

MINUTES OF MEETING
Poughkeepsie Public Library District
Minutes of Meeting of March 24, 2021

Trustees Present

Dianne Blazek
 Amy Bombardieri
 Paul Bucher, Jr.
 Sean Eagleton
 Patricia Ferrer
 Moira Fitzgibbons
 Edna Lyons
 Mary Moore
 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
 Anthony Formby, Building Manager
 Tom Lawrence, Library Director
 Barbara Lynch, Business Manager
 Bruce Sullivan, Network Analyst
 Kira Thompson, Acting Head of Adult Services
 John Torres, Head of Youth Services

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

Liz Murphy, 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:** Eleven (11) Trustees were present at time of roll call. Trustee Bombardieri lost her connection and was not able to vote after Personnel Actions.
- **Additions to the Agenda:** None.
- **Move/Seconded:** Eagleton, Lyons.
- **VOTE:** 11 – 0 – 0

II. Public Comment on Agenda Items: No comment.**III. Board Education: The Top 3**

- Blovat, Sullivan, Bogenschultz, Torres, Lynch, Formby & Thompson each spoke about the top three challenges their departments face as the library opens more fully to the public.

IV. Approval of Previous Record/Meeting(s)**A. February 24, 2021 (PPLD Documents #032421 – 1)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the minutes of the meeting of February 24, 2021.
- **Moved/Seconded:** Ryan, Spuhler.
- **Discussion:** None.
- **VOTE:** 11 – 0 – 0

V. Approval of Financial Actions**A. February 2021 Financial Activity Report (PPLD Document #032421 – 2)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District accept the Report of February 2021 Financial Activity as presented.
- **Moved/Seconded:** Eagleton, Ryan.
- **Discussion:** Lynch reported on receipt of the tax levy and the status of the audit.
- **VOTE:** 11 – 0 – 0

B. Approval of Monthly Warrant (PPLD Document #032421 – 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 59566 to 59754 in Warrant 20210325 totaling \$111,358.84

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

Vouchers 59561 to 59631 in Warrant 20210316 totaling \$98,975.90

- **Moved/Seconded:** Bucher, Ryan.
- **Discussion:** None.
- **VOTE:** 11 – 0 – 0
- **Next Month's Warrant Review:**

VI. Operational Reports

A. Administrative Reports & Statistics (PPLD Document #032421 – 3)

- Lawrence reported on: Vaccine appointments for staff, challenges going forward, a lawsuit that was dismissed, National Library Week, some upcoming collaborations and the Bookmobile.

B. President's Report: President Blazek expressed appreciation for the work that all the staff is doing.

C. Board Committee Reports (PPLD Document #032421 – 3.3)

1. **Board Development and Policy Committee:** Chairperson Fitzgibbons summarized committee discussions on: the self-assessment tool; Zoom Room policy; and the upcoming election. Some discussion ensued.
2. **Finance Committee:** Chairperson Ryan summarized committee discussions on: the audit; policies for purchasing and claims; and capital projects at Boardman. Some discussion ensued.
3. **Personnel Committee:** Chairperson Moore summarized committee discussions on: a grievance; vaccine leave; and CBA negotiations. Some discussion ensued.
4. **Planning Committee:** Chairperson Moore summarized committee discussions on: the Branch Library at the Family Partnership Center and postponing discussions on the Strategic Plan.

D. Friends of PPLD: President Murphy shared plans to add the bookstore to the Library sign, sales for February, a book signed by Einstein that they were able to sell, and an upcoming record sale.

VII. Board Action

A. Personnel Actions: (PPLD Document #032421 – 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
Deborah Weltsch	Librarian III	Retirement	3/19/2021	NA
Kyra Walker	Library Clerk (PT)	Permanent Appointment	4/27/2021	No Change
Laura Wolven	Assistant Library Director II	Probationary Appointment	4/19/2021	\$99,000
Employee 4789	Library Clerk (PT)	Leave of Absence	Through 4/30/2021	NA

- **Moved/Seconded:** Eagleton, Schmitz.
- **Discussion:** Lawrence explained the need for these actions. Some discussion ensued.
- **VOTE:** 11 – 0 – 0

B. Unfinished/Old Business: None.

C. New Business:

1. Approval of Election Resolution (PPLD Document #032421 – 5)

- 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 #032421 – 5A, #032421 – 5B, and #032421 – 5C.
- B. **Moved/Seconded:** Fitzgibbons, Ferrer.

- C. **Discussion:** Lawrence explained the process. Some discussion ensued.
- D. **VOTE:** 10 – 0 – 0

2. **Approval of Amendment to Service Plan in Response to COVID-19 (PPLD Document #032421 – 6)**

- A. **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the proposed amendment to the Library District's Service Plan in Response to COVID-19.
- B. **Moved/Seconded:** Spuhler, Ryan.
- C. **Discussion:** Lawrence explained the reasons behind the change which would be effective April 1. Some discussion ensued.
- D. **VOTE:** 10 – 0 – 0

VIII. **Open Comment**

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

Executive Session

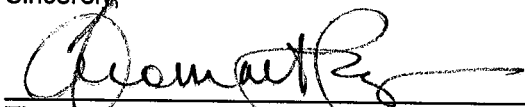
- **Motion:** Moved that the Board go into Executive Session for the purpose of discussing a grievance.
- **Moved/Seconded:** Moore, Eagleton.
- **Discussion:** None.
- **VOTE:** 10 – 0 – 0 (Executive Session began at 8:10 p.m.)
- **Motion:** Moved that the Executive Session be adjourned.
- **Moved/Seconded:** Bucher, Schmitz.
- **Discussion:** None
- **VOTE:** 10 – 0 – 0 (Executive Session ended at 8:21 p.m.)

Adjournment

- **Motion:** There was a motion that the meeting be adjourned.
- **Moved/Seconded:** Ryan, Lyons.
- **Discussion:** None.
- **VOTE:** 10 - 0 - 0
- **Time of Adjournment:** 8:22 p.m.

The next regular monthly meeting of the Board of Trustees will be Wednesday, April 28, 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