

**MINUTES OF MEETING**  
**Poughkeepsie Public Library District**  
**Minutes of Meeting of August 26, 2020**

**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 7:02 p.m., President Blazek called the meeting to order.
- **Roll Call:** Nine (9) Trustees were present at time of roll call.
- **Additions to the Agenda:** None.
- **Move/Seconded:** Ryan, Fitzgibbons.
- **VOTE:** 9 – 0 – 0

**II. Public Comment on Agenda Items:** No public present.**III. Board Education:** None**IV. Approval of Previous Record/Meeting(s)****A. July 22, 2020 (PPLD Documents #082620 – 1)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the minutes of the meeting of July 22, 2020.
- **Moved/Seconded:** Lyons, Moore.
- **Discussion:** None.
- **VOTE:** 9 – 0 – 0

**V. Approval of Financial Actions****A. July 2020 Financial Activity Report (PPLD Document #082620 – 2)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District accept the Report of July 2020 Financial Activity as presented.
- **Moved/Seconded:** Eagleton, Schmitz.
- **Discussion:** None.
- **VOTE:** 9 – 0 – 0

**B. Approval of Monthly Warrant (PPLD Document #082620 – 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 57750 to 58012 in Warrant 20200827 totaling \$90,928.44

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

Vouchers 57743 to 57869 in Warrant 20200814 totaling \$109,257.80

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

## VI. Operational Reports

### A. Administrative Reports & Statistics (PPLD Document #082620 – 3)

- Lawrence reported on staff issues, patron issues, virus response, program attendance, and materials usage.

### B. President's Report: None.

### C. Board Committee Reports:

1. **Personnel Committee:** Chairperson Moore reported on committee discussions regarding a replacement for a recently retired staff member, participation with the YMCA reinvention, and the upcoming annual evaluation of the Executive Director.

### D. Friends of PPLD: Lawrence reported on the success of the Book Store since reopening on July 2<sup>nd</sup> and the delay of Adriance Honors until October 19, 2021.

## VII. Board Action

### A. Personnel Actions (PPLD Documents #082620 – 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
Terry Konrath	Library Clerk (PT)	Probationary Appointment	7/30/2020	\$15.21/hr
Sumita Marella	Library Clerk (Hrly)	Leave of Absence (LWOP)	7/8-31/2020; 9/1/2020-2/28/2020	NA
Margaret Kimma	Senior Library Clerk (Hrly)	Leave of Absence (LWOP)	14 hours per week; 7/19/2020-2/28/2020	NA
Debbie Bein	Library Clerk (Hrly)	Leave of Absence (LWOP)	6/3/2020-2/28/2020	NA
Kyra Walker	Library Clerk (PT)	Temporary Appointment	9/3/2020	\$15.21/hr
Grace Jentsch	Page (PT)	Resignation	8/18/2020	NA
Lily Berman	Page (PT)	Probationary Appointment	8/24/2020	\$12.10/hr
Anna Roberts	Page (PT)	Temporary Appointment	8/10/2020	\$11.80/hr
Laila Watts	Library Clerk	Resignation	8/26/2020	NA
Victoria Taylor	Page (PT)	Resignation	8/26/2020	NA
James Gibbons	Library Clerk	Resignation	8/26/2020	NA
Emery Gibbons	Page (PT)	Resignation	8/26/2020	NA
Brian Zhu	Page (PT)	Resignation	8/26/2020	NA
Bradley Diuguid	Public Information Officer (Hrly)	Probationary Appointment	9/1/2020	\$25,166/yr
Yvonne Laube	Public Information Officer (Hrly)	Revision of Appointment (from FT to Hrly)	9/1/2020	\$25,166/yr

- **Moved/Seconded:** Spuhler, Moore.
- **Discussion:** Lawrence explained the reasons for the actions.
- **VOTE:** 9 – 0 – 0

### B. Unfinished/Old Business: None.

### C. New Business:

**1. Approval of Policies: Code of Conduct (PPLD Document #082620 – 5)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the proposed revision to PPLD Policy #1101 – Code of Conduct, attached hereto (PPLD Document #082620 – 5A).
- **Moved/Seconded:** Fitzgibbons, Moore.
- **Discussion:** Chairperson Fitzgibbons explained the change to the policy. Some discussion ensued.
- **VOTE:** 9 – 0 – 0

**2. Central Library Development Aid (CLDA) 2020 Application (PPLD Document #082620 – 6)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District authorizes the modification of the 2020 CLDA application (detailed in PPLD Document #082620 – 6AR1) to the Mid-Hudson Library System for further action and, ultimately, submission to the New York State Library Division of Library Development.
- **Moved/Seconded:** Ryan, Lyons.
- **Discussion:** Lawrence explained the application and revisions. Some discussion ensued.
- **VOTE:** 9 – 0 – 0

**3. Authorization to Sign Agreement: Adriance Memorial Library Rotunda Project (PPLD Document #082620 – 7R)**

- **Motion:** Moved that in recognition of public interests being served with the restoration of an historic property and that extensive engineer research has yielded only one viable contractor, the Board of Trustees of the Poughkeepsie Public Library District authorizes Barbara Lynch, Business Manager, to sign the agreement with Meyer Contracting Corporation as described in PPLD Documents #082620 – 7B and 7C.
- **Moved/Seconded:** Moore, Fitzgibbons.
- **Discussion:** Some discussion ensued.
- **VOTE:** 9 – 0 – 0

**VIII. Open Comment**

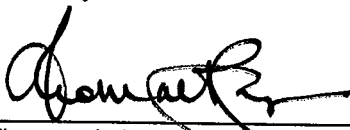
- A. **Board Comment:** None.
- B. **Public Comment:** None.

**Adjournment**

- **Motion:** There was a motion that the meeting be adjourned.
- **Moved/Seconded:** Eagleton, Spuhler.
- **Discussion:** None.
- **VOTE:** 9 - 0 - 0
- **Time of Adjournment:** 7:49 p.m.

The next regular monthly meeting of the Board of Trustees will be Wednesday, September 23, 2020, 7 p.m. at Adriance Memorial Library, 93 Market Street, Poughkeepsie, NY. Warrant review will begin at 6:15 p.m.

Sincerely,




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Thomas A. Lawrence, Clerk to the Board of Trustees  
Poughkeepsie Public Library District

