

QUEENS LIBRARY
BUILDINGS AND GROUNDS COMMITTEE
THURSDAY, MAY 24, 2018
MINUTES

A meeting of the Buildings and Grounds Committee was held at the Central Library, 89-11 Merrick Boulevard, Jamaica, NY 11432 on Thursday, May 24, 2018. The meeting was called to order at 6:20 PM by Committee Chair, John Ottulich.

I. Call to Order

Attendee Name	Title	Status	Arrived
Judy E. Bergtraum Esq.	Chair of the Board	Present	
Robert Santos Esq.	Board Member	Excused	
Maria Concolino	Board Member	Present	
Julissa Gutierrez	Board Member	Excused	
James M. Haddad Esq.	Board Member	Excused	
John Ottulich	Committee Chair	Present	
Andrew P. Jackson	Board Member	Present	

II. AGENDA**Action Item(s)****1. Contract Authorization - Renovation & Restoration - Richmond Hill Library**

This agenda item is deferred pending an update on the Library's efforts to receive certain reimbursements from the City.

2. Contract Authorization - Pass-Through Consulting Services - Lori Mandell Consulting, LLC (ID # 1750)

John Ottulich, Committee Chair, asked Lew Finkelman, Chief Operating Officer & Sr. VP and John Katimaris, VP, Capital Projects, to give a brief overview of the Contract Authorization for Lori Mandell Consulting, LLC. Mr. Finkelman stated that Lori Mandel has previously worked with the Library on receiving reimbursements on pass-through capital projects with the City. The Library will need additional services from Ms. Mandell this fiscal year to assist in receiving funding and/or reimbursements from the City and will also need her services the next fiscal year. This contract authorization is to add additional funding to her existing contract and enter into a new contract for the next fiscal year.

Ms. Mandel has previous experience working with NYPL, OMB and DDC in connection with obtaining reimbursement on pass-through contracts.

Recommended Motion for Consideration by the Building and Grounds Committee:

I move that the Buildings & Grounds Committee recommend to the Board of Trustees that the President and CEO be authorized to execute an addendum to the existing contract with Lori Mandell Consulting, LLC to increase the amount of that contract by \$9,300 and a new contract with this consultant for the next fiscal year at an hourly rate of \$150 and in a total amount not to exceed \$90,000.

RESULT:	RECOMMENDED [Unanimous]
MOVER:	John Ottulich
SECONDER:	Maria Concolino
AYES:	Judy E. Bergtraum Esq., Maria Concolino, John Ottulich, Andrew P. Jackson
EXCUSED:	Robert Santos Esq., Julissa Gutierrez, James M. Haddad Esq.

Report(s)**3. Purchases Over \$5K Report - April 2018 (ID # 1752)**

Mr. Katimaris gave the board a brief overview of the Purchases over \$5K Report. He distributed a spreadsheet and handout to the committee that

outlines the phases of the various capital projects and future projects and start dates.

RESULT: PRESENTED

III. ADJOURNMENT

1. Motion to Adjourn (ID # 1743)

Recommended Motion for Consideration:

I move that the meeting be adjourned.

RESULT: RECOMMENDED [Unanimous]
MOVER: Maria Concolino
SECONDER: Andrew P. Jackson
AYES: Judy E. Bergtraum Esq., Maria Concolino, John Ottulich, Andrew P. Jackson
EXCUSED: Robert Santos Esq., Julissa Gutierrez, James M. Haddad Esq.

The meeting was closed at 6:46 PM.

Committee Chair