

QUEENS PUBLIC LIBRARY
BOARD OF TRUSTEES
THURSDAY, SEPTEMBER 9, 2021
MINUTES

A meeting of the Board of Trustees was held via Zoom on Thursday, September 9, 2021. The meeting was called to order at 6:22 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 Healey	Assistant Treasurer	Present	
Judy E. Bergtraum, Esq.	Board Member	Present	
Matthew M. Gorton	Board Member	Present	
James M. Haddad, Esq.	Board Member	Present	
Cloyette Harris-Stoute	Board Member	Present	
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	
Terri Thomson	Board Member	Present	
Eve Cho Guillergan, Esq.	Rep - Speaker	Present	
Elizabeth Guzman, Esq.	Rep - Public Advocate	Present	

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Kapil Longani, Esq.	Rep - Mayor's Office	Excused	
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	
Sara Hausner-Levine, Esq.	Deputy General Counsel	Present	
Chauncie Brooks	Sr. Manager, Infrastructure & Support	Present	
Larry Vedilago	VP, Risk Management	Present	
Sharon Myrie	VP, Programs and Services	Present	
Thomas Ching	VP, Facilities and Environmental Services	Present	
Susan Latham	Executive Director, QPL Foundation	Present	
Nina Luca-Bolowsky	Health & Safety Officer	Present	
Danielle Walsh	Community Library Manager, South Jamaica Library	Present	
LaNiece M. Ince	Executive Assistant to President & CEO	Present	

II. APPROVAL OF MINUTES

1. Approval of Minutes of the Board - June 24, 2021 (ID # 2513)

Recommended Motion for Consideration by the Board of Trustees:

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

RESULT:	ADOPTED [Unanimous]
MOVER:	Earl G. Simons, Ed. D.
SECONDER:	James M. Haddad, Esq.
AYES:	Rodriguez, Esq., Simons, Ed. D., Shapiro, Ed. D., LCSW, Gutierrez, Healey, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Koerner, Esq., Russo, Esq., Santos, Esq., Thomson
EXCUSED:	Haeda Mihaltses, Edward Sadowsky, Esq.

III. COMMITTEE REPORT(S)

1. Approval of the Audit Committee Report (ID # 2536)

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:	Matthew M. Gorton
AYES:	Rodriguez, Esq., Simons, Ed. D., Shapiro, Ed. D., LCSW, Gutierrez, Healey, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Koerner, Esq., Russo, Esq, Santos, Esq., Thomson
EXCUSED:	Haeda Mihaltses, Edward Sadowsky, Esq.

IV. AGENDA

Action Item(s)

1. Approval of Bills for the Month of August 2021 (ID # 2527)

Board Trustee Earl Simons, Ed.D., asked Michael Tragale, Chief Financial Officer and Sr VP if the Library had to exercise the line of credit as done in previous years. Mr. Tragale reported that the Library did not extend the line of credit this year.

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees approve the August 2021 bills in the aggregate sum of

\$3,733,646.

RESULT:	ADOPTED [Unanimous]
MOVER:	Judy E. Bergtraum, Esq.
SECONDER:	Matthew M. Gorton
AYES:	Rodriguez, Esq., Simons, Ed. D., Shapiro, Ed. D., LCSW, Gutierrez, Healey, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Koerner, Esq., Russo, Esq, Santos, Esq., Thomson
EXCUSED:	Haeda Mihaltses, Edward Sadowsky, Esq.

2. Approval of Bills for the Month of July 2021 (ID # 2510)

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees approve the July 2021 bills in the aggregate sum of \$11,487,815.

RESULT:	ADOPTED [Unanimous]
MOVER:	Judy E. Bergtraum, Esq.
SECONDER:	Matthew M. Gorton
AYES:	Rodriguez, Esq., Simons, Ed. D, Shapiro, Ed. D., LCSW, Gutierrez, Healey, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Koerner, Esq., Russo, Esq, Santos, Esq., Thomson
EXCUSED:	Haeda Mihaltses, Edward Sadowsky, Esq.

3. Approval of Bills for the Month of June 2021 (ID # 2507)

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees approve the June 2021 bills in the aggregate sum of \$4,843,274.

RESULT:	ADOPTED [Unanimous]
MOVER:	Judy E. Bergtraum, Esq.
SECONDER:	Matthew M. Gorton
AYES:	Rodriguez, Esq., Simons, Ed. D., Shapiro, Ed. D., LCSW, Gutierrez, Healey, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Koerner, Esq., Russo, Esq, Santos, Esq., Thomson
EXCUSED:	Haeda Mihaltses, Edward Sadowsky, Esq.

4. Acceptance of Financial Reports for the Period Ending August 2021 (ID # 2525)

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 August 31, 2021.

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RESULT:	ADOPTED [Unanimous]
MOVER:	George Russo, Esq.
SECONDER:	Terri Thomson
AYES:	Rodriguez, Esq., Simons, Ed. D., Shapiro, Ed. D., LCSW, Gutierrez, Healey, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Koerner, Esq., Russo, Esq, Santos, Esq., Thomson
EXCUSED:	Haeda Mihaltses, Edward Sadowsky, Esq.

5. Acceptance of Financial Reports for the Period Ending July 2021 (ID # 2509)

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 July 31, 2021.

RESULT:	ADOPTED [Unanimous]
MOVER:	George Russo, Esq
SECONDER:	Terri Thomson
AYES:	Rodriguez, Esq., Simons, Ed. D, Shapiro, Ed. D., LCSW, Gutierrez, Healey, Bergtraum, Esq., Gorton, Haddad ,Esq., Harris-Stoute, Jackson, Koerner, Esq., Russo, Esq, Santos, Esq., Thomson
EXCUSED:	Haeda Mihaltses, Edward Sadowsky, Esq.

6. Acceptance of Financial Reports for the Period Ending June 2021 (ID # 2506)

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 June 30, 2021.

RESULT:	ADOPTED [Unanimous]
MOVER:	George Russo, Esq.
SECONDER:	Terri Thomson
AYES:	Rodriguez, Esq., Simons, Ed. D, Shapiro, Ed. D., LCSW, Gutierrez, Healey, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Koerner, Esq., Russo, Esq, Santos, Esq., Thomson
EXCUSED:	Haeda Mihaltses, Edward Sadowsky, Esq.

7. FY'21 City Fund Budget Modifications (ID # 2523)

Recommended Motion for Consideration by the Board of Trustees:

Below is a summary of the budget modifications that have occurred from May to June 2021. I move that the Board of Trustees modify the Fiscal Year 2021 City Fund Budget as follows:

Estimated Revenues

Appropriations from the City of New York

<i>City Operating</i>	+	\$1,322,122
<i>Adult Literacy</i>	-	290,097
<i>Heat, Light, & Power</i>	-	147,298
<i>Sundry Revenue</i>	-	1,103,559
<i>Interest Income</i>	-	1,446
<i>Total Estimated Revenues</i>	-	<u>\$220,278</u>

Appropriations

<i>Personal Services & Benefits</i>	-	\$ 2,392,673
<i>Training</i>	+	56,243
<i>Furniture</i>	+	175,203
<i>Library Material</i>	+	1,115
<i>Contractual</i>	-	1,212
<i>Maintenance & Repairs - Vehicles</i>	+	17,000
<i>Maintenance & Repairs - Buildings</i>	+	2,511,549
<i>Building Rent</i>	-	115,108
<i>Heat, Light, & Power</i>	-	182,298
<i>Adult Literacy</i>	-	290,097
	-	<u>\$220,278</u>

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

8. FY'21 Non-City Fund Budget Modifications (ID # 2524)

Recommended Motion for Consideration by the Board of Trustees:

Below is a summary of the budget modifications that have occurred from May 2021 to June 2021. I move that the Board of Trustees modify the Fiscal Year 2021 Non-City Fund Budgets as follows:

State General Fund

Appropriations

<i>Furniture</i>	+	14,000
<i>Information Systems Services</i>	-	14,000
		\$0

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

9. Election of New Members to Queens Public Library Foundation Board Of Directors (ID # 2529)

Susan Latham, Executive Director, Queens Public Library Foundation (QPLF), gave the board a brief background overview of the two newly elected directors, Juan M. Santiago and Eric Gioia.

Board Trustee Earl Simons, Ed.D., asked if there was any issues with Mr. Gioia being on the board of directors and an employee of J. P. Chase. Mr. Koerner, QPLF Board Chair, stated that Mr. Gioia is a former employee of J.P. Morgan Chase, and this would not interfere with being on the QPLF Board of Directors.

Recommended Motion for Consideration by the Board of Trustees:

I move that the Library Board of Trustees approve the election of Juan Santiago and Eric Gioia to the Class of 2022 of the Queens Public Library Foundation Board of Directors.

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

10. Selection of Nominating Committee for Election of Officers 2022 (ID # 2533)

Recommended Motion for Consideration by the Board of Trustees:

I move to accept the Chair of the Board's appointment and the Board's election of the following trustees to the Nominating Committee:

Chair of the Board appointed:

[1] Pauline Healy

[2] Terri Thompson

Board elected:

[3] Judy Bergtraum, Esq.

[4] Matt Gorton

[5] Julissa Gutierrez

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

11. Creation of Programming Committee (ID # 2532)

Board Chair Michael Rodriguez, Esq. asked the board to volunteer to be on the newly established Programming Committee. Trustees Eli Shapiro, Ed.D., Judy Bergtraum, Esq., Cloyette Harris-Stoute, and Andrew Jackson expressed their interest in being a part of the committee.

Board Trustee Matthew Gorton asked how the Programming Committee was established. Mr. Rodriguez stated that the committee was proposed at the June 24 board meeting. At that time, the board was asked to bring any recommendations they may have, as well as, consider if they would like to be a part of this newly developed committee.

Dennis M. Walcott, President and CEO, stated that this is a great opportunity for the board trustees to interact with the staff and be actively involved in creating Library programs. He also stated that this would be a great opportunity to look at the different initiatives the Library would like to create for the Queens community.

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees designate the following trustees as members of a Programming Committee, with a purpose as set forth in the agenda item: Andrew Jackson, Cloyette Harris-Stoute, Judy Bergtraum, Esq., Eli Shapiro, Ed.D., LCSW.

RESULT:	ADOPTED [Unanimous]
MOVER:	Carl S. Koerner, Esq.
SECONDER:	Matthew M. Gorton
AYES:	Rodriguez, Esq., Simons, Ed. D, Shapiro, Ed. D., LCSW, Gutierrez, Healey, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Koerner, Esq., Russo, Esq, Santos, Esq., Thomson
EXCUSED:	Haeda Mihaltses, Edward Sadowsky, Esq.

12. Public Conduct Policy Revision (ID # 2540)

Justin Deabler, General Counsel and Sr. VP, and Nick Buron, Chief Librarian and Sr. VP, reported that the public policy was last updated in 2003 and asking the board to adopt the updated policy to clarify public conduct standards consistent with the First Amendment, current human rights laws, and the operational needs of the Library.

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees adopt an updated Public Conduct Policy as set forth in the attachment.

RESULT:	ADOPTED [Unanimous]
MOVER:	Carl S. Koerner, Esq.
SECONDER:	James M. Haddad, Esq.
AYES:	Rodriguez, Esq., Simons, Ed. D., Shapiro, Ed. D., LCSW, Gutierrez, Healey, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Koerner, Esq., Russo, Esq, Santos, Esq., Thomson
EXCUSED:	Haeda Mihaltses, Edward Sadowsky, Esq.

13. Fines & Fees / Lost Items Policy Revisions (ID # 2543)

Nick Buron, Chief Librarian and Sr. VP, reported that since March 2020, collection and late fees were suspended. He reported that since the suspension,

approximately 100,000 customers have used our libraries, approximately 76,000 of whom have been children, particularly in high-needs communities. With board approval and collaboration with Brooklyn and New York Public Libraries in early September or October, the Library will announce the elimination of Fines and Fees. However, customers will still be responsible for fees for replacement of lost materials. However, if materials are returned and are in good condition, the replacement fees will be waived. Fines and fees were used as means for customers to return materials on time. However, it has deterred customers from using library resources and checking out materials from the library.

Board Trustee Pauline Healy asked how will the message that Queens Library will eliminate fines and fees be conveyed to the public. Gitte Peng, Chief of Staff and Sr. VP, stated that the plan is based upon the board approval and would be a joint venture with Brooklyn and New York Public Libraries. This initiative would be publicly announce that all fines and fees, with the exception of replacement fees, are eliminated and wiped clean from customers' accounts. This announcement is expected to take place in late September/early October. The message would be conveyed through social media, websites, email, elected officials, and other stakeholders.

Board Trustee Earl Simons, Ed. D. asked whether the Library sees any value in the continuation of the read-away fines program. Mr. Buron stated that in 2019, nearly 8,000 library cards were cleared by the use of this program. This program will continue because it will benefit customers that accumulate fines and fees after the announcement.

Dennis Walcott, President and CEO, reported that this will be a Tri-Li initiative and the announcement will be on hold until both Brooklyn and New York Public Libraries have also approved the program.

Board Trustee Eli Shapiro, Ed. D., LCSW stated that the elimination of fines and fees would result in a loss of revenue for the Library. Michael Tragale, Chief Financial Officer and Sr. VP reported that in March 2020, the revenue for fines and fees was approximately \$894,000, which has tremendously

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decreased from prior years. He stated that the Library has been able to manage without using these funds. He reported that this revenue has been stored in a money market account, totaling approximately \$3 million, until needed.

Mr. Buron noted that fines and fees revenue has also decreased because of the use of e-materials. Customers are not charged a late fee or fine for borrowing e-materials.

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees adopt a renamed Fees Schedule Policy as set forth in the attachment.

RESULT:	ADOPTED [Unanimous]
MOVER:	Andrew P. Jackson
SECONDER:	Earl G. Simons, Ed. D.
AYES:	Rodriguez, Esq., Simons, Ed. D., Shapiro, Ed. D., LCSW, Gutierrez, Healey, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Koerner, Esq., Russo, Esq, Santos, Esq., Thomson
EXCUSED:	Haeda Mihaltses, Edward Sadowsky, Esq.

14. Credit Card Policy Revision (ID # 2538)

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees adopt an updated Credit Card Policy as set forth in the attachment.

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

15. Procurement Policy Revision (ID # 2539)

Board Trustee Judy Bergtraum, Esq. thanked the staff for the inclusion of M/WBE requirements although it was not a part of procurement policy. Ms. Bergtraum stated that although M/WBE practices was not reflected in the policy, it was needed and the procurement staff has done a great job at including M/WBE policies and procedures in its practices.

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees adopt an updated Purchasing Policy, renamed Procurement Policy, as set forth in the attachment.

RESULT:	ADOPTED [Unanimous]
MOVER:	Judy E. Bergtraum, Esq.
SECONDER:	Earl G. Simons Ed. D
AYES:	Rodriguez, Esq., Simons, Ed. D, Shapiro, Ed. D., LCSW, Gutierrez, Healey, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Koerner, Esq., Russo, Esq, Santos, Esq., Thomson
EXCUSED:	Haeda Mihaltses, Edward Sadowsky, Esq.

16. State Aid for Public Library Construction (ID # 2545)

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees adopt the assurances that accompany the State construction grant applications in the amount of \$2,939,662, as well as approve the signing of the Assurances by the Chair of the Board of Trustees, for the construction projects at the Bay Terrace, Langston Hughes, and Laurelton Community Libraries as described in this item.

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

17. Painting Services Requirements Contracts - Contract Authorization (ID # 2531)

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees authorize the President and CEO to execute contracts with Modine Contracting Corp. and Arora Construction, Inc. for system-wide painting services for a three-year term with two one-year options to renew at the Library's sole discretion at the rates proposed herein.

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

18. Bay Terrace Community Library Renovation - Contract Authorization (ID # 2530)

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees authorize the President and CEO to execute a contract with Gryphon Construction, Inc. in the amount of \$3,884,000 for the renovation of the Bay Terrace Library, as described above.

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

19. Cost-Sharing Agreement for Environmental Monitoring at Hunters Point

Community Library Contract Authorization (ID # 2537)

To avoid any potential conflict of interest, or the appearance of one, Board Trustee Matthew Gorton was asked to recuse himself from the meeting for this agenda item.

Board Trustee Terri Thomson stated that this is an unfair lease that the Library should not be responsible for groundwater testing at Hunters Point. She also expressed concerns about the Library being liable for building new wells in the Long Island City area.

Trustee Jim Haddad suggested that when the contract is renegotiated, the contracts language should include “without prejudice”, or “not to create a precedent” to limit future issues with renegotiating the Hunters Point lease.

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees authorize the President and CEO to execute a cost-sharing

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agreement with Queens West Development Corporation and AvalonBay Communities, Inc., committing the Library to incur \$99,666 in expenses, representing one-third of a total cost of \$299,000, for ongoing environmental monitoring work over two years at the Hunters Point Community Library.

RESULT:	ADOPTED [Unanimous]
MOVER:	James M. Haddad, Esq.
SECONDER:	Pauline Healey
AYES:	Rodriguez, Esq., Simons, Ed. D., Shapiro Ed. D., LCSW, Gutierrez, Healey, Bergtraum, Esq., Haddad, Esq., Harris-Stoute, Jackson, Koerner, Esq., Russo, Esq, Santos, Esq., Thomson
EXCUSED:	Haeda Mihaltses, Edward Sadowsky, Esq.
RECUSED:	Matthew M. Gorton

Report Item(s)

20. Payroll for the Month of August 2021 (ID # 2528)

RESULT:	PRESENTED
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21. Payroll for the Month of July 2021 (ID # 2511)

RESULT:	PRESENTED
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22. Payroll for the Month of June 2021 (ID # 2508)

RESULT:	PRESENTED
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23. Personnel Report - August 2021 (ID # 2516)

RESULT:	PRESENTED
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24. Personnel Report - July 2021 (ID # 2515)

RESULT:	PRESENTED
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25. Personnel Report - June 2021 (ID # 2514)

RESULT:	PRESENTED
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26. Purchases Over \$5K - August 2021 (ID # 2541)

RESULT:	PRESENTED
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27. Purchases Over \$5K - July 2021 (ID # 2512)

RESULT:	PRESENTED
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28. Purchases Over \$5K - June 2021 (ID # 2481)

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

Board Chair, Michael Rodriguez, Esq., reported that at the June 24 board meeting, the Library tabled renewing the contract with lobbyist, CMW, and renewed the contract with the state lobbyist, Parkside, for the first quarter of this fiscal year, from July - September. At that time, trustees asked that the Library renegotiate an annual contract with Parkside. Parkside has confirmed that it will give the Library the same rate of \$3,500 per month for nine months running from October 1, 2021 - June 30, 2022. This falls below the threshold requiring board approval and does not require an action item from the board.

Mr. Rodriguez also reminded the trustees to complete and return their Conflict of Interest (COI) forms to the General Counsel's office as soon as possible.

VI. PRESIDENT'S REPORT

Dennis M. Walcott, President and CEO introduced Thomas Ching, VP of Facilities and Environmental Services (FES), to the board. He stated that Mr. Ching joined the Library team approximately eight weeks ago and welcomed him aboard.

Sung Mo Kim, Chief Operating Officer and Sr. VP, welcomed Mr. Ching to the Library team and gave the board a brief background on Mr. Ching's experience prior to joining Library.

Mr. Walcott asked Mr. Kim to update the board on the library renovations post Hurricane Ida. Mr. Kim reported that, with the exception of Elmhurst and Lefrak City, which has substantial damages, all locations affected by Hurricane Ida have reopened to the public. He asked Mr. Ching to give an overview of the clean-up process for Elmhurst and Lefrak City.

Mr. Ching reported that the Library is currently assessing the electrical wiring and elevator outage at Elmhurst Library and will remain closed until these issues are resolved. He also reported that Lefrak City branch has extensive damages and will be closed until further notice. Beginning on Monday, September 13, FES will be disposing all damaged materials and furniture from the Lefrak City location. Board Chair Michael Rodriguez, Esq. inquired if there was an issue with mold and asbestos at the Lefrak City branch. Mr. Ching reported that FES is currently monitoring any mold and asbestos issues. Board

Trustee James Haddad asked if the Library's insurance covers mold and asbestos cleaning and abatement. Mr. Kim reported that Larry Vedilago, VP of Risk Management, is currently filing insurance claims to assist with repairs and cleaning at the Lefrak City branch. Mr. Vedilago is also researching and applying for FEMA disaster funding to assist in the cost of repairs due to Hurricane Ida.

Board Trustee Andrew Jackson asked if it was feasible for the Library to continue leasing the Lefrak City location. Mr. Walcott stated that the Library will assess the property after the clean-up is completed to see if it is feasible to continue to lease the space, for either long or short term use, as well as explore other options and locations.

Mr. Walcott asked Nina Luca Bolowsky, Health & Safety Officer, to report to the board the status of COVID-19 cases for the library staff. Ms. Luca Bolowsky reported that since July 2020, the Health and Safety Office has reviewed over 126,000 health screenings. Since July 2020, there have been 87 positive COVID cases reported by library staff. She also reported that to date, approximately 883 or 68% of full time library staff that are fully vaccinated.

Mr. Walcott thanked Ms. Luca Bolowsky and the Health and Safety team for their hard work and dedication.

Mr. Walcott stated that as discussed earlier in this meeting, an update to the Comptroller's follow-up audit is due by November 15. The update is regarding the implementation status of the recommendations made in a follow-up audit report, in which the board has approved two of the pending recommendations, approval of Procurement Policy revision and approval of Credit Card Policy revision. Library staff have also addressed the Comptroller's recommendations for Library vehicle use, and reflecting such use as reportable compensation on employees' W-2s; fueling of Library vehicles; and ensuring the timely full implementation of our new Kronos timekeeping system.

He stated that there is one recommendation pending to address, which will require board action. This has to do with the Foundation, and the Board-approved methodology used to allocate management salary costs for work done on behalf of the Foundation. The Comptroller has recommended allocating those costs among unrestricted funds other than the City Fund. Mr. Walcott reported that the Library would like to bring this to the

Board for discussion, so that we can determine the proper way to address the recommendation and discuss the available options.

Mr. Walcott asked Michael Tragale, Chief Financial Officer and Sr. VP, to report on the options available for this recommendation. Mr. Tragale stated that the Library has three available options, the use of Queens Public Library Foundation contributions received; Fines and Fees funds, which as previously discussed has approximately \$3 million dollars and have been eliminated and no longer generating revenue; lastly, the use of the board-designated funds, which is \$460,000, to cover these costs.

Mr. Walcott reported that there is scaffolding outside the front of Central to protect against pieces of the façade falling until we have the funds to conduct the related façade/roof/HVAC work needed at Central. With the input of the Library's Director of Procurement and General Counsel, the Library renewed its contract with Spring Scaffolding on an emergency basis, consistent with the Library's Procurement Policy, from August 1, 2021 - June 30, 2022.

Board trustee Andrew Jackson inquired about the status of the staff cafeteria at Central Library. Mr. Kim reported that the cafeteria seating area is open to staff. However, there has been several issues with repairing the gas line in the kitchen area. Once repaired, the gas line will also require approval of inspection before the kitchen can be operational. The Library is currently working diligently to resolve this issue.

1. Key Performance Indicators Report - July 2021 (ID # 2518)

RESULT: PRESENTED

2. Key Performance Indicators Report - June 2021 (ID # 2517)

RESULT: PRESENTED

VII. ADJOURNMENT

1. Motion to Adjourn (ID # 2522)

Recommended Motion for Consideration by the Board of Trustees:

I move that the meeting be adjourned.

RESULT:	ADOPTED [Unanimous]
MOVER:	Earl G. Simons, Ed. D
SECONDER:	Michael E. Rodriguez, Esq.
AYES:	Rodriguez, Esq., Simons, Ed. D, Shapiro, Ed. D., LCSW, Gutierrez, Healey, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Koerner, Esq., Russo, Esq, Santos, Esq., Thomson
EXCUSED:	Haeda Mihaltses, Edward Sadowsky, Esq.

The meeting was closed at 8:56 PM.

Secretary