

QUEENS LIBRARY
BOARD OF TRUSTEES
TUESDAY, NOVEMBER 22, 2016
MINUTES

A meeting of the Board of Trustees was held at the Central Library, 89-11 Merrick Boulevard, Jamaica, NY 11432 on Tuesday, November 22, 2016 on 7:00 PM.

I. Roll Call

Attendee Name	Title	Status	Arrived
Carl S. Koerner Esq.	Chairman of the Board	Present	
Augustus C. Agate		Present	
Martha Baker	Board Member	Excused	
Judy E. Bergtraum	Vice Chair of the Board	Present	
Maria Concolino		Present	
Lenore R. Gall		Present	
Matthew M. Gorton		Excused	
Julissa Gutierrez		Present	7:05 PM
James Haddad		Present	
Jukay Hsu		Absent	
Haeda Mihaltses		Present	
John Ottulich		Present	
Michael E. Rodriguez	Treasurer	Excused	
Edward Sadowsky		Present	7:38 PM
Robert Santos	Secretary	Excused	
Eli Shapiro Ed. D LCSW	Trustee	Present	
Earl G. Simons	Assistant Treasurer	Present	
Lydon Sleeper	Trustee	Present	7:17 PM
Udai Tambar	Ex-Officio Rep - Mayor	Present	7:14 PM
Larry Esq. Schimmel	Rep - Public Advocate	Present	
Jimmy Yan	Rep - Comptroller	Present	
Eve Cho Guillergan Esq	Rep - Speaker	Present	7:05 PM
Angelina Martinez-Rubio Esq	Ex-Officio Rep - BP	Present	
Dennis M. Walcott	President & CEO	Present	
Lewis Finkelman Esq.	General Counsel	Present	
Johanna Richman	Chief Financial Officer	Present	

Motion to Go into Executive Session (ID # 1271)

Meeting moved into Executive Session at 7:02 PM.

I move that the meeting move into Executive Session to discuss a personnel matter.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Augustus C. Agate
SECONDER:	Haeda Mihaltses
AYES:	Koerner, Agate, Bergtraum, Concolino, Gall, Gutierrez, Haddad, Mihaltses, Ottulich, Shapiro, Simons
ABSENT:	Jukay Hsu
EXCUSED:	Baker, Gorton, Rodriguez, Sadowsky, Santos, Sleeper

Motion to Return to Public Session (ID # 1272)

Meeting return to Public Session at 7:17 PM.

I move that the meeting return to Public Session.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Augustus C. Agate
SECONDER:	Maria Concolino
AYES:	Koerner, Agate, Bergtraum, Concolino, Gall, Gutierrez, Haddad, Mihaltses, Ottulich, Shapiro, Simons
ABSENT:	Jukay Hsu
EXCUSED:	Baker, Gorton, Rodriguez, Sadowsky, Santos, Sleeper

II. Approval of BOT Minutes

Board of Trustees Minutes of October 27, 2016 (ID # 1268)

I move that the Minutes of the Board of Trustees meeting of October 27, 2016, be approved as submitted.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Maria Concolino
SECONDER:	Lenore R. Gall
AYES:	Koerner, Agate, Bergtraum, Concolino, Gall, Gutierrez, Haddad, Mihaltses, Ottulich, Sadowsky, Shapiro, Simons, Sleeper
ABSENT:	Jukay Hsu
EXCUSED:	Martha Baker, Matthew M. Gorton, Michael E. Rodriguez, Robert Santos

III. Report of the Chairman of the Board

The President and CEO announced that Cecilia Nocella will be retiring at the end of December 2016 and that LaNiece Ince will transition into Cecilia's position. He then

introduced and welcomed Tasha Day, who will be joining the President's Office as the Administrative Assistant.

The President and CEO reported that he spoke with Martha Baker's husband, who stated that she is coming along. Martha's husband thanked the Board for their support and prayers; however, he prefers not receiving any calls during this delicate period. He wishes everyone happy holiday.

The Chairman of the Board reported that an amendment to the By-Laws will be brought to the Board for approval later this evening. He also reported that we will be appointing Trustees to serve on a Nominating Committee and asked the Board to think about who should be serving. Current officers can only serve in their positions for 2 years and after this time, an officer can serve in a different capacity.

IV. Committee Reports

A. Buildings & Grounds Committee - November 10, 2016

1. Approval of Committee Minutes (ID # 1273)

Recommended Motion for Consideration:

I move that the Minutes of the Building and Grounds Committee meeting of November 10, 2016, be approved as submitted.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Ottulich
SECONDER:	Earl G. Simons, Assistant Treasurer
AYES:	Koerner, Agate, Bergtraum, Concolino, Gall, Gutierrez, Haddad, Mihaltses, Ottulich, Shapiro, Simons, Sleeper
ABSENT:	Jukay Hsu
EXCUSED:	Baker, Gorton, Rodriguez, Sadowsky, Santos

B. Labor Relations Committee - November 10, 2016

1. Approval of Committee Minutes (ID # 1275)

Recommended Motion for Consideration:

I move that the Minutes of the Labor Relations Committee meeting of November 10, 2016, be approved as submitted.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Augustus C. Agate
SECONDER:	Judy E. Bergtraum, Vice Chair of the Board
AYES:	Koerner, Agate, Bergtraum, Concolino, Gall, Gutierrez, Haddad, Mihaltses, Ottulich, Shapiro, Simons, Sleeper
ABSENT:	Jukay Hsu
EXCUSED:	Baker, Gorton, Rodriguez, Sadowsky, Santos

C. Executive Committee - November 10, 2016

1. Approval of Committee Minutes (ID # 1274)

Recommended Motion for Consideration:

I move that the Minutes of the Executive Committee meeting of November 10, 2016, be approved as submitted.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Judy E. Bergtraum, Vice Chair of the Board
SECONDER:	Augustus C. Agate
AYES:	Koerner, Agate, Bergtraum, Concolino, Gall, Gutierrez, Haddad, Mihaltses, Ottulich, Shapiro, Simons, Sleeper
ABSENT:	Jukay Hsu
EXCUSED:	Baker, Gorton, Rodriguez, Sadowsky, Santos

V. President's Report

The President reported that the Library is currently involved in the strategic planning process to help inform us and make recommendations regarding the future of the Library. Board members have received questionnaires to complete and we are currently conducting staff surveys. To date, over 885 staff surveys have been completed and the results are now being analyzed. The survey results will be shared with the Board, staff and the public. The Library will soon conduct surveys with customers, potential customers, Library partners, including the Friends Groups, and the Foundation Board to include their perspectives and recommendations.

The next steps in the strategic planning process will be surveys routed to elected officials and 3,000 friends of Queens Library to gain their perspectives as well. During the winter, focus groups will be conducted to assist in making recommendations on the needs and strengths of the Library. It is an exciting process and we will ensure that the Board is fully engaged.

Mr. Walcott also announced that Amy Mugavero, the newly hired Executive Director of QLF, will be starting on Monday, November 28, 2016. She will be meeting with several staff members and over the next couple of Board meetings, there will be several plans that will be shared with the Board regarding the Foundation's fundraising and upcoming outreach efforts.

**A. Agenda Item: President's External Meetings and Outreach Activities
October 22, 2016 - November 12, 2016 (ID # 1276)**

RESULT:	PRESENTED
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B. Key Performance Indicators - October 2016 (ID # 1260)

RESULT:	PRESENTED
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VI. Other Business

A. Acceptance of Financial Reports for the Period Ending October 2016 (ID # 1279)

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees accept the Budget Reports for Board approved operating funds and Balance Sheets for all funds as of October 31, 2016.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Earl G. Simons, Assistant Treasurer
SECONDER:	James Haddad
AYES:	Koerner, Agate, Bergtraum, Concolino, Gall, Gutierrez, Haddad, Mihaltses, Ottulich, Shapiro, Simons, Sleeper
ABSENT:	Jukay Hsu
EXCUSED:	Baker, Gorton, Rodriguez, Sadowsky, Santos

B. Approval of Bills for the Month of October 2016 (ID # 1278)

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees approve the October 2016 bills in the aggregate sum of \$3,266,689.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Earl G. Simons, Assistant Treasurer
SECONDER:	Maria Concolino
AYES:	Koerner, Agate, Bergtraum, Concolino, Gall, Gutierrez, Haddad, Mihaltses, Ottulich, Shapiro, Simons, Sleeper
ABSENT:	Jukay Hsu
EXCUSED:	Baker, Gorton, Rodriguez, Sadowsky, Santos

C. Payroll for the Month of October 2016 (ID # 1277)

RESULT: PRESENTED

D. Amended By-Laws (ID # 1264)

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees approve amending the By-Laws to delete the following phrase in Article II, Section 7: "...may determine to reduce the number of meetings, including both regular and annual, of the Board in a particular year to no less than four quarterly meetings, and....", and to adopt the substitute language in Article V, Section 7 as referenced in the attachment hereto.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Judy E. Bergtraum, Vice Chair of the Board
SECONDER: Augustus C. Agate
AYES: Koerner, Agate, Bergtraum, Concolino, Gall, Gutierrez, Haddad, Mihaltses, Ottulich, Sadowsky, Shapiro, Simons, Sleeper
ABSENT: Jukay Hsu
EXCUSED: Martha Baker, Matthew M. Gorton, Michael E. Rodriguez, Robert Santos

E. Selection of Nominating Committee (ID # 1280)

The Nominating Committee will report its recommendations at least 10 days before the December Board Meeting. If there are any alternate recommendations, they can be proposed at the Board Meeting held on December 20. If no alternates are presented, the recommended slate of officers will be approved in January for the forthcoming year.

Recommended Motion for Consideration by the Board of Trustees:

I move to accept the Chairman of the Board's Appointments and the Board nominations to the Nominating Committee, as follows:

Eli Shapiro

Lydon Sleeper-O'Connell

Carl Koerner, Chair of Nominating Committee

Haeda Mihaltses

Judge Augustus Agate

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Haddad
SECONDER:	Edward Sadowsky
AYES:	Koerner, Agate, Bergtraum, Concolino, Gall, Gutierrez, Haddad, Mihaltzes, Ottulich, Sadowsky, Shapiro, Simons, Sleeper
ABSENT:	Jukay Hsu
EXCUSED:	Martha Baker, Matthew M. Gorton, Michael E. Rodriguez, Robert Santos

VII. Adjournment

A. Motion to Adjourn (ID # 1267)

I move that the meeting be adjourned.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Augustus C. Agate
SECONDER:	Maria Concolino
AYES:	Koerner, Agate, Bergtraum, Concolino, Gall, Gutierrez, Haddad, Mihaltzes, Ottulich, Sadowsky, Shapiro, Simons, Sleeper
ABSENT:	Jukay Hsu
EXCUSED:	Martha Baker, Matthew M. Gorton, Michael E. Rodriguez, Robert Santos

The meeting was closed at 7:45 PM.

Secretary