

MINUTES OF MEETING
Poughkeepsie Public Library District
Minutes of Meeting of January 27, 2021

Trustees Present

- Dianne Blazek
- Amy Bombardieri
- Paul Bucher, Jr.
- Sean Eagleton
- Patricia Ferrer-Medina
- Moira Fitzgibbons
- Edna Lyons
- Mary Moore
- Patricia Ryan
- Cathy Schmitz
- Laurel Spuhler

Staff Present

- Bonny Algozzine, Secretary to the Director
- Tom Lawrence, Library Director
- Barbara Lynch, Business Manager
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Other Guest(s)**FPPLD Representatives Present**

- Liz Murphy, President

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

- **Call to Order:** At 7:00 p.m., President Blazek called the meeting to order.
- **Roll Call:** Ten (10) Trustees were present at time of roll call.
- **Additions to the Agenda:** None.
- **Move/Seconded:** Bucher, Eagleton.
- **VOTE:** 10 – 0 – 0

II. Public Comment on Agenda Items: No public present.**III. Board Education: None****IV. Approval of Previous Record/Meeting(s)****A. December 16, 2020 (PPLD Documents #012721 – 1)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the minutes of the meeting of December 16, 2020.
- **Moved/Seconded:** Ryan, Fitzgibbons.
- **Discussion:** None.
- **VOTE:** 10 – 0 – 0

B. January 4, 2021 (PPLD Documents #012721 – 1.1)

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the minutes of the meeting of January 4, 2021.
- **Moved/Seconded:** Eagleton, Spuhler.
- **Discussion:** None.
- **VOTE:** 10 – 0 – 0

V. Approval of Financial Actions**A. December 2020 Financial Activity Report (PPLD Document #012721 – 2)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District accept the Report of December 2020 Financial Activity as presented.
- **Moved/Seconded:** Bucher, Spuhler.
- **Discussion:** None.

- **VOTE:** 10 – 0 – 0

B. Approval of Monthly Warrant (PPLD Document #012721 – 2.1)

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

Vouchers 59100 to 59344 in Warrant 20210128 totaling \$279,010.00

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

VI. Operational Reports

A. Administrative Reports & Statistics (PPLD Document #012721 – 3)

- Lawrence reported on: statistical assessment for 2020, contact tracing, virtual programming, Zoom, Rover, the wastewater project at Boardman, the dome project, and progress regarding a grievance.

B. President's Report: President Blazek thanked Director Lawrence for his leadership through this COVID experience.

C. Board Committee Reports: (PPLD Document #012721 – 3.3)

1. **Finance Committee:** Chairperson Ryan reported on discussions of the Finance Committee regarding policies, bank statement reviews and a levy adjustment. Some discussion ensued.

D. Friends of PPLD: President Murphy reported on: 2020 bookstore sales statistics and only a \$20,000 decrease from 2019 even after being closed for 3 months in 2020.

VII. Board Action

A. Personnel Actions: (PPLD Document #012721 – 4)

- **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
Laila Watts	Library Clerk (PT)	Temporary Appointment	1/6/2021	\$15.21/hr
Oscar Gittermeier	Assistant Library Director II	Probationary Appointment	No earlier than 3/1/2021	\$97,040 <i>(plus \$3,000 relocation stipend)</i>

- **Moved/Seconded:** Bucher, Ryan.
- **Discussion:** Lawrence explained the need for these actions.
- **VOTE:** 10 – 0 – 0

B. Unfinished/Old Business: None.

C. New Business:

1. Approval of Revised Policy: Library Card Terms and Conditions (#1109) (PPLD Document #012721 – 5)

- Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the revised Library District Policy #1109 – Library Card Terms and Conditions, as described in PPLD Document #012721 – 5A.
- Moved/Seconded:** Fitzgibbons, Lyons.
- Discussion:** Trustee Fitzgibbons reported on the need for clarifications to the policy. Lawrence explained the educational component.
- VOTE:** 10 – 0 – 0

2. Proposed Revisions to 2021 Budget (PPLD Document #012721 – 6)

- Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the proposed revisions to the 2021 Poughkeepsie Public Library District's budget as presented in PPLD Document #012721 – 6A.

- B. **Moved/Seconded:** Bucher, Schmitz.
- C. **Discussion:** Lawrence reported on revisions. Lynch explained the new Org codes.
- D. **VOTE:** 9 – 0 – 1 (Bombardieri abstained)

VIII. Open Comment

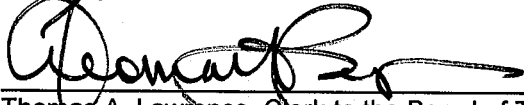
- A. **Board Comment:** None.
- B. **Public Comment:** None.

Adjournment

- **Motion:** There was a motion that the meeting be adjourned.
- **Moved/Seconded:** Bucher, Eagleton.
- **Discussion:** None.
- **VOTE:** 10 - 0 - 0
- **Time of Adjournment:** 7:55 p.m.

The next regular monthly meeting of the Board of Trustees will be Wednesday, February 24, 2021, 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