

**QUEENS LIBRARY
BOARD OF TRUSTEES
THURSDAY, JANUARY 24, 2019**

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

AGENDA

6:30 PM BOARD OF TRUSTEES REGULAR MEETING

I. Roll Call

II. Approval of BOT Minutes

III. Report of the Chairman of the Board

IV. Committee Reports

A. Executive Committee - January 24, 2019

1. Approval of Executive Committee Report (ID # 1916)

B. Finance & Investments Committee - January 24, 2019

1. Approval of Finance and Investments Committee Report (ID # 1915)

V. President's Report

1. Key Performance Indicators Report December 2018 (ID # 1917)

VI. Other Business

1. Election of Officers - 2019 (ID # 1921)
2. BOT Committee Assignments 2019 (ID # 1922)

VII. Adjournment

1. Motion to Adjourn (ID # 1913)

Queens Library Board/Committee Item

BOARD/COMMITTEE: Board of Trustees

DATE OF MEETING: January 24, 2019

ITEM ID #: 1916

AGENDA: Approval of Executive Committee Report

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.

Queens Library Board/Committee Item

BOARD/COMMITTEE: Board of Trustees

DATE OF MEETING: January 24, 2019

ITEM ID #: 1915

AGENDA: Approval of Finance and Investments Committee Report

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.

Queens Library Board/Committee Item

BOARD/COMMITTEE: Board of Trustees

DATE OF MEETING: January 24, 2019

ITEM ID #: 1917

AGENDA: Key Performance Indicators Report December 2018

Attachments:

Key Performance Indicators Report - December 2018 (PDF)

President's Report: December 2018

Agency	Circulation	% Change from same month last year	In person visits	% Change from same month last year	Program attendance	% Change from same month last year	Reference	% Change from same month last year	Notes
Arverne	19,063	21.26%	7,419	-4.21%	1,395	79.54%	2,100	38.98%	
Astoria	6,545	0.46%	6,231	-17.07%	396	-79.49%	818	-16.45%	
Auburndale	11,698	-5.87%	5,523	1.10%	1,290	44.78%	1,666	-36.22%	
Baisley Park	4,160	-4.85%	5,258	-20.69%	2,060	97.70%	2,648	3.48%	
Bayside	21,666	-20.88%	11,303	-4.50%	1,296	11.72%	3,104	-33.22%	
Bay Terrace	6,720	-11.15%	5,783	-7.77%	978	104.18%	955	11.70%	
Bellerose	8,566	-9.85%	7,730	8.43%	489	-39.03%	2,084	-47.01%	1,2
Briarwood	9,720	-9.93%	9,612	8.61%	2,550	16.87%	3,096	-25.16%	
Broadway	13,944	-3.36%	18,717	9.69%	4,911	192.50%	7,054	-9.93%	
Broad Channel	4,354	-7.77%	1,366	-2.43%	32	-3.03%	31	-58.11%	
Cambria Heights	4,435	-18.95%	11,099	-8.67%	4,771	45.37%	500	-28.06%	
Corona	11,318	-15.22%	15,551	-13.42%	3,108	-8.78%	3,651	-31.31%	
Court Square	6,095	6.95%	7,716	3.40%	964	-5.02%	875	-20.96%	
Douglaston	8,504	-6.95%	6,988	-10.35%	724	133.55%	4,518	296.66%	
East Elmhurst	23	-99.28%	0	X	245	-31.75%	0	X	1,2
East Flushing	7,872	-10.23%	5,821	3.17%	1,025	46.22%	997	-1.97%	
Elmhurst	41,722	-18.22%	37,898	-9.45%	1,760	-21.18%	14,566	60.83%	
Far Rockaway	2,639	-62.89%	5,346	-51.10%	330	-72.27%	1,187	-44.11%	1
Forest Hills	27,383	-0.89%	22,843	3.80%	3,407	6.50%	14,772	-1.96%	
Fresh Meadows	36,128	-10.72%	15,890	1.09%	967	-22.27%	4,533	-24.21%	
Glen Oaks	20,375	-7.59%	12,269	10.06%	4,458	91.33%	10,381	19.82%	
Glendale	3,452	-44.02%	5,267	14.75%	325	-68.57%	224	-67.63%	1,2
Hillcrest	11,729	2.26%	7,059	-7.40%	517	-4.26%	740	-25.63%	
Hollis	5,061	-15.57%	6,270	4.53%	714	30.53%	1,247	8.34%	
Howard Beach	6,406	-17.79%	5,549	-0.22%	564	116.09%	3,141	-10.36%	
Jackson Heights	25,355	-7.91%	26,277	-3.38%	3,247	238.94%	3,647	-19.63%	
Kew Gardens Hills	22,812	-20.10%	13,729	0.73%	701	-17.53%	1,827	-19.30%	2
Langston Hughes	5,164	6.45%	10,773	2.87%	3,426	106.26%	1,533	26.07%	
Laurelton	4,233	-18.31%	7,743	0.52%	1,739	5.39%	2,300	42.68%	
Lefferts	7,994	-6.48%	10,055	4.14%	1,300	72.64%	4,589	-20.29%	
Lefrak City	6,181	-5.18%	9,924	-12.01%	486	-31.93%	1,191	-67.41%	
Long Island City	7,789	-3.46%	9,031	-0.78%	2,906	78.61%	5,747	-20.52%	
Maspeth	13,610	-3.86%	8,985	-0.70%	1,219	5.72%	1,991	-29.07%	
McGoldrick	10,008	0.53%	9,163	25.54%	884	18.98%	3,194	34.43%	2
Middle Village	5,658	2.13%	3,845	14.74%	589	18.75%	948	11.14%	
Mitchell-Linden	14,765	-16.92%	10,527	-6.30%	1,177	-10.15%	3,645	11.78%	
North Forest Park	10,484	-8.05%	6,354	-7.25%	426	52.69%	784	-54.97%	
North Hills	7,836	-8.45%	6,307	-7.14%	669	30.92%	1,715	41.15%	
Ozone Park	6,958	-8.13%	8,110	-3.28%	540	29.81%	939	13.82%	

President's Report: December 2018

Agency	Circulation	% Change from same month last year	In person visits	% Change from same month last year	Program attendance	% Change from same month last year	Reference	% Change from same month last year	Notes
Peninsula	12,705	-16.65%	10,081	1.26%	835	-11.26%	1,713	57.01%	
Pommonok	6,645	8.21%	5,779	-4.43%	532	-67.87%	586	-47.02%	
Poppenhusen	5,749	-0.86%	4,613	12.21%	690	104.14%	1,027	-2.65%	
Queensboro Hill	7,634	-1.47%	9,818	-5.96%	2,532	208.78%	1,132	42.03%	
Queens Village	5,942	-10.51%	6,320	-8.83%	1,608	24.46%	565	-65.08%	
Rego Park	14,468	-0.45%	13,183	-4.40%	879	-10.49%	1,478	4.23%	
Richmond Hill	8,630	-14.70%	7,325	-16.74%	5,221	35.15%	3,179	-16.54%	
Ridgewood	11,159	-2.55%	20,268	1.99%	4,669	92.77%	2,815	64.62%	
Rochdale Village	4,814	-7.33%	8,374	0.24%	504	-38.08%	1,467	-51.25%	
Rosedale	4,144	3.42%	5,897	-7.76%	533	21.69%	2,533	-6.05%	
Seaside	6,158	-12.42%	6,400	17.26%	874	-13.29%	957	-48.21%	
South Hollis	4,413	-6.03%	7,016	-7.22%	739	31.03%	3,820	-8.55%	
South Jamaica	2,142	-42.28%	4,809	-18.24%	532	-34.64%	885	-12.89%	1,2
South Ozone Park	4,563	-8.13%	5,049	3.23%	186	-30.08%	1,456	15.10%	
St. Albans	4,370	-5.12%	5,827	-20.74%	443	-12.97%	548	62.61%	1
Steinway	2,259	-86.49%	0	X	0	X	0	X	1
Sunnyside	14,649	-5.23%	16,034	-4.67%	1,363	-11.44%	3,777	-16.55%	
Whitestone	9,581	-4.84%	6,394	-8.32%	1,699	15.66%	4,074	-43.42%	2
Windsor Park	12,302	2.58%	9,325	0.50%	1,307	10.58%	2,859	14.82%	
Woodhaven	9,280	-9.59%	7,545	-17.20%	1,631	-38.01%	1,520	113.18%	
Woodside	9,809	-11.92%	11,384	-9.53%	2,207	21.73%	4,528	9.96%	2
Community Libraries Total	609,845	-11.68%	556,772	-6.85%	87,569	20.92%	159,857	-9.35%	

Central Library Adult Learning Center	58	-53.23%	N/A	N/A	112	-28.21%	N/A	N/A	4
Elmezz LIC Adult Learning Center	83	-38.06%	3,551	-17.86%	3	-99.14%	N/A	N/A	
Elmhurst Adult Learning Center	177	-1.12%	N/A	N/A	709	184.74%	N/A	N/A	4
Flushing Adult Learning Center	489	17.55%	7,275	2.55%	1,096	-29.97%	1,072	17.42%	
Jackson Heights Adult Learning Center	82	-19.61%	N/A	N/A	669	91.69%	1	-94.12%	4,5
Peninsula Adult Learning Center	27	-10.00%	N/A	N/A	1,827	-6.26%	N/A	N/A	4
Rochdale Adult Learning Center	66	-48.44%	N/A	N/A	380	-1.30%	0	X	4
Steinway Adult Learning Center	9	200.00%	N/A	N/A	N/A	N/A	N/A	N/A	4,5
Adult Learning Center Total	991	-11.20%	10,826	-5.18%	4,796	-4.14%	1,073	13.91%	

Central Adult Fiction	5,831	-4.43%							
Central Adult Fiction - Ask at Desk	2,444	2.60%							
Central Adult Non-Fiction	13,422	-2.01%							
Central Adult Non-Fiction - Ask at Desk	7,137	-5.33%							
Central International Languages	1,141	1.69%							
Central International Languages - Ask at Desk	218	0.93%							

President's Report: December 2018

Agency	Circulation	% Change from same month last year	In person visits	% Change from same month last year	Program attendance	% Change from same month last year	Reference	% Change from same month last year	Notes
Central Library Current Collection	2,588	-19.65%							
Central Library Fine Arts/Media Center	27,001	-24.91%							
Central Library Others	5,571	4.07%							
Central Library Hot Picks	3,305	-38.13%							
Central Library Interloan	83	-32.52%							
Central Library Job Info Center	156	8.33%							
Central Library Young Adult Room	3,435	-18.02%							
Children's Library Discovery Center	18,273	-15.85%	19,217	-3.99%	3,014	100.13%	3,494	17.13%	
Central Total	87,947	-15.85%	95,500	-5.10%	8,065	33.50%	26,685	10.91%	3

Flushing	62,468	-11.83%							
Flushing IRC	875	-32.59%							
Flushing Job Info Center (JIC)	29	-23.68%							
Flushing Media Center	21,073	57.83%							
Flushing Total	84,445	-1.27%	134,086	4.45%	9,498	-28.81%	32,540	23.74%	

E-book and E-Magazines	56,811	14.74%
Virtual Music and Movies	59,093	43.35%
Virtual Library Total	115,904	27.74%
Langston Hughes Black Heritage	507	-1.55%
Queens Village Mail-A-Book	4,166	12.81%
Mobile Library	1,810	270.90%
Correctional Outreach	389	179.86%
Miscellaneous Other	1,885	246.51%
Miscellaneous Total	186,712	23.62%

283	61.71%
0	X
71	-59.43%

System Total	905,738	-7.31%	806,895	-4.76%	110,827	12.88%	219,082	-3.36%	
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Website Visits	446,598	-20.41%
Wireless use	35,987	-6.60%
Computer Sessions	205,123	-6.27%

Notes:

- 1 - Library closed for renovation or extended emergency during a portion of the current fiscal year.
- 2 - Library closed for renovation or extended emergency during a portion of last fiscal year.
- 3 - Central Library partially closed during renovation in last fiscal year.
- 4 - ALCs are not in separate area - accurate gate count not possible
- 5 - Steinway ALC moved to Jackson Heights ALC

Queens Library Board/Committee Item

BOARD/COMMITTEE: Board of Trustees

DATE OF MEETING: January 24, 2019

ITEM ID #: 1921

AGENDA: Election of Officers - 2019

Recommended Motion for Consideration by the Board of Trustees:

I move that the Nominations of the Officers for 2019 be accepted as presented by the Nominating Committee:

Chair of the Board:	Haeda Mihaltses
Vice Chair:	Robert Santos
Secretary:	Earl Simons
Treasurer:	Lydon Sleeper O'Connell
Assistant Treasurer:	Eli Shapiro

RESOLUTION

WHEREAS, at its regularly scheduled meeting held on November 20, 2018, the Board of Trustees of the Queens Borough Public Library elected a Nominating Committee comprised of the following Trustees: Michael Rodriguez, Esq. (Chair of the Committee), Carl Koerner, Esq., Judy Bergtraum, Esq., Julissa Gutierrez, and Lydon Sleeper O'Connell; 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 December 20, 2018, its recommended slate of candidates for officers of the Library for calendar year 2019; and WHEREAS, at the Board's regularly scheduled meeting held on December 20, 2018, the Nominating Committee recommended the following slate of officers of the Library for calendar year 2019:

Chair of the Board:	Haeda Mihaltses
Vice Chair:	Robert Santos
Secretary:	Earl Simons
Treasurer:	Lydon Sleeper O'Connell
Assistant Treasurer:	Eli Shapiro

WHEREAS, at the December 20, 2018 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 December 20, 2018 meeting, the Board of Trustees unanimously approved a motion to close nominations for officers of the Library for calendar year 2019.

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 2019 and shall continue in office until their successors shall have been elected and qualified:

Chair of the Board:	Haeda Mihaltses
Vice Chair:	Robert Santos
Secretary:	Earl Simons
Treasurer:	Lydon Sleeper O'Connell
Assistant Treasurer:	Eli Shapiro

Queens Library Board/Committee Item

BOARD/COMMITTEE: Board of Trustees

DATE OF MEETING: January 24, 2019

ITEM ID #: 1922

AGENDA: BOT Committee Assignments 2019

Recommended Motion for Consideration:

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

Queens Library Board/Committee Item

BOARD/COMMITTEE: Board of Trustees

DATE OF MEETING: January 24, 2019

ITEM ID #: 1913

AGENDA: Motion to Adjourn

Recommended Motion for Consideration:

I move that the meeting be adjourned.