

MINUTES OF MEETING
Poughkeepsie Public Library District
Minutes of Meeting of March 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
- Bradley Diuguid, 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 7:03 p.m., President Blazek called the meeting to order.
- **Roll Call:** Nine (9) Trustees were present at time of roll call. Trustee McPhee arrived at 7:16 pm.
- **Additions/Changes to the Agenda:** None
- **Move/Seconded:** Moore, Eagleton.
- **VOTE:** 9 – 0 – 0

II. Public Comment on Agenda Items: No comment.**III. Board Education:** Lawrence gave an overview and history of Trustee Election procedure.**IV. Approval of Previous Record/Meeting(s)****A. February 23, 2022 (PPLD Document #032322 – 1)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the minutes of the meeting of February 23, 2022.
- **Moved/Seconded:** Moore, Hogg.
- **Discussion:** None.
- **VOTE:** 10 – 0 – 0

V. Approval of Financial Actions**A. February 2022 Financial Activity Report (PPLD Document #032322 – 2)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District accept the Report of February 2022 Financial Activity as presented.
- **Moved/Seconded:** Ferrer, Ryan.
- **Discussion:** Lynch gave an overview of receipt of tax revenue, the Audit, and the auditor's advice for the resolution of the bad debt issue.
- **VOTE:** 10 – 0 – 0

B. Approval of Monthly Warrant (PPLD Document #032322 – 2.1)

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

Vouchers 62477 to 62746 in Warrant 20220324 totaling \$142,072.08

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

Vouchers 62469 to 62526 in Warrant 20220315 totaling \$106,700.12

And that the Board of Trustees authorize the following transfers from the CM Fund to the A Fund:

Greene Fund	\$341,842.00
Bentley Holden (Local History)	10,420.00
Bentley Holden (ebooks/audio books)	1,000.00
Effron Fund (Bibliographies)	6,622.00
Schlobach Fund	52,368.00
Unassigned (prior years misc.)	17,784.00
Dyson Grant	10,497.00
Lassor/Agoos (Teen Programming)	5,000.00
Joba Fund (designated)	396.12
Salisbury Bank (designated)	3,000.00
Occhialino Fund (designated)	1,500.00
Adams (ebooks)	1,000.00
FFPLD – Strba Trust	12,000.00

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

VI. Operational Reports

A. Administrative Reports & Statistics (PPLD Document #032322 – 3)

- Lawrence reported on the Book Festival; the Amor Towles event; the ribbon cutting event for the new branch; internet issues at the new branch; the Remnant Collection; DC Reads; and early literacy backpacks.

B. President's Report: None.

C. Board Committee Reports (PPLD Document #032322 – 3.3)

1. **Finance Committee:** Chairperson Ryan reported on committee discussions on PILOT payments, the budget update, bad debt and fines.

D. Friends of PPLD: None.

VII. Board Action

A. Personnel Actions: (PPLD Document #032322 – 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
Anne Messley	Library Assistant (PT)	Permanent Appointment	4/3/2022	N/A
Jayda Taylor	Student Page	Permanent Appointment	4/20/2022	N/A
Elizabeth Asta	Librarian II (FT)	Provisional Appointment	3/21/2022	\$59,192
Kayleigh Hartnett	Library Clerk (FT)	Provisional Appointment	3/21/2022	\$35,956
Scoob DeStefano	Library Clerk (PT)	Probationary Appointment	3/28/2022	\$15.21/hr
Henry Barish	Library Clerk (PT)	Probationary Appointment	3/29/2022	\$15.21/hr
Giustino Muscetta	Technology Instructor (FT)	Provisional Appointment	4/11/2022	\$43,508
William Kleppel	Librarian I (PT)	Probationary Appointment	4/25/2022	\$31.15/hr

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

B. Unfinished/Old Business: None.

C. New Business:

1. **Approval NYS Annual Report for Public and Association Libraries (PPLD Document #032322 – 5)**
 - A. **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District accept the 2021 Annual Report for Public and Association Libraries (PPLD Document #122221 – 5A).
 - B. **Moved/Seconded:** Hogg, Eagleton.
 - C. **Discussion:** Lawrence explained the reason for the board's review. Some discussion ensued.
 - D. **VOTE:** 10 – 0 – 0
2. **Approval of 2022 Trustee Elections (PPLD Document #032322 – 7)**
 - A. **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the election resolution, timeline, and procedures as described in PPLD Documents #032322 – 7A, #032322 – 7B, and #032322 – 7C.
 - B. **Moved/Seconded:** Ryan, Fitzgibbons.
 - C. **Discussion:** None.
 - D. **VOTE:** 10 – 0 – 0
3. **Approval of Sidebar: 2022 Observance of Juneteenth (PPLD Document #032322 – 8)**
 - A. **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approves the sidebar attached as PPLD Document #032322 – 8A.
 - B. **Moved/Seconded:** Hogg, Schmitz.
 - C. **Discussion:** None.
 - D. **VOTE:** 10 – 0 – 0

VIII. Open Comment

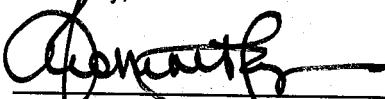
- A. **Board Comment:** Trustee Fitzgibbons wants to thank all the staff for their hard work on getting the new branch ready.
- B. **Public Comment:** None.

Adjournment

- **Motion:** There was a motion that the meeting be adjourned.
- **Moved/Seconded:** Eagleton, Ferrer.
- **Discussion:** None.
- **VOTE:** 10 - 0 - 0
- **Time of Adjournment:** 8:16 p.m.

The next regular monthly meeting of the Board of Trustees will be Wednesday, April 27, 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