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

- **Call to Order:** At 6:59 p.m., President Blazek called the meeting to order.
- **Roll Call:** Ten (10) Trustees were present at time of roll call.
- **Additions/Changes to the Agenda:** An Executive Session will be added after Open Comment.
- **Move/Seconded:** Hogg, Eagleton.
- **VOTE:** 10 – 0 – 0

II. Public Comment on Agenda Items: None.

III. Board Education: None.

IV. Approval of Previous Record/Meeting(s)

A. July 26, 2023 (PPLD Document #082323 – 1)
   - **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the minutes of the meeting of July 26, 2023.
   - **Moved/Seconded:** Eagleton, Ryan.
   - **Discussion:** None.
   - **VOTE:** 10 – 0 – 0

V. Approval of Financial Actions

A. July 2023 Financial Activity Report (PPLD Document #082323 – 2)
   - **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District accept the Report of July 2023 Financial Activity as presented.
   - **Moved/Seconded:** Ferrer, Fitzgibbons.
   - **Discussion:** Lynch asked the Board for a decision regarding the disposition of the money from the Eleanor Swartz Trust. Lawrence proposed the following course of action for board approval:
     - Motion: Moved that the Board of Trustees of the Poughkeepsie Public Library District authorize the Business Manager to open a separate account and hold the money from the Eleanor Swartz Trust in reserve for future purposes.
     - **Moved/Seconded:** Eagleton, Nurre
     - **Discussion:** Some discussion ensued.
     - **VOTE:** 10 – 0 – 0
Discussion of Financial Activity Report resumed with a question from Treasurer Ryan about a negative number in the report which appears to be an error. Lynch will investigate the issue.

- **VOTE:** 10 – 0 – 0

**B. Approval of Monthly Warrant (PPLD Document #082323 – 2.1)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the following warrants for immediate payment:
  
  Vouchers 66489 to 66680 in Warrant 20230824 totaling $128,769.82
  
  And that the following warrants have been paid and inspected after the fact, in compliance with established policy of the Board of Trustees:
  
  Vouchers 66475 to 66599 in Warrant 20230815 totaling $165,324.02

- **Moved/Seconded:** Eagleton, McPhee.
- **Discussion:** None.
- **VOTE:** 10 – 0 – 0
- **Next Month’s Warrant Review:** Nurre and Fitzgibbons.

**VI. Operational Reports**

**A. Administrative Reports & Statistics (PPLD Document #082323 – 3)**

- Lawrence reported on: Big Read programs and activities; the Art Effect Professional Development Day; author visits; Assembly member Jacobson requesting support on our behalf; Price Chopper advertisement; Memorial for Tom McGlinchey; print circulation levels; Summer Reading Program; Security at the Family Partnership; and Map Passes.

**B. President’s Report**

- President Blazek reported on a succession planning webinar she attended that was sponsored by Long Island Library System and reminded Trustees to do their 2 hours of training before December.

**C. Board Committee Reports:** None.

**D. Friends of PPLD:** President Vazquez reported on: July book store sales; the upcoming September sale; books being dropped off in the parking lot even when donation bin is closed; the Book Store Committee; being recognized as a Neighborhood Fave; the Holiday Book sale; FPPLD board request for more information from Tom on a request he made; the Summer Reading Program; the need for volunteers.

**VII. Board Action**

**A. Personnel Actions: (PPLD Document #082323 – 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>Jayda Taylor</td>
<td>Page (PT)</td>
<td>Resignation</td>
<td>8/19/2023</td>
<td>N/A</td>
</tr>
<tr>
<td>TJ Lamanna</td>
<td>Librarian III (FT)</td>
<td>Resignation</td>
<td>8/18/2023</td>
<td>N/A</td>
</tr>
<tr>
<td>Kira Thompson</td>
<td>Librarian III (FT)</td>
<td>Permanent Probationary Appointment</td>
<td>8/24/2023</td>
<td>$75,835/yr</td>
</tr>
<tr>
<td>Alison Francis</td>
<td>Librarian III (FT)</td>
<td>Permanent Probationary Appointment</td>
<td>8/24/2023</td>
<td>$74,335/yr</td>
</tr>
<tr>
<td>Rose Lovell</td>
<td>Librarian II (FT)</td>
<td>Permanent Probationary Appointment</td>
<td>8/24/2023</td>
<td>$71,222/yr</td>
</tr>
<tr>
<td>Karen Blovot</td>
<td>Librarian II (FT)</td>
<td>Permanent Probationary Appointment</td>
<td>8/24/2023</td>
<td>$68,078/yr</td>
</tr>
<tr>
<td>Krista Miller</td>
<td>Librarian II (FT)</td>
<td>Permanent Probationary Appointment</td>
<td>8/24/2023</td>
<td>$69,816/yr</td>
</tr>
<tr>
<td>Elizabeth Asta</td>
<td>Librarian II (FT)</td>
<td>Permanent Probationary Appointment</td>
<td>8/24/2023</td>
<td>$64,894/yr</td>
</tr>
</tbody>
</table>

- **Moved/Seconded:** McPhee, Ferrer.
- **Discussion:** Lawrence explained each of the actions.
- **VOTE:** 10 – 0 – 0

**B. Unfinished/Old Business:** None.

**C. New Business:** None.
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 personnel.
- **Moved/Seconded:** Eagleton, Hogg.
- **Discussion:** None.
- **VOTE:** 10 – 0 – 0 (Executive Session began at 7:59 p.m.)

- **Motion:** Moved that the Executive Session be adjourned.
- **Moved/Seconded:** Eagleton, Hogg.
- **Discussion:** None.
- **VOTE:** 10 – 0 – 0 (Executive Session ended at 8:20 p.m.)

Adjournment

- **Motion:** There was a motion that the meeting be adjourned.
- **Moved/Seconded:** McPhee, Ryan.
- **Discussion:** None.
- **VOTE:** 10 - 0 - 0
- **Time of Adjournment:** 8:21 p.m.

The next regular monthly meeting of the Board of Trustees will be Wednesday, September 27, 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