

MINUTES OF MEETING
Poughkeepsie Public Library District
Minutes of Meeting of July 26, 2023

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
- Jeffrey Giancarlo, Building Services Manager
- TJ Lamanna, Head of Community Engagement
- Tom Lawrence, Library Director
- Barbara Lynch, Business Manager
- Crystal Middleton, Head of Borrower & Tech Serv.
- Daniel Minunni, Building Services 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**

- Norma Vazquez, President

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

- **Call to Order:** At 7:06 p.m., Vice-President Fitzgibbons called the meeting to order.
- **Roll Call:** Nine (9) Trustees were present at time of roll call.
- **Additions/Changes to the Agenda:** An Executive Session will be added after Open Comment.
- **Move/Seconded:** Ryan, Spuhler.
- **VOTE:** 9 – 0 – 0

II. Public Comment on Agenda Items: None.**III. Board Education: None.****IV. Approval of Previous Record/Meeting(s)****A. June 28, 2023 (PPLD Document #072623 – 1)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the minutes of the meeting of June 28, 2023.
- **Moved/Seconded:** Moore, Spuhler.
- **Discussion:** None.
- **VOTE:** 9 – 0 – 0

V. Approval of Financial Actions**A. June 2023 Financial Activity Report (PPLD Document #072623 – 2)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District accept the Report of June 2023 Financial Activity as presented.
- **Moved/Seconded:** Ryan, Nurre.
- **Discussion:** Lawrence answered a question regarding the Dr. Patricia Ann Zirkel Lund fund. Some discussion ensued.
- **VOTE:** 9 – 0 – 0

B. Approval of Monthly Warrant (PPLD Document #072623 – 2.1)

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

Vouchers 66266 to 66472 in Warrant 20230727 totaling \$80,088.60

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

Vouchers 66274 to 66305 in Warrant 20230718 totaling \$142,191.74

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

VI. Operational Reports

A. Administrative Reports & Statistics (PPLD Document #072623 – 3)

- Lawrence reported on: Brain Games; the Vassar Warner Home; Office of the Aging picnic; Alzheimer's Association programming; Big Read planning; planned author visits; school visits; programs centered around the Hudson River; the Clearwater; recent large donations; plans for future Rover stops; NovelNY; FLIP service feedback; library app; WiFi grants; programming grant for America and the Holocaust; Gilder Lehrman Society and the Frederick Douglass exhibit; seed library; tool library; LanguageLink; and collaboration with Mexican Consulate.

B. President's Report: None.

C. Board Committee Reports (PPLD Document #072623 – 3.3)

1. **Board Development & Policy Committee:** Chairperson Fitzgibbons reported on committee discussions on: the COVID-19 vaccination policy, the substance abuse language and the next set of policies to review.
2. **Finance Committee:** Chairperson Ryan reported on committee discussions on the budget.

D. Friends of PPLD: President Vazquez reported on: the book store sales; specialty sales; planning a 2 week closure; response to requests from other libraries; Facebook followers; and Adriance Honors.

VII. Board Action

A. Personnel Actions: (PPLD Document #072623 – 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
Alexander Zuna	Security Guard (FT)	Permanent Appointment	7/30/2023	N/A
Ernst Wickham	Custodial Worker (FT)	Permanent Appointment	8/13/2023	N/A
Nicholas Tomkins	Page	Temporary Appointment	7/25/2023	\$12.96/hr
Obed Simbana	Security Guard (FT)	Probationary Appointment	7/31/2023	\$44,659/yr

- **Moved/Seconded:** McPhee, Ferrer.
- **Discussion:** Lawrence explained each of the actions.
- **VOTE:** 9 – 0 – 0

B. Unfinished/Old Business: None.

C. New Business:

1. Approval of FY2023 Budget Modification #2 (PPLD Document #072623 – 5)

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the proposed revisions to the Poughkeepsie Public Library District's 2023 budget as presented in PPLD Document #072623 – 5A.
- **Moved/Seconded:** Ferrer, Nichols.
- **Discussion:** Lawrence and Treasurer Ryan commented on a few items.
- **VOTE:** 9 – 0 – 0

2. Resolutions Related to the Tentative 2023 Budget (PPLD Document #072623 – 6)

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approves the proposed FY2024 Budget (PPLD Document #072623 – 6A) and the proposed 2023 General Election ballot language as reflected in the Certification (PPLD Document #072623 – 6B). Further, the Board

of Trustees authorizes the Secretary to sign the Certification of trustees to stand for election as reflected in PPLD Document #072623 – 6C.

- **Moved/Seconded:** Nurre, Nichols.
- **Discussion:** Lawrence explained the changes to the proposed budget.
- VOTE:** 9 – 0 – 0

3. **Approval of Addenda: Notary Public Stipend, Clarification of Language (PPLD Document #072623 – 7)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approves the CBA addenda attached as PPLD Document #072623 – 7A.
- **Moved/Seconded:** Nichols, Ryan.
- **Discussion:** Lawrence explained the need for these actions.
- VOTE:** 9 – 0 – 0

VIII. **Open Comment**

- A. **Board Comment:** None.
- B. **Public Comment:** None.

Executive Session

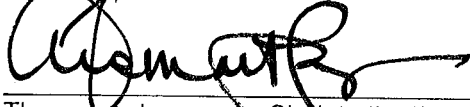
- **Motion:** Moved that the Board go into Executive Session for the purpose of discussing matters related to specific personnel and disciplinary actions.
- **Moved/Seconded:** Ferrer, McPhee.
- **Discussion:** None.
- **VOTE:** 9 – 0 – 0 (Executive Session began at 8:07 p.m.)
- **Motion:** Moved that the Executive Session be adjourned.
- **Moved/Seconded:** Spuhler, Hogg.
- **Discussion:** None.
- **VOTE:** 9 – 0 – 0 (Executive Session ended at 8:20 p.m.)

Adjournment

- **Motion:** There was a motion that the meeting be adjourned.
- **Moved/Seconded:** Ryan, McPhee.
- **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, August 23, 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