

**QUEENS LIBRARY**  
**BOARD OF TRUSTEES**  
**THURSDAY, SEPTEMBER 20, 2018**  
**MINUTES**

A meeting of the Board of Trustees was held at the Central Library, 89-11 Merrick Boulevard, Jamaica, NY 11432 on Thursday, September 20, 2018. The meeting was called to order at 7:31 PM by Chair of the Board, Judy E. Bergtraum, Esq.

**I. Roll Call**

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
Carl S. Koerner, Esq.	Board Member	Present	
Earl G. Simons, Ed. D.	Board Member	Present	
Maria Concolino	Board Member	Present	
Julissa Gutierrez	Board Member	Present	
James M. Haddad, Esq.	Board Member	Excused	
Haeda Mihaltses	Board Member	Present	
John Ottulich	Board Member	Present	
Edward Sadowsky, Esq.	Board Member	Present	
Matthew M. Gorton	Board Member	Present	7:33 PM
Andrew P. Jackson	Board Member	Excused	
George Russo, Esq.	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	Excused	
Lydon Sleeper O'Connell	Assistant Treasurer	Present	
Antwaun Gavins	Ex-Officio - Public Advocate	Excused	
Allan Swisher, Esq.	Ex-Officio Rep - BP	Excused	
Eve Cho Guillergan, Esq.	Rep - Speaker	Excused	
Udai Tambar	Rep - Mayor's Office	Excused	

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Larry Schimmel, Esq.	Rep - Public Advocate	Excused	
Lewis Finkelman, Esq.	Chief Operating Officer & Sr. VP.	Present	
Gitte Peng	Chief of Staff & Sr. VP.	Present	
Michael Tragale	Chief Financial Officer & Sr.VP.	Present	
Sung Mo Kim	General Counsel & Sr. VP.	Present	
Amy Mugavaro	Executive Director, QLF	Present	
William Goldband	VP, Information, Technology & Development	Present	
William Funk	Director of Procurement Management	Present	
Jonathan Chung	Director of Government Affairs	Present	
Vishnu Dawah	Controller	Present	
John Katimaris	VP, Capital Projects	Present	
Sara Hausner-Levine, Esq.	Deputy General Counsel	Present	
Justin Carroll, Esq.	Associate General Counsel	Present	
Chauncie Brooks	Sr. Manager of Infrastructure and Support	Present	
Jimmy Yan, Esq.	Rep - Comptroller	Excused	

**II. Approval of Board Minutes - June 28, 2018**

**1. Approval of Minutes of the Board of Trustees Meeting (ID # 1819)**

**Recommended Motion for Consideration:**

*I move that the Minutes of the Board of Trustees meeting of June 28, 2018 be approved as submitted.*

<b>RESULT:</b>	<b>ADOPTED [Unanimous]</b>
<b>MOVER:</b>	Maria Concolino
<b>SECONDER:</b>	Haeda Mihaltses
<b>AYES:</b>	Koerner, Esq., Simons, Ed. D, Concolino, Gutierrez, Mihaltses, Ottulich, Sadowsky, Esq., Gorton, Russo, Esq., Bergtraum, Esq., Rodriguez, Esq., Shapiro, Ed. D, LCSW., O'Connell
<b>EXCUSED:</b>	James M. Haddad, Esq., Andrew P. Jackson, Robert Santos, Esq.

**III. Report of the Chairman of the Board**

Judy Bergtraum, Board Chair, offered condolences to board trustee, George Russo, for the passing of his son.

Ms. Bergtraum also reminded the board that the Queens Library Gala will be held on Thursday, October 25 and asked that the board to support and attend the Gala.

**IV. Committee Reports**

**A. Buildings & Grounds Committee - September 20, 2018**

**1. Approval of the Building & Grounds Committee Report (ID # 1816)**

**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.*

<b>RESULT:</b>	<b>ADOPTED [Unanimous]</b>
<b>MOVER:</b>	Maria Concolino
<b>SECONDER:</b>	Judy E. Bergtraum, Esq.
<b>AYES:</b>	Koerner, Esq., Simons, Ed. D, Concolino, Gutierrez, Mihaltses, Ottulich, Sadowsky, Esq., Gorton, Russo, Esq, Bergtraum, Esq., Rodriguez, Esq., Shapiro Ed. D, LCSW., O'Connell
<b>EXCUSED:</b>	James M. Haddad, Esq., Andrew P. Jackson, Robert Santos, Esq.

**B. Executive Committee - September 20, 2018**

**1. Approval of Executive Committee Report (ID # 1817)**

**Recommended Motion for Consideration:**

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

<b>RESULT:</b>	<b>ADOPTED [Unanimous]</b>
<b>MOVER:</b>	Carl S. Koerner, Esq.
<b>SECONDER:</b>	Haeda Mihaltses
<b>AYES:</b>	Koerner, Esq., Simons, Ed. D, Concolino, Gutierrez, Mihaltses, Ottulich, Sadowsky, Esq., Gorton, Russo, Esq, Bergtraum, Esq., Rodriguez Esq., Shapiro, Ed. D, LCSW, O'Connell
<b>EXCUSED:</b>	James M. Haddad, Esq., Andrew P. Jackson, Robert Santos, Esq.

**C. Audit Committee - September 20, 2018**

**1. Approval of Audit Committee Report (ID # 1828)**

**Recommended Motion for Consideration:**

*I move that the action item(s) of the Audit Committee be approved as presented.*

<b>RESULT:</b>	<b>ADOPTED [Unanimous]</b>
<b>MOVER:</b>	Haeda Mihaltses
<b>SECONDER:</b>	Carl S. Koerner, Esq.
<b>AYES:</b>	Koerner, Esq., Simons, Ed. D., Concolino, Gutierrez, Mihaltses, Ottulich, Sadowsky, Esq., Gorton, Russo, Esq., Bergtraum, Esq., Rodriguez, Esq., Shapiro, Ed. D, LCSW., O'Connell
<b>EXCUSED:</b>	James M. Haddad, Esq., Andrew P. Jackson, Robert Santos, Esq.

**D. Finance & Investments - September 20, 2018**

**1. Approval of Finance and Investments Committee Report (ID # 1818)**

**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.*

<b>RESULT:</b>	<b>ADOPTED [Unanimous]</b>
<b>MOVER:</b>	Michael E. Rodriguez, Esq.
<b>SECONDER:</b>	George Russo, Esq.
<b>AYES:</b>	Koerner, Esq., Simons, Ed. D, Concolino, Gutierrez, Mihaltses, Ottulich, Sadowsky, Esq., Gorton, Russo, Esq, Bergtraum, Esq., Rodriguez, Esq., Shapiro, Ed. D, LCSW., O'Connell
<b>EXCUSED:</b>	James M. Haddad, Esq., Andrew P. Jackson, Robert Santos, Esq.

**V. President's Report**

Mr. Walcott asked that Amy Mugavero, Executive Director of QLF, give the Board an update on the Foundation and the upcoming Gala. She reported a 72% increase in overall donations for FY2018. Ms. Mugavero, along with Board trustee, Carl Koerner, who also serves as the Queens Library Foundation President, gave the board an overview of the

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Gala events and asked that Board members invite other guests to support and attend. Mr. Walcott mentioned that Board trustee Edward Sadowsky will be one of the Gala honorees and that he has been receiving a lot of positive feedback on Mr. Sadowsky's honor.

Mr. Walcott asked that Lew Finkelman, Chief Operating Officer and Sr. VP, give the Board a report on the status of the Hunters Point Library. Mr. Finkelman reported that the project is currently on course for completion of the contract work by the end 2018, with the exception of the landscaping. He also reported that the Library has insisted that DDC extend the building's railings to seven feet to prevent people from committing suicide and throwing items into the atrium. Hunters Point Library is anticipated to be completed and ready for use and occupancy in July 2019.

He also reported that the Office of Management and Budget (OMB) has approved funding to outfit Hunters Point and the Library is waiting for the funding to be processed and received to begin ordering the security system, which consists of over 90 cameras, and furniture.

Mr. Koerner inquired about staff needs for Hunters Point Library. Mr. Finkelman stated that OMB has provided approximately \$1.4 million this fiscal year to staff Hunters Point Library. Mr. Walcott is scheduled to meet with NYC Deputy Mayor Glenn in the upcoming weeks and will discuss additional funding to staff Hunters Point Library.

Mr. Walcott also reported that as of Friday, September 28, the Far Rockaway Library will be closing for many months to build the new Far Rockaway branch. A press conference with CM Donovan Richards will be scheduled to announce the construction of the new Far Rockaway Library. A mobile library will be onsite for the month of October and thereafter, a temporary site will be opened until the project is completed.

Mr. Walcott also reported that Library staff attended a quarterly meeting with Borough President Melinda Katz to discuss capital funding and the progress of current Library renovation projects.

Board Trustee Haeda Mihaltses inquired about the update on the installation of the library at the Queens Museum. Mr. Walcott stated that after the Gala, he will meet with the Queens Museum director to discuss this project and reevaluate it. Once those discussions are completed, the Board will receive an update on the status of this project.

Lastly, Mr. Finkelman reported that the City has agreed to increase union wages, with a 2% increase retroactive to September 26, 2017 and an additional 2.25% increase as of September 26, 2018. These increases will be distributed to staff by the end of November 2018.

**1. Key Performance Indicators Report June 2018 (ID # 1807)**

<b>RESULT: PRESENTED</b>
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**2. Key Performance Indicators July 2018 (ID # 1829)**

<b>RESULT:       PRESENTED</b>
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**3. Key Performance Indicators August 2018 (ID # 1846)**

<b>RESULT:       PRESENTED</b>
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**VI. Other Business**

**VII. Adjournment**

**1. Motion to Adjourn (ID # 1815)**

**Recommended Motion for Consideration:**

*I move that the meeting be adjourned.*

<b>RESULT:</b>	<b>ADOPTED [Unanimous]</b>
<b>MOVER:</b>	Haeda Mihaltses
<b>SECONDER:</b>	Carl S. Koerner, Esq.
<b>AYES:</b>	Koerner, Esq., Simons, Ed. D., Concolino, Gutierrez, Mihaltses, Ottulich, Sadowsky, Esq., Gorton, Russo, Esq., Bergraum Esq., Rodriguez Esq., Shapiro, Ed. D, LCSW., O'Connell
<b>EXCUSED:</b>	James M. Haddad, Esq., Andrew P. Jackson, Robert Santos, Esq.

The meeting was closed at 8:07 PM.

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**Secretary**