

MINUTES OF MEETING
Poughkeepsie Public Library District
Minutes of Meeting of May 26, 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, 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:** Ten (10) Trustees were present at time of roll call.
- **Additions to the Agenda:** Schmitz.
- **Move/Seconded:** Eagleton, Ryan.
- **VOTE:** 10 – 0 – 0

II. Public Comment on Agenda Items: No comment.**III. Board Education:** None.**IV. Approval of Previous Record/Meeting(s)****A. April 28, 2021 (PPLD Document #052621 – 1)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the minutes of the meeting of April 28, 2021.
- **Moved/Seconded:** Eagleton, Lyons.
- **Discussion:** None.
- **VOTE:** 10 – 0 – 0

V. Approval of Financial Actions**A. April 2021 Financial Activity Report (PPLD Document #052621 – 2)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District accept the Report of April 2021 Financial Activity as presented.
- **Moved/Seconded:** Ryan, Ferrer.
- **Discussion:** Lynch reported receiving the bequest from Irma Davis. Some discussion ensued.
- **VOTE:** 10 – 0 – 0

B. Approval of Monthly Warrant (PPLD Document #052621 – 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 60024 to 60208 in Warrant 20210527 totaling \$128,047.04

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

Vouchers 60006 to 60023 in Warrant 20210517 totaling \$90,602.37

And that the Board of Trustees designate receipts from Irma Davis bequest as Reserved for Future Use in the General Fund.

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

VI. Operational Reports

A. Administrative Reports & Statistics (PPLD Document #052621 – 3)

- Lawrence reported on: Patron response to new masking policy; Rover; Solar study; Chazen; repairs to front steps at Adriance; Trustee candidates; progress with Branch Library at the Family Partnership; an upcoming grant for Summer Saturdays at Adriance; and upcoming author talks. Some discussion ensued.

B. President's Report: None.

C. Board Committee Reports (PPLD Document #052621 – 3.3)

1. **Personnel Committee:** Chairperson Moore summarized committee discussions on: current staffing levels; progress on preparing for contract negotiations; the upcoming election of new trustees. Some discussion ensued.

D. Friends of PPLD: President Murphy reported on: bookstore sales; upcoming children's book sale; Friends masking policy; Scavenger Hunt; and gift bags.

VII. Board Action

A. Personnel Actions: (PPLD Document #052621 – 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
Micah Watts	Library Clerk (PT)	Resignation	5/14/2021	NA
Elizabeth Lahl	Senior Library Clerk	Retirement	6/1/2021	NA
Victoria Taylor	Page	Seasonal Appointment	5/17/2021	\$12.10/hr
James Gibbons	Library Clerk	Seasonal Appointment	5/24/2021	\$15.21/hr
Jac-Quan Douglas	Security Guard	Full Time Appointment	6/1/2021	\$41,690
Petlyn Alexander	Library Assistant (PT)	Resignation	6/7/2021	NA
Margaret Roach	Library Clerk (Hrly)	Provisional Appointment	6/1/2021	\$15.21/hr
Susan Sciacca	Library Clerk (Hrly)	Provisional Appointment	6/1/2021	\$15.21/hr
Employee 4739	Library Clerk (PT)	Leave Without Pay	6/1/2021-8/31/2021	NA

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

B. Unfinished/Old Business: None.

C. New Business:**1. Authorization to Sign: DC Human Resources Appointments (PPLD Document #052621 – 5)**

- A. Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District designate the Library Director as the Library District's Personnel Officer and the representative of the Board in their capacity as the Appointing Authority for all appointments with the Library District as reflected in PPLD Document #052621 – 5A.
- B. Moved/Seconded:** Fitzgibbons, Moore.
- C. Discussion:** Lawrence explained the reason for this action. Some discussion ensued.
- D. VOTE:** 10 – 0 – 0

2. Approval of Modifications to Service Plan in Response to COVID-19 (PPLD Document #052621 – 6)

- A. Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approves the proposed modifications to the Library District's Service Plan in Response to COVID-19 as reflected in the yellow-highlighted area of Service Level E in attached PPLD Document #052621 – 6A.
- B. Moved/Seconded:** Ryan, Lyons.
- C. Discussion:** Lawrence explained the proposed modifications. Some discussion ensued.
- D. VOTE:** 10 – 0 – 0

VIII. Open Comment

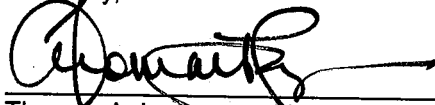
- A. Board Comment:** None.
- B. Public Comment:** None.

Adjournment

- **Motion:** There was a motion that the meeting be adjourned.
- **Moved/Seconded:** Moore, Spuhler.
- **Discussion:** None.
- **VOTE:** 10 - 0 - 0
- **Time of Adjournment:** 7:53 p.m.

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