

QUEENS LIBRARY
BOARD OF TRUSTEES
THURSDAY, APRIL 8, 2021
MINUTES

A meeting of the Board of Trustees was held virtually, via WebEx, on Thursday, April 8, 2021. The meeting was called to order at 6:11 PM by Chair of the Board, Michael E. Rodriguez, Esq.

I. ROLL CALL

Attendee Name	Title	Status	Arrived
Michael E. Rodriguez, Esq.	Chair of the Board	Present	
Earl G. Simons, Ed. D	Vice Chair of the Board	Present	
Eli Shapiro, Ed. D. LCSW	Secretary	Present	
Julissa Gutierrez	Treasurer	Present	
Pauline Healy	Assistant Treasurer	Present	
Judy E. Bergtraum, Esq.	Board Member	Excused	
Matthew M. Gorton	Board Member	Present	7:32 PM
James M. Haddad, Esq.	Board Member	Present	
Rev. Richard Hogan	Board Member	Excused	
Andrew P. Jackson	Board Member	Present	
Carl S. Koerner, Esq.	Board Member	Present	
Haeda Mihaltses	Board Member	Excused	
George Russo, Esq.	Board Member	Present	
Edward Sadowsky, Esq.	Board Member	Excused	
Robert Santos, Esq.	Board Member	Present	6:28 PM
Terri Thomson	Board Member	Present	

April 8, 2021

Eve Cho Guillergan, Esq	Rep - Speaker	Excused	
Elizabeth Guzman, Esq.	Rep - Public Advocate	Excused	
Kapil Longani, Esq.	Rep - Mayor's Office	Present	6:31 PM
Allan Swisher, Esq.	Rep - Borough President	Present	
Jimmy Yan, Esq.	Rep - Comptroller	Present	
Dennis M. Walcott	President & CEO	Present	
Nick Buron	Chief Librarian & Sr. VP	Present	
Justin Deabler, Esq.	General Counsel & Sr. VP	Present	
Sung Mo Kim, Esq.	Chief Operating Officer & Sr. VP	Present	
Gitte Peng	Chief of Staff & Sr. VP.	Present	
Michael Tragale	Chief Financial Officer & Sr. VP.	Present	
Jonathan Chung	Director of Government Affairs	Present	
Justin Carroll, Esq.	Associate General Counsel	Present	
Vishnu Dawah	Controller, Finance	Present	
William Funk	Director of Procurement	Present	
William Goldband	VP, Information, Technology & Development	Present	
Chauncie Brooks	Sr. Manager, Infrastructure & Support	Present	
Andrew Wedmore, Esq.	Director Labor/Employee Relations, Human Resources	Present	
Danielle Walsh	Community Library Manager, South Jamaica	Present	

II. APPROVAL OF MINUTES

1. Approval of Minutes of the Board - March 4, 2021 (ID # 2443)

Recommended Motion for Consideration:

I move that the Minutes of the Board of Trustees meeting be approved as submitted.

RESULT:	ADOPTED [Unanimous]
MOVER:	Andrew P. Jackson
SECONDER:	James M. Haddad, Esq.
AYES:	Rodriguez, Esq., Simons, Ed. D., Shapiro, Ed. D., LCSW, Gutierrez, Healey, Haddad, Esq., Jackson, Koerner, Esq., Russo, Esq., Thomson
EXCUSED:	Bergtraum, Esq., Gorton, Hogan, Mihaltses, Sadowsky, Esq., Santos, Esq.

III. COMMITTEE REPORT(S)

A. Audit Committee - April 7, 2021

1. Approval of the Audit Committee Report (ID # 2454)

Recommended Motion for Consideration by the Board of Trustees:

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

RESULT:	ADOPTED [Unanimous]
MOVER:	Carl S. Koerner, Esq.
SECONDER:	Julissa Gutierrez
AYES:	Rodriguez, Esq., Simons, Ed. D., Shapiro, Ed. D., LCSW, Gutierrez, Healey, Haddad, Esq., Jackson, Koerner, Esq., Russo, Esq., Thomson
EXCUSED:	Bergtraum, Esq., Gorton, Hogan, Mihaltses, Sadowsky, Esq., Santos, Esq.

IV. AGENDA

A. Action Item(s)

1. Approval of Bills for the Month of February 2021 (ID # 2438)

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees approve the February 2021 bills in the aggregate sum of \$3,927,012.

April 8, 2021

RESULT:	ADOPTED [Unanimous]
MOVER:	Terri Thomson
SECONDER:	Andrew P. Jackson
AYES:	Rodriguez, Esq., Simons, Ed. D, Shapiro, Ed. D., LCSW, Gutierrez, Healey, Haddad, Esq., Jackson, Koerner, Esq., Russo, Esq., Thomson
EXCUSED:	Bergtraum, Esq., Gorton, Hogan, Mihaltses, Sadowsky, Esq., Santos, Esq.

2. Acceptance of Financial Reports for the Period Ending February 2021 (ID # 2437)

Dennis M. Walcott, President and CEO, asked Jonathan Chung, Director of Government Affairs, and Nick Buron, Chief Librarian and Sr. VP, to report on library funding and advocacy efforts with the New York and Brooklyn Public Libraries and the New York Library Association (NYLA).

Mr. Chung reported that the state is expected to allocate approximately \$94.1 million for state library aid and \$34 million for state construction aid, which is the \$20 million increase in construction aid from last year. Mr. Buron reported that the aid from the New York State Senate and Assembly would be at the same level as last year.

Mr. Walcott stated that through advocacy efforts, in partnership with the New York and Brooklyn Public Libraries, and NYLA, the systems have been able to forestall major budget cuts, which is a major benefit to all libraries. He also stated that the library would continue to monitor reports on the state budget. The board will also receive updates on advocacy efforts.

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 February 28, 2021.

RESULT:	ADOPTED [Unanimous]
MOVER:	Andrew P. Jackson
SECONDER:	Carl S. Koerner, Esq.
AYES:	Rodriguez, Esq., Simons, Ed. D., Shapiro, Ed. D., LCSW, Gutierrez, Healey, Haddad, Esq., Jackson, Koerner, Esq., Russo, Esq., Thomson
EXCUSED:	Bergtraum, Esq., Gorton, Hogan, Mihaltses, Sadowsky, Esq., Santos, Esq.

B. Report Item(s)

1. Payroll for the Month of February 2021 (ID # 2439)

RESULT:	PRESENTED
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2. Purchases Over \$5K - February 2021 (ID # 2453)

RESULT:	PRESENTED
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3. Personnel Report - March 2021 (ID # 2447)

Board trustee Earl Simons asked if the increase in staff attrition has affected the library's reopening plans. Nick Buron, Chief Librarian, reported that it has affected, and will continue to affect, how many libraries open. Approximately 30 employees have left the organization, which has a major impact on reopening every library, for both full and limited service. He reported that hiring staff to fill these positions would be based on library funding from the city and state budgets. He noted that staff attrition has affected all three city library systems.

Trustee Andrew Jackson asked if the library has a sense of employee hesitation about the COVID vaccine, as well as returning to work on full time.

Sung Mo Kim, Chief Operating Officer and Sr. VP, reported that the library is doing its best to accommodate staff returning to work. A majority of the public service staff that can work, are working. Human Resources continually conducts a variety of surveys to assist, accommodate, and engage staff in reopening plans.

Mr. Buron also reported that library staff are currently working in teams to ensure locations can remain open in any case of staff shortages due to COVID-related issues. Due to this staffing pattern, closing libraries has been minimized drastically as compared to the other library systems.

Mr. Kim also reported that the library is also in constant communications with the labor union to assist with staff accommodations and the library reopening efforts.

Trustee Pauline Healy inquired if the library plans to mandate staff to be vaccinated when the library opens for full service. Mr. Kim stated staff are not currently required to be vaccinated. However, the library continues to encourage staff to be vaccinated and carefully monitors city and state guidelines, as well as the approaches of other organizations.

RESULT:	PRESENTED
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V. REPORT OF THE CHAIR OF THE BOARD

Board Chair Michael Rodriguez reported that the Buildings & Grounds Committee is scheduled to meet on Thursday, May 20. All trustees are welcome to attend.

Mr. Rodriguez also reported that he would like to establish a Programming Committee. This committee would be involved in assisting staff with brainstorming, researching, establishing, and implementing new and creative programs within the library.

VI. PRESIDENT'S REPORT

Nick Buron, Chief Librarian and Sr. VP, reported that Hong Yao, Director of Collection Development, coordinated a committee to evaluate the six Dr. Seuss titles that Dr. Seuss Enterprises has decided to longer publish, in order to ensure compliance with the library's

April 8, 2021

Collection Development Policy and associated procedures. The committee has recommended that the library collection continue to circulate the titles, with a copy of each title also kept in reference. He also noted that these titles would not be used for any future library programs and/or events.

Gitte Peng, Chief of Staff and Sr. VP, reported that as a system-wide initiative, the library has been celebrating its 125th year anniversary. This has been a positive and exciting event that commemorates the library's resilience through tough times like the pandemic. It is a chance for the Library to celebrate with staff, customers, supporters, and to raise the Library's visibility in the community. Some of the initiatives have included collecting oral history, poetry contests with 125 words or less, video timelines, sharing bucket lists of things you must do at the library, as well as 125th Anniversary to-go kits for customers to share in the celebration.

Ms. Peng also reported that the Mayor sent a letter in support of the 125th Anniversary. She also reported that the 125th Anniversary Virtual Gala is scheduled for Tuesday, June 8. This will be an opportunity to engage donors and supporters, as well as raise funds, while celebrating with the Library.

Foundation Chair and Trustee Carl Koerner reported that the board members were sent invitations to attend the virtual gala. He reported that the gala is open to all and asked that the Trustees participate, as well as solicit family and friends to donate and join in the celebration.

Sung Mo Kim, Chief Operating Officer and Sr. VP, reported that Flushing Library is now operating as a vaccination site. On May 21, Ozone Park Library will operate as another vaccination site. Both sites will be open six days a week. Some of the other sites that are being considered are South Hollis, Peninsula, and South Jamaica. He also reported that all expenses and staffing have been covered by the City or the provider. Peninsula will continue to provide to-go library services until further notice. Thirty-six library locations are currently operating with limited services. The team has been meeting frequently to go over aspects of the next phases of reopening.

Mr. Walcott reported that since Flushing Library opened as a vaccination site, approximately 6,000 people have received their vaccinations. The City is appreciative that the Library is being utilized in other ways for the benefit of the public.

1. Key Performance Indicators Report - February 2021 (ID # 2446)

RESULT: PRESENTED

VII. OTHER BUSINESS

1. Motion to Go into Executive Session (ID # 2448)

Recommended Motion for Consideration:

April 8, 2021

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

RESULT:	ADOPTED [Unanimous]
MOVER:	Andrew P. Jackson
SECONDER:	Terri Thomson
AYES:	Rodriguez, Esq., Simons, Ed. D, Shapiro, Ed. D., LCSW, Gutierrez, Healey, Haddad, Esq., Jackson, Koerner, Esq., Russo, Esq., Santos, Esq., Thomson
EXCUSED:	Bergtraum, Esq., Gorton, Hogan, Mihaltses, Sadowsky, Esq.

2. Motion to Return to Public Session (ID # 2449)

Recommended Motion for Consideration:

I move that the meeting return to Public Session.

RESULT:	ADOPTED [Unanimous]
MOVER:	Andrew P. Jackson
SECONDER:	Terri Thomson
AYES:	Rodriguez, Esq., Simons, Ed. D, Shapiro, Ed. D., LCSW, Gutierrez, Healey, Gorton, Haddad, Esq., Jackson, Koerner, Esq., Russo, Esq., Santos, Esq., Thomson
EXCUSED:	Bergtraum, Esq., Hogan, Mihaltses, Sadowsky, Esq.

3. Action Resulting from Executive Session Discussion (ID # 2452)

Recommended Motion for Consideration by the Executive Committee:

I move that the Board of Trustee approve the adoption of the below Resolution:

RESOLUTION

WHEREAS, the By-Laws of the Queens Public Library Foundation provide that the Foundation's appointment, upon the recommendation of the Queens Public Library's President and CEO, of an Executive Director of the Foundation is subject to approval of the Queens Library's Board of Trustees; and

WHEREAS, Dennis M. Walcott, the Queens Public Library's President and CEO, has selected Susan Latham to be Executive Director of the Queens Public Library Foundation; and

WHEREAS, the Queens Public Library Foundation approved the selection of Ms. Latham as Executive Director of the Foundation at its March 16, 2021 meeting;

NOW THEREFORE, BE IT RESOLVED that, after due deliberation, the Queens Public Library's Board of Trustees approves the appointment of Susan Latham to the position of Executive Director of the Queens Public Library Foundation.

RESULT:	ADOPTED [Unanimous]
MOVER:	Andrew P. Jackson
SECONDER:	Terri Thomson
AYES:	Rodriguez, Esq., Simons, Ed. D, Shapiro, Ed. D., LCSW, Gutierrez, Healey, Gorton, Haddad, Esq., Jackson, Koerner, Esq., Russo, Esq., Santos, Esq., Thomson
EXCUSED:	Bergtraum, Esq., Hogan, Mihaltzes, Sadowsky, Esq.

VIII. ADJOURNMENT

1. Motion to Adjourn (ID # 2444)

Recommended Motion for Consideration:

I move that the meeting be adjourned.

RESULT:	ADOPTED [Unanimous]
MOVER:	Michael E. Rodriguez, Esq.
SECONDER:	Andrew P. Jackson
AYES:	Rodriguez, Esq., Simons, Ed. D, Shapiro, Ed. D., LCSW, Gutierrez, Healey, Gorton, Haddad, Esq., Jackson, Koerner, Esq., Russo, Esq., Santos, Esq., Thomson
EXCUSED:	Bergtraum, Esq., Hogan, Mihaltzes, Sadowsky, Esq.

The meeting was closed at 7:45 PM.

Secretary