

MINUTES OF MEETING
Poughkeepsie Public Library District
Minutes of Meeting of January 26, 2022

Trustees Present

- Dianne Blazek
- Sean Eagleton
- Patricia Ferrer
- Moira Fitzgibbons
- William Hogg
- Jonathan McPhee
- Mary Moore
- Deborah Nichols
- Patricia Ryan
- Cathy Schmitz
- Laurel Spuhler

Staff Present

- Bonny Algozzine, Secretary to the Director
- Karen Blovat, Head of Borrower & Tech Serv.
- Janet Bogenschultz, Asst. to the Director
- Gareth Davies, Development Officer
- Alison Francis, Youth Outreach Coordinator
- TJ Lamanna, Head of Community Engagement
- Tom Lawrence, Library Director
- Barbara Lynch, Business Manager
- Bruce Sullivan, Network Analyst
- Kira Thompson, Head of Adult Services
- John Torres, Head of Youth Services
- Beth Vredenburg, Head of Branch Services

Other Guest(s)**FPPLD Representatives Present**

- George Mann, President

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

- **Call to Order:** At 7:02 p.m., President Blazek called the meeting to order.
- **Roll Call:** Nine (9) Trustees were present at time of roll call. Trustee Hogg arrived at 7:45pm.
- **Additions to the Agenda:** None.
- **Move/Seconded:** Eagleton, Fitzgibbons.
- **VOTE:** 9 – 0 – 0

II. Public Comment on Agenda Items: No comment.**III. Board Education:** Library District Legislation and By-Laws Review. Lawrence explained the relevant legislation and reviewed the Library District By-Laws.**IV. Approval of Previous Record/Meeting(s)****A. December 22, 2021 (PPLD Document #012622 – 1)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the minutes of the meeting of December 22, 2021.
- **Moved/Seconded:** Ryan, Eagleton.
- **Discussion:** None.
- **VOTE:** 9 – 0 – 0

B. January 3, 2022 (PPLD Document #012622 – 1.1)

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the minutes of the meeting of January 3, 2022.
- **Moved/Seconded:** Spuhler, Eagleton.
- **Discussion:** None.
- **VOTE:** 9 – 0 – 0

V. Approval of Financial Actions**A. December 2021 Financial Activity Report (PPLD Document #012622 – 2)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District accept the Report of December 2021 Financial Activity as presented.
- **Moved/Seconded:** Ryan, Schmitz.
- **Discussion:** Lynch explained the origins of some of the larger revenue figures.
- **VOTE:** 10 – 0 – 0

C. Approval of Monthly Warrant (PPLD Document #012622 – 2.1)

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

Vouchers 62001 to 62258 in Warrant 20220127 totaling \$571,636.13

And that the Board of Trustees authorize the following transfers:

\$460,000 from Davis Account,
\$828,000 from Special Revenue, and
\$260,000 from Debt Service to Money Market

- **Moved/Seconded:** Ryan, Blazek.
- **Discussion:** None.
- **VOTE:** 10 – 0 – 0
- **Next Month's Warrant Review:** Hogg and Schmitz

VI. Operational Reports**A. Administrative Reports & Statistics (PPLD Document #012622 – 3)**

- Torres reported on the coat drive.
- Vredenburg discussed opening plans for the new branch; work that has been done or still needs to be done; and Rover lobby visits.
- Sullivan explained delays plaguing the installation of the new branch technology infrastructure.
- Thompson reported on in person and virtual programs; progress on the Barrett collection; and the Spanish Literacy program being created.
- Blovat talked about the volume of work being done by Technical Services preparing for the new branch and challenges keeping the circulation desk covered during staffing shortages. The staff rallied and found a way to cover for those needing to be out of work for various reasons.
- Lawrence discussed mask mandate confusion; mask protests; an upcoming Oaxaca exhibit; numerous upcoming programs; staffing challenges; the Emergency Connectivity Fund grant; and bringing the Board to see the new branch.

B. President's Report: President Blazek commented on the Friends Board meeting that she attended. She encourages the other board members to sign up to attend meetings throughout the year as well.

C. Board Committee Reports (PPLD Document #012622 – 3.3)

1. **Finance Committee:** Chairperson Ryan summarized committee discussions on updating the fire system and the resulting budget revision.

D. Friends of PPLD: President Mann reported on the challenges of staffing a thriving bookstore and the need for more volunteers.

VII. Board Action**A. Personnel Actions: (PPLD Document #012622 – 4R)**

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

Employee Name/Number	Civil Service Title	Type of Action	Effective Date(s)	Salary
Veronica Morgan	Librarian I	Resignation	1/21/2022	NA
Ryan Moore	Custodial Worker	Permanent Appointment	2/13/2022	NC

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

B. Unfinished/Old Business: None.

C. New Business:

1. **Proposed Revisions to 2022 Budget (PPLD Document #012622 – 5)**

- A. **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the proposed revisions (#1) to the 2022 Poughkeepsie Public Library District's budget as presented in PPLD Document #012622 – 5A.
- B. **Moved/Seconded:** Ryan, Eagleton.
- C. **Discussion:** Lawrence explained the reason for the changes. Some discussion ensued.
- D. **VOTE:** 10 – 0 – 0

VIII. Open Comment


- A. **Board Comment:** Trustee Fitzgibbons thanks the Friends for the \$50,000 they recently gave to the Poughkeepsie Public Library District. And she gives thanks to the staff for dealing with all the challenges of dealing with COVID issues.
- B. **Public Comment:** None.

Adjournment

- **Motion:** There was a motion that the meeting be adjourned.
- **Moved/Seconded:** Ferrer, Spuhler.
- **Discussion:** None.
- **VOTE:** 10 - 0 - 0
- **Time of Adjournment:** 8:31 p.m.

The next regular monthly meeting of the Board of Trustees will be Wednesday, February 23, 7 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