and location subject to change)

Personnel Actions

Recommended By

Administration

Current Situation

The Board of Trustees is the appointing authority for all personnel appointments, whether as a staff hire or as a contract employee. Resignations must also be received and acted upon by the Board of Trustees upon the recommendation of the Library Director.

Pending Personnel Actions

Detailed in table below.

Employee Name	PPLD Employee Number	Current Civil Service Title	Current Civil Service Position Number	New Civil Service Title	New Civil Service Position Number	Type of Action	Effective Date(s)	Salary
Malika Oszip	4852	Page (PT)	79	-	-	End of Probation	7/31/2026	-
Megan McGuinness	4837	Librarian I (FT)	18	-	-	End of Probation	8/1/2026	-
Alejandro Franqui-Ferrer	4848	-	-	Library Clerk (HRLY)	175	Temporary Appointment	8/3/2026-8/22/2026	\$23.96/hr
Rukhshan Haque	4841	Library Clerk (PT)	268	Library Assistant (PT)	82	Probationary Appointment	7/27/2026	\$30.64/hr
Conor Van Riper	4860	-	-	Library Assistant (PT)	156	Probationary Appointment	7/27/2026	\$30.64/hr
Lance Masilungan	4861	-	-	Librarian I (HELPS)	310	Probationary Appointment	7/27/2026	\$66,550/yr Step 1
Samantha Brandal	4862	-	-	Librarian I (HELPS)	311	Probationary Appointment	7/27/2026	\$66,550/yr Step 1
Dulcie Beauregard	4863	-	-	Librarian II (HELPS)	312	Probationary Appointment	8/17/2026	\$70,211/yr Step 1
Confidential	4764	-	-	-	-	FMLA	4/30/2026-4/29/2027	-
Confidential	4739	-	-	-	-	FMLA	2/7/2026-2/6/2027	-
Confidential	4448	-	-	-	-	FMLA	6/17/2026-6/16/2027	-

New Business Fact Sheet
Resolutions Related to the Tentative 2027 Budget

Recommended By

Finance Committee, Library Director

Current Situation

New York State's property tax cap is designed to address property tax stress throughout the state. Each year, the Office of the State Controller establishes a growth number to which the tax levy may grow (tax cap) without extraordinary action by the local governing board which, in our case, is the Board of Trustees. The tax cap for our 2027 fiscal year is 2.00% and the Board has approved a resolution permitting a budget that overrides the tax cap.

By statute, though, the budget referendum language must be certified by the Board of Trustees and at the Board of Elections no later than three months prior to the annual General Election (which means the budget should be approved, certified, and submitted no later than August 1, 2026), giving time to spare.

Action Requested

MOVED that the Board of Trustees of the Poughkeepsie Public Library District approves the proposed FY2027 Budget (PPLD Document #072226 - 5A) and the proposed 2026 General Election ballot language as reflected in the Certification (PPLD Document #072226 - 5B). Further, the Board of Trustees authorizes the Clerk to the Board of Trustees to sign the Certification of trustees to stand for election as reflected in PPLD Document #072226 – 5C.

Motion

Moved _____
Seconded _____

Record of Vote

Trustee	Yes	No	Abstain
Eagleton	☐	☐	☐
Fana	☐	☐	☐
Ferrer	☐	☐	☐
Fitzgibbons	☐	☐	☐
Lieb	☐	☐	☐
McPhee	☐	☐	☐
Newman	☐	☐	☐
Nurre	☐	☐	☐
Ryan	☐	☐	☐
Sciacca	☐	☐	☐
Spuhler	☐	☐	☐



POUGHKEEPSIE PUBLIC LIBRARY DISTRICT

FY2027 Budget

Approved by the Finance Committee : July 8, 2026

Draft Presented to the Board of Trustees: July 22, 2026

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**POUGHKEEPSIE PUBLIC LIBRARY DISTRICT
2027 - Proposed Budget (Revenue and Expense)**

PPLD Document #072226 - 5A

Account Type	Org	Obj	Proj	Account Description	2027 Proposed Budget
R	A99900	41001		Real Property Taxes	\$ 10,268,570
R	A99900	41002		Proceeds of Debt	-
R	A99900	41003		Real Property Tax Debt Service	1,336,131
R	A99900	42082		Library Charges	24,000
R	A99900	42401		Interest General Fund	80,000
R	A99900	42705		Donations	200,000
R	A99900	42752		FPPLD Annual Appeal	26,000
R	A99900	42753		Donations In Kind	81,984
R	A99900	42760		Grants	15,000
R	A99900	42771		Payment In Lieu Of Taxes	207,309
R	A99900	42777		E Rate Income	65,869
R	A99900	42800		Miscellaneous Income	25,000
R	A99900	43840		Central Library Services Aid	283,225
R	A99900	43842		Local Library Incentive	23,906
R	A99900	45031		Transfers In	720,000
Total - Revenue					\$ 13,356,994

Approved by the Finance Committee: July 8, 2026

Approved by the Board of Trustees:

Approved by Public Vote:

POUGHKEEPSIE PUBLIC LIBRARY DISTRICT
2027 - Proposed Budget (Revenue and Expense)

PPLD Document #072226 - 5A

Account Type	Org	Obj	Proj	Account Description	2027 Proposed Budget
E	A00000	51410		Salaries: Librarians	\$ 2,049,436
E	A20300	51410		Salaries: Historian Greene	75,266
E	A00000	51419		Reserve For Retirement	-
E	A00000	51420		Salaries: Support Staff	2,735,066
E	A20300	51420		Salaries: Support Staff Greene	64,513
E	A00000	51440		Salaries: Sunday & OT	100,000
E	A00000	51450		Salaries: Building Services	788,104
E	A20300	51450		Salaries: Building Svc Greene	56,485
E	A00000	51460		Salaries: Student Pages	-
E	A00000	52800		FF&E General	27,500
E	A43500	52800		FF&E Extension Services	1,000
E	A60000	52800		FF&E IT	25,000
E	A60000	52800	A247	FF&E IT Technology Upgrades	15,000
E	A74000	52800		FF&E SPD Branch Library	1,000
E	A11100	54100	A211	CLSA Books - Digital	87,856
E	A20300	54100		Books, Greene	190,000
E	A44000	54100		Books	-
E	A44000	54100	A211	Books: Digital	180,000
E	A44000	54100	A225	Book Leasing Prgm	21,000
E	A45000	54100	A126	Books: Imagination Library	10,000
E	A45000	54100	A228	Books: Early Literacy Packs	5,000
E	A44000	54110		Video & Films	27,000
E	A44000	54110	A211	Video & Films: Digital	37,500
E	A44000	54120		Music & Audio	27,000
E	A44000	54120	A211	Music & Audio: Digital	8,500
E	A11100	54130	A211	Serials: Digital	35,500
E	A44000	54130		Serials	15,000
E	A44000	54130	A211	Serials: Digital	500
E	A44000	54131		Newspapers	10,500
E	A41000	54132		Microforms	6,400
E	A42000	54160		Book Binding Tech Ser	500
E	A11100	54291		CLDA Databases	11,040
E	A41000	54291		Databases: Adult Services	40,000
E	A45000	54291		Databases: Youth Services	8,500
E	A10000	54292		PRG Administration	4,000
E	A10000	54292	A124	PRG Staff Development	4,000
E	A20300	54292		PRG Greene	30,000
E	A20300	54292	A211	PRG Greene, Virtual Platform	-
E	A20300	54292	A254	Jewish Programming	10,000
E	A30000	54292		PRG Advancement	2,000
E	A30000	54292	A101	PRG Big Read	70,000
E	A41000	54292		PRG Adult Services	26,750

Approved by the Finance Committee: July 8, 2026

Approved by the Board of Trustees:

Approved by Public Vote:

POUGHKEEPSIE PUBLIC LIBRARY DISTRICT
2027 - Proposed Budget (Revenue and Expense)

PPLD Document #072226 - 5A

Account Type	Org	Obj	Proj	Account Description	2027 Proposed Budget
E	A41000	54292	A125	PRG MAP Passes	13,000
E	A41000	54292	A214	PRG Spanish	7,000
E	A41000	54292	A252	PRG Library of Things	4,000
E	A43500	54292		PRG Extension Services	2,500
E	A45000	54292		PRG Youth Services	28,000
E	A45000	54292	A107	Battle of the Books	600
E	A45000	54292	A126	PRG Imagination Library	-
E	A45000	54292	A218	PRG Pok Book Festival	38,000
E	A45000	54292	A233	PRG Youth Outreach	5,000
E	A45000	54292	A237	PRG Operation Warm	-
E	A46000	54292		PRG Young Adult Services	8,000
E	A74000	54292		PRG SPD	6,000
E	A00000	54300		Supplies: Office & Library Gen	18,000
E	A20000	54300		Supplies: Bldg Svcs	26,000
E	A20000	54300	A204	Supplies: Staff Parking Lot	1,500
E	A20000	54300	R100	Supplies: DVD Cleaning	500
E	A30000	54300		Supplies: Advancement	6,200
E	A41500	54300		Supplies: Local History	2,000
E	A42000	54300		Supplies: Technical Services	6,000
E	A43000	54300		Supplies: Borrower Services	9,000
E	A43500	54300		Supplies: Extension Services	900
E	A45000	54300	A126	Supplies: Imagination Library	-
E	A45000	54300	G200	Supplies: Preschool Learn Cntr	750
E	A50000	54300		Supplies: Finance	500
E	A60000	54300		Supplies: Information Tech	5,000
E	A60000	54300	A208	Supplies: MakerSpace	1,500
E	A74000	54300		Supplies: SPD Branch	1,000
E	A00000	54310		Telephone System Wide	7,000
E	A71000	54310		Telephone Adriance	2,750
E	A73000	54310		Telephone Boardman	2,250
E	A60000	54320	A248	Internet Comm. WiFi (Jacobson)	2,500
E	A71000	54320		Internet Adriance	33,000
E	A71000	54320	A235	Internet Hot Spots (LoT)	15,000
E	A73000	54320		Internet Boardman	30,000
E	A74000	54320		Internet SPD Branch	1,000
E	A74000	54320	A203	Internet SPD Branch (Greene)	18,935
E	A00000	54330		Postage & Mailing (general)	3,500
E	A30000	54330		Postage Bulk Mailing	27,000
E	A10000	54340		PR & Printing	5,000
E	A30000	54340		Public Relations & Marketing	64,000
E	A30000	54340	A203	Printing: Rotunda (Greene)	25,000
E	A00000	54350		Cont Ed: Regional & National	25,000

Approved by the Finance Committee: July 8, 2026

Approved by the Board of Trustees:

Approved by Public Vote:

POUGHKEEPSIE PUBLIC LIBRARY DISTRICT
2027 - Proposed Budget (Revenue and Expense)

PPLD Document #072226 - 5A

Account Type	Org	Obj	Proj	Account Description	2027 Proposed Budget
E	A00000	54351		Cont Ed: Local	2,500
E	A00000	54353		Cont Ed: Webinar	2,750
E	A00000	54355		Tuition Reimbursement	20,000
E	A00000	54356		Mileage Reimbursement	7,000
E	A20000	54358		Employee Requirements Bldg Svc	6,500
E	A11100	54360		Sierra/Encore Services (CLDA)	50,573
E	A44000	54360		Sierra/Encore Services	85,000
E	A00000	54370		Professional Svcs: General	2,500
E	A10000	54370		Professional Svcs: Admin	22,500
E	A11100	54370		Professional Svcs: CLSA	6,087
E	A20000	54370		Professional Svcs: Bldg Serv	60,500
E	A44000	54370		Professional Services: Collect	7,000
E	A50000	54370		Professional Svcs: Fin. Office	23,299
E	A55000	54370		Professional Svcs: HR	1,000
E	A10000	54371		Software: Administration	12,500
E	A20000	54371		Software: Building Svcs	15,000
E	A30000	54371		Software: Advancement	25,000
E	A41000	54371		Software: Adult Svcs	10,000
E	A41500	54371		Software: Local History	6,000
E	A50000	54371		Software: Finance Office	58,523
E	A55000	54371		Software: Human Resources	12,500
E	A60000	54371		Software: IT	25,000
E	A00000	54380		Membership Dues	2,500
E	A20000	54390		RR&M General	6,000
E	A41000	54390		RR&M Adult Services	2,200
E	A60000	54390		RR&M Information Tech.	4,000
E	A71000	54500		Fuel & Utilities ADR	156,000
E	A73000	54500		Fuel & Utilities BRD	75,000
E	A20000	54520		Building Repairs: General	15,000
E	A74000	54520		Building Repairs: SPD Branch	1,500
E	A20000	54521		Building Repairs (Wojtecki)	5,000
E	A20000	54523		Grounds Maintenance	18,000
E	A20000	54523	A204	Grounds Maintenance: City Lot	1,250
E	A50000	54530	A204	Rent: Staff Parking City Lot	3,500
E	A50000	54530	A222	Rent: Staff Parking 96 Market	14,553
E	A50000	54530	A224	Rent: Pok. Journal Archives	14,611
E	A74000	54530	A203	Rent: SPD Branch (Greene)	49,801
E	A50000	54540		Insurance: Property Liability	59,229
E	A50000	54550		Insurance: Automobile	2,650
E	A50000	54550	C814	Insurance: Auto. Bookmobile	3,000
E	A50000	54560		Insurance: Liability Umbrella	13,200
E	A50000	54561		Insurance: Volunteer Accident	450

Approved by the Finance Committee: July 8, 2026

Approved by the Board of Trustees:

Approved by Public Vote:

POUGHKEEPSIE PUBLIC LIBRARY DISTRICT
2027 - Proposed Budget (Revenue and Expense)

PPLD Document #072226 - 5A

Account Type	Org	Obj	Proj	Account Description	2027 Proposed Budget
E	A50000	54570		Insurance: Director & Officers	7,000
E	A50000	54580		Insurance: Cyber Security	4,750
E	A50000	54680		Taxes on Property	20,000
E	A20000	54690		Snow Removal: Patron Lot	25,000
E	A20000	54690	A204	Snow Removal: Staff City lot	10,000
E	A20000	54690	A222	Snow Removal: Staff 96 Market	10,000
E	A20000	54691		Operations: HVAC MEP	75,000
E	A50000	54692		Operations: Water	11,750
E	A20000	54693		Operations: Trash Collection	10,750
E	A11100	54694		CLDA Delivery Charges	92,169
E	A20000	54694		Operations: Cleaning	6,000
E	A20300	54694		Operations: Other (Greene)	-
E	A20300	54694	C814	Operations: Bookmobile (Greene	8,000
E	A50000	54694		Operations: General	8,500
E	A00000	54699		In-Kind Services	81,983
E	A20000	54710		Vehicle Operations	4,000
E	A20000	54730		Vehicle Maintenance	4,000
E	A20300	59010		State Retirement (Greene)	29,577
E	A50000	59010		State Retirement	985,413
E	A50000	59030		Social Security	357,970
E	A50000	59035		Medicare	83,719
E	A50000	59040		Workers Compensation	52,000
E	A55000	59045		Life Insurance	8,525
E	A50000	59050		Unemployment Pool	-
E	A55000	59055		Disability Insurance	3,878
E	A55000	59060		Medical Insurance - Active Employees	1,717,510
E	A55000	59061		Medicare B Reimbursement	83,426
E	A55000	XXXXX		Medical Insurance - Retirees	148,540
E	A55000	59089		Employee Benefits Other	2,425
E	A55000	59099		Employee Benefits Contingency	-
E	A50000	59710		Debt Service Principal	1,040,000
E	A50000	59720		Debt Service Interest	296,132
Total - Expense					\$ 13,356,994

Approved by the Finance Committee: July 8, 2026

Approved by the Board of Trustees:

Approved by Public Vote:

POUGHKEEPSIE PUBLIC LIBRARY DISTRICT
2027 - Proposed Budget (Tax Cap Formula)

PPLD Document #072226 - 5A

2026 Levy	Prior Year Reserve	Prior Year Reserve + Interest	Tax Base Growth	2026 PILOTs	Prior Year Torts	Allowable Growth	2027 PILOTs	Available Carryover	2027 Tax Levy Cap
\$ 10,611,523	\$ -	\$ -	100.01%	\$ 327,481	\$ -	102.00%	\$ 207,309	\$ -	\$ 10,951,541
FY2027 Debt Service Levy									\$ 1,336,131
FY2027 General Fund Tax Cap Levy									\$10,268,570
Proposed Total 2027 Tax Levy									\$11,604,701
FY2027 Override Amount									\$ 1,336,131
Percent Over/(Under) Allowable Growth									5.96%

Approved by the Finance Committee: June 10, 2026

Approved by the Board of Trustees:

Approved by Public Vote:

POUGHKEEPSIE PUBLIC LIBRARY DISTRICT
2027 - Proposed Budget (Tax Levy)

PPLD Document #072226 - 5A

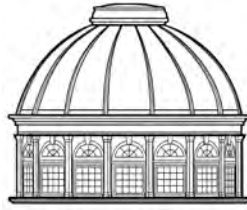
	Population (2020 Census)	% of Total Levy	General Levy	Adjustments	Subtotal - General Levy	Debt Service	Adjustments	Subtotal - Debt Service Levy	Total Levy
City of Poughkeepsie	31,577	41.48%	\$4,259,674	\$0	\$4,259,674	\$554,263	\$0	\$554,263	\$4,813,936
Town of Poughkeepsie	44,544	58.52%	\$6,008,896	\$0	\$6,008,896	\$781,869	\$0	\$781,869	\$6,790,765
Total	76,121	100.00%	\$10,268,570	\$0	\$10,268,570	\$1,336,131	\$0	\$1,336,131	\$11,604,701

NOTE: 2020 population data found at <https://www.dutchessny.gov/Departments/Planning/docs/2020-Population-Census-Comparison.pdf>.

Approved by the Finance Committee: July 8, 2026

Approved by the Board of Trustees:

Approved by Public Vote:



POUGHKEEPSIE PUBLIC LIBRARY DISTRICT

93 Market Street • Poughkeepsie, New York 12601 • (845) 485-3445

CERTIFICATION

I, Thomas A. Lawrence, Clerk to the Board of Trustees, do hereby certify that the following November 3, 2026 General Election ballot proposal concerning the 2027 budget was approved by the Poughkeepsie Public Library District's Board of Trustees at its regular meeting of July 22, 2026:

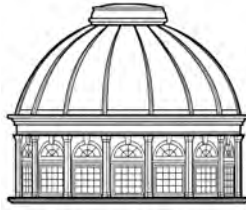
**POUGHKEEPSIE PUBLIC LIBRARY DISTRICT
2027 Budget Resolution (to appear on the 2026 General Election ballot)**

SHALL the 2027 Library District budget, as submitted by the Board of Trustees of the Poughkeepsie Public Library District, be approved and SHALL the Board of Trustees authorize estimated expenditures of \$13,356,994 for Library District operations for the year January 1 - December 31, 2027, which includes \$1,336,131 of previously authorized combined debt service for the year of January 1 – December 31, 2027 and, further, SHALL the Board of Trustees be authorized to instruct the City of Poughkeepsie and the Town of Poughkeepsie to collect taxes on its behalf for the financing of Library District operations and debt service as prescribed in the Library District's special legislation as amended in 1994, 1997, 2006 and 2016?

Clerk to Board of Trustees

Date

[notarize]



POUGHKEEPSIE PUBLIC LIBRARY DISTRICT

93 Market Street • Poughkeepsie, New York 12601 • (845) 485-3445

CERTIFICATION

I, Thomas A. Lawrence, Clerk to the Board of Trustees of the Poughkeepsie Public Library District, do hereby certify that, pursuant to special legislation enacted on August 19, 2016 by the New York State Legislature and procedures established by the Board of Trustees of the Poughkeepsie Public Library District, the following candidates shall appear on the November 3, 2026 general election ballot for Library District trustee vacancies:

1. Library Trustee, Town of Poughkeepsie (select 1)

Term: 1/1/2027 - 12/31/2031

Gretchen Lieb
157 College Avenue #2
Poughkeepsie, NY 12603

2. Library Trustee, City of Poughkeepsie (select 1)

Term: 1/1/2027 - 12/31/2031

Jeffrey Kosmacher
97 South Cherry Street, Apt. 1
Poughkeepsie, NY 12601

Jonathan McPhee
35 Catherine Street
Poughkeepsie, NY 12601

Clerk to Board of Trustees

Date

[notarize]

New Business Fact Sheet

Approval of Strategic Plan Objectives, Strategies, and Outcomes

Recommended By Planning Committee

Current Situation Beginning in January 2026, the Planning Committee and the Library District's management team have been meeting to update the organization's strategic plan. At this point, the plan's objectives, strategies, and outcomes require approval by the full Board of Trustees to progress to the next step of assessment and determination of organizational capacity.

Action Requested **MOVED** that the Board of Trustees of the Poughkeepsie Public Library District approves the 2027 Strategic Plan's Objectives, Strategies, and Outcomes as reflected in PPLD Document #072226 – 6A.

Motion

Moved _____

Seconded _____

Record of Vote	Trustee	Yes	No	Abstain
	Eagleton	☐	☐	☐
	Fana	☐	☐	☐
	Ferrer	☐	☐	☐
	Fitzgibbons	☐	☐	☐
	Lieb	☐	☐	☐
	McPhee	☐	☐	☐
	Newman	☐	☐	☐
	Nurre	☐	☐	☐
	Ryan	☐	☐	☐
	Sciacca	☐	☐	☐
	Spuhler	☐	☐	☐

POUGHKEEPSIE PUBLIC LIBRARY DISTRICT
Strategic Initiatives

PPLD Document #072226 - 6A

OBJECTIVE I - Meet the Community Where It's At: The Library District will cultivate a mobile, embedded, and distributed presence throughout the community.					
Strategy I.A	Desired Outcome	Assessment	Capacity	Initiatives	Tasks
Identify underserved and unserved areas into which we will expand the reach of Library District programs and services.	Reliable data points from which to evaluation service patterns, users, and their locations. "Underserved" and "unserved" operational definitions. Coordinated community outreach for all ages. Community Advisory Board to ensure broad community representation in the planning process. Regular meetings with City, Town, and school district officials on a regular basis.	How have Rover service patterns changed over time? What is the impact of those changes?		#1	#1 #2 #3 #4
				#2	#1 #2 #3 #4
				#3	#1 #2 #3 #4
				#4	#1 #2 #3 #4

POUGHKEEPSIE PUBLIC LIBRARY DISTRICT
Strategic Initiatives

PPLD Document #072226 - 6A

OBJECTIVE I - Meet the Community Where It's At: The Library District will cultivate a mobile, embedded, and distributed presence throughout the community.					
Strategy I.B	Desired Outcome	Assessment	Capacity	Initiatives	Tasks
Establish a regular outreach presence within the community through collaborations and partnerships.	Inventory of established community collaborations in relationship to community service planning (i.e. Path To Promise). Collaborative partnerships with meaningful activities.	How many new partnerships have we developed? What is the impact of new and ongoing communitiy partnerships?		#1	#1 #2 #3 #4
				#2	#1 #2 #3 #4
				#3	#1 #2 #3 #4

POUGHKEEPSIE PUBLIC LIBRARY DISTRICT
Strategic Initiatives

PPLD Document #072226 - 6A

OBJECTIVE I - Meet the Community Where It's At: The Library District will cultivate a mobile, embedded, and distributed presence throughout the community.					
Strategy I.C	Desired Outcome	Assessment	Capacity	Initiatives	Tasks
Connect library services to schools and early childhood settings, and other educational spaces.	Regular presence at local colleges, schools, and early childhood settings.	Does the Library District have a relationship with all schools in its service area?		#1	#1 #2 #3 #4
	Children in UPK - 12 school settings are automatically registered for library cards.	Does the Library District provide programming in early childhood settings?		#2	#1 #2 #3 #4
	Regular meetings with library representatives from the school and college communities.	How many juvenile patrons are added on a monthly basis?		#3	#1 #2 #3 #4
				#4	#1 #2 #3 #4

POUGHKEEPSIE PUBLIC LIBRARY DISTRICT
Strategic Initiatives

PPLD Document #072226 - 6A

OBJECTIVE I - Meet the Community Where It's At: The Library District will cultivate a mobile, embedded, and distributed presence throughout the community.					
Strategy I.D	Desired Outcome	Assessment	Capacity	Initiatives	Tasks
Identify and address the digital needs in the community.	Digital literacy programming in community settings.	How much transit do we get to our website?		#1	#1 #2 #3 #4
	Inventory of digital access points in the community.	What are the results of programming surveys?		#2	#1 #2 #3 #4
	Hotspots available for temporary use by patrons.	How many patrons use our mobile Rover wi-fi?			
				#3	#1 #2 #3 #4

POUGHKEEPSIE PUBLIC LIBRARY DISTRICT
Strategic Initiatives

PPLD Document #072226 - 6A

OBJECTIVE II - Bring the Community to Us: Library District physical spaces must be compelling destinations that people choose to visit and enjoy, to return to, and in which to engage in life long learning.

Strategy II.A	Desired Outcome	Assessment	Capacity	Initiatives	Tasks
Welcome a diverse community of patrons.	Key communications are welcoming and easily understood. Understanding of the most common languages spoken at home. Inventory of services provided in Spanish. Spaces are welcoming and serve all patrons, in consideration of their abilities and language spoken.	What are the results of our language audit? What are the results of an ADA audit? Do we have at least one Spanish-language proficient staff member in each department?		#1	#1 #2 #3 #4
				#2	#1 #2 #3 #4
				#3	#1 #2 #3 #4
				#4	#1 #2 #3 #4

POUGHKEEPSIE PUBLIC LIBRARY DISTRICT
Strategic Initiatives

PPLD Document #072226 - 6A

OBJECTIVE II - Bring the Community to Us: Library District physical spaces must be compelling destinations that people choose to visit and enjoy, to return to, and in which to engage in life long learning.					
Strategy II.B	Desired Outcome	Assessment	Capacity	Initiatives	Tasks
Offer culturally responsive and inclusive collections, programs, and services.	Collections, programs, and services are visible and accessible to the community. Collections, programs, and services addresses the multiplicity of cultural identities in the community, including those with difference levels of English-language proficiency and abilities.	What are the results of our programming audit? What are the results of our programming survey? How many patrons attend our programming?		#1	#1 #2 #3 #4
				#2	#1 #2 #3 #4
				#3	#1 #2 #3 #4

POUGHKEEPSIE PUBLIC LIBRARY DISTRICT
Strategic Initiatives

PPLD Document #072226 - 6A

OBJECTIVE II - Bring the Community to Us: Library District physical spaces must be compelling destinations that people choose to visit and enjoy, to return to, and in which to engage in life long learning.					
Strategy II.C	Desired Outcome	Assessment	Capacity	Initiatives	Tasks
Offer welcoming and inclusive spaces.	All spaces meet or exceed accessibility standards. All collections and related equipment meet current and anticipated demand. Collaborative spaces are available for small groups. Outdoor spaces are available for patron use and for programming.	What are the results of a space utilization audit? What are the results of an ADA, mobility, and access audit? Has foot traffice to the library increased?		#1	#1 #2 #3 #4
				#2	#1 #2 #3 #4
				#3	#1 #2 #3 #4

POUGHKEEPSIE PUBLIC LIBRARY DISTRICT
Strategic Initiatives

PPLD Document #072226 - 6A

OBJECTIVE II - Bring the Community to Us: Library District physical spaces must be compelling destinations that people choose to visit and enjoy, to return to, and in which to engage in life long learning.

Strategy II.D	Desired Outcome	Assessment	Capacity	Initiatives	Tasks
Cultivate critical literacies and provide a venue for community conversations.	Creative and effective programming that supports multiple literacies. Programs that foster civics and civic engagement.	What programming to we offer related to financial and digital literacy? How are these promoting the development of these skills? How many people come to our programming? What are the results of programming surveys?		#1	#1 #2 #3 #4
				#2	#1 #2 #3 #4
				#3	#1 #2 #3 #4

POUGHKEEPSIE PUBLIC LIBRARY DISTRICT
Strategic Initiatives

PPLD Document #072226 - 6A

Objective III - Develop Patterns of Sustainability: The Library District's commitment to excellence and service is built into the systems, the culture, and the relationships of the organization. A sustainable library cultivates its human and financial resources and builds community ownership.

Strategy III.A	Desired Outcome	Assessment	Capacity	Initiatives	Tasks
Staff are provided with opportunities for growth through education, training, and respect.	Ongoing assessment of organizational culture and the staff role within it Policies and practices that support the organizational culture and enhance staff growth and well-being.	What are the results of annual assessment and reflection? What are the results of periodical climate surveys?		#1	#1 #2 #3 #4
				#2	#1 #2 #3 #4
				#3	#1 #2 #3 #4

POUGHKEEPSIE PUBLIC LIBRARY DISTRICT
Strategic Initiatives

PPLD Document #072226 - 6A

Objective III - Develop Patterns of Sustainability: The Library District's commitment to excellence and service is built into the systems, the culture, and the relationships of the organization. A sustainable library cultivates its human and financial resources and builds community ownership.

Strategy III.B	Desired Outcome	Assessment	Capacity	Initiatives	Tasks
Strengthen organizational and operation resilience.	Sustainable and effective internal communication systems. Responsive Human Resources function. Redundancies for mission critical processes.	What are the results of annual assessment and reflection? What are the results of periodical climate surveys?		#1	#1 #2 #3 #4
				#2	#1 #2 #3 #4
				#3	#1 #2 #3 #4

POUGHKEEPSIE PUBLIC LIBRARY DISTRICT
Strategic Initiatives

PPLD Document #072226 - 6A

Objective III - Develop Patterns of Sustainability: The Library District's commitment to excellence and service is built into the systems, the culture, and the relationships of the organization. A sustainable library cultivates its human and financial resources and builds community ownership.

Strategy III.C	Desired Outcome	Assessment	Capacity	Initiatives	Tasks
Cultivate partnerships with public and private library systems.	Collaborate with systems in staff training and other operation and programmatic areas. Share data with systems, where appropriate.	How closely do we work with other libraries? Do we currently share useful data? How can we support each other?		#1	#1 #2 #3 #4
				#2	#1 #2 #3 #4
				#3	#1 #2 #3 #4

POUGHKEEPSIE PUBLIC LIBRARY DISTRICT
Strategic Initiatives

PPLD Document #072226 - 6A

Objective III - Develop Patterns of Sustainability: The Library District's commitment to excellence and service is built into the systems, the culture, and the relationships of the organization. A sustainable library cultivates its human and financial resources and builds community ownership.

Strategy III.D	Desired Outcome	Assessment	Capacity	Initiatives	Tasks
Sustain current funding sources and cultivate new ones.	Close collaboration with the Friends of the Library District. Seek public and private sources for funding programs and services.	What are the results of the PPLD-FPPLD self-assessment survey? What percentage of our funding comes from gifts and grants?		#1	#1 #2 #3 #4
				#2	#1 #2 #3 #4
				#3	#1 #2 #3 #4