

MINUTES OF MEETING
Poughkeepsie Public Library District
Minutes of Meeting of November 17, 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)**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:** Ten (10) Trustees were present at time of roll call.
- **Additions to the Agenda:** Approval of 2022 – 2026 MHLS Free Direct Access Plan; Request by Director to close on Sunday, December 26, 2021.
- **Move/Seconded:** Hogg, Eagleton.
- **VOTE:** 10 – 0 – 0

II. Public Comment on Agenda Items: No comment.**III. Board Education:** None.**IV. Approval of Previous Record/Meeting(s)****A. October 27, 2021 (PPLD Document #111721 – 1)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the minutes of the meeting of October 27, 2021.
- **Moved/Seconded:** Ryan, Lyons.
- **Discussion:** None.
- **VOTE:** 10 – 0 – 0

V. Approval of Financial Actions**A. October 2021 Financial Activity Report (PPLD Document #111721 – 2)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District accept the Report of October 2021 Financial Activity as presented.
- **Moved/Seconded:** Ryan, Spuhler.
- **Discussion:** Lynch explained a few aspects of the report. Some discussion ensued.
- **VOTE:** 10 – 0 – 0

B. Approval of Monthly Warrant (PPLD Document #111721 – 2.1)

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

Vouchers 60001 to 60237 in Warrant 20211118 totaling \$324,779.16

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

Vouchers 60022 to 60024 in Warrant 20211102 totaling \$2,437.10

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

VI. Operational Reports

A. Administrative Reports & Statistics (PPLD Document #111721 – 3)

- Lawrence reported on the Barrett Collection and the Deed of Gift; Grant for Short Story Dispensers; Halloween on the Hill; and a Grant for a Parent Empowerment Center at the new Branch.
- Francis described her outreach activities with school districts, and other organizations.
- Davies talked to the Board about a Dyson Foundation grant; an Institute for Museum and Library Services grant; a NYS conservation grant; Halloween on the Hill; and the Big Read.
- Lamanna discussed a Grant with Nubian Directions; outreach activities around the new Branch; and expanding the collection at the new Branch.
- Blovat explained Borrower Services involvement in weeding books and staffing the Bookmobile.
- Vredenburg reported on the Resource Fair at the FPC; and StoryWalks.
- Torres discussed his department's programming; feedback from patrons; increasing numbers of teens and tweens; and our search for a new sponsor for the coat drive.
- Sullivan reported on plans for technology at the new Branch; problems with recently purchased equipment; and the FLIP program.

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

C. Board Committee Reports (PPLD Document #111721 – 3.3)

1. **Finance Committee:** Chairperson Ryan summarized committee discussions on donor cultivation, the Partnership Center, and waiving late fees on Children's materials. Some discussion ensued.
2. **Planning Committee:** Eagleton reported on committee discussions with the Library Action Committee.

D. **Friends of PPLD:** Lawrence mentioned the upcoming Book Sale; progress of the Book Store so far this year; financial assistance for the opening of the new Branch; the upcoming Annual Meeting; and their search for more volunteers.

VII. Board Action

A. Personnel Actions: (PPLD Document #111721 – 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
Anthony Formby	Building Manager (FT)	Retirement	12/3/2021	N/A
Julie Hering	Public Information Officer (Hry)	Retirement	12/30/2021	N/A
Steven Stefanchik	Senior Library Clerk (Hry)	Promotion	1/2/2022	\$17.64/hr
Andrew Griemsmann	Senior Library Clerk (FT)	Promotion	1/2/2022	\$39,197
Susan Sciacca	Senior Library Clerk (Hry)	Promotion	1/2/2022	\$17.64/hr

- **Moved/Seconded:** Eagleton, Schmitz.
- **Discussion:** Lawrence added Susan Sciacca's promotion and adjusted the effective date for Griemsmann and Stefanchik's promotions.
- **VOTE:** 10 – 0 – 0

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

C. New Business:

1. **Approval of 2022 Operational Schedule (PPLD Document #111721 – 5)**

- A. **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the attached 2022 operational schedule as described in PPLD Document #111721 – 5AR.
- B. **Moved/Seconded:** Ferrer, Fitzgibbons.
- C. **Discussion:** Lawrence explained the need for the action and the slight change in wording. Some discussion ensued.
- D. **VOTE:** 10 – 0 – 0

2. Approval of Library District closure on December 26, 2021

- A. **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the Director's request to close the Library District on Sunday, December 26, 2021.
- B. **Moved/Seconded:** Eagleton, Spuhler.
- C. **Discussion:** Lawrence explained the reason for his request.
- D. **VOTE:** 10 – 0 – 0

3. Approval of 2022 – 2026 MHLS Free Direct Access Plan (PPLD Document #111721 – 6)

- A. **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the 2022 – 2026 MHLS Free Direct Access Plan as reflected in PPLD Document #111721 – 6A.
- B. **Moved/Seconded:** Ryan, Eagleton.
- C. **Discussion:** Lawrence explained the plan. Some discussion ensued.
- D. **VOTE:** 10 – 0 – 0

4. Approval of LAC – PPLD Memorandum of Understanding (PPLD Document #111721 – 7)

- A. **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the draft Memorandum of Understanding between the Library District and the Library Action Committee of the Sadie Peterson Delaney African Roots Library as reflected in PPLD Document #111721 – 7A.
- B. **Moved/Seconded:** Eagleton, Lyons.
- C. **Discussion:** Lawrence explained items that were added. Some discussion ensued.
- D. **VOTE:** 10 – 0 – 0

VIII. Open Comment

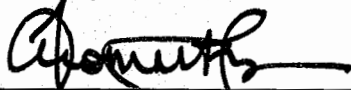
- A. **Board Comment:** Fitzgibbons commented about how wonderful the library looked for the Halloween on the Hill event. And it was so moving seeing people taking pictures of their kids in front of the displays. Blazek wishes everyone a Happy Thanksgiving.
- B. **Public Comment:** None.

Adjournment

- **Motion:** There was a motion that the meeting be adjourned.
- **Moved/Seconded:** Eagleton, Lyons.
- **Discussion:** None.
- **VOTE:** 10 - 0 - 0
- **Time of Adjournment:** 8:12 p.m.

The next regular monthly meeting of the Board of Trustees will be Wednesday, December 22, 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