

MINUTES OF MEETING
Poughkeepsie Public Library District
Minutes of Meeting of September 28, 2022

Trustees Present

- Dianne Blazek
- Sean Eagleton
- Patricia Ferrer
- Moira Fitzgibbons
- William Hogg
- Jonathan McPhee
- Mary Moore
- Deborah Nichols
- James Nurre
- 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**

- Norma Vazquez, President

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

- **Call to Order:** At 7:03 p.m., President Blazek called the meeting to order.
- **Roll Call:** Nine (9) Trustees were present at time of roll call. Trustee McPhee arrived at 7:10 p.m.
- **Additions/Changes to the Agenda:** None.
- **Move/Seconded:** Moore, Spuhler.
- **VOTE:** 9 – 0 – 0

II. Public Comment on Agenda Items: No comment.**III. Board Education:** None.**IV. Approval of Previous Record/Meeting(s)****A. August 31, 2022 (PPLD Document #092822 – 1)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the minutes of the meeting of August 31, 2022.
- **Moved/Seconded:** Ryan, Hogg.
- **Discussion:** None.
- **VOTE:** 9 – 0 – 0

V. Approval of Financial Actions**A. August 2022 Financial Activity Report (PPLD Document #092822 – 2)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District accept the Report of August 2022 Financial Activity as presented.
- **Moved/Seconded:** Fitzgibbons, Spuhler.
- **Discussion:** None.
- **VOTE:** 9 – 0 – 0

B. Approval of Monthly Warrant (PPLD Document #092822 – 2.1)

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

Vouchers 64084 to 64271 in Warrant 20220929 totaling \$359,828.71

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

Vouchers 64068 to 64103 in Warrant 20220914 totaling \$96,937.85

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

VI. Operational Reports

A. Administrative Reports & Statistics (PPLD Document #092822 – 3)

- Lawrence reported on: waiving fines; outstanding debt; Lt. Governor Delgado's visit to the SPD branch; plans to meet with the Library Action Committee; construction at the Family Partnership; efforts to reach the community around the SPD branch; recent adjustment of SPD branch hours; outreach efforts; scheduling challenges; Staff Development Day; COVID leave guidelines; Survey being prepared by the Planning Team; Union contract; Heritage Credit Union; Autumn at Adriance; International Dumping Day; Poughkeepsie Book Festival.

B. President's Report: President Blazek has heard reports that volunteerism is down dramatically since 2016 and thanks the Board members for their willingness to volunteer their time to aid the Library District.

C. Board Committee Reports (PPLD Document #092822 – 3.3)

1. **Planning Committee:** Lawrence reported on committee discussions on the Planning Team's survey progress.
2. **Board Development & Policy Committee:** Chairperson Fitzgibbons reported on committee discussions on the By-Laws and the upcoming Policy review.

D. Friends of PPLD: President Vazquez reported on the success of the bookstore; the current Flash Sale; Cookbook & Relationship book sale set for next month; the upcoming Holiday sale; Adriance Honors; the auditor that the Friends hired.

VII. Board Action

A. Personnel Actions: (PPLD Document #092822 – 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
Giustino Muscetta	Technology Instructor (FT)	Permanent Appointment	10/9/2022	N/A
William Kleppel	Librarian I (Hrly)	Permanent Probationary	10/10/2022	\$33,596/yr
Andrew Morgan	Librarian I (FT)	Permanent Probationary	10/10/2022	\$55,994/yr
Martha Farrell	Librarian II (Hrly)	Permanent	10/24/2022	\$40,805/yr

- **Moved/Seconded:** Hogg, Moore.
- **Discussion:** None.
- **VOTE:** 10 – 0 – 0

B. Unfinished/Old Business: None.

C. New Business:

1. Authorization to Sign Letter: City of Poughkeepsie IDA (PPLD Document #092822 – 5)

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District authorize Dianne Blazek, President of the Board of Trustees, to sign the letter described as PPLD Document #092822 – 5A and that is to be transmitted to the IDA upon signature.
- **Moved/Seconded:** Ryan, Nichols.
- **Discussion:** Lawrence explained the reason for the action.
- **VOTE:** 10 – 0 – 0

VIII. Open Comment

A. Board Comment: None.

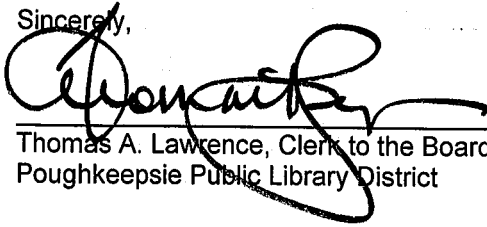
B. Public Comment: None.

Adjournment

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

The next regular monthly meeting of the Board of Trustees will be Wednesday, October 26, 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