

MINUTES OF MEETING
Poughkeepsie Public Library District
Minutes of Meeting of July 27, 2022

Trustees Present

- Dianne Blazek
- Sean Eagleton
- Patricia Ferrer
- Moira Fitzgibbons
- William Hogg
- Jonathan McPhee
- Mary Moore
- Deborah Nichols
- Patricia Ryan
- Laurel Spuhler

Staff Present

- Bonny Algozzine, Secretary to the Director
- 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
- Crystal Middleton, Head of Borrower & Tech Serv.
- 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**

- Chris Cutler, Treasurer

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/Changes to the Agenda:** There will be an Executive Session after section VII A. Personnel Actions for the purpose of discussing the status of negotiations.
- **Move/Seconded:** Hogg, Nichols.
- **VOTE:** 9 – 0 – 0

II. Public Comment on Agenda Items: No comment.**III. Board Education:** None.**IV. Approval of Previous Record/Meeting(s)****A. June 22, 2022 (PPLD Document #072722 – 1)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the minutes of the meeting of June 22, 2022.
- **Moved/Seconded:** Eagleton, Fitzgibbons.
- **Discussion:** None.
- **VOTE:** 9 – 0 – 0

V. Approval of Financial Actions**A. June 2022 Financial Activity Report (PPLD Document #072722 – 2)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District accept the Report of June 2022 Financial Activity as presented.
- **Moved/Seconded:** Ryan, Nichols.
- **Discussion:** There was a question regarding the salary percentages and Lynch clarified an issue that was raised last month. Some discussion ensued.
- **VOTE:** 9 – 0 – 0

B. Approval of Monthly Warrant (PPLD Document #072722 – 2.1)

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

Voucher 61458 in Warrant 20220428 totaling \$6.04

Vouchers 63501 to 63826 in Warrant 20220728 totaling \$190,375.57

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

Vouchers 63589 to 63614 in Warrant 20220715 totaling \$130,332.39

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

VI. Operational Reports

A. Administrative Reports & Statistics (PPLD Document #072722 – 3)

- Lawrence reported on: Parking lot bids; possible collaboration with Habitat for Humanity; the Luau on Saturday; Halloween on the Hill plans; Trustee education requirements; school district challenges; upcoming meetings; communication challenges with the staff; Staff Development Day; training staff with CPR, AEDs and Narcan.
- Vredenburg discussed: programs happening at SPD; Fall art classes; success of Rover in attracting patrons to Extension Services.
- Thompson spoke about: the plant swap; Juneteenth with Rover; Local History; the Legacy Collection; True Crime programs; the Regatta; and challenges encountered by the Librarians.
- Francis reported on: school visits; the new limited library card for children; and camps utilizing the library.
- Middleton discussed: the limited library card for children; a disruption with communications with the vendors; and successful assistance from IT.

B. President's Report: None.

C. Board Committee Reports (PPLD Document #072722 – 3.3)

1. **Finance Committee:** Chairperson Ryan reported on committee discussions on the 2023 budget.
2. **Personnel Committee:** Chairperson Moore reported on committee discussions on the grievance and negotiations.

D. Friends of PPLD: Treasurer Cutler spoke to the Board about: the resignation of President Mann; monthly and daily financial reports she produces for the Friends Board; Bookstore procedures; the conflict over the internship.

VII. Board Action

A. Personnel Actions: (PPLD Document #072722 – 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
Dan Minunni	Senior Custodial Worker (FT)	Provisional Appointment	7/25/2022	No Change

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

Executive Session

- **Motion:** Moved that the Board go into Executive Session for the purpose of discussing the status of negotiations.
- **Moved/Seconded:** Ryan, Eagleton.
- **Discussion:** None.
- **VOTE:** 9 – 0 – 0 (Executive Session began at 8:00 p.m.)
- **Motion:** Moved that the Executive Session be adjourned.
- **Moved/Seconded:** Eagleton, Hogg.
- **Discussion:** None
- **VOTE:** 9 – 0 – 0 (Executive Session ended at 8:36 p.m.)

B. Unfinished/Old Business: None.

C. New Business:

1. Resolutions Related to the Tentative 2022 Budget (PPLD Document #072722 – 5)

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approves the proposed FY2023 Budget (PPLD Document #072722 – 5A) and the proposed 2022 General Election ballot language as reflected in the Certification (PPLD Document #072722 – 5B). Further, the Board of Trustees authorizes the Secretary to sign the Certification of trustees to stand for election as reflected in PPLD Document #072722 – 5C.
- **Moved/Seconded:** McPhee, Eagleton.
- **Discussion:** None.
- **VOTE:** 9 – 0 – 0

VIII. Open Comment

A. Board Comment: None.

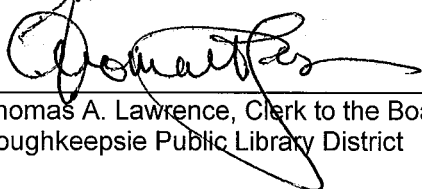
B. Public Comment: None.

Adjournment

- **Motion:** There was a motion that the meeting be adjourned.
- **Moved/Seconded:** Hogg, Eagleton.
- **Discussion:** None.
- **VOTE:** 9 - 0 - 0
- **Time of Adjournment:** 8:40 p.m.

The next regular monthly meeting of the Board of Trustees will be Wednesday, August 31, 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