

QUEENS PUBLIC LIBRARY
BOARD OF TRUSTEES
THURSDAY, DECEMBER 16, 2021
MINUTES

A meeting of the Board of Trustees was held via Zoom on Thursday, December 16, 2021. The meeting was called to order at 6:11 PM by Board Chair 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	Excused	
Eli Shapiro, Ed. D., LCSW	Secretary	Present	
Julissa Gutierrez	Treasurer	Excused	
Pauline Healy	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	Present	
George Russo, Esq.	Board Member	Excused	
Robert Santos, Esq.	Board Member	Excused	
Terri Thomson	Board Member	Present	
Eve Cho Guillergan, Esq	Rep - Speaker	Excused	
Elizabeth Guzman, Esq.	Rep - Public Advocate	Excused	
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	VP, Government Affairs	Present	
Justin Carroll, Esq.	Associate General Counsel	Present	
William Funk	VP, Procurement	Present	
William Goldband	VP, Information, Technology & Development	Present	
Sara Hausner-Levine, Esq.	Deputy General Counsel	Present	
Vishnu Dawah	Controller, Finance	Present	
Thomas Ching	VP, Facilities and Environmental Services	Present	
Sharon Myrie	VP, Programs and Services	Present	
Elizabeth De Bourbon	VP, Communications	Present	
Susan Latham	Executive Director, QPL Foundation	Present	
Jacqueline Martinez	VP, Human Resources	Present	
Larry Vedilago	VP, Risk Management	Present	
Chauncie Brooks	Sr. Manager, Infrastructure & Support	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 - September 9, 2021 (ID # 2546)

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., Shapiro, Ed. D., LCSW, Healy, Bergtraum Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Koerner, Esq., Mihaltses, Thomson
EXCUSED:	Earl G. Simons, Ed. D, Julissa Gutierrez, George Russo, Esq, Robert Santos, Esq.

III. COMMITTEE REPORTS

1. Approval of Labor Relations Committee Report - December 8, 2021 (ID # 2576)

Jackie Martinez, VP of Human Resources, reported that non-union employees would receive merit increases for the first time since 2019. These increases will be within the range of 2 - 4% and retroactive to July 1, 2020.

Ms. Martinez also reported that the Library transitioned from the Hay Group to PriceWaterhouseCoopers (PWC). In 2018, PWC conducted a compensation and benefits study and gave the Library a list of recommendations, which were presented to the board. Most of the recommendations were implemented. However, the last recommendation was to implement a new salary structure design, which addresses the issue of pay compression. The board must approve this recommendation. The board-approved salary structure design will be retroactive as of September 1, 2021.

Board Trustee Haeda Mihaltses asked Ms. Martinez to forward the PriceWaterCooper compensation study to the board.

Dennis M. Walcott, President and CEO, reported that five directors were promoted and had their titles changed to Vice President. The directors are:

- Elizabeth de Bourbon, Director of Communications to VP of Communications
- James Phelan, Director of Investigations and Security to VP of Investigations and Security
- Jonathan Chung, Director of Government Affairs to VP of Government Affairs
- William Funk, Director of Procurement to VP of Procurement
- Jackie Martinez, Director of Human Resources to VP of Human Resources

Mr. Walcott noted that the new VP's would receive increases based on their title changes. They will not receive merit-based increases or compensation based on the PWC salary structure recommendations.

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Mr. Walcott asked Nick Buron, Chief Librarian and Sr. VP, to report on the update to the registration policy. Mr. Buron and Mr. Deabler reported that the registration policy was revised to eliminate gender prefixes when completing staff documentation and new customer library card applications. It is not necessary to list these on these documents.

Mr. Buron reported that the registration policy was last updated in March 2016. Since then, two additional items have been implemented, but not included in the policy. The Library has partnered with Elmhurst Hospital to add the QPL Baby Library Card. This card has been popular and successful and lastly, formalized the QPL Educator Library Card. This card would allow educators to check-out and create holds on up to 100 items, and keep them for 60 days without incurring any fines or fees.

Mr. Walcott also asked Mr. Buron to report on the hiring procedure with librarian trainees. He reported that prior to graduating library school, the Library will hire librarians as trainees to gain experience and become familiar with the Library's culture. Once the librarian trainees have graduated, they are then promoted to full librarian status. This process assists in filling several vacancies. Currently, there are several librarian vacancies that need to be filled and using this practice would be very beneficial.

Recommended Motion for Consideration for the Board of Trustees:

I move that the report item(s) of the Labor Relations Committee meeting be accepted and action item(s) be approved as submitted.

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

2. Approval of Nominating Committee Report - November 17, 2021 (ID # 2573)

Recommended Motion for Consideration for the Board of Trustees:

I move that the report item(s) of the Nominating Committee meeting be accepted and action item(s) be approved as submitted.

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RESULT:	ADOPTED [Unanimous]
MOVER:	Andrew P. Jackson
SECONDER:	James M. Haddad, Esq.
AYES:	Rodriguez, Esq., Shapiro, Ed. D., LCSW, Healy, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Koerner, Esq., Mihaltses, Thomson
EXCUSED:	Earl G. Simons, Ed. D, Julissa Gutierrez, George Russo, Esq, Robert Santos, Esq.

3. Motion to Close Nominations (ID # 2596)

Recommended Motion for Consideration:

I move that the Board of Trustees close the nominations for officers of the Library for calendar year 2022.

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

4. Approval of Buildings & Grounds Committee Report - November 17, 2021 (ID # 2574)

Committee Chair Pauline Healy asked Sung Mo Kim, Chief Operating Officer and Sr. VP., to report on the status of the Flushing Library's capital projects. Mr. Kim reported that the installation of the second elevator has commenced. The building was released to Department of Design and Construction (DDC) after the site safety plan was approved. DDC, along with the approved vendors, has access to the library to begin this project.

He also reported that the library is working toward a temporary HVAC system for the branch. The Flushing Library usually has a combination boiler/chiller system. However, this system is not working properly and is in the process of being replaced. DDC has recommended three vendors to provide a temporary boiler system for heat, as well as a temporary cooling system during the summer months.

Board Trustee Haeda Mihaltses asked if DDC is provided funding to all the current HVAC project. Mr. Kim will provide the board with an update on the HVAC system at Flushing Library.

Due to a potential conflict of interest, Board Trustee Matthew Gorton recused himself from the portion of the Buildings & Ground report concerning the status of the Hunters Point Library.

Justin Deabler, General Counsel and Sr. VP, reported that he provided an update on environmental monitoring of Hunters Point Library at the last B&G meeting on September 17.

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He reported that due to the pandemic, the property transfer from Queens West to the City of New York was derailed but is now back on track

Mr. Deabler also reported that, to date, the Library has not signed the cost-sharing and access agreements previously approved by the board due to uncertainty as to which party NYS Department of Environmental Conservation (DEC) wants to conduct monitoring at the site in light of the coming property transfer. There must be a clear understanding of roles between Queens West, the City, DDC, and the Library regarding this monitoring; the parties are trying to schedule a call with DEC to obtain clarity.

Recommended Motion for Consideration for the Board of Trustees:

I move that the report item(s) of the Buildings and Grounds Committee meeting be accepted and action item(s) be approved as submitted.

RESULT:	ADOPTED [Unanimous]
MOVER:	Andrew P. Jackson
SECONDER:	James M. Haddad, Esq.
AYES:	Rodriguez, Esq., Shapiro, Ed. D., LCSW, Healy, Bergtraum, Esq., Haddad, Esq., Harris-Stoute, Jackson, Koerner, Esq., Mihaltses, Thomson
EXCUSED:	Earl G. Simons, Ed. D, Julissa Gutierrez, George Russo, Esq, Robert Santos, Esq.
RECUSED:	Matthew M. Gorton

5. Approval of Programming Committee Report - November 16, 2021 (ID # 2575)

Recommended Motion for Consideration for the Board of Trustees:

I move that the report item(s) of the Programming Committee meeting be accepted and action item(s) be approved as submitted.

RESULT:	ADOPTED [Unanimous]
MOVER:	Terri Thomson
SECONDER:	Cloyette Harris-Stoute
AYES:	Rodriguez, Esq., Shapiro, Ed. D., LCSW, Healy, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Koerner, Esq., Mihaltses, Thomson
EXCUSED:	Earl G. Simons, Ed. D, Julissa Gutierrez, George Russo, Esq, Robert Santos, Esq.

IV. AGENDA

A. ACTION ITEM(S)

1. Privacy Policy Revision (ID # 2593)

Justin Deabler, General Counsel and Sr. VP., reported that the privacy policy was revised to address the use of third-party vendors for virtual programming as a result of the pandemic, as well as to keep the policy current regarding the Library's data practices on storage/purging, as well as the use of e-materials, and finally, to permit the Foundation to join a cooperative database.

Mr. Deabler asked Susan Latham, Executive Director of the Foundation, to give a report to the board on the Foundation's desired use of a non-profit cooperative database.

Ms. Latham reported that a non-profit cooperative database offers the chance for the Foundation to model the Library's customer file to identify prospective donors by sharing donor transaction information for "non-unique" donors already in the database. The revised privacy policy includes language to ensure donors and customers can opt out of donor-related solicitations as well as submission of their information to a cooperative database.

Board Chair Michael Rodriguez asked if our donor list is subject to Freedom of Information Law request. Mr. Deabler stated that he would research this and give an update to the board on his findings.

Recommended Motion for Consideration by the Board of Trustees:

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

RESULT:	ADOPTED [Unanimous]
MOVER:	Carl S. Koerner, Esq.
SECONDER:	Cloyette Harris-Stoute
AYES:	Rodriguez, Esq., Shapiro, Ed. D., LCSW, Healy, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Koerner, Esq., Mihaltses, Thomson
EXCUSED:	Earl G. Simons, Ed. D, Julissa Gutierrez, George Russo, Esq, Robert Santos, Esq.

2. Accessibility Consulting Services - Contract Authorization (ID # 2588)

Justin Deabler, General Counsel and Sr. VP., reported that due to the pandemic, the process of hiring a system-wide accessibility consultant to create a transition plan for the Library's compliance with the Americans with Disabilities Act (ADA) was delayed. The transition plan would help in identifying and prioritizing the remediation of physical barriers to accessibility at Library branches.

Board Trustees Haeda Mihaltses and Judy Bergtraum requested additional details and a more thorough discussion with library staff regarding hiring an accessibility consultant. Dennis M. Walcott, President and CEO, suggested

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that the board table this item and bring back to the board for approval at a later date and time. Judy Bergtraum moved to table this action item. Haeda Mihaltses seconded, and the motion was passed unanimously.

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 Jensen Hughes Engineering, P.C. for accessibility consulting services, as described above.

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

3. Fresh Meadows Renovation Project - Contract Authorization (ID # 2592)

William Funk, VP of Procurement, reported on this action item. Board Trustee Andrew Jackson asked if replacing the HVAC and roof are the only renovation projects for Fresh Meadows Library. Sung Mo Kim, Chief Operating Officer and Sr. VP, answered in the affirmative and further noted that the Fresh Meadow Library a leased property. The New York State Education Department (NYSED) has provided the funding for this project.

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 C.D.E Air Conditioning Co., Inc. in the amount of \$1,397,487 for the renovation of the Fresh Meadows Library, as described above.

RESULT:	ADOPTED [Unanimous]
MOVER:	Andrew P. Jackson
SECONDER:	Carl S. Koerner, Esq.
AYES:	Rodriguez, Esq., Shapiro , Ed. D., LCSW, Healy, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Koerner, Esq., Mihaltses, Thomson
EXCUSED:	Earl G. Simons, Ed. D, Julissa Gutierrez, George Russo, Esq, Robert Santos, Esq.

4. Steinway Community Library Renovation - Contract Authorization (ID # 2591)

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 Mac Contractor, Inc. in the amount of \$248,700 for the renovation of the Steinway Library, as described above.

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

5. Security Guard Services - Contract Authorization (ID # 2590)

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 Universal Protection Service, LLC., dba Allied Universal to provide security guard services for a term of three years with an option to extend for two one year periods, for an estimated five year contract cost of \$7,323,341.08.

Universal Protection Services, LLC dba Allied Universal Security Services	
<u>1A Uniformed Unarmed Security Guard</u>	<u>Rate</u>
Year 1 Hourly Bill Rate	\$28.82
Year 2 Hourly Bill Rate	\$29.84
Year 3 Hourly Bill Rate	\$31.15
Year 4 Hourly Bill Rate	\$32.56
Year 5 Hourly Bill Rate	\$34.00
<u>1B Console Operator Rate</u>	<u>Rate</u>
Year 1 Hourly Bill Rate	\$29.32
Year 2 Hourly Bill Rate	\$30.36

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Year 3 Hourly Bill Rate	\$31.67
Year 4 Hourly Bill Rate	\$33.09
Year 5 Hourly Bill Rate	\$34.53
<u>2 Intrusion Alarm Response Unit Rate</u>	<u>Rate</u>
Year 1 Hourly Bill Rate	\$67.01
Year 2 Hourly Bill Rate	\$68.02
Year 3 Hourly Bill Rate	\$69.04
Year 4 Hourly Bill Rate	\$70.07
Year 5 Hourly Bill Rate	\$71.12

RESULT:	ADOPTED [Unanimous]
MOVER:	Pauline Healy
SECONDER:	James M. Haddad, Esq.
AYES:	Rodriguez, Esq., Shapiro, Ed. D., LCSW, Healy, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Koerner, Esq., Thomson
ABSTAIN:	Andrew P. Jackson, Haeda Mihaltses
EXCUSED:	Earl G. Simons, Ed. D, Julissa Gutierrez, George Russo, Esq, Robert Santos, Esq.

6. 2022 BOT Calendar of Meetings (ID # 2589)

Due to the anticipated New York City preliminary budget that is expected to be released in early February, this action item was tabled and will be brought to the board for approval at the next scheduled board meeting. The recommended motion was revised to include the next board meeting, scheduled for Thursday, January 20, 2022.

Recommended Motion for Consideration by the Board of Trustees:

I move that the 2022 Calendar of Board of Trustees and Committee meeting dates be tabled for the January 20, 2022 board meeting on the proposed modification of the calendar for 2022.

This motion was moved by Judy Bergtraum and seconded by Haeda Mihaltses. The motion passed unanimously.

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

7. Allocation of Management Salary Costs Based Upon the Comptroller’s Follow-Up Audit Recommendation (ID # 2594)

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees authorize the Library to allocate management salary costs associated with work for the Queens Public Library Foundation among unrestricted funds other than the City Fund, beginning with fiscal year 2022.

RESULT:	ADOPTED [Unanimous]
MOVER:	James M. Haddad, Esq.
SECONDER:	Judy E. Bergtraum, Esq.
AYES:	Rodriguez, Esq., Shapiro, Ed. D., LCSW, Healy, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Koerner, Esq., Mihaltses, Thomson
EXCUSED:	Earl G. Simons, Ed. D, Julissa Gutierrez, George Russo, Esq, Robert Santos, Esq.

8. Approval of Bills for the Month of November 2021 (ID # 2586)

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees approve the November 2021 bills in the aggregate sum of \$3,640,227.

RESULT:	ADOPTED [Unanimous]
MOVER:	Terri Thomson
SECONDER:	Pauline Healy
AYES:	Rodriguez, Esq., Shapiro, Ed. D., LCSW, Healy, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Koerner, Esq., Mihaltses, Thomson
EXCUSED:	Earl G. Simons, Ed. D, Julissa Gutierrez, George Russo, Esq, Robert Santos, Esq.

9. Approval of Bills for the Month of October 2021 (ID # 2555)

Recommended Motion for Consideration by the Board of Trustees:

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

\$4,141,172.

RESULT:	ADOPTED [Unanimous]
MOVER:	Terri Thomson
SECONDER:	Pauline Healy
AYES:	Rodriguez, Esq., Shapiro, Ed. D., LCSW, Healy, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Koerner, Esq., Mihaltses, Thomson
EXCUSED:	Earl G. Simons, Ed. D, Julissa Gutierrez, George Russo, Esq, Robert Santos, Esq.

10. Approval of Bills for the Month of September 2021 (ID # 2552)

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees approve the September 2021 bills in the aggregate sum of \$4,248,507.

RESULT:	ADOPTED [Unanimous]
MOVER:	Terri Thomson
SECONDER:	Pauline Healy
AYES:	Rodriguez, Esq., Shapiro, Ed. D., LCSW, Healy, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Koerner, Esq., Mihaltses, Thomson
EXCUSED:	Earl G. Simons, Ed. D, Julissa Gutierrez, George Russo, Esq, Robert Santos, Esq.

11. Acceptance of Financial Reports for the Period Ending November 2021 (ID # 2585)

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 November 30, 2021.

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

12. Acceptance of Financial Reports for the Period Ending October 2021 (ID # 2556)

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees accept the Budget Reports for Board-approved

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operating funds and Balance Sheets for all funds as of October 31, 2021.

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

13. Acceptance of Financial Reports for the Period Ending September 2021 (ID # 2553)

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 September 30, 2021.

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

B. REPORT ITEMS

1. Payroll for the Month of November 2021 (ID # 2587)

RESULT:	PRESENTED
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2. Payroll for the Month of October 2021 (ID # 2554)

RESULT:	PRESENTED
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3. Payroll for the Month of September 2021 (ID # 2551)

RESULT:	PRESENTED
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4. Personnel Report - November 2021 (ID # 2549)

RESULT:	PRESENTED
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5. Personnel Report - October 2021 (ID # 2548)

RESULT:	PRESENTED
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6. Personnel Report - September 2021 (ID # 2547)

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RESULT:	PRESENTED
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7. Purchases Over \$50K - November 2021 (ID # 2597)

RESULT:	PRESENTED
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8. Purchases Over \$50K - October 2021 (ID # 2582)

RESULT:	PRESENTED
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9. Purchases Over \$50K - September 2021 (ID # 2550)

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

VI. PRESIDENT'S REPORT

Dennis M. Walcott, President and CEO, asked that Sung Mo Kim, Chief Operating Office and Sr. VP, report on the status of the Library. Mr. Kim reported that in response to the uptick in positive COVID cases, approximately 88% of library staff have been fully vaccinated, with a number of these staff members receiving their booster shots.

Mr. Walcott reported that the Tri-Li has announced that several locations will be open to provide vaccinations to children, 5 - 12 years old. For Queens Library, the locations will be Laurelton, Peninsula, and East Elmhurst.

Nick Buron, Chief Librarian and Sr. VP, reported that borrowing materials and the use of libraries are both steadily increasing. However, the Library is trying to maintain virtual programming at current levels as well.

Mr. Walcott stated that the Library is gradually conducting soft programming events for all ages at various locations. Social distancing is required for all participants.

Mr. Buron also reported that IDNYC has reopened at the Central Library.

Mr. Walcott asked QPL Foundation Board Chair Carl Koerner, Gitte Peng, Chief of Staff and Sr. VP, and QPL Foundation Executive Director Susan Latham to report on the status of the Foundation.

Ms. Latham reported that the Foundation has raised approximately \$1.9 million in donations, as compared to last year, with 50% of the donations generated from individual giving. Approximately \$22 million in capital funding has also been obtained. She also reported that the Foundation also received a 5-year grant in the amount of \$10,750,000 from Workforce Innovation and Opportunity Act (WIOA) to support adult programs and services, and adult learning centers, along with other grants to provide programs and services at the Library.

Mr. Walcott also reported that with the new city administration, there would be a

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dramatic change in public officials. Only three elected officials, Councilmembers Adrienne Adams, Francisco Moya, and Bob Holden, will be the remaining elected officials from Mayor de Blasio's era, and the Library is looking forward to meeting our new public officials.

1. Key Performance Indicators Report - November 2021 (ID # 2595)

RESULT: PRESENTED

2. Key Performance Indicators Report - September 2021 (ID # 2580)

RESULT: PRESENTED

3. Key Performance Indicators Report - September 2021 (ID # 2579)

RESULT: PRESENTED

4. Key Performance Indicators Report - August 2021 (ID # 2578)

RESULT: PRESENTED

VII. OTHER BUSINESS

1. Motion to Go into Executive Session (ID # 2520)

Justin Deabler, Justin Carrol, Sara Hausner, Sung Mo Kim, Jackie Martinez, and Dennis M. Walcott were asked to remain present for Executive Session.

Recommended Motion for Consideration:

I move that the meeting move into Executive Session, to discuss personnel matters and HP investigation/litigation.

RESULT:	ADOPTED [Unanimous]
MOVER:	James M. Haddad, Esq.
SECONDER:	Andrew P. Jackson
AYES:	Rodriguez, Esq., Shapiro Ed. D., LCSW, Healy, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Koerner, Esq., Mihaltses, Thomson
EXCUSED:	Earl G. Simons, Ed. D, Julissa Gutierrez, George Russo, Esq, Robert Santos, Esq.

2. Motion to Return to Public Session (ID # 2521)

Recommended Motion for Consideration:

I move that the meeting return to Public Session.

RESULT:	ADOPTED [Unanimous]
MOVER:	Judy E. Bergtraum, Esq.
SECONDER:	Carl S. Koerner, Esq.
AYES:	Rodriguez, Esq., Shapiro, Ed. D., LCSW, Healy, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Koerner, Esq., Mihaltses, Thomson
EXCUSED:	Earl G. Simons, Ed. D, Julissa Gutierrez, George Russo, Esq, Robert Santos, Esq.

VIII. ADJOURNMENT

1. Motion to Adjourn (ID # 2577)

Recommended Motion for Consideration:

I move that the meeting be adjourned.

RESULT:	ADOPTED [Unanimous]
MOVER:	Carl S. Koerner, Esq.
SECONDER:	Judy E. Bergtraum, Esq.
AYES:	Rodriguez, Esq., Shapiro, Ed. D., LCSW, Healy, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Koerner, Esq., Mihaltses, Thomson
EXCUSED:	Earl G. Simons, Ed. D, Julissa Gutierrez, George Russo, Esq, Robert Santos, Esq.

The meeting was closed at 9:36 PM.

Secretary