

MINUTES OF MEETING
Poughkeepsie Public Library District
Minutes of Meeting of September 29, 2021

Trustees Present

- Dianne Blazek
- Amy Bombardieri
- Sean Eagleton
- Patricia Ferrer
- Moira Fitzgibbons
- William Hogg
- 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
- 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)

- Brooke Stevens**
- Kristen Campbell**

FPPLD Representatives Present

- Liz Murphy, 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:** Nine (9) Trustees were present at time of roll call.
- **Additions to the Agenda:** None.
- **Move/Seconded:** Moore, Eagleton.
- **VOTE:** 9 – 0 – 0

II. Public Comment on Agenda Items: No comment.**III. Board Education:** None.**IV. Approval of Previous Record/Meeting(s)****A. July 28, 2021 (PPLD Document #082521 – 1)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the minutes of the meeting of July 28, 2021.
- **Moved/Seconded:** Ryan, Fitzgibbons.
- **Discussion:** None.
- **VOTE:** 9 – 0 – 0

B. August 25, 2021 (PPLD Document #092921 – 1)

- The Board of Trustees of the Poughkeepsie Public Library District received the Record of Meeting of August 25, 2021.

C. September 13, 2021 (PPLD Document #092921 – 1.1)

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the minutes of the meeting of September 13, 2021.
- **Moved/Seconded:** Hogg, Spuhler.
- **Discussion:** None.
- **VOTE:** 9 – 0 – 0

V. Approval of Financial Actions**A. July 2021 Financial Activity Report (PPLD Document #082521 – 2)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District accept the Report of July 2021 Financial Activity as presented.

- **Moved/Seconded:** Eagleton, Spuhler.
- **Discussion:** Lawrence reported on some aspects of the report. Some discussion ensued.
- **VOTE:** 9 – 0 – 0

B. August 2021 Financial Activity Report (PPLD Document #092921 – 2)

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District accept the Report of August 2021 Financial Activity as presented.
- **Moved/Seconded:** Ryan, Ferrer.
- **Discussion:** None.
- **VOTE:** 9 – 0 – 0

C. Approval of Monthly Warrant (PPLD Document #082521 – 2.1)

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the following warrants, post facto:

Vouchers 60776 to 60976 in Warrant 20210826 totaling \$77,771.64

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

Vouchers 60765 to 60848 in Warrant 20210816 totaling \$107,396.29

- **Moved/Seconded:** Eagleton, Schmitz.
- **Discussion:** None.
- **VOTE:** 9 – 0 – 0

D. Approval of Monthly Warrant (PPLD Document #092921 – 2.1)

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

Vouchers 60982 to 61221 in Warrant 20210930 totaling \$316,198.03

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

Vouchers 60981 to 61033 in Warrant 20210915 totaling \$91,564.72

And that the Board of Trustees authorize the following transfers:

\$17,598.35 from the CM Fund (Bentley-Holden) to the A Fund in support of local history initiatives

- **Moved/Seconded:** Hogg, Ryan.
- **Discussion:** Lawrence explained the purpose of the transfer. Some discussion ensued.
- **VOTE:** 9 – 0 – 0
- **Next Month's Warrant Review:**

VI. Operational Reports

A. Administrative Reports & Statistics (PPLD Document #082521 – 3, #092921 – 3)

- Thompson reported on plans for the Barrett Collection; Formby discussed progress on the waste line project at Boardman; Davies shared information on upcoming programs and the Big Read; Torres reported on the Summer Reading Program; Francis discussed progress on plans for engaging the youth; Lawrence reported on Staff Development Day, upcoming grants, AWE machines, the future of the Big Read, upcoming author visits, and the Big Galute.

B. President's Report: None.

C. Board Committee Reports (PPLD Document #082521 – 3.3, #092921 – 3.3)

1. **Finance Committee:** Chairperson Ryan summarized committee discussions on: bad debt and pilot payments. Some discussion ensued.
2. **Personnel Committee:** Chairperson Moore reported committee discussions on negotiations. Some discussion ensued.
3. **Planning Committee:** Chairperson Moore shared committee discussions on the new Branch at the Family Partnership. Some discussion ensued

D. Friends of PPLD: Lawrence reported on Adriance Honors.

VII. Board Action

A. Personnel Actions: (PPLD Document #082521 – 4, #092921 – 4R)

- **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
P Tenney	Custodial Worker (FT -> HRLY)	Revised Appointment (revised effective date)	9/15/2021	\$25,642
Catherine Lamoree	Library Assistant (FT -> HRLY)	Reversal (back to FT)	9/1/2021	\$66,725
Patricia Scully	Student Library Worker	Resignation	8/6/2021	N/A
Laila Watts	Library Clerk (temporary appointment)	Resignation	8/14/2021	N/A
Evan Doherty	Page	Revised Appointment	8/29/2021	\$12.10/hr
Victoria Taylor	Page	Resignation	8/12/2021	N/A
James Gibbons	Library Clerk (temporary appointment)	Resignation	8/19/2021	N/A
Brendan Gibbons	Page	Revised Appointment	8/29/2021	\$12.10/hr
Thomas Paulet	Page	Revised Appointment	8/29/2021	\$12.10/hr
Matthew Darcy	Student Page	Provisional Appointment	8/29/2021	\$12.10/hr
Julie Hayes	Student Page	Provisional Appointment	8/29/2021	\$12.10/hr
Evan Doherty	Page (PT)	Resignation	9/8/2021	N/A
Roxanne Hermann-McNamara	Page (PT)	Resignation	9/17/2021	N/A
Jewel Geissinger-Ratzlaff	Public Information Officer (Hrly)	Salary Adjustment	9/12/2021	\$34,500 (Step 5, 10L)
Julie Hering	Public Information Officer (Hrly)	Salary Adjustment	9/12/2021	\$44,000 (Step 5)
Yvonne Laube	Public Information Officer (Hrly)	Salary Adjustment	9/12/2021	\$35,363 (Step 2)
Bradley Diuguid	Public Information Officer (Hrly)	Salary Adjustment	9/12/2021	\$35,363 (Step 2)
Mysticol Rooks	Library Clerk (PT)	Resignation	8/31/2021	N/A
Anne Messley	Library Assistant (PT)	Probationary Appointment	10/4/2021	\$20.83/hr
Elva Corbaton	Librarian Trainee (FT)	Provisional Appointment	10/4/2021	\$55,093 (Step 4)
P Tenney	Custodial Worker (Hrly)	Revised Date of Hrly Appointment	9/26/2021	N/A
Christine Bexley	Library Clerk (FT)	Provisional Appointment	10/10/2021	\$35,596

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

B. Unfinished/Old Business: None.

C. New Business:

1. Authorization to Approve Central Library Plan, 2022 – 2026 (PPLD Document #092921 – 5)

- Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the Central Library Plan, 2022 – 2026, as described in PPLD Document #092921 – 5A.
- Moved/Seconded:** Fitzgibbons, Ryan.
- Discussion:** Lawrence explained the need for the action. Some discussion ensued.
- VOTE:** 9 – 0 – 0

2. Authorization to Accept Occhialino Gift (PPLD Document #092921 – 6)

- A. Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District authorize the Library Director to accept the terms and conditions requested by Mario and Richard Occhialino in the establishment of the Occhialino Fund with the Library District.
- B. Moved/Seconded:** Spuhler, Fitzgibbons.
- C. Discussion:** Davies reported on discussions with the Occhialino family. Some discussion ensued.
- D. 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:** Moore, Hogg.
- **Discussion:** None.
- **VOTE:** 9 - 0 - 0
- **Time of Adjournment:** 8:15 p.m.

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