

MINUTES OF MEETING
Poughkeepsie Public Library District
Minutes of Meeting of February 23, 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
- Norma Vasquez, Vice-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:** Eight (8) Trustees were present at time of roll call. Trustee Moore arrived at 7:03pm.
- **Additions/Changes to the Agenda:** New Business items removed from Agenda: Acknowledgement of NYS Annual Report Review; Authorization to Sign: Annual PPLD-FPPLD Support Agreement
- **Move/Seconded:** Hogg, Fitzgibbons.
- **VOTE:** 9 – 0 – 0

II. Public Comment on Agenda Items: No comment.**III. Board Education:** None.**IV. Approval of Previous Record/Meeting(s)****A. January 26, 2022 (PPLD Document #022322 – 1)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the minutes of the meeting of January 26, 2022.
- **Moved/Seconded:** Ryan, Schmitz.
- **Discussion:** None.
- **VOTE:** 9 – 0 – 0

V. Approval of Financial Actions**A. January 2022 Financial Activity Report (PPLD Document #022322 – 2)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District accept the Report of January 2022 Financial Activity as presented.
- **Moved/Seconded:** Ryan, Fitzgibbons.
- **Discussion:** Lynch explained some of the recent transfers.
- **VOTE:** 9 – 0 – 0

B. Approval of Monthly Warrant (PPLD Document #022322 – 2.1)

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

Vouchers 62267 to 62462 in Warrant 20220224 totaling \$281,870.76

And that the Board of Trustees of the Poughkeepsie Public Library District approve the following warrants, post facto:

Vouchers 62260 to 62300 in Warrant 20220215 totaling \$118,684.12

- **Moved/Seconded:** Schmitz, Hogg.
- **Discussion:** None.
- **VOTE:** 9 – 0 – 0
- **Next Month's Warrant Review:** Hogg and Schmitz

VI. Operational Reports

A. Administrative Reports & Statistics (PPLD Document #022322 – 3)

- Lawrence reported on staffing changes; fast facts from 2021; upcoming author visits; potential venues for large programs; the grant from the Emergency Connectivity Fund; E-Rate services; Short Editions; the Big Read; and managing teenagers after school at Boardman;.
- Thompson discussed progress on staffing changes; the Barrett Collection; work with the Mexican Consulate; and streamlining materials in the collection.
- Vredenburg talked about Rover visits creating inspiration; plans for the opening for the new branch; staffing plans; and the Book Festival.
- Francis is working on arranging Rover outreach to Hispanic populations, and fulfilling a grant for early literacy backpacks. Trustee Ryan suggested including Kindergarten registration information in the backpacks.
- Lawrence proposed the following course of action for board approval:
 - **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District authorizes meetings with duly posted public notice to occur at the Sadie Peterson Delaney Branch Library at the Family Partnership Center.
 - **Moved/Seconded:** Eagleton, Schmitz.
 - **Discussion:** None.
 - **VOTE:** 9 – 0 – 0

B. President's Report: None.

C. Board Committee Reports (PPLD Document #022322 – 3.3)

1. **Planning Committee:** Chairperson Eagleton summarized committee discussions on progress with the strategic plan and the need for input from the Hispanic community.
2. **Personnel Committee:** Chairperson Moore reported on committee discussions regarding a grievance.

D. Friends of PPLD: President Mann introduced Vice-President Norma Vasquez and discussed a plan to have an informal gathering for the Friends Board and the PPLD Board.

VII. Board Action

A. Personnel Actions: (PPLD Document #022322 – 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
Julie Hayes	Student Page	Permanent Appointment	3/1/2022	N/A
Matthew Darcy	Student Page	Permanent Appointment	3/2/2022	N/A
Sara Streett	Library Clerk (PT)	Probationary Appointment	2/28/2022	\$15.21/hr
Gareth Davies	Development Officer (FT)	Retirement	3/18/2022	N/A
Bradley Diuguid	Development Officer (FT)	Provisional Appointment	3/21/2022	\$70,967 (Step 2)
Cassie Bailey	Public Information Officer (FT)	Provisional Appointment	3/28/2022	\$50,000

- **Moved/Seconded:** Eagleton, Moore.
- **Discussion:** Lawrence explained each of the actions. Some discussion ensued.
- **VOTE:** 9 – 0 – 0

B. Unfinished/Old Business: None.

C. New Business: None.

VIII. Open Comment

A. Board Comment: Trustee Eagleton did some research regarding the need for a Fire Watcher for the period of time when the fire suppression system is being replaced.

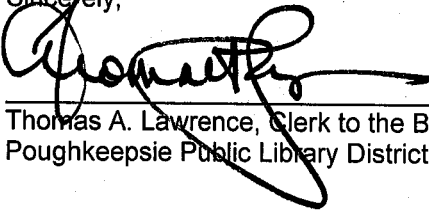
B. Public Comment: None.

Adjournment

- **Motion:** There was a motion that the meeting be adjourned.
- **Moved/Seconded:** Eagleton, Hogg.
- **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, March 23, 7 p.m. and will tentatively take place at the Sadie Peterson Delaney Branch at the Family Partnership Center, 29 North Hamilton St., 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