

MINUTES OF MEETING
Poughkeepsie Public Library District
Minutes of Meeting of August 31, 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)

- Debora Shon

FPPLD Representatives Present

- Norma Vazquez, President

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. Trustee Ferrer left at 8:00pm.
- **Additions/Changes to the Agenda:** New Business Item #083122 – 9 was added. Items needing to be voted on will be moved first and then there will be an Executive Session for the purpose of discussing contract negotiations. The Operational Reports and Open Comment will take place after the regular meeting resumes.
- **Move/Seconded:** Eagleton, McPhee.
- **VOTE:** 9 – 0 – 0

II. Public Comment on Agenda Items: No comment.**III. Board Education: None.****IV. Approval of Previous Record/Meeting(s)****A. July 27, 2022 (PPLD Document #083122 – 1)**

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

V. Approval of Financial Actions**A. July 2022 Financial Activity Report (PPLD Document #083122 – 2)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District accept the Report of July 2022 Financial Activity as presented.
- **Moved/Seconded:** Ryan, Nichols.
- **Discussion:** There was a question about a line item which Lynch explained. Some discussion ensued.
- **VOTE:** 9 – 0 – 0

B. Approval of Monthly Warrant (PPLD Document #083122 – 2.1)

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

Vouchers 59358 to 64065 in Warrant 20220831 totaling \$90,663.03
 And Voucher 64033 in Warrant C220831 totaling \$3,750

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

Vouchers 63828 to 63925 in Warrant 20220816 totaling \$124,834.68

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

VI. Operational Reports

A. Administrative Reports & Statistics (PPLD Document #083122 – 3)

- Lawrence reported on: managers attending meetings on a rotational basis; digital content; Marist students; Amnesty period; becoming Fine Free; Adriance Honors; Autumn at Adriance; and the Poughkeepsie Book Festival on April 1st at Dutchess Community College.

B. President's Report: President Blazek thanked the Board for being diligent about coming to meetings which ensures that there is a quorum every month; and informed the Board about Mom's for Libraries groups that are forming.

C. Board Committee Reports (PPLD Document #083122 – 3.3)

1. **Planning Committee:** Chairperson Eagleton reported on committee discussions on the Strategic Plan Survey.
2. **Board Development & Policy Committee:** Chairperson Fitzgibbons reported on committee discussions on the harmful content statement.
3. **Finance Committee:** Chairperson Ryan reported on committee discussions on blacktop bids, the revised budget, and the union contract.

D. Friends of PPLD: President Vazquez reported on the success of the bookstore; the results of the latest sale at the bookstore; Adriance Honors; searching for a local author for the Annual Meeting; and plans to provide books to patrons who borrow tools.

VII. Board Action

A. Personnel Actions: (PPLD Document #083122 – 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
Sara Streett	Library Clerk	Permanent Appointment	8/28/2022	N/A
Scoob DeStefano	Library Clerk	Permanent Appointment	9/26/2022	N/A
Henry Barish	Library Clerk	Permanent Appointment	9/27/2022	N/A
Thomas Paulet	Page	Resignation	8/20/2022	N/A
Emily Giancarlo	Page	Updated LWOP return date	8/8/2022	N/A

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

B. Unfinished/Old Business: None.

C. New Business:

1. Appointment of Trustee (PPLD Document #083122 – 5)

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District appoint James Nurre (Town) to the Board of Trustees term vacated by the resignation of Cathy Schmitz until December 31, 2023.
- **Moved/Seconded:** Spuhler, Eagleton.
- **Discussion:** Trustee Hogg briefly spoke about James' qualifications and experience. Some discussion ensued.
- **VOTE:** 9 – 0 – 0

2. Proposed Revisions to 2022 Budget (PPLD Document #083122 – 6)

- **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 #083122 – 6A.
- **Moved/Seconded:** Eagleton, Ryan.
- **Discussion:** There was a question about a figure on page 3. Trustee Ryan explained. Some discussion ensued. The Document is missing Revision #3 on pages 4 and 10. The summary figures are correct.
- **VOTE:** 9 – 0 – 0

3. Central Library Services Aid – 2022 Application (PPLD Document #083122 – 7)

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District authorizes the submission of the 2022 Central Library Services Aid application, as detailed in PPLD Document #083122 – 7A, to the Mid-Hudson Library System for further action and, ultimately, submission to the New York State Library Division of Library Development.
- **Moved/Seconded:** Hogg, Fitzgibbons.
- **Discussion:** Lawrence explained how Central Library Services Aid works. Some discussion ensued.
- **VOTE:** 9 – 0 – 0

4. Approval of Policy: Statement on Library District Collections (PPLD Document #083122 – 8)

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve PPLD Policy 1207 – Statement on Library District Collections, attached hereto (PPLD Document #083122 – 8A).
- **Moved/Seconded:** Ferrer, Nichols.
- **Discussion:** Trustee Fitzgibbons explained the policy and the reason behind it. Some discussion ensued.
- **VOTE:** 9 – 0 – 0

5. Rejection of Bids: Boardman Road Branch Library – Expanded Parking (PPLD Document #083122 – 9)

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District reject all bids received for the proposed expansion of parking at the Boardman Road Branch Library.
- **Moved/Seconded:** Ryan, Hogg.
- **Discussion:** Lawrence explained the reason he recommends rejection and what next steps could be.
- **VOTE:** 9 – 0 – 0

Executive Session

- **Motion:** Moved that the Board go into Executive Session for the purpose of discussing contract negotiations.
- **Moved/Seconded:** Eagleton, McPhee.
- **Discussion:** None.
- **VOTE:** 9 – 0 – 0 (Executive Session began at 7:30 p.m.)
- **Motion:** Moved that the Executive Session be adjourned.
- **Moved/Seconded:** Ryan, Eagleton.
- **Discussion:** None
- **VOTE:** 9 – 0 – 0 (Executive Session ended at 7:58 p.m.)

VIII. Open Comment

- Board Comment:** Trustee Nichols asked how to get confirmation for having attended board education classes at Mid-Hudson. Lawrence informed the Board that we are usually notified by Mid-Hudson at the end of the year. He also reminded the Trustees that they will be required to do 2 hours of Continuing Education a year beginning in January.
- Public Comment:** Ms. Shon commented on the status of a grievance. Lawrence responded to her concern and recommended that she speak to her Union Representative. Some discussion ensued.

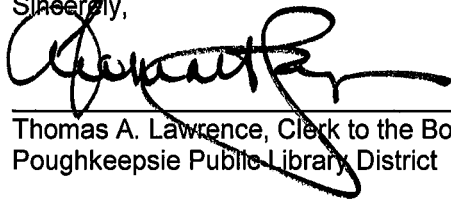
Adjournment

- **Motion:** There was a motion that the meeting be adjourned.

- **Moved/Seconded:** Spuhler, Eagleton.
- **Discussion:** None.
- **VOTE:** 8 - 0 - 0
- **Time of Adjournment:** 8:30 p.m.

The next regular monthly meeting of the Board of Trustees will be Wednesday, September 28, 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