

MINUTES OF MEETING
Poughkeepsie Public Library District
Minutes of Meeting of July 22, 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
- ☐ 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

- ☒ Karen Moksvold
- ☒ Adia Overbey
- ☒ Hannah Ricottilli
- ☐

I. Call to Order, Roll Call, Additions to the Agenda

- **Call to Order:** At 7:01 p.m., President Fitzgibbons called the meeting to order.
- **Roll Call:** Eight (8) Trustees were present at time of roll call. Trustee Eagleton arrived at 7:13pm
- **Additions/Changes to the Agenda:** None.
- **Move/Seconded:** Spuhler, Ryan.
- **VOTE:** 8 – 0 – 0

II. Public Comment on Agenda Items: None.**III. Presentations:** None**IV. Approval of Previous Record/Meeting(s)****A. June 24, 2026 (PPLD Document #072226 – 1)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the minutes of the meeting of June 24, 2026.
- **Moved/Seconded:** Ferrer, Nurre.
- **Discussion:** None.
- **VOTE:** 8 – 0 – 0

V. Approval of Financial Actions**A. June 2026 Financial Activity Report (PPLD Document #072226 – 2)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District accept the Report of June 2026 Financial Activity as presented.
- **Moved/Seconded:** Spuhler, Sciacca.
- **Discussion:** Gillis reported on: the Wojtecki Fund; a refund received from the Town of Poughkeepsie; Debt Service payments in June; and a budget modification. Some discussion ensued.
- **VOTE:** 8 – 0 – 0

B. Approval of Monthly Warrant (PPLD Document #072226 – 2.1)

- **Motion:** 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

- **Moved/Seconded:** McPhee, Sciacca.
- **Discussion:** Gillis elaborated on the donation to the Special Rev. Fund. Some discussion ensued.
- **VOTE:** 8 – 0 – 0
- **Next Month's Warrant Review:** Ferrer and Eagleton.

VI. Operational Reports

A. Administrative Reports & Statistics (PPLD Document #072226 – 3.1.X)

- Lawrence reported on: great work done by Alison Francis with the city school district; Music Library; CivicPlus; Dolly Parton Grant and Friend's match; Dutchess County Advisory Committee; roof leak at BRD; tree maintenance at Boardman; Budget planning; Big Read professional development; PILOT payments; Rotunda; the Summer Reading Program; and the Fateful Hour by Judge Rosenblatt.

- B. President's Report:** Thanks to Alison for all the work done during her career and thanks to the private donor for the gift to the Computer Lab.

C. Board Committee Reports (PPLD Document #072226 – 3.2.X)

1. **Finance Committee:** Chairperson Ryan reported on committee discussions about: collection activity; the 2027 budget; capital needs; multi-year budget planning; and contingencies.
2. **Planning Committee:** Chairperson Ferrer reported on committee discussions about polishing the wording for the strategic plan.

- D. Friends of PPLD:** Lawrence shared about the Friend's revisions of their bylaws which will be presented to the membership in October and their scholarship plans for a Poughkeepsie high school student.

VII. Board Action

A. Personnel Actions: (PPLD Document #072226 – 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
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	-
Alejandra Franqui-Ferrer	4848	-	-	Library Clerk (HRLY)	175	Temporary Appointment	8/3/2026 – 8/22/2026	\$23.96/hr
Rukshhan 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	-

- **Moved/Seconded:** Ferrer, McPhee.
- **Discussion:** Outwater explained each of the actions. Trustee Ferrer disclosed that she is related to one of the people listed. Some discussion ensued.

- **VOTE:** 9 – 0 – 0

B. Unfinished/Old Business: None.

C. New Business:

1. Resolutions Related to the Tentative 2027 Budget (PPLD Document #072226 – 5)

- **Motion:** 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.
- **Moved/Seconded:** Ryan, Spuhler.
- **Discussion:** Lawrence explained: some aspects of the budget; reserve fund; E-Rate; and each of the Certifications. Some discussion ensued.
- **VOTE:** 9 – 0 – 0

2. Approval of Strategic Plan Objectives, Strategies, and Outcomes (PPLD Document #072226 – 6)

- **Motion:** 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.
- **Moved/Seconded:** Eagleton, Sciacca.
- **Discussion:** Ferrer spoke about the objectives and measuring the outcomes.
- **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:** Ryan, Spuhler.
- **Discussion:** None.
- **VOTE:** 9 – 0 – 0
- **Time of Adjournment:** 8:05 p.m.

The next regular monthly meeting of the Board of Trustees will be Wednesday, August 26, 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