QUEENS LIBRARY
EXECUTIVE COMMITTEE
THURSDAY, MARCH 28, 2019

Central Library
89-11 Merrick Blvd., Jamaica, NY 11432

AGENDA

6:15 PM   EXECUTIVE COMMITTEE REGULAR MEETING

I.     CALL TO ORDER

II.    AGENDA

   A. Action Item(s)

      1. Holiday Schedule 2019 (ID # 1963)

   B. Report Item(s)

      1. Personnel Report - February 2019 (ID # 1942)

III.   ADJOURNMENT

      1. Motion to Adjourn (ID # 1950)
Queens Library Board/Committee Item

BOARD/COMMITTEE: Executive Committee

DATE OF MEETING: March 28, 2019

ITEM ID #: 1963

AGENDA: Holiday Schedule 2019

The following is the present holiday schedule for December 2019.

<table>
<thead>
<tr>
<th>DAY</th>
<th>DATE</th>
<th>LIBRARY OPEN/CLOSE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Christmas Eve</td>
<td>Tuesday, Dec. 24</td>
<td>Open</td>
</tr>
<tr>
<td>Christmas Day</td>
<td>Wednesday, Dec. 25</td>
<td>Closed</td>
</tr>
<tr>
<td>New Year’s Eve</td>
<td>Tuesday, Dec. 31</td>
<td>Open</td>
</tr>
<tr>
<td>New Year’s Day</td>
<td>Wednesday, Jan. 1</td>
<td>Closed</td>
</tr>
</tbody>
</table>

On Tuesdays, the Central Library and Flushing Library close at 9:00 p.m. and all other Branches at 6:00 p.m. Customer activity during these days is typically extremely slow because of the holidays.

The President & CEO recommends that the Board of Trustees approve that the library system close early on December 24, 2019, and December 31, 2019.

**Recommended Motion for Consideration by the Executive Committee:**

*I move that the Executive Committee recommend to the Board of Trustees that the library system close at 1:00 p.m. on December 24, 2019 and on December 31, 2019.*
Queens Library Board/Committee Item

BOARD/COMMITTEE: Executive Committee
DATE OF MEETING: March 28, 2019
ITEM ID #: 1942
AGENDA: Personnel Report - February 2019

PERSONNEL REPORT - 1/16/19 - 2/15/19

The attached Personnel Report is provided for your information as certified by the Director of Human Resources, for the period of January 16, 2019 to February 15, 2019:

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

Attachments:
Personnel Report - February 2019 (XLS)
QUEENS LIBRARY BOARD/COMMITTEE ITEM

BOARD/COMMITTEE: Executive Committee
DATE OF MEETING: March 28, 2019
ITEM ID #: 1961
AGENDA: Personnel Report - January 2019

PERSONNEL REPORT - 12/16/18 - 1/15/19

The attached Personnel Report is provided for your information as certified by the Director of Human Resources, for the period of December 16, 2018 to January 15, 2019:

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

Attachments:
Personnel Report - January 2019 (XLS)
Queens Library Board/Committee Item

BOARD/COMMITTEE: Executive Committee

DATE OF MEETING: March 28, 2019

ITEM ID #: 1950

AGENDA: Motion to Adjourn

Recommended Motion for Consideration:

I move that the meeting be adjourned.