

MINUTES OF MEETING
Poughkeepsie Public Library District
Minutes of Meeting of December 20, 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
☐ Alison Francis, Youth Outreach Coordinator
☐ Jeffrey Giancarlo, Building Services Manager
☒ Tom Lawrence, Library Director
☒ Barbara Lynch, Business Manager
☐ Crystal Middleton, Head of Borrower & Tech Serv.
☐ Daniel Minunni, Building Services Manager
☐ Michele Muir, Development Officer
☐ 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 7:00 p.m., President Blazek called the meeting to order.
- **Roll Call:** Eleven (11) Trustees were present at time of roll call.
- **Additions/Changes to the Agenda:** New Business Item added.
- **Move/Seconded:** Spuhler, Eagleton.
- **VOTE:** 11 – 0 – 0

II. Public Comment on Agenda Items: None.**III. Board Education:** None.**IV. Approval of Previous Record/Meeting(s)****A. November 29, 2023 (PPLD Document #122023 – 1)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the minutes of the meeting of November 29, 2023.
- **Moved/Seconded:** Ryan, Hogg.
- **Discussion:** None.
- **VOTE:** 11 – 0 – 0

V. Approval of Financial Actions**A. November 2023 Financial Activity Report (PPLD Document #122023 – 2)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District accept the Report of October 2023 Financial Activity as presented.
- **Moved/Seconded:** Eagleton, Ferrer.
- **Discussion:** Lynch explained a discrepancy in the recording of the Schlobach money. Some discussion ensued.
- **VOTE:** 11 – 0 – 0

B. Approval of Monthly Warrant (PPLD Document #122023 – 2.1)

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

Vouchers 67516 to 67677 in Warrant 20231220 totaling \$128,363.80

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

Vouchers 67501 to 67550 in Warrant 20231215 totaling \$33,490.67

- **Moved/Seconded:** Eagleton, Nichols.
- **Discussion:** None.
- **VOTE:** 11 – 0 – 0
- **Next Month's Warrant Review:**

VI. Operational Reports

A. Administrative Reports & Statistics (PPLD Document #122023 – 3)

- Lawrence reported on: the end of the Big Read for 2023; Author visit by Gregory Mone; Art Effect Collaboration; Boys in the Boat movie; Next year's Big Read; Board acceptance of donations; role of Finance Committee; donations we have recently received; statistics; digital collection; Audio CD collection; Holiday programming; the current Rotunda; the Rotunda schedule; and the 2024 Book Festival.
- B. President's Report:** President Blazek reminded the Trustees that fiduciary training is available through Mid-Hudson and responses she had from the Boys in the Boat movie.
- C. Board Committee Reports:** None.
- D. Friends of PPLD:** President Vazquez reported on: November sales; December sales; the upcoming January sale; issues with book dealers; Early Bird tickets at Holiday Sale; and checks for the Library.

VII. Board Action

A. Personnel Actions: (PPLD Document #122023 – 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
Sumita Marella	Library Clerk (FT)	Probationary Appointment	1/15/2024	\$40,810/yr
Barbara Lynch	Business Manager (FT)	Retirement	12/29/2023	N/A
Barbara Lynch	Business Manager (PT)	Permanent Appointment	1/1/2024	\$53.92/yr
Susan Minard	Library Clerk (PT)	Probationary Appointment	1/2/2024	\$22.42/hr

- **Moved/Seconded:** Ferrer, Hogg.
 - **Discussion:** Lawrence explained the need for each of the actions.
 - **VOTE:** 11 – 0 – 0
- B. Unfinished/Old Business:** None.
- C. New Business**
- 1. 2024 Official Designations (PPLD Document #122023 – 5)**
 - **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the 2024 Official Designations as described in PPLD Document #122023 – 5A.
 - **Moved/Seconded:** Eagleton, Ryan.
 - **Discussion:** Lawrence explained each of the designations and the reasons they need approval. He adjusted the committee assignments by removing Debbie Nichols and adding Jim Nurre to the Board Development and Policy Committee.
 - **VOTE:** 11 – 0 – 0
 - 2. 2024 Officers of the Board of Trustees (PPLD Document #122023 – 6)**
 - **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the slate of officers for 2024 as described below.
 - **Moved/Seconded:** Nurre, Fitzgibbons.
 - **Discussion:** None.
 - **VOTE:** 11 – 0 – 0

VIII. Open Comment

A. Board Comment: None.

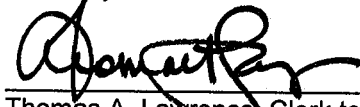
B. Public Comment: None.

Adjournment

- **Motion:** There was a motion that the meeting be adjourned.
- **Moved/Seconded:** Eagleton, Spuhler.
- **Discussion:** None.
- **VOTE:** 11 - 0 - 0
- **Time of Adjournment:** 8:02 p.m.

The next regular monthly meeting of the Board of Trustees will be Wednesday, January, 24 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