

DRAFT - Subject to Board Approval

QUEENS PUBLIC LIBRARY
BOARD OF TRUSTEES
THURSDAY, JUNE 23, 2022
MINUTES

A meeting of the Board of Trustees was held virtually via Zoom on Thursday, June 23, 2022. The meeting was called to order at 6:32 PM by Vice Chair of the Board, Earl G. Simons, Ed. D.

I. Call to Order

Attendee Name	Title	Status	Arrived
Michael E. Rodriguez, Esq.	Chair of the Board	Excused	
Earl G. Simons, Ed. D.	Vice Chair of the Board	Present	
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	
Peter Kauffmann	Board Member	Present	
Carl S. Koerner, Esq.	Board Member	Present	
Haeda Mihaltses	Board Member	Present	
Guillermo Patino	Board Member	Present	
George Russo, Esq.	Board Member	Present	
Robert Santos, Esq..	Board Member	Present	
Lydon Sleeper O'Connell	Board Member	Present	
Terri Thomson	Board Member	Present	
Eve Cho Guillergan, Esq.	Rep - Speaker	Excused	
Elizabeth Guzman, Esq.	Rep - Public Advocate	Excused	

Allan Swisher, Esq.	Rep - Borough President	Present	
Jimmy Van Bramer	Rep - NYC 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	
Susan Latham	Executive Director, QPL Foundation	Present	
Thomas Ching	VP, Facilities & Environmental Services	Present	
Jonathan Chung	VP, Government Affairs	Present	
Elizabeth De Bourbon	VP, Communications	Present	
William Funk	VP, Procurement	Present	
William Goldband	VP, Information, Technology & Development	Present	
Sharon Myrie	VP, Programs & Services	Present	
Larry Vedilago	VP, Risk Management	Present	
Chauncie Brooks	Sr. Manager, Infrastructure & Support	Present	
Justin Carroll, Esq.	Associate General Counsel	Present	
Vishnu Dawah	Controller, Finance	Present	
Sara Hausner-Levine, Esq.	Deputy General Counsel	Present	
LaNiece M Ince	Executive Assistant to President & CEO	Present	
Danielle Walsh	Instructional Systems Designer and Strategist	Present	

II. APPROVAL OF MINUTES

1. Approval of Minutes of the Board - April 7, 2022 (ID # 2671)

Recommended Motion for Consideration:

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

RESULT:	ADOPTED [Unanimous]
MOVER:	Terri Thomson
SECONDER:	Andrew P. Jackson
AYES:	Simons, Ed. D, Shapiro, Ed. D., LCSW, Healy, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Kauffmann, Koerner, Esq., Mihaltses, Patino, Russo, Esq, Santos, Esq., O'Connell, Thomson
EXCUSED:	Michael E. Rodriguez, Esq., Julissa Gutierrez

III. COMMITTEE REPORT

1. Approval of the Finance & Investments Committee Report (ID # 2708)

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:	James M. Haddad, Esq.
SECONDER:	Andrew P. Jackson
AYES:	Simons, Ed. D., Shapiro, Ed. D., LCSW, Healy, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Kauffmann, Koerner, Esq., Mihaltses, Patino, Russo, Esq., Santos, Esq., O'Connell, Thomson
EXCUSED:	Michael E. Rodriguez, Esq., Julissa Gutierrez

IV. AGENDA

A. Action Item(s)

1. Videoconferencing Procedures Pursuant to Open Meetings Law § 103-A - Resolution (ID # 2707)

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees approve the following resolution as presented:

RESOLUTION

WHEREAS, Chapter 56 of the Laws of 2022 created a new Section 103-a in the Open Meetings Law (“OML”); under the new Section 103-a, it made permanent until July 1, 2024,

the expanded use of videoconferencing; and

WHEREAS, prior to authorizing the use of videoconferencing, the Board of Trustees was required to hold a public hearing, which was held prior to its board meeting on June 23, 2022;

and

WHEREAS, the Board of Trustees must create written procedures governing the Board’s or its Committees’ use of videoconferencing by its members in compliance with Chapter 56 of the Laws of 2022; now therefore be it

RESOLVED, that, pursuant to OML, videoconferencing may be used for a meeting at which a minimum number of members are present to fulfill the Board’s, or a Committee’s, quorum requirement in the same physical location or locations where the public can attend; and

RESOLVED, that the Board of Trustees hereby determined that Members of the Board or Committee shall be physically present at any such meeting unless such member is unable to be physically present at one of the designated public meeting locations due to “extraordinary

circumstances,” as such term is defined in the procedures attached to this board item; and

RESOLVED, that the Board of Trustees has promulgated written procedures, which may be amended from time to time, further governing the Board’s or a Committee’s use of videoconferencing by its members in compliance with Chapter 56 of the Laws of 2022.

RESULT:	ADOPTED [Unanimous]
MOVER:	Pauline Healy
SECONDER:	Andrew P. Jackson
AYES:	Simons, Ed. D, Shapiro, Ed. D., LCSW, Healy, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Kauffmann, Koerner, Esq., Mihaltses, Patino, Russo, Esq., Santos, Esq., O’Connell, Thomson
EXCUSED:	Michael E. Rodriguez, Esq., Julissa Gutierrez

2. Disparity Study Consulting Services - Contract Authorization (ID # 2705)

This agenda item was tabled until the next board meeting to be scheduled in August 2022. Date and time - TBD.

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees authorize the President and CEO to contract with MGT of America Consulting, LLC, to provide disparity study consulting services for a one year term for an estimated contract cost of \$299,000.

RESULT:	TABLED [Unanimous]
MOVER:	Andrew P. Jackson
SECONDER:	Terri Thomson
AYES:	Simons, Ed. D, Shapiro, Ed. D., LCSW, Healy, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Kauffmann, Koerner, Esq., Mihaltses, Patino, Russo, Esq., Santos, Esq., O'Connell, Thomson
EXCUSED:	Michael E. Rodriguez, Esq., Julissa Gutierrez

3. Diversity, Equity and Inclusion Consulting Services (DEI) Contract Authorization (ID # 2704)

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees authorize the President and CEO to enter into a contract with Urban Policy Development, LLC./ DBA UPD Consulting to provide diversity, equity and inclusion consulting services for a one year term for an estimated contract cost of \$175,295.

RESULT:	ADOPTED [Unanimous]
MOVER:	Judy E. Bergtraum, Esq.
SECONDER:	Cloyette Harris-Stoute
AYES:	Simons, Ed. D., Shapiro, Ed. D., LCSW, Healy, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Kauffmann, Koerner, Esq., Mihaltses, Patino, Russo, Esq., Santos, Esq., O'Connell, Thomson
EXCUSED:	Michael E. Rodriguez, Esq., Julissa Gutierrez

4. Approval of the Proposed QPL Foundation - FY'23 Budget (ID # 2700)

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees approve the adoption of the Fiscal Year 2023 Queens Public Library Foundation General Fund Budget, which was previously approved by the Foundation's Board of Directors on June 14, 2022.

RESULT:	ADOPTED [Unanimous]
MOVER:	Andrew P. Jackson
SECONDER:	Carl S. Koerner, Esq.
AYES:	Simons, Ed. D, Shapiro, Ed. D., LCSW, Healy, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Kauffmann, Koerner, Esq., Mihaltses, Patino, Russo, Esq., Santos, Esq., O'Connell, Thomson
EXCUSED:	Michael E. Rodriguez, Esq., Julissa Gutierrez

5. Sole Source Contract with Comprise Technologies, Inc. Contract Authorization for Computer Content Filtering Software, Related Hardware & Computer Reservation System (ID # 2702)

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees authorize the President and CEO to enter into an agreement with Comprise Technologies, Inc. for a term of five years at an estimated cost of \$384,645 for computer content filtering software, and associated hardware and Smart Access Manager.

RESULT:	ADOPTED [Unanimous]
MOVER:	Andrew P. Jackson
SECONDER:	George Russo, Esq.
AYES:	Simons, Ed. D., Shapiro, Ed. D., LCSW, Healy, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Kauffmann, Koerner, Esq., Mihaltses, Patino, Russo, Esq., Santos, Esq., O'Connell, Thomson
EXCUSED:	Michael E. Rodriguez, Esq., Julissa Gutierrez

6. Sole Source Contract with Online Computer Library Center, Inc. Contract Authorization for an Annual Subscription for Metadata Services (ID # 2703)

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees authorize the President and CEO to enter into an agreement with OCLC in the amount of \$209,101.32 for the subscription services described above for a one-year period.

RESULT:	ADOPTED [Unanimous]
MOVER:	Andrew P. Jackson
SECONDER:	Pauline Healy
AYES:	Simons, Ed. D., Shapiro, Ed. D., LCSW, Healy, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Kauffmann, Koerner, Esq., Mihaltses, Patino, Russo, Esq., Santos, Esq., O'Connell, Thomson
EXCUSED:	Michael E. Rodriguez, Esq., Julissa Gutierrez

B. Report Item(s)

1. Purchases Over \$50K - May 2022 (ID # 2701)

RESULT:	PRESENTED
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2. Purchases Over \$50K - April 2022 (ID # 2706)

RESULT:	PRESENTED
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3. Personnel Report - May 2022 (ID # 2676)

RESULT:	PRESENTED
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4. Personnel Report - April 2022 (ID # 2672)

RESULT: PRESENTED

V. REPORT OF THE CHAIR

VI. PRESIDENT'S REPORT

1. Key Performance Indicators Report - May 2022 (ID # 2697)

RESULT: PRESENTED

2. Key Performance Indicators Report - April 2022 (ID # 2674)

RESULT: PRESENTED

3. Key Performance Indicators Report - March 2022 (ID # 2673)

RESULT: PRESENTED

VII. OTHER BUSINESS

1. Motion to Go into Executive Session (ID # 2677)

Recommended Motion for Consideration:

I move that the meeting move into Executive Session, to discuss current litigation.

RESULT: ADOPTED [Unanimous]

MOVER: Terri Thomson

SECONDER: James M. Haddad, Esq.

AYES: Simons, Ed. D, Shapiro, Ed. D., LCSW, Healy, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Kauffmann, Koerner, Esq., Mihaltses, Patino, Russo, Esq., Santos, Esq., O'Connell, Thomson

EXCUSED: Michael E. Rodriguez, Esq., Julissa Gutierrez

2. Motion to Return to Public Session (ID # 2678)

Recommended Motion for Consideration:

I move that the meeting return to Public Session.

RESULT: ADOPTED [Unanimous]

MOVER: Terri Thomson

SECONDER: Andrew P. Jackson

AYES: Simons, Ed. D, Shapiro, Ed. D., LCSW, Healy, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Kauffmann, Koerner, Esq., Mihaltses, Patino, Russo, Esq., Santos, Esq., O'Connell, Thomson

EXCUSED: Michael E. Rodriguez, Esq., Julissa Gutierrez

VIII. ADJOURNMENT

1. Motion to Adjourn (ID # 2675)

Recommended Motion for Consideration:

I move that the meeting be adjourned.

RESULT:	ADOPTED [Unanimous]
MOVER:	George Russo, Esq.
SECONDER:	Andrew P. Jackson
AYES:	Simons, Ed. D, Shapiro, Ed. D., LCSW, Healy, Bergtraum, Esq., Gorton, Haddad, Esq., Harris-Stoute, Jackson, Kauffmann, Koerner, Esq., Mihaltses, Patino, Russo, Esq., Santos, Esq., O'Connell, Thomson
EXCUSED:	Michael E. Rodriguez, Esq., Julissa Gutierrez

The meeting was closed at 8:45 PM.

Secretary