

QUEENS LIBRARY
BOARD OF TRUSTEES
THURSDAY, JANUARY 23, 2020
MINUTES

A meeting of the Board of Trustees was held at the Central Library, 89-11 Merrick Boulevard, Jamaica, NY 11432 on Thursday, January 23, 2020. The meeting was called to order at 6:34 PM by Chair of the Board, Haeda Mihaltses.

I. Roll Call

Haeda Mihaltses, Board Chair, introduced Reverend Richard Hogan as the new board trustee. Ms. Mihaltses thanked him for his service and Rev. Hogan was honored to be a part of the board of trustees.

Haeda Mihaltses, Board Chair, also introduced the Acting Borough President, Sharon Lee. Acting BP Sharon Lee welcomed Rev. Hogan to the board and stated that Rev. Hogan was her first appointee to the board. She also thanked the board for their service to Queens Public Library and thanked Dennis Walcott, President and CEO, for his leadership.

Attendee Name	Title	Status	Arrived
Haeda Mihaltses	Chair of the Board	Present	
Robert Santos, Esq.	Vice Chair of the Board	Excused	
Earl G. Simons, Ed. D.	Secretary	Present	
Lydon Sleeper O'Connell	Treasurer	Excused	
Eli Shapiro, Ed. D., LCSW	Assistant Treasurer	Excused	
Judy E. Bergtraum, Esq.	Board Member	Present	
Julissa Gutierrez	Board Member	Present	
Matthew M. Gorton	Board Member	Present	
James M. Haddad, Esq.	Board Member	Present	7:09 PM
Pauline Healey	Board Member	Excused	
Andrew P. Jackson	Board Member	Excused	
Deborah King	Board Member	Present	
Carl S. Koerner, Esq.	Board Member	Present	
Michael E. Rodriguez Esq.	Board Member	Present	

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George Russo, Esq.	Board Member	Present	
Edward Sadowsky, Esq.	Board Member	Excused	
Terri Thomson	Board Member	Present	
Richard Hogan	Board Member	Present	
Eve Cho Guillergan, Esq.	Rep - Speaker	Excused	
Elizabeth Guzman, Esq.	Rep - Public Advocate	Present	6:44 PM
Allan Swisher, Esq.	Rep - Borough President	Present	
Udai Tambar, Esq.	Rep - Mayor's Office	Excused	
Jimmy Yan, Esq.	Rep - Comptroller	Present	
Dennis M. Walcott	President & CEO	Present	
Nick Buron	Chief Librarian & Sr. VP	Present	
Sung Mo Kim, Esq.	Chief Operating Officer & Sr. VP.	Present	
Gitte Peng	Chief of Staff & Sr. VP.	Present	
Michael Tragale	Chief Financial Officer & Sr. VP.	Present	
Jonathan Chung	Director of Government Affairs	Present	
Justin Carroll, Esq.	Associate General Counsel	Present	
William Goldband	VP, Information, Technology & Development	Present	
Sara Hausner-Levine, Esq.	Deputy General Counsel	Present	
John Katimaris	VP, Capital Projects	Present	
Justin Deabler, Esq.	General Counsel & Sr. VP.	Present	

II. Report of the Chair of the Board

Ms. Mihaltses asked the board to consider committee assignments. She also asked the trustees to consider the committee meeting dates and to consider limiting the amount of meetings to be scheduled. The by-laws must be amended to reflect this change. Trustee Judy Bergtraum suggested that the board meetings begin at later timeframes to accommodate trustee schedules.

III. Approval of BOT Minutes

1. Approval of Minutes of the Board - November 21, 2019 (ID # 2166)

Recommended Motion for Consideration:

I move that the Minutes of the Board of Trustees and Committee meetings be approved as submitted.

RESULT:	ADOPTED [Unanimous]
MOVER:	Judy E. Bergtraum, Esq.
SECONDER:	Deborah King
AYES:	Mihaltses, Simons, Ed. D., Bergtraum, Esq., Gutierrez, Gorton, King, Koerner, Esq., Rodriguez, Esq., Russo, Esq., Thomson, Hogan
EXCUSED:	Santos, Esq., O'Connell, Shapiro, Ed. D., LCSW, Haddad, Esq., Healey, Jackson, Sadowsky, Esq.

IV. Committee Reports

A. Finance & Investments Committee - January 23, 2019

Due to lack of quorum, the Finance and Investments Committee meeting was cancelled and will be rescheduled for a later date and time.

B. Buildings & Grounds - December 19, 2019

1. Approval of the Buildings & Grounds Committee Report (ID # 2157)

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:	Judy E. Bergtraum, Esq.
SECONDER:	Michael E. Rodriguez, Esq.
AYES:	Mihaltses, Simons, Ed. D., Bergtraum, Esq., Gutierrez, Gorton, King, Koerner, Esq., Rodriguez, Esq., Russo, Esq, Thomson, Hogan
EXCUSED:	Santos, Esq., O'Connell, Shapiro, Ed. D., LCSW, Haddad, Esq., Healey, Jackson, Sadowsky, Esq.

C. Nominations Committee - December 5, 2019

1. Approval of the Nominating Committee Report (ID # 2163)

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:	Carl S. Koerner, Esq.
SECONDER:	Michael E. Rodriguez, Esq.
AYES:	Mihaltses, Simons, Ed. D., Bergtraum, Esq., Gutierrez, Gorton, King, Koerner, Esq., Rodriguez, Esq., Russo, Esq., Thomson, Hogan
EXCUSED:	Santos, Esq., O'Connell, Shapiro, Ed. D., LCSW, Haddad, Esq., Healey, Jackson, Sadowsky, Esq.

2. Motion to Close Nominations (ID # 2165)

Recommended Motion for Consideration:

I move that the Board of Trustees close the nominations for officers of the Library for calendar year 2020.

RESULT:	ADOPTED [Unanimous]
MOVER:	Carl S. Koerner, Esq.
SECONDER:	Terri Thomson
AYES:	Mihaltses, Simons, Ed. D., Bergtraum, Esq., Gutierrez, Gorton, King, Koerner, Esq., Rodriguez, Esq., Russo, Esq, Thomson, Hogan
EXCUSED:	Santos, Esq., O'Connell, Shapiro, Ed. D., LCSW, Haddad, Esq., Healey, Jackson, Sadowsky, Esq.

3. Election of Officers - 2020 (ID # 2169)

Recommended Motion for Consideration by the Board of Trustees:

I move that the Nominations of the Officers for 2020 be accepted as presented by the Nominating Committee:

Chair of the Board:	Haeda Mihaltses
Vice Chair:	Robert Santos, Esq.
Secretary:	Earl Simons, Ed. D.

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Treasurer: Lydon Sleeper O’Connell

Assistant Treasurer: Eli Shapiro, Ed. D., LCSW

RESOLUTION

WHEREAS, at its regularly scheduled meeting held on Thursday, November 21, 2019, the Board of Trustees of the Queens Borough Public Library elected a Nominating Committee comprised of the following Trustees: Judy Bergtraum, Esq. (Chair of the Committee), Carl Koerner, Esq., Terri Thomson, Andrew Jackson, and Pauline Healey; and WHEREAS, the Nominating Committee prepared and submitted to the Board of Trustees, at least ten (10) days prior to the Board’s regularly scheduled meeting held on Thursday, January 23, 2020, its recommended slate of candidates for officers of the Library for calendar year 2020; and WHEREAS, at the Board’s regularly scheduled meeting held on Thursday, January 23, 2020, the Nominating Committee recommended the following slate of officers of the Library for calendar year 2020:

Chair of the Board: Haeda Mihaltses

Vice Chair: Robert Santos, Esq.

Secretary: Earl Simons, Ed. D.

Treasurer: Lydon Sleeper O’Connell

Assistant Treasurer: Eli Shapiro, Ed. D., LCSW

WHEREAS, at the January 23, 2020 meeting, the Chair of the Board asked if any Trustee would like to nominate any other officers and no other nominations were offered; and

WHEREAS, at the January 23, 2020 meeting, the Board of Trustees unanimously approved a motion to close nominations for officers of the Library for calendar year 2020.

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees that, after due deliberation, the following Trustees are elected as the officers of the Library for calendar year 2020 and shall continue in office until their successors shall have been elected and qualified:

Chair of the Board: Haeda Mihaltses

Vice Chair: Robert Santos, Esq.

Secretary: Earl Simons, Ed. D.

Treasurer: Lydon Sleeper O’Connell

Assistant Treasurer: Eli Shapiro, Ed. D., LCSW

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RESULT:	ADOPTED [Unanimous]
MOVER:	Carl S. Koerner, Esq.
SECONDER:	Judy E. Bergtraum, Esq.
AYES:	Mihaltses, Simons, Ed. D, Bergtraum, Esq., Gutierrez, Gorton, Haddad, Esq., King, Koerner, Esq., Rodriguez, Esq., Russo, Esq, Thomson, Hogan
EXCUSED:	Santos Esq., O'Connell, Shapiro, Ed. D., LCSW, Healey, Jackson, Sadowsky, Esq.

D. Executive Committee - December 5, 2019

1. Approval of the Executive Committee Report (ID # 2164)

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:	Judy E. Bergtraum, Esq.
SECONDER:	Michael E. Rodriguez, Esq.
AYES:	Mihaltses, Simons, Ed. D, Bergtraum, Esq., Gutierrez, Gorton, King, Koerner, Esq., Rodriguez, Esq., Russo, Esq, Thomson, Hogan
EXCUSED:	Santos, Esq., O'Connell, Shapiro, Ed. D., LCSW, Haddad, Esq., Healey, Jackson, Sadowsky, Esq.

V. President's Report

Mr. Walcott asked Nick Buron, Chief Librarian to report on the status of the Library. Mr. Buron reported that the Library is gearing up for Census. Starting April 1, Library staff will begin participating in webinars and hands-on training.

Mr. Buron reported that there are 40 libraries in hard-to-count areas in Queens. During April and May, the Library will concentrate in those areas. At this time, the Library will send Queens residents information on the Library's role and how to complete the Census. A link will also be provided on the Queens Library website and computer stations to promote completing the Census.

William Goldband, Vice President, Information and Technology Department (ITD) reported that each participating branch will have dedicated stations, approximately 90 stations, for customers to complete the Census. It will take each participant approximately 10 - 15 minutes, according to their family size, to complete the Census. He also reported that the Census data will not be stored in the Library database and ITD is working with the City Cyber Center to ensure the data is uploaded directly to the Census.

Mr. Walcott reported that Association for a Better New York (ABNY) has taken a major role in promoting and advocating for the Census, which has given the Library visibility. This will be the first time that the Census will be available to complete online.

Mr. Buron discussed with the board that the Library will be expanding the distribution of condoms. Far Rockaway Teen Library has participated in this program for several years.

He also reported that the Far Rockaway Library has partnered with American Heart Association (AHA) to initiate a pilot program to circulate blood pressure cuffs on loan for 1 month, renewing for a maximum of 3 months. If the program is successful, it will be expanded to several other Library locations.

Mr. Buron also reported that the Ravenswood UPK program has never reached its full capacity. There are approximately nine students at this location. The Ravenswood UPK program is located in a NYCHA building, which is in need of renovations. There have been several leaks, which have not been repaired and have caused substantial mold growth. Due to these issues the Library relocated the Ravenswood UPK program to the Long Island City branch. NYCHA has been cooperating and providing regular updates on the status of the renovations. This is the second time NYCHA has closed this location for renovations.

Mr. Walcott reported that the Library has been rated with providing exceptional educational services for the UPK program and these issues do not affect the staffing provided. The board will continue to receive updates on the status of the relocated Ravenswood UPK program.

Mr. Walcott also reported to the board that the Court Square Library will be officially closing on February 15. The Court Square branch has been open since 1989 and subleased from Citibank Corp. The Library has been diligently searching for a new space to relocate and has found a location that is being considered.

Mr. Walcott reported that Councilmember Jimmy Van Bramer has scheduled an Oversight Hearing on Wednesday, February 12 to discuss the issues relating to the closing of the Court Square Library.

Carl Koerner, Esq. asked that the board continue to support the Queens Library Foundation. Each trustee was given the new Foundation's recyclable bags, with the hope that (s)he will make a donation of \$250 or more. Mr. Koerner also reported that the Queens Library Foundation Gala "Save the Date" cards have been mailed and will be promoted on the Library website.

Mr. Walcott asked that Michael Tragale, Chief Financial Officer & Sr. VP, give a brief overview of the Finance department. Mr. Tragale reported that the Library is in good standing and currently filling vacant positions.

Mr. Walcott also reported that on Tuesday, February 4, he will be traveling with Jonathan Chung, Director, Government Affairs to meet with the Parkside Group and elected officials to begin advocating for FY21 library funding.

1. Key Performance Indicators Report - December 2019 (ID # 2160)

RESULT: PRESENTED

2. Key Performance Indicators Report - November 2019 (ID # 2159)

RESULT: PRESENTED

VI. Other Business

1. Calendar of Meeting Dates January 2020 through December 2020 (ID # 2170)

Recommended Motion for Consideration by the Board of Trustees:

I move that the calendar of Board of Trustees and Committee meeting dates for 2020 be approved as presented.

RESULT: ADOPTED [Unanimous]

MOVER: James M. Haddad, Esq.

SECONDER: Deborah King

AYES: Mihaltses, Simons, Ed. D, Bergtraum, Esq., Gutierrez, Gorton, Haddad, Esq., King, Koerner, Esq., Rodriguez, Esq., Russo, Esq, Thomson, Hogan

EXCUSED: Santos, Esq., O'Connell, Shapiro, Ed. D., LCSW, Healey, Jackson, Sadowsky, Esq.

2. Motion to Go into Executive Session (ID # 2155)

Recommended Motion for Consideration:

I move that the meeting move into Executive Session.

RESULT: ADOPTED [Unanimous]

MOVER: James M. Haddad, Esq.

SECONDER: Matthew M. Gorton

AYES: Mihaltses, Simons ,Ed. D, Bergtraum, Esq., Gutierrez, Gorton, Haddad, Esq., King, Koerner, Esq., Rodriguez, Esq., Russo, Esq, Thomson, Hogan

EXCUSED: Santos, Esq., O'Connell, Shapiro, Ed. D., LCSW, Healey, Jackson, Sadowsky, Esq.

3. Motion to Return to Public Session (ID # 2156)

Recommended Motion for Consideration:

I move that the meeting return to Public Session.

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RESULT:	ADOPTED [Unanimous]
MOVER:	Michael E. Rodriguez, Esq.
SECONDER:	Matthew M. Gorton
AYES:	Mihaltses, Simons, Ed. D, Bergtraum, Esq., Gutierrez, Gorton, Haddad, Esq., King, Koerner, Esq., Rodriguez, Esq., Russo, Esq, Thomson, Hogan
EXCUSED:	Santos, Esq., O'Connell, Shapiro, Ed. D., LCSW, Healey, Jackson, Sadowsky, Esq.

VII. Adjournment

1. Motion to Adjourn (ID # 2158)

Recommended Motion for Consideration:

I move that the meeting be adjourned.

RESULT:	ADOPTED [Unanimous]
MOVER:	
SECONDER:	Matthew M. Gorton
AYES:	Mihaltses, Simons, Ed. D, Bergtraum Esq., Gutierrez, Gorton, Haddad, Esq., King, Koerner, Esq., Rodriguez, Esq., Russo, Esq, Thomson, Hogan
EXCUSED:	Santos, Esq., O'Connell, Shapiro, Ed. D., LCSW, Healey, Jackson, Sadowsky, Esq.

The meeting was closed at 8:12 PM.

Secretary