

**MINUTES OF MEETING**  
**Poughkeepsie Public Library District**  
**Minutes of Meeting of October 23, 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)**

- Chris Morgan
- Amy Smith

**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:** Eight (8) Trustees were present at time of roll call at 7:47 p.m.
- **Additions/Changes to the Agenda:** Operational Reports were moved to the top of the agenda.
- **Move/Seconded:** Spuhler, Eagleton.
- **VOTE:** 8 – 0 – 0

**II. Public Comment on Agenda Items: None.****III. Board Education: None.****IV. Approval of Previous Record/Meeting(s)****A. September 25, 2024 (PPLD Document #102324 – 1)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the minutes of the meeting of September 25, 2024.
- **Moved/Seconded:** Fitzgibbons, Moore.
- **Discussion:** None.
- **VOTE:** 8 – 0 – 0

**V. Approval of Financial Actions****A. September 2024 Financial Activity Report (PPLD Document #102324 – 2)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District accept the Report of September 2024 Financial Activity as presented.
- **Moved/Seconded:** Ryan, Hogg.
- **Discussion:** Gillis reported on warrant summaries and donations received. Some discussion ensued.
- **VOTE:** 8 – 0 – 0

**B. Approval of Monthly Warrant (PPLD Document #102324 – 2.1)**

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

Vouchers 68670 to 69958 in Warrant 20241024 totaling \$347,968.62

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

Vouchers 69753 to 69803 in Warrant 20241016 totaling \$156,754.33

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

**VI. Operational Reports**

**A. Administrative Reports & Statistics (PPLD Document #102324 – 3)**

- Lawrence reported on: Big Read; school visits with authors; programming at SPD; Shannon Butler's programs; Sweet Honey in the Rock; Phantom of the Opera; Cassie Bailey and the rest of the PIO's hard work on the new calendar program; Teen programs; Day of the Dead altars; Holiday family photo booth; FDR library programs; Coat giveaway; funding from the Friends; statistics; digital content, and Little Libraries.
- Thompson shared about: SPD programs; new Technology Instructor; and Consulate on Wheels.
- Charles-Scaringi reported on: new Library Clerks and other staffing changes.

**B. President's Report:** Rebecca Edwards offered space at Town Hall for a Community Bookshelf and suggested giving air time to the Library District on the Town's cable TV channel for a purpose to be defined at a later date.

**C. Board Committee Reports (PPLD Document #102324 – 3.3)**

1. **Board Development & Policy Committee:** Chairperson Fitzgibbons reported on committee discussions on: reviewing policies; candidates for the Board; officers for committee chairs; and climate survey.
2. **Finance Committee:** Lawrence reported on committee discussions on: a quarterly schedule of transfers from CM Fund to General Fund.

**D. Friends of PPLD:** President Vazquez reported on: September sales; Holiday sale preparations; vintage science fiction book; discount for Veterans; Audit Committee work; Gail Brittain's retirement lunch; Adriance Honors; and books to schools.

**VII. Board Action**

**A. Personnel Actions: (PPLD Document #102324 – 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
Terry Konrath	Library Clerk (PT)	Resignation	10/4/2024	N/A
Rukhshan Haque	Library Clerk (PT)	Probationary Appointment	10/21/2024 (Corrected)	\$22.42/hr
Paris Newmaster	Library Clerk (PT)	Probationary Appointment	10/22/2024 (Corrected)	\$22.42/hr
Maya Schubert	Library Clerk (PT)	Probationary Appointment	10/21/2024	\$22.42/hr
Employee 4800		FMLA Leave of Absence (Unpaid)	10/1/2024-11/4/2024	N/A

- **Moved/Seconded:** Eagleton, Spuhler.
- **Discussion:** MacDermott explained each of the actions. Some discussion ensued.
- **VOTE:** 8 – 0 – 0

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

**C. New Business:**

**1. Proposed Revisions to 2024 Budget (PPLD Document #102324 – 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 2024 budget as presented in PPLD Document #102324 – 5A.
- **Moved/Seconded:** Ryan, Nichols.

- **Discussion:** Lawrence commented on some budget items. Some discussion ensued.
- **VOTE:** 8-0-0

**VIII. Open Comment**

**A. Board Comment:** None.

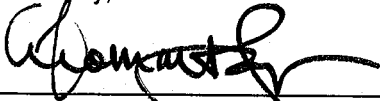
**B. Public Comment:** Morgan thanked the Board for allowing them to audit the meeting.

**Adjournment**

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

The next regular monthly meeting of the Board of Trustees will be Wednesday, November 20, 7:00 p.m. at Adriaance Memorial Library, 93 Market Street, Poughkeepsie, NY. Warrant review will begin at 6:15 p.m.

Sincerely,



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Thomas A. Lawrence, Clerk to the Board of Trustees  
Poughkeepsie Public Library District