

MINUTES OF MEETING
Poughkeepsie Public Library District
Minutes of Meeting of August 28, 2024

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
- Kristin Charles-Scaringi, Head of Borrower & Tech Services
- Alison Francis, Youth Outreach Coordinator
- Jeffrey Giancarlo, Building Services Manager
- Rebecca Gillis, Business Manager
- Tom Lawrence, Library Director
- Nicholas MacDermott, Human Resources Officer
- 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 7:12 p.m., Vice - President Fitzgibbons called the meeting to order.
- **Roll Call:** Eight (8) Trustees were present at time of roll call.
- **Additions/Changes to the Agenda:** Executive Session added after Operational Reports for the purpose of discussing personnel matters for specific individuals.
- **Move/Seconded:** Eagleton, Spuhler.
- **VOTE:** 8 – 0 – 0

II. Public Comment on Agenda Items: None.

III. Board Education: None.

IV. Approval of Previous Record/Meeting(s)

A. July 31, 2024 (PPLD Document #082824 – 1)

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the minutes of the meeting of July 31, 2024.
- **Moved/Seconded:** Ryan, Ferrer.
- **Discussion:** None.
- **VOTE:** 8 – 0 – 0

V. Approval of Financial Actions

A. July 2024 Financial Activity Report (PPLD Document #082824 – 2)

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District accept the Report of July 2024 Financial Activity as presented.
- **Moved/Seconded:** Eagleton, Hogg.
- **Discussion:** Gillis reported on transfers, distributions and the receipt of the PILOT. Some discussion ensued.
- **VOTE:** 8 – 0 – 0

B. Approval of Monthly Warrant (PPLD Document #082824 – 2.1)

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

Vouchers 69354 to 69518 in Warrant 20240829 totaling \$230,255.68

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

Vouchers 67805 to 69369 in Warrant 20240815 totaling \$55,993.07

- **Moved/Seconded:** Spuhler, Ferrer.
- **Discussion:** None.
- **VOTE:** 8 – 0 – 0
- **Next Month's Warrant Review:** Moore & Nichols

VI. Operational Reports

A. Administrative Reports & Statistics (PPLD Document #082824 – 3)

- Lawrence reported on: statistics; collection issues; community concern re: Samuel Morse; timeclock issues; and the Big Read.

B. President's Report: None.

C. Board Committee Reports: None.

D. Friends of PPLD: President Vazquez reported on: the July sale, the August sale; the upcoming September sale; Eleanor Roosevelt collection donated by Gail; Annual Senior Golden Gathering at Arlington High School; Arlington Fair; preparations for the Holiday Sale; Friends Instagram account; and personnel issues;

Executive Session

- **Motion:** Moved that the Board go into Executive Session for the purpose of discussing personnel matters for specific individuals.
- **Moved/Seconded:** Eagleton, Ryan.
- **Discussion:** None.
- **VOTE:** 8 – 0 – 0 (Executive Session began at 7:39 p.m.)
- **Motion:** Moved that the Executive Session be adjourned.
- **Moved/Seconded:** Ryan, Eagleton.
- **Discussion:** None.
- **VOTE:** 8 – 0 – 0 (Executive Session ended at 7:54 p.m.)

VII. Board Action

A. Personnel Actions: (PPLD Document #082824 – 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
Gary Killmer	Network Analyst (FT)	Permanent Appointment	5/19/2024	N/A
Andrew Wilson	Security Guard (FT)	Probationary Appointment	8/26/2024	\$46,952/yr (Step 1)
Kimani Henry	Student Page (PT)	Probationary Appointment	8/29/2024	\$16.00/hr
Diane Daversa	Senior Library Clerk (FT)	Correction of retirement date	9/28/2024	N/A
Henry Barish	Library Assistant (FT)	Probationary Appointment	10/6/2024	\$52,186/yr (Step 1)
Andrew Griemsmann	Library Assistant (FT)	Probationary Appointment	10/6/2024	\$52,186/yr (Step 1)
Steven DeStefano	Library Assistant (FT)	Probationary Appointment	10/6/2024	\$52,186/yr (Step 1)
Derek Allen	Security Guard (FT)	Permanent Appointment <i>With Stipulations</i>	9/1/2024	N/A

- **Moved/Seconded:** Spuhler, Nichols.
- **Discussion:** MacDermott explained each of the actions. Lawrence requested a motion as follows:
 - **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the Stipulation of Agreement indicated in PPLD Document # 082824 – 4.1.
 - **Moved/Seconded:** Eagleton, Hogg.

- Discussion: None.
- VOTE: 8-0-0
- VOTE: 8-0-0

B. Unfinished/Old Business: None.

C. New Business: None.

VIII. Open Comment

A. Board Comment: Trustee Spuhler reminded the rest of the Board to finish their required training.

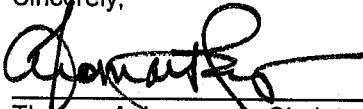
B. Public Comment: None.

Adjournment

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

The next regular monthly meeting of the Board of Trustees will be Wednesday, September 25, 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