

**QUEENS LIBRARY
BOARD OF TRUSTEES
THURSDAY, MARCH 23, 2017**

Central Library
89-11 Merrick Boulevard, Jamaica, NY 11432

AGENDA

7:00 PM BOARD OF TRUSTEES REGULAR MEETING

I. Roll Call

II. Approval of BOT Minutes

1. Approval of Minutes of the Board of Trustees Meeting (ID # 1397)
Board of Trustees - Regular Meeting - Feb 23, 2017 7:00 PM

III. Report of the Chairman of the Board

IV. Committee Reports

A. Finance & Investments Committee - March 23, 2017

1. Approval of Finance and Investments Committee Minutes (ID # 1394)

B. Executive Committee - March 23, 2017

1. Approval of Executive Committee Minutes (ID # 1392)

C. Labor Relations Committee - March 23, 2017

1. Approval of Labor Relations Committee Minutes (ID # 1393)

V. President's Report

A. Key Performance Indicators

1. Key Performance Indicators - February 2017 (ID # 1375)

VI. Other Business

A. Motion to Enter into Executive Session - Personnel Matter

VII. Adjournment

1. Motion to Adjourn (ID # 1389)

Queens Library Board/Committee Item

BOARD/COMMITTEE: Board of Trustees

DATE OF MEETING: March 23, 2017

ITEM ID #: 1397

AGENDA: Approval of Minutes of the Board of Trustees Meeting

Recommended Motion for Consideration:

I move that the Minutes of the Board of Trustees meeting of February 23, 2017 be approved as submitted.

Attachments:

2_23_17 Board of Trustees Minutes FINAL

QUEENS LIBRARY
BOARD OF TRUSTEES
THURSDAY, FEBRUARY 23, 2017
MINUTES

A meeting of the Board of Trustees was held at the Central Library, 89-11 Merrick Boulevard, Jamaica, NY 11432 on Thursday, February 23, 2017. The meeting was called to order at 7:11 PM by Chair of the Board Judy E. Bergtraum Esq..

I. Call to Order

Attendee Name	Title	Status	Arrived
Carl S. Koerner Esq.	Board Member	Present	
Augustus C. Agate	Board Member	Present	
Martha Baker	Board Member	Excused	
Judy E. Bergtraum	Chair of the Board	Present	
Maria Concolino	Board Member	Present	
Lenore R. Gall	Board Member	Absent	
Matthew M. Gorton	Board Member	Present	6:54 PM
Julissa Gutierrez	Board Member	Present	6:47 PM
James Haddad	Board Member	Present	6:06 PM
Jukay Hsu	Board Member	Excused	6:51 PM
Haeda Mihaltses	Board Member	Present	6:51 PM
John Ottulich	Board Member	Present	
Michael E. Rodriguez	Vice Chair of the Board	Present	
Edward Sadowsky	Board Member	Excused	
Robert Santos	Treasurer	Present	
Eli Shapiro	Secretary	Excused	
Earl G. Simons	Board Member	Excused	
Lydon Sleeper	Assistant Treasurer	Present	7:10 PM
Udai Tambar	Ex-Officio Rep - Mayor	Absent	
Larry Schimmel	Rep - Public Advocate	Absent	
Jimmy Yan	Rep - Comptroller	Present	6:20 PM
Eve Cho Guillergan Esq	Rep - Speaker	Excused	
Angelina Martinez-Rubio Esq	Ex-Officio Rep - BP	Present	
Dennis M. Walcott	President & CEO	Present	
Lewis Finkelman Esq.	Chief Operation Officer and SVP	Present	
Andrew Jackson	Board Member	Present	

Minutes Acceptance: Minutes of Feb 23, 2017 7:00 PM (Approval of BOT Minutes)

Board of Trustees Minutes
February 23, 2017

Gitte Peng	Chief of Staff	Present	
Amy Mugavaro	Director, QLF	Present	
Sung Kim	Interim General Counsel	Present	

Minutes Acceptance: Minutes of Feb 23, 2017 7:00 PM (Approval of BOT Minutes)

II. Approval of BOT Minutes

A. Board of Trustees Meeting - January 26, 2017

1. Board of Trustees Minutes for January 26, 2017 (ID # 1362)

Recommended Motion for Consideration:

I move that the Minutes of the Board of Trustees meeting of January 26, 2017, be approved as submitted.

RESULT:	ADOPTED [Unanimous]
MOVER:	Augustus C. Agate
SECONDER:	Haeda Mihaltses
AYES:	Koerner Esq., Agate, Bergtraum Esq., Concolino, Gorton, Gutierrez, Haddad Esq., Hsu, Mihaltses, Ottulich, Rodriguez Esq., Santos Esq., O'Connell
ABSENT:	Lenore R. Gall Ed. D
EXCUSED:	Martha Baker, Edward Sadowsky Esq., Eli Shapiro Ed. D LCSW, Earl G. Simons Ed. D

III. Report of the Chair of the Board

IV. Committee Reports

A. Buildings & Grounds Committee - February 23, 2017

1. Approval of Committee Minutes (ID # 1384)

Recommended Motion for Consideration:

I move that the Minutes of the Building and Grounds Committee meeting of February 23, 2017, be approved as submitted.

RESULT:	ADOPTED [Unanimous]
MOVER:	Andrew P. Jackson
SECONDER:	James Haddad Esq.
AYES:	Koerner Esq., Agate, Bergtraum Esq., Concolino, Gorton, Gutierrez, Haddad Esq., Mihaltses, Ottulich, Rodriguez Esq., Santos Esq., O'Connell, Jackson
ABSENT:	Lenore R. Gall Ed. D
EXCUSED:	Baker, Hsu, Sadowsky Esq., Shapiro Ed. D LCSW, Simons Ed. D

B. Audit Committee - February 23, 2017

1. Approval of Committee Minutes (ID # 1385)

Recommended Motion for Consideration:

I move that the Minutes of the Audit Committee meeting of February 23, 2017, be approved as submitted.

Minutes Acceptance: Minutes of Feb 23, 2017 7:00 PM (Approval of BOT Minutes)

RESULT:	ADOPTED [Unanimous]
MOVER:	Lydon Sleeper O'Connell
SECONDER:	Carl S. Koerner Esq.
AYES:	Koerner Esq., Agate, Bergtraum Esq., Concolino, Gorton, Gutierrez, Haddad Esq., Mihaltses, Ottulich, Rodriguez Esq., Santos Esq., O'Connell
ABSTAIN:	Andrew P. Jackson
ABSENT:	Lenore R. Gall Ed. D
EXCUSED:	Baker, Hsu, Sadowsky Esq., Shapiro Ed. D LCSW, Simons Ed. D

C. Finance & Investments - February 23, 2017

1. Approval of Committee Minutes (ID # 1386)

Recommended Motion for Consideration:

I move that the Minutes of the Finance and Investments Committee meeting of February 23, 2017, be approved as submitted.

RESULT:	ADOPTED [Unanimous]
MOVER:	Robert Santos Esq.
SECONDER:	James Haddad Esq.
AYES:	Koerner Esq., Agate, Bergtraum Esq., Concolino, Gorton, Gutierrez, Haddad Esq., Mihaltses, Ottulich, Rodriguez Esq., Santos Esq., O'Connell, Jackson
ABSENT:	Lenore R. Gall Ed. D
EXCUSED:	Baker, Hsu, Sadowsky Esq., Shapiro Ed. D LCSW, Simons Ed. D

V. President's Report

Dennis Walcott, President and CEO, called on Gitte Peng, Chief of Staff and SVP, to give an overview on the Strategic Planning Process, and also to provide a brief summary of the all-library welcome event that would be taking place the next morning. Regarding the Strategic Planning process, Ms. Peng stated that several surveys have been conducted amongst the staff, community and Trustees to get feedback on individual experience with the Library. After collecting the results of the surveys, the next step of the Strategic Planning process is to hold focus groups with the public to get comments and suggestions. Regarding the all-library welcome event, Gitte mentioned that given the polarizing climate these days, it is important to actively demonstrate that we are inclusive and welcoming. This event was a last minute event; however, she stated that they are working on an upcoming welcome campaign that will be more organized and widespread.

Amy Mugavero, Director of QLF, was asked to give an update on the Foundation and some of the activities in which they are involved. Ms. Mugavero announced that the 2017 Gala has two confirmed honorees, Patricia Harris, CEO of Bloomberg Philanthropies, and Lester Young, Educator. There is one more honoree pending, and his name will be announced as soon as he is confirmed. The Gala is projected to take place at the end of October at the Melrose Ballroom. Amy stated that last year when they closed the first six

months of the Fiscal Year 2016, they had raised over \$800,000 in individual giving; however she was pleased to announce that for the first six months of the current fiscal year they have raised almost \$1.7 million. Dennis indicated that, with Amy, he is working on identifying key people to use as a bundler to help raise money for the Library and the Foundation.

Jonathan Chung, Director of Government Affairs, was asked to talk about Library Advocacy Day on March 1st. He mentioned that this was a state-wide annual advocacy day where the staff, customers and Board Members travel to Albany to meet with elected officials. The purpose of this event is to advocate for an increase or in this case restoration of cuts that were made in the State budget. He stated that although the Library receives a significant amount of funding from the City, State funding is still very important to us. Dennis Walcott mentioned that concerning Hunters Point Library, because it is a brand new Library; there is a new operational cost which the City has an obligation to fund. Consequently, we have submitted a budget to Jimmy Van Bramer, and indicated that we needed approximately \$1 million to run Hunters Points Library. Mr. Walcott also indicated that he was scheduled to meet with Dean Fuleihan who is the OMB Director to talk about funding.

A. Key Performance Indicators

1. Key Performance Indicators January 2017 (ID # 1354)

RESULT:	PRESENTED
----------------	------------------

B. Personnel Action Report

1. Personnel Report (ID # 1357)

Agenda Item: PERSONNEL REPORT

12/16/16 –1/15/17

The attached Personnel Report is provided for your information as certified by Director of Human Resources, for the period of December 16, 2016 to January 15, 2017

- *Appointments*
- *Promotions*
- *Transfers*
- *Leaves Without Pay*
- *Returns from Leave*

- *Separations: Terminations/Resignations*

RESULT: PRESENTED

VI. Other Business

A. Committee Assignments for 2017

1. Committee Assignments (ID # 1360)

Recommended Motion for Consideration:

I move that the Board of Trustees approve the committee assignments as presented:

RESULT:	ADOPTED [Unanimous]
MOVER:	Augustus C. Agate
SECONDER:	John Ottulich
AYES:	Koerner Esq., Agate, Bergtraum Esq., Concolino, Gorton, Gutierrez, Haddad Esq., Mihaltses, Ottulich, Rodriguez Esq., Santos Esq., O'Connell
ABSENT:	Lenore R. Gall Ed. D
EXCUSED:	Baker, Hsu, Sadowsky Esq., Shapiro Ed. D LCSW, Simons Ed. D

VII. Executive Session

1. Motion to Go into Executive Session (ID # 1387)

At 7:45 PM, it was moved by Judge Agate that the meeting move into Executive Session to discuss personnel matters. All staff was asked to leave, with the exception of Lewis Finkelman, COO & Sr. VP and Sung Mo Kim, Interim General Counsel.

The motion was seconded by Mr. Santos. The motion passed unanimously.

Recommended Motion for Consideration:

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

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

2. Motion to Return to Public Session (ID # 1388)

At 7:57 PM, a motion was made to move out of Executive Session. The motion was seconded and passed unanimously.

Recommended Motion for Consideration:

Minutes Acceptance: Minutes of Feb 23, 2017 7:00 PM (Approval of BOT Minutes)

I move that the meeting return to Public Session

RESULT:	ADOPTED [Unanimous]
MOVER:	Carl S. Koerner Esq.
SECONDER:	Augustus C. Agate
AYES:	Koerner Esq., Agate, Bergtraum Esq., Concolino, Gorton, Gutierrez, Haddad Esq., Mihaltses, Ottulich, Rodriguez Esq., Santos Esq., O'Connell, Jackson
ABSENT:	Lenore R. Gall Ed. D
EXCUSED:	Baker, Hsu, Sadowsky Esq., Shapiro Ed. D LCSW, Simons Ed. D

VIII. Adjournment

1. Motion to Adjourn (ID # 1359)

Recommended Motion for Consideration:

I move that the meeting be adjourned.

RESULT:	ADOPTED [Unanimous]
MOVER:	Maria Concolino
SECONDER:	Augustus C. Agate
AYES:	Koerner Esq., Agate, Bergtraum Esq., Concolino, Gorton, Gutierrez, Haddad Esq., Mihaltses, Ottulich, Rodriguez Esq., Santos Esq., O'Connell
ABSENT:	Lenore R. Gall Ed. D
EXCUSED:	Baker, Hsu, Sadowsky Esq., Shapiro Ed. D LCSW, Simons Ed. D

The meeting was closed at 7:45 PM.

Secretary

Minutes Acceptance: Minutes of Feb 23, 2017 7:00 PM (Approval of BOT Minutes)

Queens Library Board/Committee Item

BOARD/COMMITTEE: Board of Trustees

DATE OF MEETING: February 23, 2017

ITEM ID #: 1362

AGENDA: Board of Trustees Minutes for January 26, 2017

Recommended Motion for Consideration:

I move that the Minutes of the Board of Trustees meeting of January 26, 2017, be approved as submitted.

Attachments:

1_26_17 Board of Trustees Minutes FINAL (DOC)

Minutes Acceptance: Minutes of Feb 23, 2017 7:00 PM (Approval of BOT Minutes)

Queens Library Board/Committee Item

BOARD/COMMITTEE: Board of Trustees
DATE OF MEETING: February 23, 2017
ITEM ID #: 1384
AGENDA: Approval of Committee Minutes

Recommended Motion for Consideration:

I move that the Minutes of the Building and Grounds Committee meeting of February 23, 2017, be approved as submitted.

Queens Library Board/Committee Item

BOARD/COMMITTEE: Board of Trustees
DATE OF MEETING: February 23, 2017
ITEM ID #: 1385
AGENDA: Approval of Committee Minutes

Recommended Motion for Consideration:

I move that the Minutes of the Audit Committee meeting of February 23, 2017, be approved as submitted.

Queens Library Board/Committee Item

BOARD/COMMITTEE: Board of Trustees
DATE OF MEETING: February 23, 2017
ITEM ID #: 1386
AGENDA: Approval of Committee Minutes

Recommended Motion for Consideration:

I move that the Minutes of the Finance and Investments Committee meeting of February 23, 2017, be approved as submitted.

Queens Library Board/Committee Item

BOARD/COMMITTEE: Board of Trustees

DATE OF MEETING: February 23, 2017

ITEM ID #: 1354

AGENDA: Key Performance Indicators January 2017

Attachments:

Jan 2017 YTD Board Report-Word (DOC)

Agency	Circulation	% Change from last year	In person visits	% Change from last year	Program Attendance	% Change from last year	Reference	% Change from last year	Notes
Arverne	135,749	-3.28 %	64,938	-8.33%	7,244	20.87%	8,606	105.98%	4
Astoria	49,056	-2.95 %	49,751	4.08%	7,087	21.67%	9,982	-6.79%	
Auburndale	98,333	10.53 %	48,418	12.74%	7,647	59.25%	19,937	79.29%	
Baisley Park	37,914	16.71 %	44,763	7.11%	6,101	13.30%	17,086	7.85%	
Bayside	209,290	-8.50 %	103,953	-8.85%	7,250	7.52%	26,258	-22.04%	
Bay Terrace	60,985	6.52 %	51,738	11.20%	4,865	-3.89%	9,687	-31.23%	
Bellerose	82,787	6.73 %	67,588	19.07%	6,244	72.39%	25,509	23.87%	
Briarwood	75,566	-21.80 %	58,653	-19.04%	12,501	-1.23%	26,286	-28.85%	1
Broadway	127,034	-9.02 %	145,567	-1.69%	35,069	556.11%	41,879	136.48%	
Broad Channel	43,001	-2.07 %	12,143	0.25%	320	44.14%	447	5487.50%	
Cambria Heights	47,695	-6.98 %	92,071	-4.21%	22,523	27.79%	10,441	7.96%	
Corona	117,862	4.54 %	145,242	14.54%	24,678	80.21%	10,344	26.75%	
Court Square	48,098	5.61 %	58,305	25.88%	8,858	421.06%	10,925	9.22%	
Douglaston	84,128	12.89 %	59,041	5.20%	3,027	-9.96%	11,254	22.07%	
East Elmhurst	27,623	-16.36 %	35,701	-24.85%	3,790	-14.66%	3,211	-6.52%	1
East Flushing	71,438	15.61 %	46,095	24.08%	3,850	23.95%	7,818	7.08%	
Elmhurst	165,941	-0.75 %	106,880	35.14%	1,677	72.89%	22,421	32.76%	1,2
Far Rockaway	66,127	-7.45 %	93,546	6.65%	8,858	16.97%	25,965	40.78%	
Forest Hills	227,334	0.17 %	179,217	1.41%	26,047	48.12%	117,322	-3.74%	
Fresh Meadows	316,443	-5.18 %	124,905	-4.77%	8,266	49.07%	48,459	-14.52%	
Glen Oaks	182,859	-2.21 %	91,591	9.30%	25,094	57.04%	36,903	-4.99%	

Minutes Acceptance: Minutes of Feb 23, 2017 7:00 PM (Approval of BOT Minutes)

Agency	Circulation	% Change from last year	In person visits	% Change from last year	Program Attendance	% Change from last year	Reference	% Change from last year	Notes
Glendale	57,077	-0.75 %	36,101	0.31%	10,081	241.38%	1,705	-61.14%	
Hillcrest	111,572	-7.61 %	66,496	0.22%	5,385	188.89%	19,736	243.59%	
Hollis	52,354	4.59 %	47,238	9.59%	4,216	29.25%	7,575	24.00%	
Howard Beach	76,581	8.45 %	51,120	11.14%	2,829	83.94%	12,061	8.01%	
Jackson Heights	241,358	-4.82 %	236,930	-1.75%	44,994	298.18%	42,734	-33.42%	
Kew Gardens Hills	68,314	13.30 %	62,637	6.23%	771	67.25%	22,046	65.52%	
Langston Hughes	49,730	1.19 %	85,722	2.44%	6,421	-23.07%	7,444	39.19%	
Laurelton	43,751	0.23 %	73,773	15.09%	13,512	34.47%	26,066	-2.16%	
Lefferts	99,145	13.88 %	101,198	-2.05%	10,692	-40.99%	39,280	68.79%	
Lefrak City	66,565	24.11 %	86,220	20.57%	7,923	12.57%	15,942	92.37%	
Long Island City	81,163	-0.42 %	87,712	-1.54%	46,277	38.89%	42,931	28.56%	8
Maspeth	132,905	8.71 %	86,938	11.82%	7,878	110.36%	23,790	7.41%	
McGoldrick	27,702	-70.04 %	16,325	-75.85%	1,768	-83.76%	2,094	-87.25%	1
Middle Village	39,517	5.14 %	26,266	6.90%	1,873	-43.99%	2,014	-48.25%	
Mitchell-Linden	148,087	15.97 %	95,565	15.12%	11,093	13.00%	20,010	-19.99%	
North Forest Park	83,400	17.60 %	59,814	16.35%	2,665	87.15%	16,309	15.72%	
North Hills	70,392	5.24 %	39,083	-24.69%	4,111	-2.19%	16,649	-7.34%	
Ozone Park	2,078	-97.19 %	0	-100.00%	0	-100.00%	0	-100.00%	1
Peninsula	133,085	8.97 %	82,065	23.28%	7,988	219.01%	6,372	242.58%	2,4,8
Pomonok	58,846	4.48 %	54,767	18.28%	10,530	105.62%	5,827	-63.72%	
Poppenhusen	57,473	10.43 %	47,472	14.57%	3,061	34.96%	9,564	-3.03%	

Minutes Acceptance: Minutes of Feb 23, 2017 7:00 PM (Approval of BOT Minutes)

Agency	Circulation	% Change from last year	In person visits	% Change from last year	Program Attendance	% Change from last year	Reference	% Change from last year	Notes
Queensboro Hill	27,950	-62.19 %	23,983	-71.68%	1,642	-38.48%	2,144	-68.81%	1
Queens Village	63,512	-7.21 %	59,210	-2.64%	10,353	31.77%	13,609	32.59%	9
Rego Park	118,309	6.56 %	110,087	1.64%	6,016	-6.63%	11,016	2.96%	
Richmond Hill	96,536	0.71 %	91,653	-10.07%	33,638	21.93%	39,072	22.58%	
Ridgewood	96,400	-7.68 %	154,686	-1.90%	34,450	21.64%	86,399	107.37%	
Rochdale Village	39,449	6.95 %	75,375	1.14%	8,882	57.76%	10,624	11.44%	8
Rosedale	40,608	6.32 %	61,637	28.12%	7,183	17.06%	23,680	61.95%	
Seaside	62,769	-3.56 %	48,304	-10.67%	4,181	-46.58%	714	218.75%	4
South Hollis	36,374	0.51 %	61,653	25.38%	16,903	53.40%	32,337	7.92%	
South Jamaica	34,263	5.61 %	61,213	-18.36%	11,001	-19.26%	15,075	56.54%	
South Ozone Park	44,502	-11.49 %	45,744	-3.06%	4,164	6.99%	10,769	-23.83%	
St. Albans	42,157	4.06 %	64,353	8.06%	4,558	29.89%	2,320	-18.31%	
Steinway	135,527	-3.69 %	119,572	-2.03%	12,749	74.24%	31,000	88.11%	
Sunnyside	122,517	-3.22 %	128,468	-2.46%	9,575	-14.06%	30,140	3.55%	
Whitestone	98,711	21.63 %	54,855	12.27%	7,898	80.57%	35,323	-2.61%	
Windsor Park	102,734	11.55 %	73,180	9.25%	5,464	12.99%	15,252	-3.47%	
Woodhaven	88,146	7.79 %	78,351	7.72%	15,030	40.78%	11,278	37.25%	
Woodside	93,155	8.20 %	96,721	5.85%	15,913	11.80%	24,020	16.51%	
Community Libraries Total	5,319,977	-2.08 %	4,532,593	-0.34%	644,664	37.32%	1,225,661	10.11%	

Minutes Acceptance: Minutes of Feb 23, 2017 7:00 PM (Approval of BOT Minutes)

Agency	Circulation	% Change from last year	In person visits	% Change from last year	Program Attendance	% Change from last year	Reference	% Change from last year	Notes
Central Library Adult Learning	1,229	-26.63 %	0	X	2,660	-10.26%	32	-99.24%	6,8
Elmezzi LIC Adult Learning Center	1,623	77.38 %	40,210	23.39%	4,243	X	0	-100.00%	8
Elmhurst Adult Learning Center	188	548.28 %	0	-100.00%	3,273	-21.89%	0	0.00%	8
Flushing Adult Learning Center	4,768	-7.04 %	64,281	41.32%	13,403	89.01%	6690	304.96%	
Jackson Heights Adult Learning Center					6,485	X	413	X	10
Peninsula Adult Learning Center	513	125.99 %	0	0.00%	8,078	274.68%	0	0.00%	6,8
Rochdale Adult Learning Center	871	20.97 %	0	0.00%	6,133	46.44%	460	945.45%	6,8
Steinway Adult Learning Center	491	-66.58 %	0	0.00%	518	-87.88%	0	-100.00%	6,10
Adult Learning Center Total	9,683	-4.73 %	104,491	17.10%	44,793	80.16%	7,595	-8.02%	
Central Adult Fiction	51,599	-3.56 %							
Central Adult Fiction – Ask at	18,689	1.19 %							
Central Adult Non-Fiction	104,105	-4.45 %							
Central Adult Non-Fiction – Ask	56,637	-12.72 %							
Central International	8,504	8.07 %							

Minutes Acceptance: Minutes of Feb 23, 2017 7:00 PM (Approval of BOT Minutes)

Agency	Circulation	% Change from last year	In person visits	% Change from last year	Program Attendance	% Change from last year	Reference	% Change from last year	Notes
Central International	1,779	-21.66 %							
Central Library Current	29,740	36.26 %							
Central Library Fine Arts/Media	300,972	-4.54 %							
Central Library Others	32,725	-2.13 %							
Central Library Hot Picks	36,576	75.03 %							
Central Library Interloan	486	-19.80 %							
Central Library Job Info Center	1,206	1.52 %							
Central Library Young Adult	44,569	-7.21 %							
Children's Library Discovery Center	194,061	-9.38 %	228,761	31.62%	23,205	-5.08%	30,357	44.76%	
Central Total	861,262	-3.31 %	914,452	5.36%	68,414	39.25%	188,141	-5.47%	3
Flushing	589,889	-21.36 %							
Flushing IRC	13,142	-18.28 %							
Flushing Job Info Center (JIC)	360	-31.95 %							
Flushing Media Center	64,077	515.89 %							
Flushing Total	701,406	-13.46 %	939,755	-0.25%	37,450	36.71%	196,087	4.55%	7

Minutes Acceptance: Minutes of Feb 23, 2017 7:00 PM (Approval of BOT Minutes)

Agency	Circulation	% Change from last year	In person visits	% Change from last year	Program Attendance	% Change from last year	Reference	% Change from last year	Notes
E-book and E-Magazines	355,167	17.40 %							
Virtual Music and Movies	247,189	1.15 %							
Virtual Library Total	602,356	10.14 %							5
Langston Hughes Black Heritage	4,433	13.14 %							
Queens Village Mail-A-Book	29,152	-9.10 %			2,991	-3.39%			
Miscellaneous Other	15,140	651.74 %							
Miscellaneous Total	403,892	18.60 %							
System Total	7,567,067	-4.01 %	6,525,293	0.63%	799,621	38.36%	1,609,889	7.34%	
Website Visits	4,296,345	-3.96%							
Wireless Use	262,796	-6.61%							11
Computer Sessions	1,735,249	-0.56%							

- Notes:
- 1 -- Library closed for renovation during a portion of the current fiscal year.
 - 2 -- Library closed for renovation during a portion of last fiscal year.
 - 3 -- Central Library partially closed during renovation in current fiscal year.
 - 4 -- Closed/Partially closed due to damage from Hurricane Sandy.
 - 5 - Formerly called All E-Content; Streaming e-content metrics started 2/2014
 - 6 - CEL ALC moved from Annex to CEL branch starting Jan 2015 - no accurate gate count possible
 - 7 - Flushing Library partially closed for renovation in current fiscal year.
 - 8 - ALC programs listed under separate ALC location starting in FY16
 - 9 - Queens Village gate counter was down in June; June gate count is estimated.
 - 10 - Steinway ALC moved to Jackson Heights ALC
 - 11 - Wireless Sessions reporting vendor was changed in September 2016; Sept and Oct monthly usage is estimated

Minutes Acceptance: Minutes of Feb 23, 2017 7:00 PM (Approval of BOT Minutes)

Queens Library Board/Committee Item

BOARD/COMMITTEE: Board of Trustees
DATE OF MEETING: February 23, 2017
ITEM ID #: 1357
AGENDA: Personnel Report

Agenda Item: ***PERSONNEL REPORT***
12/16/16 –1/15/17

The attached Personnel Report is provided for your information as certified by the Director of Human Resources, for the period of December 16, 2016 to January 15, 2017:

- *Appointments*
- *Promotions*
- *Transfers*
- *Leaves Without Pay*
- *Returns from Leave*
- *Separations: Terminations/Resignations*

Attachments:

Accela Bd Report -Dec 16 2016 to Jan 15 2017 (XLS)

APPOINTMENTS:			
Employee Name	Job Title	Position Title	Hire Date
Crespo, Anibal	Junior Library Custodian	Junior Library Custodian	1/8/2017
Emery, Sharla	Supervising Librarian 2	Assistant Community Library Manager	1/8/2017
Frischia, Matteo	Library Maintainer	Library Maintainer	1/8/2017
Harris, Jerrie	Office Associate 3	Customer Service Supervisor	1/8/2017
Lin, Ying	Office Aide 1	Customer Service Representative	1/8/2017
Oyarijivbie, Eytami	Staff Analyst 1	Case Manager	1/8/2017
Theodule, Giovanna	Staff Analyst 2	Project Manager	1/8/2017
Employee Count:	7		

Minutes Acceptance: Minutes of Feb 23, 2017 7:00 PM (Approval of BOT Minutes)

PROMOTIONS:					
Employee Name	Old Job Title	Old Position Title	New Job Title	New Position Title	Promotion Date
Calderon, Raynelda	Librarian 1	General Librarian	Senior Librarian 1	General Librarian	11/15/2016
Carbonero, Carlos	Associate Engineering Technician 2	Computer Assisted Drafting Drafter	Associate Engineering Technician 2	Assistant Library Planner	12/26/2016
Comito, Lauren	Supervising Librarian	Job & Business Academy Manager	Senior Librarian 3	Assistant Community Library Manager	12/25/2016
Gibson, Margaret	Senior Librarian 3	Assistant Community Library Manager	Supervising Librarian 2	Community Library Manager	12/18/2016
Goldberg, Abigail	Senior Librarian 2	General Librarian	Supervising Librarian 1	Assistant Community Library Manager	1/3/2017
Hassanein, Mona	Senior Museum Instructor	Library Literacy Specialist 1	Senior Museum Instructor	Library Literacy Specialist 2	11/8/2016
Johnston, Michelle	Supervising Museum Instructor	Temporary Library Literacy Center Manager 3	Supervising Museum Instructor	Library Literacy Center Manager 3	12/18/2016
Lannen-Stanton, Tara	Supervising Librarian	Assistant Director of Job & Business Academy	Staff Analyst 2	Director of Adult Learning	1/3/2017
Maier, Katrin	Senior Librarian 1	Children's Librarian	Senior Librarian 2	Children's Librarian	12/27/2016
Maza, Gerardo	Office Aide 1	Customer Service Representative	Motor Vehicle Operator	Mobile Library Driver, Customer Service Representative	1/3/2017
Mohamed, Hesham	Senior Librarian 2	Assistant Community Library Manager	Senior Librarian 3	Assistant Community Library Manager	11/30/2016
Phelan, James	Senior Investigator	Interim Director of Security	Supervising Investigator	Director of Security	12/27/2016
Purchase, Genive	Senior Librarian 3	Assistant Community Library Manager	Supervising Librarian 1	Assistant Community Library Manager	12/27/2016
St Fort, Reginald	Senior Librarian 3	Assistant Community Library Manager	Supervising Librarian 1	Assistant Community Library Manager	1/3/2017

Minutes Acceptance: Minutes of Feb 23, 2017 7:00 PM (Approval of BOT Minutes)

Zafereo, Julia	Senior Librarian 3	Assistant Community Library Manager	Supervising Librarian 1	Assistant Community Library Manager	1/3/2017
Employee Count:	15				

Minutes Acceptance: Minutes of Feb 23, 2017 7:00 PM (Approval of BOT Minutes)

TRANSFERS:			
Employee Name	Job Title	Position Title	Effective Date
Alvarez, Gloria	Staff Analyst 1	Immigration Education Counselor	12/26/2016
Chow, Tsan Siu	Supervising Museum Instructor	Library Literacy Center Manager 3	12/23/2016
Coulter, Dionne	Senior Museum Instructor	Library Literacy Specialist 2	12/26/2016
Cushnie, Kaseem	Technical Support Aide 2	Customer Service Specialist	12/18/2016
Muhammad, Crescent	Office Aide 1	Customer Service Representative	9/23/2016
Noroian, Adrienne	Senior Librarian 2	Children's Librarian	12/18/2016
Petrushka, Esther	Senior Librarian 1	Children's Librarian	12/18/2016
Ramanathan, Vijay	Supervising Librarian 2	Assistant Community Library Manager	1/1/2017
Tauches, Lorraine	Senior Librarian 2	Children's Librarian	1/3/2017
Employee Count:	9		

Minutes Acceptance: Minutes of Feb 23, 2017 7:00 PM (Approval of BOT Minutes)

LEAVE WITHOUT PAY:			
Employee Name	Job Title	Position Title	Last Day Paid
Fiul, Sarah	Staff Analyst 1	Case Manager	1/10/2017
Purewal, Karamjit	Technical Support Aide 2	Customer Service Specialist	12/16/2016
Employee Count:	2		

RETURN FROM LEAVE OF ABSENCE:			
Employee Name	Job Title	Position Title	Change Date
Garcia, Rosa	Office Aide 3	Customer Service Representative	1/10/2017
Joynes, Brian	Library Custodian	Library Custodian	1/3/2017
Marra, Margaret	Office Aide 3	Customer Service Representative	1/10/2017
Purewal, Karamjit	Technical Support Aide 2	Customer Service Specialist	12/16/2016
Tate, William	Library Custodian	Library Custodian	1/3/2017
Employee Count:	5		

SEPARATIONS:				
Employee Name	Job Title	Position Title	Date of Hire	Years
Bleiberg, Mary	Administrator Public Information Specialist	VP, Library Programs & Services	6/2/2013	3.61
Catucci, Louis	Supervising Librarian 2	Adult Librarian	11/16/1996	20.10
Elliott II, John	Maintenance Supervisor	Facilities Manager	7/26/2015	1.42
Herrera, Baudilio	Junior Library Custodian	Junior Library Custodian	8/15/1998	18.38
Housel, Zachary	Senior Librarian 1	General Librarian	10/4/2015	1.22
Jones, Joanne	Office Associate 3	Customer Service Supervisor	2/6/1982	34.87
Kim, Chunhee	Office Aide 3	Office Aide	10/3/1987	29.24
Lanfranco, Sully	Office Aide 3	Customer Service Representative	9/4/2005	8.25
Nocella, Cecilia	Principal Administrative Associate 3	Senior Executive Assistant to President/CEO	8/7/1993	23.40
Small, Samantha	Staff Analyst 1	Young Adult Literacy Program Counselor	8/9/2015	1.43
Smothers, Nikeisha	Staff Analyst 2	Program Standards Performance Manager	1/16/2011	5.97
Waters, Geoffrey	Supervising Librarian 2	Assistant Community Library Manager	12/26/1987	29.01
Westler, Roxanne	Technical Support Aide 2	Customer Service Specialist	12/3/2000	16.07

Minutes Acceptance: Minutes of Feb 23, 2017 7:00 PM (Approval of BOT Minutes)

Zhang, Jing	Office Aide 1	Customer Service Representative	11/29/2015	1.11
Employee Count:	14			

Queens Library Board/Committee Item

BOARD/COMMITTEE: Board of Trustees
DATE OF MEETING: February 23, 2017
ITEM ID #: 1360
AGENDA: Committee Assignments

Recommended Motion for Consideration:

I move that the Board of Trustees approve the committee assignments as presented:

Attachments:

COMMITTEE ASSIGNMENTS revised February 24, 2017(PDF)

**QUEENS LIBRARY
BOARD OF TRUSTEES
COMMITTEE ASSIGNMENTS 2017**

<p><u>Executive Committee</u></p> <p>Carl Koerner, Esq., Committee Chair Judy Bergtraum, Esq. Matthew Gorton Michael Rodriguez, Esq. Edward Sadowsky Robert Santos, Esq. Eli Shapiro, Ed.D, LCSW Lydon Sleeper-O’Connell Earl G. Simons, Ed.D</p> <p><u>Quorum: 5</u></p>	<p><u>Audit Committee</u></p> <p>Haeda Mihaltses, Committee Chair Judy Bergtraum, Esq. Jukay Hsu Carl Koerner, Esq. Edward Sadowsky, Esq. Eli Shapiro, Ed.D, LCSW</p> <p><u>Quorum: 4</u></p>	<p><u>Buildings and Grounds Committee</u></p> <p>John Ottulich, Committee Chair Judy Bergtraum, Esq. Maria Concolino Julissa Gutierrez James Haddad, Esq. Andrew Jackson Robert Santos, Esq.</p> <p><u>Quorum: 4</u></p>
<p><u>Finance & Investments Committee</u></p> <p>Robert Santos, Esq., Committee Chair Matthew M. Gorton James Haddad, Esq. Carl Koerner, Esq. Michael Rodriguez, Esq. Earl G. Simons, Ed.D</p> <p><u>Quorum: 4</u></p>	<p><u>Labor Relations Committee</u></p> <p>Hon. Augustus Agate, Committee Chair Martha Baker Maria Concolino Lenore Gall, Ed.D Julissa Gutierrez Carl Koerner, Esq. Eli Shapiro, Ed.D, LCSW Lydon Sleeper-O’Connell</p> <p><u>Quorum: 5</u></p>	<p style="text-align: center;"><u>Full Board Quorum: 10</u></p>

Revised: 3/16/2017

Minutes Acceptance: Minutes of Feb 23, 2017 7:00 PM (Approval of BOT Minutes)

Queens Library Board/Committee Item

BOARD/COMMITTEE: Board of Trustees

DATE OF MEETING: February 23, 2017

ITEM ID #: 1387

AGENDA: Motion to Go into Executive Session

Recommended Motion for Consideration:

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

Queens Library Board/Committee Item

BOARD/COMMITTEE: Board of Trustees

DATE OF MEETING: February 23, 2017

ITEM ID #: 1388

AGENDA: Motion to Return to Public Session

Recommended Motion for Consideration:

I move that the meeting return to Public Session

Queens Library Board/Committee Item

BOARD/COMMITTEE: Board of Trustees
DATE OF MEETING: February 23, 2017
ITEM ID #: 1359
AGENDA: Motion to Adjourn

Recommended Motion for Consideration:

I move that the meeting be adjourned.

Queens Library Board/Committee Item

BOARD/COMMITTEE: Board of Trustees

DATE OF MEETING: March 23, 2017

ITEM ID #: 1394

AGENDA: Approval of Finance and Investments Committee Minutes

Recommended Motion for Consideration:

I move that the Minutes of the Finance and Investments Committee meeting of March 23, 2017 be approved as submitted.

Queens Library Board/Committee Item

BOARD/COMMITTEE: Board of Trustees

DATE OF MEETING: March 23, 2017

ITEM ID #: 1392

AGENDA: Approval of Executive Committee Minutes

Recommended Motion for Consideration:

I move that the Minutes of the Executive Committee meeting of March 23, 2017 be approved as submitted.

Queens Library Board/Committee Item

BOARD/COMMITTEE: Board of Trustees

DATE OF MEETING: March 23, 2017

ITEM ID #: 1393

AGENDA: Approval of Labor Relations Committee Minutes

Recommended Motion for Consideration:

I move that the Minutes of the Labor Relations Committee meeting of March 23, 2017 be approved as submitted.

Queens Library Board/Committee Item

BOARD/COMMITTEE: Board of Trustees

DATE OF MEETING: March 23, 2017

ITEM ID #: 1375

AGENDA: Key Performance Indicators - February 2017

Attachments:

Feb 2017 YTD Board Report-Word (DOC)

Agency	Circulation	% Change from last year	In person visits	% Change from last year	Program Attendance	% Change from last year	Reference	% Change from last year	Notes
Arverne	153,175	-4.67 %	72,710	-7.48%	7,918	16.34%	9,909	86.47%	4
Astoria	55,486	-4.04 %	56,085	3.27%	8,231	29.03%	11,427	-2.97%	
Auburndale	111,449	9.73 %	54,749	11.99%	8,732	64.79%	22,602	70.52%	
Baisley Park	42,470	14.48 %	50,825	7.43%	7,008	17.60%	18,898	-5.50%	
Bayside	234,965	-8.99 %	117,004	-8.82%	8,133	9.07%	30,381	-19.13%	
Bay Terrace	68,969	4.85 %	58,522	8.99%	5,929	3.04%	10,719	-27.31%	
Bellerose	93,823	6.13 %	76,375	18.72%	6,905	66.47%	28,408	22.52%	
Briarwood	85,920	-21.75 %	67,653	-17.54%	14,730	0.95%	33,251	-24.14%	1
Broadway	142,876	-9.96 %	164,868	-2.84%	40,360	549.50%	49,157	135.30%	
Broad Channel	48,502	-4.33 %	13,660	-1.15%	341	40.33%	545	3306.25%	
Cambria Heights	53,533	-8.21 %	106,005	-3.72%	25,013	22.30%	10,816	-0.74%	
Corona	132,178	1.84 %	163,960	13.15%	27,425	70.49%	11,831	36.66%	
Court Square	54,465	5.13 %	66,237	23.54%	10,089	288.49%	12,834	17.19%	
Douglaston	93,987	9.89 %	67,250	5.98%	3,477	-4.84%	12,531	16.92%	
East Elmhurst	27,803	-27.37 %	35,701	-34.42%	3,790	-25.63%	3,211	-19.02%	1
East Flushing	81,197	15.31 %	52,604	24.12%	4,641	35.42%	8,986	9.25%	
Elmhurst	226,767	20.31 %	146,430	64.76%	5,137	397.77%	28,795	44.61%	1,2
Far Rockaway	74,533	-6.67 %	105,285	4.93%	10,497	28.86%	28,750	55.49%	
Forest Hills	255,185	-0.30 %	201,792	0.04%	29,851	42.01%	132,101	-4.33%	
Fresh Meadows	359,071	-5.57 %	141,785	-4.54%	9,170	39.60%	55,473	-11.05%	
Glen Oaks	205,427	-3.43 %	103,323	9.59%	27,987	54.27%	41,442	-5.23%	

Attachment: Feb 2017 YTD Board Report-Word (1375 : Key Performance Indicators Report)

Agency	Circulation	% Change from last year	In person visits	% Change from last year	Program Attendance	% Change from last year	Reference	% Change from last year	Notes
Glendale	63,933	-3.42 %	40,619	-1.26%	10,529	224.97%	1,873	-63.63%	
Hillcrest	125,672	-7.62 %	75,069	0.01%	6,864	218.81%	23,206	178.58%	
Hollis	58,570	1.81 %	53,315	7.18%	4,818	28.41%	8,657	23.76%	
Howard Beach	86,614	7.27 %	58,146	9.85%	2,618	50.55%	13,179	1.32%	
Jackson Heights	270,450	-5.59 %	267,284	-1.80%	46,603	260.59%	49,092	-31.75%	
Kew Gardens Hills	77,006	11.72 %	70,353	4.80%	875	47.80%	25,610	63.73%	
Langston Hughes	56,629	0.80 %	97,781	1.68%	7,220	-26.63%	8,207	30.87%	
Laurelton	49,560	-0.17 %	83,602	14.30%	15,590	35.60%	28,787	-7.55%	
Lefferts	118,489	20.77 %	113,357	-2.65%	11,697	-42.83%	44,626	71.72%	
Lefrak City	74,162	18.91 %	97,676	17.95%	9,655	8.41%	18,809	103.19%	
Long Island City	91,567	-2.38 %	99,174	-2.97%	50,197	22.83%	49,121	33.79%	8
Maspeth	145,151	3.71 %	93,727	5.87%	8,563	102.91%	25,280	3.90%	
McGoldrick	27,961	-73.25 %	16,325	-78.59%	1,768	-84.46%	2,094	-88.57%	1
Middle Village	44,885	4.03 %	29,659	4.74%	2,147	-42.35%	2,738	-35.12%	
Mitchell-Linden	167,146	15.00 %	107,715	15.11%	12,705	15.99%	22,934	-20.22%	
North Forest Park	94,274	15.56 %	67,273	13.22%	2,943	62.15%	17,700	10.18%	
North Hills	79,594	3.90 %	45,985	-23.06%	4,503	-7.14%	17,933	-10.89%	
Ozone Park	2,196	-97.31 %	0	-100.00%	0	-100.00%	0	-100.00%	1
Peninsula	150,352	4.83 %	92,303	20.09%	9,313	157.55%	7,496	284.41%	2,4,8
Pomonok	66,531	3.48 %	61,720	16.13%	12,524	95.26%	8,135	-55.36%	
Poppenhusen	64,687	8.70 %	53,058	11.73%	3,573	35.39%	10,843	-10.25%	

Attachment: Feb 2017 YTD Board Report-Word (1375 : Key Performance Indicators Report)

Agency	Circulation	% Change from last year	In person visits	% Change from last year	Program Attendance	% Change from last year	Reference	% Change from last year	Notes
Queensboro Hill	28,187	-66.44 %	23,983	-75.45%	1,642	-43.26%	2,144	-70.63%	1
Queens Village	71,289	-8.42 %	67,126	-3.25%	11,626	23.46%	15,839	28.98%	9
Rego Park	133,238	5.00 %	125,255	1.19%	7,287	2.62%	12,467	2.58%	
Richmond Hill	110,692	1.44 %	104,875	-8.68%	40,611	27.84%	44,834	20.93%	
Ridgewood	108,537	-8.39 %	175,282	-3.14%	37,591	18.36%	99,077	99.79%	
Rochdale Village	45,175	7.74 %	85,377	0.37%	9,466	34.04%	12,453	6.14%	8
Rosedale	45,579	3.65 %	69,557	24.39%	7,802	12.31%	26,593	55.49%	
Seaside	71,266	-4.77 %	54,199	-11.10%	5,310	-38.50%	796	203.82%	4
South Hollis	40,786	-1.64 %	70,258	23.59%	19,576	33.71%	36,255	9.10%	
South Jamaica	38,626	5.85 %	69,325	-17.15%	12,549	-15.37%	17,070	64.36%	
South Ozone Park	49,915	-12.56 %	51,559	-3.73%	4,792	9.98%	11,404	-28.96%	
St. Albans	47,147	1.78 %	72,038	5.34%	4,962	18.82%	2,653	-30.26%	
Steinway	152,647	-5.59 %	135,674	-3.35%	14,505	70.17%	33,886	73.67%	
Sunnyside	138,936	-2.82 %	145,439	-2.57%	10,656	-14.42%	34,244	4.77%	
Whitestone	110,992	19.07 %	62,178	10.24%	9,953	88.33%	41,271	-1.08%	
Windsor Park	116,377	10.17 %	83,102	8.72%	6,702	22.84%	16,942	-5.00%	
Woodhaven	99,950	5.83 %	89,037	7.82%	17,183	48.90%	12,472	17.56%	
Woodside	104,174	6.61 %	109,057	4.66%	18,398	13.42%	26,738	12.72%	
Community Libraries Total	6,030,723	-2.58 %	5,140,285	-0.76%	730,680	34.89%	1,395,525	10.01%	

Attachment: Feb 2017 YTD Board Report-Word (1375 : Key Performance Indicators Report)

Agency	Circulation	% Change from last year	In person visits	% Change from last year	Program Attendance	% Change from last year	Reference	% Change from last year	Notes
Central Library Adult Learning	1,392	-27.76 %	0	0.00%	2,779	-9.80%	32	-99.28%	6,8
Elmezzi LIC Adult Learning Center	1,877	81.18 %	46,181	19.09%	5,279	X	0	-100.00%	8
Elmhurst Adult Learning Center	298	645.00 %	0	-100.00%	4,762	6.27%	0	0.00%	8
Flushing Adult Learning Center	5,433	-7.10 %	72,505	36.75%	15,315	67.60%	8028	285.96%	
Jackson Heights Adult Learning Center					7,817	X	523	X	10
Peninsula Adult Learning Center	571	106.14 %	0	0.00%	9,418	299.07%	0	0.00%	6,8
Rochdale Adult Learning Center	999	18.79 %	0	0.00%	7,657	65.38%	483	343.12%	6,8
Steinway Adult Learning Center	509	-68.42 %	0	0.00%	566	-89.10%	0	-100.00%	6,10
Adult Learning Center Total	11,079	-4.33 %	118,686	15.28%	53,593	85.55%	9,066	0.78%	
Central Adult Fiction	58,016	-3.32 %							
Central Adult Fiction – Ask at	20,838	2.15 %							
Central Adult Non-Fiction	117,773	-4.93 %							
Central Adult Non-Fiction – Ask	64,576	-12.33 %							
Central International	9,590	7.51 %							

Attachment: Feb 2017 YTD Board Report-Word (1375 : Key Performance Indicators Report)

Agency	Circulation	% Change from last year	In person visits	% Change from last year	Program Attendance	% Change from last year	Reference	% Change from last year	Notes
Central International	1,964	-21.91 %							
Central Library Current	34,027	36.13 %							
Central Library Fine Arts/Media	337,798	-5.41 %							
Central Library Others	36,725	-1.48 %							
Central Library Hot Picks	41,003	61.40 %							
Central Library Interloan	570	-14.80 %							
Central Library Job Info Center	1,383	3.52 %							
Central Library Young Adult	49,366	-8.66 %							
Children's Library Discovery Center	219,501	-9.38 %	256,846	29.09%	27,258	-10.67%	33,833	43.76%	
Central Total	970,419	-3.88 %	1,037,703	5.24%	94,259	57.11%	212,830	-2.52%	3
Flushing	660,168	-21.54 %							
Flushing IRC	14,734	-18.79 %							
Flushing Job Info Center (JIC)	401	-32.61 %							
Flushing Media Center	76,249	464.22 %							
Flushing Total	789,372	-13.36 %	1,062,925	0.20%	43,923	35.24%	223,540	1.32%	7

Attachment: Feb 2017 YTD Board Report-Word (1375 : Key Performance Indicators Report)

Agency	Circulation	% Change from last year	In person visits	% Change from last year	Program Attendance	% Change from last year	Reference	% Change from last year	Notes
E-book and E-Magazines	407,911	16.49 %							
Virtual Music and Movies	282,891	0.30 %							
Virtual Library Total	690,802	9.27 %							5
Langston Hughes Black Heritage	5,199	13.32 %							
Queens Village Mail-A-Book	32,853	-10.97 %			4,742	-16.84%			
Miscellaneous Other	16,556	636.48 %							
Miscellaneous Total	462,519	17.42 %							
System Total	8,570,820	-4.66 %	7,399,495	0.37%	927,411	38.15%	1,831,895	7.29%	
Website Visits	4,880,932	-4.72%							
Wireless Use	301,024	-6.08%							
Computer Sessions	1,966,513	-1.01%							

- Notes:
- 1 -- Library closed for renovation during a portion of the current fiscal year.
 - 2 -- Library closed for renovation during a portion of last fiscal year.
 - 3 -- Central Library partially closed during renovation in current fiscal year.
 - 4 -- Closed/Partially closed due to damage from Hurricane Sandy.
 - 5 - Formerly called All E-Content; Streaming e-content metrics started 2/2014
 - 6 - CEL ALC moved from Annex to CEL branch starting Jan 2015 - no accurate gate count possible
 - 7 - Flushing Library partially closed for renovation in current fiscal year.
 - 8 - ALC programs listed under separate ALC location starting in FY16
 - 9 - Queens Village gate counter was down in June; June gate count is estimated.
 - 10 - Steinway ALC moved to Jackson Heights ALC
 - 11 - Wireless Sessions reporting vendor was changed in September 2016; monthly usage is estimated

Attachment: Feb 2017 YTD Board Report-Word (1375 : Key Performance Indicators Report)

Queens Library Board/Committee Item

BOARD/COMMITTEE: Board of Trustees
DATE OF MEETING: March 23, 2017
ITEM ID #: 1389
AGENDA: Motion to Adjourn

Recommended Motion for Consideration:

I move that the meeting be adjourned.