

QUEENS LIBRARY
BOARD OF TRUSTEES
THURSDAY, APRIL 26, 2018
MINUTES

A meeting of the Board of Trustees was held at the Central Library, 89-11 Merrick Boulevard, Jamaica, NY 11432 on Thursday, April 26, 2018. The meeting was called to order at 8:15 PM by Chair of the Board Judy E. Bergtraum Esq..

I. Roll Call

Attendee Name	Title	Status	Arrived
Carl S. Koerner Esq.	Board Member	Present	
Earl G. Simons Ed. D	Board Member	Present	
Augustus C. Agate	Board Member	Present	
Maria Concolino	Board Member	Present	
Julissa Gutierrez	Board Member	Excused	
James M. Haddad Esq.	Board Member	Present	
Haeda Mihaltses	Board Member	Present	
John Ottulich	Board Member	Present	
Edward Sadowsky Sadowsky Esq.	Board Member	Present	
Matthew M. Gorton	Board Member	Present	
Andrew P. Jackson	Board Member	Present	
Judy E. Bergtraum Esq.	Chair of the Board	Present	
Michael E. Rodriguez Esq.	Vice Chair of the Board	Present	
Eli Shapiro Ed. D LCSW	Secretary	Present	
Robert Santos Esq.	Treasurer	Present	
Lydon Sleeper O'Connell	Assistant Treasurer	Present	
Angelina Martinez-Rubio Esq.	Rep - Ex-Officio Rep - BP	Present	
Eve Cho Cho Guillergan Esq	Rep - Speaker	Present	
Ibrahim Khan	Ex-Officio Rep - Public Advocate	Present	
Jimmy Yan	Rep - Comptroller	Present	

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Nick Buron	Chief Librarian & Sr. VP	Present	
Sung Mo Kim	General Counsel & Sr. VP	Present	
Gitte Peng	Chief of Staff & Sr. VP.	Present	
Michael Tragale	Chief Financial Officer	Present	
Lewis Finkelman Esq.	Chief Operating Officer & Sr. VP.	Present	
Vishnu Dawah	Controller	Present	
George Russo Esq	Board Member	Present	

II. Approval of BOT Minutes

A. Board of Trustees Meeting - February 22, 2018

1. Approval of Minutes of the Board of Trustees Meeting (ID # 1714)

Recommended Motion for Consideration:

I move that the Minutes of the Board of Trustees meeting of February 22, 2018 be approved as submitted.

RESULT:	ADOPTED [Unanimous]
MOVER:	Augustus C. Agate
SECONDER:	Haeda Mihaltses
AYES:	Koerner Esq., Simons Ed. D, Agate, Concolino, Haddad Esq., Mihaltses, Ottulich, Sadowsky Esq., Gorton, Jackson, Bergraum Esq., Rodriguez Esq., Shapiro Ed. D LCSW, Santos Esq., O'Connell, Russo Esq
EXCUSED:	Julissa Gutierrez

III. Report of the Chairman of the Board

The Chair announced the appointment of a new trustee, George Russo, and welcomed him to the Board.

The Chair announced the resignation of Jukay Hsu.

The Chair asked the Sung Kim, General Counsel and Sr. VP, to report on the status of the Trustees' conflicts of interest disclosure forms and senior staff's financial disclosure statements.

Mr. Kim reported that all the trustees submitted the Trustees' conflicts of interest disclosure form and he further reported that all trustees, except Andrew Jackson, may be certified as independent trustees.

Mr. Kim reported that the President and CEO and the five senior vice-presidents all completed financial disclosure statements, which were reviewed by the General Counsel and the Chair of the Audit Committee, and further reported that there are no issues to report.

IV. Committee Reports

A. Buildings & Grounds Committee - April 12, 2018

John Ottulich, B & G Committee Chair, reported that the Committee had an extensive meeting, mostly regarding the status of the Hunters Point Library project. Mr. Ottulich reported that the Library should be more involved in the design and construction of any future Library projects.

Mr. Ottulich asked that Dennis M. Walcott, President and CEO, report to the Board regularly on

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the status of the current library projects. Mr. Walcott reported that the Library meets with the Department of Design and Construction (DDC) monthly to review current projects, which have been productive. The Library has made some institutional changes in the relationship with DDC and the management of DDC projects.

Mr. Walcott also reported that Borough President Melinda Katz has some concerns regarding the Hunters Point and Far Rockaway Library projects, which will result in separate discussions with DDC around these projects.

Mr. Walcott asked that Lew Finkelman, Chief Operating Officer and Sr. VP, report on the status of the Far Rockaway Library project. Mr. Finkelman reported that the Library has allocated \$23 million to this project and that there is a shortfall of \$11 million, which the City has agreed to fund given that Far Rockaway is a designated revitalization area and EDC funding is available and going to be used to cover the shortfall.

The completion status of Hunters Point Library is currently undetermined. It was previously reported that DDC would turn the project over to the Library by August 2018.

Mr. Finkelman reported to the Board that the East Elmhurst Library is scheduled to close for construction by the end of summer 2018.

1. Approval of Building and Grounds Committee Report (ID # 1720)

Recommended Motion for Consideration:

I move that the Minutes of the Building & Grounds Committee Meeting of April 12, 2018 be approved as submitted.

RESULT:	ADOPTED [Unanimous]
MOVER:	Augustus C. Agate
SECONDER:	Robert Santos Esq.
AYES:	Koerner Esq., Simons Ed. D, Agate, Concolino, Haddad Esq., Mihaltses, Ottulich, Sadowsky Esq., Gorton, Jackson, Bergtraum Esq., Rodriguez Esq., Shapiro Ed. D LCSW, Santos Esq., O'Connell, Russo Esq
EXCUSED:	Julissa Gutierrez

B. Labor Relations Committee - April 26, 2018

1. Approval of Labor Relations Committee Report (ID # 1716)

Recommended Motion for Consideration:

I move that the report item(s) of the committee meeting be accepted and the action item(s) be approved as presented.

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RESULT:	ADOPTED [Unanimous]
MOVER:	Maria Concolino
SECONDER:	Andrew P. Jackson
AYES:	Koerner Esq., Simons Ed. D, Agate, Concolino, Haddad Esq., Mihaltses, Ottulich, Sadowsky Esq., Gorton, Jackson, Bergtraum Esq., Rodriguez Esq., Shapiro Ed. D LCSW, Santos Esq., O'Connell, Russo Esq
EXCUSED:	Julissa Gutierrez

C. Finance & Investments Committee - April 26, 2018

1. Approval of Finance and Investments Committee Report (ID # 1715)

Recommended Motion for Consideration:

I move that the report item(s) of the committee meeting be accepted and the action item(s) be approved as presented.

RESULT:	ADOPTED [Unanimous]
MOVER:	Robert Santos Esq.
SECONDER:	Michael E. Rodriguez Esq.
AYES:	Koerner Esq., Simons Ed. D, Agate, Concolino, Haddad Esq., Mihaltses, Ottulich, Sadowsky Esq., Gorton, Jackson, Bergtraum Esq., Rodriguez Esq., Shapiro Ed. D LCSW, Santos Esq., O'Connell, Russo Esq
EXCUSED:	Julissa Gutierrez

D. Audit Committee - April 26, 2018

1. Approval of Audit Committee Report (ID # 1717)

Recommended Motion for Consideration:

I move that the report item(s) of the committee meeting be accepted and the action item(s) be approved as presented.

RESULT:	ADOPTED [Unanimous]
MOVER:	Haeda Mihaltses
SECONDER:	Augustus C. Agate
AYES:	Koerner Esq., Simons Ed. D, Agate, Concolino, Haddad Esq., Mihaltses, Ottulich, Sadowsky Esq., Gorton, Bergtraum Esq., Rodriguez Esq., Shapiro Ed. D LCSW, Santos Esq., O'Connell, Russo Esq
ABSTAIN:	Andrew P. Jackson
EXCUSED:	Julissa Gutierrez

V. President's Report

Mr. Walcott reported that the Library is still in the middle of budget advocacy season. The team has been meeting with a number of elected officials. In addition, Queens, Brooklyn and New York Public Libraries are scheduling to meet with Deputy Mayor Glen, who now oversees libraries.

Mr. Walcott announced to the board that Family Fun Day is scheduled for Sunday, June

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10 at Forest Park. The flier for this event was distributed to the board and all board members are welcome to attend. He also announced that Jackson Heights Library will be open on Sunday, June 3, in celebration of LGTBQ Pride. The Library will be participating in the parade.

Mr. Walcott asked Nick Buron, Chief Librarian, to give a brief overview of the Key Performance Indicators Report to the board. He reported that programs and services have increased; however, materials circulation has decreased. More customers are coming into the library to attend programs and take advantage of the variety of services offered. He also reported that the programs and services department is currently planning the Summer Reading Program.

Gitte Peng, Chief of Staff and Sr. VP, thanked Jonathan Chung, Director of Government Affairs and staff for their hard work and dedication in advocacy this year. Ms. Peng also stated that this is the first time the Library has marched in the LGTBQ parade and that the Library has been and will continue, with its recently formed LGBTQ + Allies Committee, to support our LGBTQ staff and customers.

Andrew Jackson, trustee, currently teaches library studies at Queens College and thanked Mr. Walcott and Mr. Buron for speaking with the students about their roles at Queens Library.

1. Key Performance Indicators Report - February 2018 (ID # 1719)

RESULT:	PRESENTED
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2. Key Performance Indicators Report - March 2018 (ID # 1708)

RESULT:	PRESENTED
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VI. Other Business

1. DYCD Immigrant Services - Resolution (ID # 1723)

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees approve the adoption of the attached Resolution authorizing the Library's President and Chief Executive Officer and its Chief Financial Officer to execute the requisite paperwork regarding the Neighborhood Development Area Immigrant Services grant on behalf of the Library's Board of Trustees.

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RESULT:	ADOPTED [Unanimous]
MOVER:	Judy E. Bergtraum Esq.
SECONDER:	Haeda Mihaltses
AYES:	Koerner Esq., Simons Ed. D, Agate, Concolino, Haddad Esq., Mihaltses, Ottulich, Sadowsky Esq., Gorton, Jackson, Bergtraum Esq., Rodriguez Esq., Shapiro Ed. D LCSW, Santos Esq., O'Connell, Russo Esq
EXCUSED:	Julissa Gutierrez

2. Authorizaton to Lease Property - Glendale Library (ID # 1724)

Lewis Finkelman, Chief Operating Officer and Sr. VP, reported that Glendale Library is currently closed and no funding was allocated to establish a swing space. However, Assemblyman Addabbo, Jr. asked the Library to reach out to Atlas Park about potential spaces and the Library was able to obtain appropriate space at far less than market value. The property is located less than one mile from Glendale Library.

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees authorize the President and CEO to execute a lease agreement, with WMAP, L.L.C., to lease a portion of The Shops At Atlas Park known as 6109 containing approximately 1,409 square feet for a term of one-year for a sum totaling \$42,116.

RESULT:	ADOPTED [Unanimous]
MOVER:	Judy E. Bergtraum Esq.
SECONDER:	Augustus C. Agate
AYES:	Koerner Esq., Simons Ed. D, Agate, Concolino, Haddad Esq., Mihaltses, Ottulich, Sadowsky Esq., Gorton, Jackson, Bergtraum Esq., Rodriguez Esq., Shapiro Ed. D LCSW, Santos Esq., O'Connell, Russo Esq
EXCUSED:	Julissa Gutierrez

VII. Adjournment

1. Adjournment (ID # 1718)

Recommended Motion for Consideration:

I move that the meeting be adjourned.

RESULT:	ADOPTED [Unanimous]
MOVER:	Judy E. Bergtraum Esq.
SECONDER:	Andrew P. Jackson
AYES:	Koerner Esq., Simons Ed. D, Agate, Concolino, Haddad Esq., Mihaltses, Ottulich, Sadowsky Esq., Gorton, Jackson, Bergtraum Esq., Rodriguez Esq., Shapiro Ed. D LCSW, Santos Esq., O'Connell, Russo Esq
EXCUSED:	Julissa Gutierrez

The meeting was closed at 9:09 PM.

Secretary