

MINUTES OF MEETING
Poughkeepsie Public Library District
Minutes of Meeting of May 25, 2022

Trustees Present

- Dianne Blazek
- Sean Eagleton
- Patricia Ferrer
- Moira Fitzgibbons
- William Hogg
- Jonathan McPhee
- Mary Moore
- Deborah Nichols
- 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
- Bradley Diuguid, Development Officer
- 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

- George Mann, President
- Norma Vasquez, Vice-President

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

- **Call to Order:** At 7:01 p.m., Vice-President Fitzgibbons called the meeting to order.
- **Roll Call:** Eight (8) Trustees were present at time of roll call. Trustee Ferrer arrived at 7:05 p.m.
- **Additions/Changes to the Agenda:** None.
- **Move/Seconded:** Hogg, Spuhler.
- **VOTE:** 8 – 0 – 0

II. Public Comment on Agenda Items: No comment.**III. Board Education:** Library District Materials Selection Policy

- Lawrence explained the different aspects of the current Materials Selection Policy.

IV. Approval of Previous Record/Meeting(s)**A. April 27, 2022 (PPLD Document #052522 – 1)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the minutes of the meeting of April 27, 2022.
- **Moved/Seconded:** Ferrer, Hogg.
- **Discussion:** None.
- **VOTE:** 9 – 0 – 0

V. Approval of Financial Actions**A. April 2022 Financial Activity Report (PPLD Document #052522 – 2)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District accept the Report of April 2022 Financial Activity as presented.
- **Moved/Seconded:** Ryan, McPhee.
- **Discussion:** Lynch brought up a question regarding plans for a bequest for the Board to consider at a future meeting. Some discussion ensued.
- **VOTE:** 9 – 0 – 0

B. Approval of Monthly Warrant (PPLD Document #052522 – 2.1)

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

Vouchers 62874 to 63261 in Warrant 20220526 totaling \$130,281.77

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

Vouchers 63088 to 63102 in Warrant 20220513 totaling \$108,677.55

- **Moved/Seconded:** McPhee, Fitzgibbons.
- **Discussion:** None.
- **VOTE:** 9 – 0 – 0
- **Next Month's Warrant Review:** Ryan and Moore

VI. Operational Reports

A. Administrative Reports & Statistics (PPLD Document #052522 – 3)

- Lawrence reported on the our new NYS Senate district; money coming from NYS; the success of the AARP tax prep volunteers; programming at SPD; work on the fire notification system at ADR; progress on the bidding for the BRD parking lot project; and tickets for the Imani Perry program.

B. President's Report: None.

C. Board Committee Reports (PPLD Document #052522 – 3.3)

1. **Finance Committee:** Chairperson Ryan reported on committee discussions on the budget revisions and bad debt.
2. **Personnel Committee:** Chairperson Moore reported on committee discussions regarding contract negotiations, the status of the grievance, and work from home employees.
3. **Planning Committee:** Chairperson Eagleton reported on committee discussions on the survey needed to update the strategic plan. Lawrence also reported on barriers to service for many in our community.

D. Friends of PPLD: President Mann talked about progress with plans to set up an internship for 2 students working on digital media to promote the Friends and the book store.

VII. Board Action

A. Personnel Actions: (PPLD Document #052522 – 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
James Gibbons	Library Clerk (PT)	Permanent Appointment	6/1/2022	\$15.21/hr
Christine Bexley	Library Clerk (FT)	Salary Correction	10/10/2021	\$35,956/yr
Elizabeth Lahl	Library Clerk (PT)	Permanent Appointment	12/7/2021	NA
Omar Bennerman	Custodial Worker (FT)	Probationary Appointment	6/6/2022	\$41,690/yr
Anne Messley	Librarian Trainee (FT)	Provisional Appointment	6/6/2022	\$51,235/yr
Deborah Bein	Library Clerk (Hrly)	Resignation	5/23/2022	NA

- **Moved/Seconded:** Moore, Hogg.
- **Discussion:** None.
- **VOTE:** 9 – 0 – 0

B. Unfinished/Old Business: None.

C. New Business:

1. Proposed Revisions to 2022 Budget (PPLD Document #052522 – 5)

- A. **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the proposed revisions to the Poughkeepsie Public Library District's 2022 budget as presented in PPLD Document #052522 – 5A.
- B. **Moved/Seconded:** Ryan, Hogg.
- C. **Discussion:** Trustee Ryan explained the adjustments needed.
- 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:** Ferrer, Ryan.
- **Discussion:** None.
- **VOTE:** 9 - 0 - 0
- **Time of Adjournment:** 8:20 p.m.

The next regular monthly meeting of the Board of Trustees will be Wednesday, June 22, 7:00 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