

MINUTES OF MEETING
Poughkeepsie Public Library District
Minutes of Meeting of May 29, 2025

Trustees Present

- ☐ Dianne Blazek
- ☒ Sean Eagleton
- ☒ Mayra Fana
- ☒ Patricia Ferrer
- ☒ Moira Fitzgibbons
- ☒ Jonathan McPhee
- ☒ Sheila Newman
- ☒ 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
- ☐ 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
- ☐ Gary Killmer, Network Analyst
- ☐ Kira Thompson, Head of Adult Services
- ☐ John Torres, Head of Youth Services
- ☐ Beth Vredenburg, Head of Branch Services

Other Guest(s)

- ☒ Melissa Knapp, Labor Counsel

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 Fitzgibbons called the meeting to order.
- **Roll Call:** Nine (9) Trustees were present at time of roll call.
- **Additions/Changes to the Agenda:** None.
- **Move/Seconded:** Ryan, Ferrer.
- **VOTE:** 9 – 0 – 0

II. Public Comment on Agenda Items: None.**III. Board Education:** Labor Counsel Melissa Knapp discussed various labor issues with regards to Civil Service, the Library District's collective bargaining agreement with Labor, and relevant federal and state labor laws.**IV. Approval of Previous Record/Meeting(s)****A. April 23, 2025 (PPLD Document #052925 – 1)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the minutes of the meeting of April 23, 2025.
- **Moved/Seconded:** Eagleton, Nurre.
- **Discussion:** None.
- **VOTE:** 9 – 0 – 0

V. Approval of Financial Actions**A. April 2025 Financial Activity Report (PPLD Document #052925 – 2)**

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District accept the Report of April 2025 Financial Activity as presented.
- **Moved/Seconded:** Newman, Eagleton.
- **Discussion:** Accounts with deficits will be corrected through a budget modification that will be presented for consideration at the June Board of Trustees meeting.
- **VOTE:** 9 – 0 – 0

B. Approval of Monthly Warrant (PPLD Document #052925 – 2.1)

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

Vouchers 71534 to 71763 in Warrant 20250530 totaling \$190,130.79

- **Moved/Seconded:** Ferrer, Newman.
- **Discussion:** None.
- **VOTE:** 9 – 0 – 0
- **Next Month's Warrant Review:** Blazek, Ryan.

VI. Operational Reports

A. Administrative Reports & Statistics (PPLD Document #052925 – 3)

- There were no additions to the written reports provided in the meeting packet.

B. President's Report: President Fitzgibbons reported on her positive experience at the Friend's Board Meeting.

C. Board Committee Reports: (PPLD Document #052925 – 3.3)

1. **Board Development & Policy Committee:** McPhee updated the Board on Committee activity related to policy inventories, board education, and trustee nominating. Lawrence advised the Board that one petition was filed for the lone seat up for election.
2. **Finance Committee:** Eagleton reported that the Committee has provided Administration with guidance on the 2026 tax cap, inflation, and the commitments made in the collective bargaining agreement.
3. **Planning Committee:** Fitzgibbons reported on continued Committee work related to an organizational assessment consultancy, including an application to the Dyson Foundation for partial funding support.

D. Friends of PPLD: President Vazquez updated the Board on matters related to the book store and other Friends activity.

VII. Board Action

A. Personnel Actions: (PPLD Document #052925 – 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
Alejandro Franqui-Ferrer	Library Clerk (Hrly)	Temporary Appointment	6/1/2025 – 8/31/2025	\$23.15/hr
Andrew Morgan	Librarian II (FT)	Correction of Salary	5/5/2025	\$70,823/yr Step 2 + 10YL
Bruce Sullivan	Network Analyst (PT)	Temporary Appointment	6/1/2025 – 8/31/2025	\$41.36/hr

- **Moved/Seconded:** Nichols, Nurre.
- **Discussion:** Ferrer acknowledged that Franqui-Ferrer was her son prior to the vote on the motion.
- **VOTE:** 9 – 0 – 0

B. Unfinished/Old Business

1. Revision to PPLD-FPPLD Annual Agreement (PPLD Document # 052925 – 9)

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the annual statement of support provided by the Friends of the Poughkeepsie Public Library District in support of 2025 Library District programs and services, as described in PPLD Document #052925 - 9A.
- **Moved/Seconded:** Ryan, Ferrer.
- **Discussion:** Lawrence explained the purpose of the revision, which was to shift one funding request from a proposed speaker to support for the new Library District van.
- **VOTE:** 9 – 0 – 0

C. New Business:

1. Approval of CBA Addendum #3 (PPLD Document #052925 – 5)

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approves the CBA addendum attached as PPLD Document #052925 - 5A.
- **Moved/Seconded:** Eagleton, Nichols.
- **Discussion:** MacDermott explained the purpose of this document, which is to extend domestic partner insurance availability to include all medical insurance providers.

- **VOTE:** 9 – 0 – 0
- 2. **Authorization to Sign Contracts: Boardman Road HVAC Maintenance (PPLD Document #052925 – 6), Appraisal Services (PPLD Document #052925 – 7), and Architectural Services (PPLD Document #052925 – 8)**
 - **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District authorizes the Finance Manager to sign the annual Boardman Road HVAC Maintenance agreement with Technical Building Services, Inc. as detailed in attached PPLD Document #052925 - 6A and for an amount not to exceed \$13,320, that the Board of Trustees of the Poughkeepsie Public Library District authorizes the Finance Manager to sign the proposal for appraisal services with Art Peritus as detailed in attached PPLD Document #052925 - 7A for an amount not to exceed \$15,000, and that the Board of Trustees of the Poughkeepsie Public Library District authorizes the Library Director to sign the proposal for architectural services with MASS Design Group as detailed in attached PPLD Document #052925 - 8A for an amount not to exceed \$15,000 and funded with Wojtecki Funds to the fullest extent practical.
 - **Moved/Seconded:** Ferrer, Eagleton.
 - **Discussion:** Lawrence explained the reason for each contract.
 - **VOTE:** 9 – 0 – 0

VIII. Open Comment

- A. **Board Comment:** Newman shared her concerns with the recent Supreme Court ruling related to the use of public funds for a religious charter school in Oklahoma.
- B. **Public Comment:** None.

Adjournment

- **Motion:** There was a motion that the meeting be adjourned.
- **Moved/Seconded:** Nichols, Ryan.
- **Discussion:** None.
- **VOTE:** 9 – 0 – 0
- **Time of Adjournment:** 8:30 p.m.

The next regular monthly meeting of the Board of Trustees will be Wednesday, June 25, 2025, at 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