

# DRAFT - Subject to Board Approval

**QUEENS PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
**THURSDAY, SEPTEMBER 8, 2022**  
**MINUTES**

A meeting of the Board of Trustees was held virtually via Zoom on Thursday, September 8, 2022. The meeting was called to order at 6:52 PM by Chair of the Board, Michael E. Rodriguez, Esq.

## I. CALL TO ORDER

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
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	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	Excused	
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	Excused	
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	Present	
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	
Jonathan Chung	VP, Government Affairs	Present	7:01 PM
Elizabeth De Bourbon	VP, Communications	Present	
William Funk	VP, Procurement	Present	
William Goldband	VP, Information, Technology & Development	Present	
Sharon Myrie	VP, Programs & Services	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	
Yeneika Puran	Manager, Job & Business Academy	Present	

**II. APPROVAL OF MINUTES**

**1. Approval of Minutes of the Board - June 23, 2022 (ID # 2720)**

**Recommended Motion for Consideration:**

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

<b>RESULT:</b>	<b>ADOPTED [Unanimous]</b>
<b>MOVER:</b>	Andrew P. Jackson
<b>SECONDER:</b>	Earl G. Simons, Ed. D
<b>AYES:</b>	Rodriguez, Esq., Simons, Ed. D, Shapiro, Ed. D., LCSW, Healy, Bergtraum, Esq., Gorton, Harris-Stoute, Jackson, Kauffmann, Koerner, Esq., Patino, Russo, Esq, Santos, Esq., O'Connell, Thomson
<b>EXCUSED:</b>	Julissa Gutierrez, James M. Haddad, Esq., Haeda Mihaltses

**III. COMMITTEE REPORTS**

**A. Approval of the Audit Committee Report(s)**

**1. Approval of the Audit Committee Report (ID # 2732)**

**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.*

<b>RESULT:</b>	<b>ADOPTED [Unanimous]</b>
<b>MOVER:</b>	Terri Thomson
<b>SECONDER:</b>	Lydon Sleeper O'Connell
<b>AYES:</b>	Rodriguez, Esq., Simons, Ed. D, Shapiro, Ed. D., LCSW, Healy, Bergtraum, Esq., Gorton, Harris-Stoute, Jackson, Kauffmann, Koerner, Esq., Patino, Russo, Esq, Santos, Esq., O'Connell, Thomson
<b>EXCUSED:</b>	Julissa Gutierrez, James M. Haddad, Esq., Haeda Mihaltses

**2. Approval of the Audit Committee Report (ID # 2748)**

**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.*

September 8, 2022

<b>RESULT:</b>	<b>ADOPTED [Unanimous]</b>
<b>MOVER:</b>	Terri Thomson
<b>SECONDER:</b>	Lydon Sleeper O'Connell
<b>AYES:</b>	Rodriguez, Esq., Simons, Ed. D, Shapiro, Ed. D., LCSW, Healy, Bergtraum, Esq., Gorton, Harris-Stoute, Jackson, Kauffmann, Koerner, Esq., Patino, Russo, Esq., Santos, Esq., O'Connell, Thomson
<b>EXCUSED:</b>	Julissa Gutierrez, James M. Haddad, Esq., Haeda Mihaltses

**B. Approval of the Labor Relations Committee Report - September 8, 2022**

**1. Approval of the Labor Relations Committee Report (ID # 2733)**

**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.*

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

**C. Approval of Buildings & Grounds Committee Report - September 7, 2022**

**1. Approval of the Buildings & Grounds Committee Report (ID # 2731)**

**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.*

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

**D. Approval of the Executive Committee Report - August 11, 2022**

**1. Approval of the Executive Committee Report (ID # 2754)**

**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.*

<b>RESULT:</b>	<b>ADOPTED [Unanimous]</b>
<b>MOVER:</b>	George Russo, Esq.
<b>SECONDER:</b>	Terri Thomson
<b>AYES:</b>	Rodriguez, Esq., Simons, Ed. D., Shapiro, Ed. D., LCSW, Healy, Bergtraum, Esq., Gorton, Harris-Stoute, Jackson, Kauffmann, Koerner, Esq., Patino, Russo, Esq, Santos, Esq., O'Connell, Thomson
<b>EXCUSED:</b>	Julissa Gutierrez, James M. Haddad, Esq., Haeda Mihaltses

**IV. AGENDA**

**A. Action Item(s)**

**1. Selection of Nominating Committee for Election of Officers 2023 (ID # 2744)**

**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] **Cloyette Harris-Stoute**
- [2] **Peter Kaufmann**

*Board elected:*

- [3] **Lydon Sleeper-O’Connell**
- [4] **Guillermo Patino**
- [5] **Judy Bergtraum, Esq.**

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

**2. Print Media Delivery Services - Contract Authorization (ID # 2738)**

**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 A.M. Newspaper Delivery Services INC., D/B/A Mitchell’s for a term of three years with an option to extend for two one-year periods at the proposed per delivery fee plus the cover price for the print media, as described above.*

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

**3. Urban Archive, Inc. to Provide Services for Queens Monuments Project Contract Authorization (ID # 2737)**

**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 Archive, Inc. to design and develop a comprehensive online platform for the Queens Memory Monuments Project, for a term not to exceed a year, and a cost not to exceed \$75,000.*

<b>RESULT:</b>	<b>ADOPTED [Unanimous]</b>
<b>MOVER:</b>	Andrew P. Jackson
<b>SECONDER:</b>	Earl G. Simons, Ed. D
<b>AYES:</b>	Rodriguez, Esq., Simons, Ed. D, Shapiro, Ed. D., LCSW, Healy, Bergtraum, Esq., Gorton, Jackson, Kauffmann, Koerner, Esq., Patino, Russo, Esq, Santos, Esq., O'Connell, Thomson
<b>EXCUSED:</b>	Julissa Gutierrez, James M. Haddad, Esq., Cloyette Harris-Stoute, Haeda Mihaltses

**4. Childcare Specialist Training Program - Contract Authorization (ID # 2753)**

**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 International Development Institute, Inc. to provide a childcare specialist training program for a term to conclude on June 30, 2023 at a cost of \$62,500.*

<b>RESULT:</b>	<b>ADOPTED [Unanimous]</b>
<b>MOVER:</b>	Andrew P. Jackson
<b>SECONDER:</b>	Earl G. Simons, Ed. D.
<b>AYES:</b>	Rodriguez, Esq., Simons, Ed. D, Shapiro, Ed. D., LCSW, Healy, Bergtraum, Esq., Gorton, Jackson, Kauffmann, Koerner, Esq., Patino, Russo, Esq, Santos, Esq., O'Connell, Thomson
<b>EXCUSED:</b>	Julissa Gutierrez, James M. Haddad, Esq., Cloyette Harris-Stoute, Haeda Mihaltses

**5. Approval of Bills for the Month of July 2022 (ID # 2714)**

**Recommended Motion for Consideration by the Board of Trustees:**

September 8, 2022

*I move that the Board of Trustees approve the July 2022 bills in the aggregate sum of \$10,652,418.*

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

**6. Approval of Bills for the Month of June 2022 (ID # 2712)**

**Recommended Motion for Consideration by the Finance & Investments Committee::**

*I move that the Finance & Investments Committee recommend that the Board of Trustees approve the June 2022 bills in the aggregate sum of \$9,130,810.*

<b>RESULT:</b>	<b>ADOPTED [Unanimous]</b>
<b>MOVER:</b>	Andrew P. Jackson
<b>SECONDER:</b>	George Russo, Es.q
<b>AYES:</b>	Rodriguez, Esq., Simons, Ed. D., Shapiro, Ed. D., LCSW, Healy, Bergtraum, Esq., Gorton, Jackson, Kauffmann, Koerner, Esq., Patino, Russo, Esq, Santos, Esq., O'Connell, Thomson
<b>EXCUSED:</b>	Julissa Gutierrez, James M. Haddad, Esq., Cloyette Harris-Stoute, Haeda Mihaltses

**7. Acceptance of Financial Reports for the Period Ending July 2022 (ID # 2715)**

**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, 2022.*

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

**8. Acceptance of Financial Reports for the Period Ending June 2022 (ID # 2711)**

**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, 2022.*

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

**B. Report Item(s)**

**1. Payroll for the Month of July 2022 (ID # 2667)**

<b>RESULT:</b>	<b>PRESENTED</b>
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**2. Payroll for the Month of June 2022 (ID # 2710)**

<b>RESULT:</b>	<b>PRESENTED</b>
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**3. Personnel Report - August 2022 (ID # 2727)**

<b>RESULT:</b>	<b>PRESENTED</b>
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**4. Personnel Report - July 2022 (ID # 2726)**

<b>RESULT:</b>	<b>PRESENTED</b>
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**5. Personnel Report - June 2022 (ID # 2725)**

<b>RESULT:</b>	<b>PRESENTED</b>
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**V. REPORT OF THE CHAIR**

**VI. PRESIDENT'S REPORT**

**1. Key Performance Indicators Report - July 2022 (ID # 2728)**

<b>RESULT:</b>	<b>PRESENTED</b>
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**2. Key Performance Indicators Report - June 2022 (ID # 2722)**

<b>RESULT:</b>	<b>PRESENTED</b>
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**VII. OTHER BUSINESS**

**1. Motion to Go into Executive Session (ID # 2723)**



**Recommended Motion for Consideration:**

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

<b>RESULT:</b>	<b>ADOPTED [Unanimous]</b>
<b>MOVER:</b>	Andrew P. Jackson
<b>SECONDER:</b>	Matthew M. Gorton
<b>AYES:</b>	Rodriguez, Esq., Simons, Ed. D, Shapiro, Ed. D., LCSW, Healy, Bergtraum, Esq., Gorton, Jackson, Kauffmann, Koerner ,Esq., Patino, Russo, Esq., Santos, Esq., O'Connell, Thomson
<b>EXCUSED:</b>	Julissa Gutierrez, James M. Haddad, Esq., Cloyette Harris-Stoute, Haeda Mihaltses

**2. Motion to Return to Public Session (ID # 2724)**

**Recommended Motion for Consideration:**

*I move that the meeting return to Public Session.*

<b>RESULT:</b>	<b>ADOPTED [Unanimous]</b>
<b>MOVER:</b>	Andrew P. Jackson
<b>SECONDER:</b>	Earl G. Simons, Ed. D
<b>AYES:</b>	Rodriguez, Esq., Simons, Ed. D, Shapiro, Ed. D., LCSW, Healy, Bergtraum, Esq., Gorton, Jackson, Kauffmann, Koerner, Esq., Patino, Russo, Esq., Santos, Esq., O'Connell, Thomson
<b>EXCUSED:</b>	Julissa Gutierrez, James M. Haddad, Esq., Cloyette Harris-Stoute, Haeda Mihaltses

**VIII. ADJOURNMENT**

**1. Motion to Adjourn (ID # 2717)**

**Recommended Motion for Consideration:**

*I move that the meeting be adjourned.*

<b>RESULT:</b>	<b>ADOPTED [Unanimous]</b>
<b>MOVER:</b>	Andrew P. Jackson
<b>SECONDER:</b>	Earl G. Simons, Ed. D.
<b>AYES:</b>	Rodriguez, Esq., Simons, Ed. D, Shapiro, Ed. D., LCSW, Healy, Bergtraum, Esq., Gorton, Harris-Stoute, Jackson, Kauffmann, Koerner, Esq., Patino, Russo, Esq., Santos, Esq., O'Connell, Thomson
<b>EXCUSED:</b>	Julissa Gutierrez, James M. Haddad, Esq., Haeda Mihaltses

The meeting was closed at 8:21 PM.

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**Secretary**