

MINUTES OF MEETING
Poughkeepsie Public Library District
Minutes of Meeting of November 18, 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
-

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

- Liz Murphy, President

I. Call to Order, Roll Call, Additions to the Agenda

- **Call to Order:** At 6:33 p.m., President Blazek called the meeting to order.
- **Roll Call:** Ten (10) Trustees were present at time of roll call. Trustee Bucher joined at 6:40 p.m.
- **Additions to the Agenda:** Agenda amended so items needing a vote were handled first.
- **Move/Seconded:** Schmitz, Ryan.
- **VOTE:** 10 – 0 – 0

II. Public Comment on Agenda Items: No public present.**III. Board Education:** None**IV. Approval of Previous Record/Meeting(s)****A. October 28, 2020 (PPLD Documents #111820 – 1)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the minutes of the meeting of October 28, 2020.
- **Moved/Seconded:** Ryan, Moore.
- **Discussion:** None.
- **VOTE:** 10 – 0 – 0

V. Approval of Financial Actions**A. October 2020 Financial Activity Report (PPLD Document #111820 – 2)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District accept the Report of October 2020 Financial Activity as presented.
- **Moved/Seconded:** Ryan, Schmitz.
- **Discussion:** Lynch explained the movement of the Schlobach fund money to the Special Revenue Fund.
- **VOTE:** 10 – 0 – 0

B. Approval of Monthly Warrant (PPLD Document #111820 – 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 58699 to 58896 in Warrant 20201119 totaling \$329,988.69

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

VI. Operational Reports

A. Administrative Reports & Statistics (PPLD Document #111820 – 3)

- Lawrence reported on: an outreach opportunity with the Sadie Peterson Delaney African Roots Library; a successful Big Read; Saturday Morning Lights; and challenges the staff are experiencing with virtual programs.

B. President's Report: None.

C. Board Committee Reports: None.

D. Friends of PPLD: President Murphy reported on: the Holiday Sale this coming weekend; not accepting donations until November 30th; and the annual meeting on December 9th.

VII. Board Action

A. Personnel Actions: (PPLD Document #111820 – 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
Lily Berman	Page (PT)	Resignation	11/6/2020	NA
James Gibbons	Library Clerk (PT)	Temporary Appointment	11/22/2020	\$15.21/hr
Laila Watts	Library Clerk (PT)	Temporary Appointment	11/22/2020	\$15.21/hr
Victoria Taylor	Page (PT)	Temporary Appointment	11/22/2020	\$12.10/hr

- **Moved/Seconded:** Spuhler, Moore.
- **Discussion:** None.
- **VOTE:** 11 – 0 – 0

B. Unfinished/Old Business: None.

C. New Business:

1. Designation of Signers: Vanguard (PPLD Document #111820 – 5)

A. Motion: Moved that the Board of Trustees of the Poughkeepsie Public Library District authorize President Dianne Blazek and Treasurer Patricia Ryan to create an account with Vanguard and further designate Blazek and Ryan as authorized signatories to said account. Further, upon creation of the Vanguard account and the transfer of funds from the beneficiary's account to the Library District's account that the funds will be transferred to a Library District account held at Salisbury Bank and Trust Company, a designated Library District depository.

B. Moved/Seconded: Ryan, Eagleton.

C. Discussion: None.

D. VOTE: 11 – 0 – 0

VIII. Open Comment

A. Board Comment: None.

B. Public Comment: None.

Executive Session

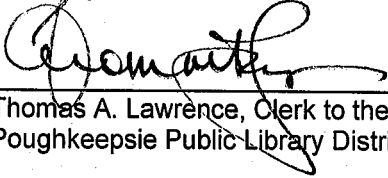
- **Motion:** Moved that the board go into Executive session for the purpose of discussing the Executive Director's evaluation.
- **Moved/Seconded:** Bombardieri, Lyons.
- **Discussion:** None.
- **VOTE:** 11 – 0 – 0 (Executive Session began at 7:04 p.m. and ended at 7:15 p.m.)

Adjournment

- **Motion:** There was a motion that the meeting be adjourned.
- **Moved/Seconded:** Eagleton, Spuhler.
- **Discussion:** None.
- **VOTE:** 11 - 0 - 0
- **Time of Adjournment:** 7:16 p.m.

The next regular monthly meeting of the Board of Trustees will be Wednesday, December 16, 2020, 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