

MINUTES OF MEETING
Poughkeepsie Public Library District
Minutes of Meeting of January 28, 2026

Trustees Present

- Sean Eagleton
- Mayra Fana
- Patricia Ferrer
- Moira Fitzgibbons
- Jonathan McPhee
- Sheila Newman
- Deborah Nichols
- James Nurre
- Patricia Ryan
- Sophia Sciacca
- 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
- 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)

FPPLD Representatives Present

- Norma Vazquez, President

CSEA Representatives Present

- Jeffrey Giancarlo
- Hannah Ricottilli
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I. Call to Order, Roll Call, Additions to the Agenda

- **Call to Order:** At 7:03 p.m., President Fitzgibbons called the meeting to order.
- **Roll Call:** Nine (9) Trustees were present at time of roll call. Sheila Newman arrived at 7:15pm.
- **Additions/Changes to the Agenda:** None.
- **Move/Seconded:** Eagleton, Nurre.
- **VOTE:** 9 – 0 – 0

II. Public Comment on Agenda Items: None.

III. Approval of Previous Record/Meeting(s)

A. December 17, 2025 (PPLD Document #012826 – 1)

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the minutes of the meeting of December 17, 2025.
- **Moved/Seconded:** Spuhler, Sciacca.
- **Discussion:** None.
- **VOTE:** 9 – 0 – 0

IV. Approval of Financial Actions

A. December 2025 Financial Activity Report (PPLD Document #012826 – 2)

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District accept the Report of December 2025 Financial Activity as presented.
- **Moved/Seconded:** Ferrer, McPhee.
- **Discussion:** Gillis reported on the donation from the George Strba trust; a grant from the Dyson Foundation; auctioning the old van; and our debt service payment. Some discussion ensued.
- **VOTE:** 9 – 0 – 0

B. Approval of Monthly Warrant (PPLD Document #012826 – 2.1)

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

Vouchers 73442 to 73527 in Warrant 20260129 totaling \$8,217.77

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

Vouchers 73378 to 73481 in Warrant 20260115 totaling \$158,348.27

Vouchers 73319 to 73366 in Warrant 20251230 totaling \$53,712.52

- **Moved/Seconded:** Sciacca, Nurre.
- **Discussion:** None.
- **VOTE:** 9 – 0 – 0
- **Next Month’s Warrant Review:** Ryan and Newman

V. Operational Reports

A. Administrative Reports & Statistics (PPLD Document #012826 – 3.0.X)

- Lawrence reported on: organizational assessment; HR Generalist position; Dolly Parton Imagination Library; switching over to Ingram for book purchases; World Book Council events; Public Library Association conference; snow removal at Adriance; closed circuit TV upgrade; migrating to Microsoft 365; Kimani Henry; and the Richard K. Wagner Inclusive Champion Award.

B. President’s Report

- President Fitzgibbons was gratified to be at the Martin Luther King Jr. breakfast to see Tom accept the award on behalf of the Library District.

C. Board Committee Reports (PPLD Document #012826 – 3.3.X)

1. **Board Development & Policy Committee:** Chairperson McPhee reported on committee discussions about: Civic Plus; Sexual Harassment policy revisions; and potential litigation.
2. **Finance Committee:** Lawrence reported on committee discussions about: multiyear budgeting and revising the purpose of a donation.
3. **Personnel Committee:** Chairperson Spuhler reported on committee discussions about: FMLA renewals; the HR Generalist position; managers meeting & the staff survey; working on getting to know staff outside of jobs; asking Tom to list out his responsibilities and corresponding timelines where appropriate; and the organization chart.

- D. Friends of PPLD:** President Vazquez reported on: the December sale; the January sale on fiction; book store revenue for 2025; the February romance and biographies sale; the annual agreement with the PPLD; starting a scholarship;

VI. Board Action

A. Personnel Actions: (PPLD Document #012826 – 4)

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District approve the following personnel actions:

Employee Name	PPLD Employee Number	Current Civil Service Title	Current Civil Service Pos. #	New Civil Service Title	New Civil Service Pos. #	Type of Action	Effective Date(s)	Salary
Andrew Griemsmann	4783	Library Assistant (FT)	155	Librarian Trainee (FT)	143	Provisional Appointment	2/1/2026	\$61,102 <i>Step 1</i>
Megan McGuinness	4837	Librarian Trainee (PT)	129	Librarian I (PT)	41	Probationary Appointment	2/1/2026	\$36.57/hr
Trina Blomquist-Martinez	4774	Senior Account Clerk (PT)	65	Senior Account Clerk (Hrly)	74	Temporary Appointment	2/1/2026-4/30/2026	\$29.67/hr
Malika Oszip	Not yet assigned	NA	NA	Page (PT)	79	Probationary Appointment	1/31/2026	\$23.10/hr
Alejandro Franqui-Ferrer	4848	Library Clerk (PT)	189	NA	NA	Seasonal Appointment	12/28/2026-1/10/2026	\$23.96/hr
<i>Confidential</i>	4820	<i>Confidential</i>				FMLA	1/1/2026-12/31/2026	NA
<i>Confidential</i>	4762	<i>Confidential</i>				FMLA	1/1/2026-12/31/2026	NA
<i>Confidential</i>	4800	<i>Confidential</i>				FMLA	1/1/2026-12/31/2026	NA
<i>Confidential</i>	4614	<i>Confidential</i>				FMLA	1/1/2026-12/31/2026	NA
<i>Confidential</i>	4771	<i>Confidential</i>				FMLA	1/1/2026-12/31/2026	NA
<i>Confidential</i>	4471	<i>Confidential</i>				FMLA	1/1/2026-12/31/2026	NA

- **Moved/Seconded:** Spuhler, Eagleton.
- **Discussion:** Lawrence explained the new layout and each of the actions. Some discussion ensued.
- **VOTE:** 10 – 0 – 0

B. Unfinished/Old Business: None.

C. New Business:

1. Approval of Annual Friends Support for 2026 (PPLD Document #012826 – 5)

- **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 2026 Library District programs and services, as described in PPLD Document #012826 – 5A.
- **Moved/Seconded:** Spuhler, McPhee.
- **Discussion:** Lawrence explained the agreement and the changes from last year. Some discussion ensued.
- **VOTE:** 10 – 0 – 0

2. Authorization to Accept Gift: HVP Music Library (PPLD Document #012826 – 6)

- **Motion:** Moved that the Board of Trustees of the Poughkeepsie Public Library District authorize the Library Director to sign the Deed of Gift with the Bardavon 1869 Opera House for the Hudson Valley Philharmonic Music Library and its codicil as described in PPLD Documents #012826 – 6A and #012826 – 6B.
- **Moved/Seconded:** Ferrer, Nichols.
- **Discussion:** Lawrence explained the events that led up to the gift and what the agreement entails. Some discussion ensued.
- **VOTE:** 10 – 0 – 0

VII. 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:** 10 – 0 – 0
- **Time of Adjournment:** 8:15 p.m.

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