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

Trustees Present  Staff Present  Other Guest(s)
Dianne Blazek  ×  Bonny Algozzine, Secretary to the Director
Sean Eagleton  ×  Janet Bogenschultz, Asst. to the Director
Patricia Ferrer  ×  Bradley Diuguid, Development Officer
Moira Fitzgibbons  ×  Alison Francis, Youth Outreach Coordinator
William Hogg  ×  TJ Lamanna, Head of Community Engagement
Jonathan McPhee  ×  Tom Lawrence, Library Director
Mary Moore  ×  Barbara Lynch, Business Manager
Deborah Nichols  ×  Crystal Middleton, Head of Borrower & Tech Serv.
Patricia Ryan  ×  Bruce Sullivan, Network Analyst
Laurel Spuhler  ×  Kira Thompson, Head of Adult Services
                             ×  John Torres, Head of Youth Services
                             ×  Beth Vredenburg, Head of Branch Services

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

Approved – August 31, 2022
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.

## 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 Cutter 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:

<table>
<thead>
<tr>
<th>Employee Name/Number</th>
<th>Civil Service Title</th>
<th>Type of Action</th>
<th>Effective Date(s)</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dan Minunni</td>
<td>Senior Custodial Worker (FT)</td>
<td>Provisional Appointment</td>
<td>7/25/2022</td>
<td>No Change</td>
</tr>
</tbody>
</table>

- **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,

[Signature]

Thomas A. Lawrence, Clerk to the Board of Trustees
Poughkeepsie Public Library District