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

<table>
<thead>
<tr>
<th>Attendee Name</th>
<th>Title</th>
<th>Status</th>
<th>Arrived</th>
</tr>
</thead>
<tbody>
<tr>
<td>Michael E. Rodriguez, Esq.</td>
<td>Chair of the Board</td>
<td>Present</td>
<td></td>
</tr>
<tr>
<td>Earl G. Simons, Ed. D</td>
<td>Vice Chair of the Board</td>
<td>Present</td>
<td></td>
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<tr>
<td>Eli Shapiro, Ed. D., LCSW</td>
<td>Secretary</td>
<td>Present</td>
<td></td>
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<tr>
<td>Julissa Gutierrez</td>
<td>Treasurer</td>
<td>Excused</td>
<td></td>
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<tr>
<td>Pauline Healy</td>
<td>Assistant Treasurer</td>
<td>Present</td>
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<tr>
<td>Judy E. Bergtraum, Esq.</td>
<td>Board Member</td>
<td>Present</td>
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<tr>
<td>Matthew M. Gorton</td>
<td>Board Member</td>
<td>Present</td>
<td></td>
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<tr>
<td>James M. Haddad, Esq.</td>
<td>Board Member</td>
<td>Excused</td>
<td></td>
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<tr>
<td>Cloyette Harris-Stoute</td>
<td>Board Member</td>
<td>Present</td>
<td></td>
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<tr>
<td>Andrew P. Jackson</td>
<td>Board Member</td>
<td>Present</td>
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<tr>
<td>Peter Kauffmann</td>
<td>Board Member</td>
<td>Present</td>
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<tr>
<td>Carl S. Koerner, Esq.</td>
<td>Board Member</td>
<td>Present</td>
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<tr>
<td>Haeda Mihaltses</td>
<td>Board Member</td>
<td>Excused</td>
<td></td>
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<tr>
<td>Guillermo Patino</td>
<td>Board Member</td>
<td>Present</td>
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<tr>
<td>George Russo, Esq.</td>
<td>Board Member</td>
<td>Present</td>
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<tr>
<td>Robert Santos, Esq.</td>
<td>Board Member</td>
<td>Present</td>
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<tr>
<td>Lydon Sleeper O’Connell</td>
<td>Board Member</td>
<td>Present</td>
<td></td>
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<tr>
<td>Terri Thomson</td>
<td>Board Member</td>
<td>Present</td>
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<tr>
<td>Eve Cho Guillergan, Esq.</td>
<td>Rep - Speaker</td>
<td>Present</td>
<td></td>
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<tr>
<td>Elizabeth Guzman, Esq.</td>
<td>Rep - Public Advocate</td>
<td>Excused</td>
<td></td>
</tr>
<tr>
<td>Name</td>
<td>Position</td>
<td>Present</td>
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<tr>
<td>Allan Swisher, Esq.</td>
<td>Rep - Borough President</td>
<td>Present</td>
<td></td>
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<tr>
<td>Jimmy Van Bramer</td>
<td>Rep - NYC Comptroller</td>
<td>Present</td>
<td></td>
</tr>
<tr>
<td>Dennis M. Walcott</td>
<td>President &amp; CEO</td>
<td>Present</td>
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<tr>
<td>Nick Buron</td>
<td>Chief Librarian &amp; Sr. VP</td>
<td>Present</td>
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<tr>
<td>Justin Deabler, Esq.</td>
<td>General Counsel &amp; Sr. VP</td>
<td>Present</td>
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<tr>
<td>Sung Mo Kim, Esq.</td>
<td>Chief Operating Officer &amp; Sr. VP</td>
<td>Present</td>
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<tr>
<td>Gitte Peng</td>
<td>Chief of Staff &amp; Sr. VP.</td>
<td>Present</td>
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<tr>
<td>Michael Tragale</td>
<td>Chief Financial Officer &amp; Sr. VP</td>
<td>Present</td>
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<tr>
<td>Susan Latham</td>
<td>Executive Director, QPL Foundation</td>
<td>Present</td>
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<tr>
<td>Jonathan Chung</td>
<td>VP, Government Affairs</td>
<td>Present</td>
<td>7:01 PM</td>
</tr>
<tr>
<td>Elizabeth De Bourbon</td>
<td>VP, Communications</td>
<td>Present</td>
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<tr>
<td>William Funk</td>
<td>VP, Procurement</td>
<td>Present</td>
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<tr>
<td>William Goldband</td>
<td>VP, Information, Technology &amp; Development</td>
<td>Present</td>
<td></td>
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<tr>
<td>Sharon Myrie</td>
<td>VP, Programs &amp; Services</td>
<td>Present</td>
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<tr>
<td>Chauncie Brooks</td>
<td>Sr. Manager, Infrastructure &amp; Support</td>
<td>Present</td>
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<tr>
<td>Justin Carroll, Esq.</td>
<td>Associate General Counsel</td>
<td>Present</td>
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<tr>
<td>Vishnu Dawah</td>
<td>Controller, Finance</td>
<td>Present</td>
<td></td>
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<tr>
<td>Sara Hausner-Levine, Esq.</td>
<td>Deputy General Counsel</td>
<td>Present</td>
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<tr>
<td>LaNiece M Ince</td>
<td>Executive Assistant to President &amp; CEO</td>
<td>Present</td>
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<tr>
<td>Danielle Walsh</td>
<td>Instructional Systems Designer and Strategist</td>
<td>Present</td>
<td></td>
</tr>
<tr>
<td>Yeneika Puran</td>
<td>Manager, Job &amp; Business Academy</td>
<td>Present</td>
<td></td>
</tr>
</tbody>
</table>
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.*

<table>
<thead>
<tr>
<th>RESULT:</th>
<th>ADOPTED  [Unanimous]</th>
</tr>
</thead>
<tbody>
<tr>
<td>MOVER:</td>
<td>Andrew P. Jackson</td>
</tr>
<tr>
<td>SECONDER:</td>
<td>Earl G. Simons, Ed. D</td>
</tr>
<tr>
<td>EXCUSED:</td>
<td>Julissa Gutierrez, James M. Haddad, Esq., Haeda Mihaltses</td>
</tr>
</tbody>
</table>

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.*

<table>
<thead>
<tr>
<th>RESULT:</th>
<th>ADOPTED [Unanimous]</th>
</tr>
</thead>
<tbody>
<tr>
<td>MOVER:</td>
<td>Terri Thomson</td>
</tr>
<tr>
<td>SECONDER:</td>
<td>Lydon Sleeper O'Connell</td>
</tr>
<tr>
<td>EXCUSED:</td>
<td>Julissa Gutierrez, James M. Haddad, Esq., Haeda Mihaltses</td>
</tr>
</tbody>
</table>

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.*
RESULT:  ADOPTED [Unanimous]
MOVER:  Terri Thomson
SECONDER:  Lydon Sleeper O'Connell
EXCUSED:  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.

RESULT:  ADOPTED [Unanimous]
MOVER:  Andrew P. Jackson
SECONDER:  Pauline Healy
EXCUSED:  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.

RESULT:  ADOPTED [Unanimous]
MOVER:  Andrew P. Jackson
SECONDER:  George Russo, Esq.
EXCUSED:  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.
RESULT: ADOPTED [Unanimous]
MOVER: George Russo, Esq.
SECONDER: Terri Thomson
EXCUSED: 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

RESULT: ADOPTED [Unanimous]
MOVER: Terri Thomson
SECONDER: Andrew P. Jackson
EXCUSED: 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.
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.*

**RESULT:** ADOPTED [Unanimous]

**MOVER:** Pauline Healy

**SECONDER:** Andrew P. Jackson


**EXCUSED:** 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.*

**RESULT:** ADOPTED [Unanimous]

**MOVER:** Andrew P. Jackson

**SECONDER:** Earl G. Simons, Ed. D.


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

RESULT: ADOPTED [Unanimous]
MOVER: Andrew P. Jackson
SECONDER: George Russo, Esq.
EXCUSED: Julissa Gutierrez, James M. Haddad, Esq., Cloyette Harris-Stoute, Haeda Mihaltse

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.

RESULT: ADOPTED [Unanimous]
MOVER: Andrew P. Jackson
SECONDER: George Russo, Esq.
EXCUSED: Julissa Gutierrez, James M. Haddad, Esq., Cloyette Harris-Stoute, Haeda Mihaltse

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.

RESULT: ADOPTED [Unanimous]
MOVER: Andrew P. Jackson
SECONDER: George Russo, Esq.
EXCUSED: Julissa Gutierrez, James M. Haddad, Esq., Cloyette Harris-Stoute, Haeda Mihaltse

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

DRAFT - Subject to Board Approval
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.

RESULT: ADOPTED [Unanimous]
MOVER: Andrew P. Jackson
SECONDER: George Russo, Esq.
EXCUSED: 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)
RESULT: PRESENTED

2. Payroll for the Month of June 2022 (ID # 2710)
RESULT: PRESENTED

3. Personnel Report - August 2022 (ID # 2727)
RESULT: PRESENTED

4. Personnel Report - July 2022 (ID # 2726)
RESULT: PRESENTED

5. Personnel Report - June 2022 (ID # 2725)
RESULT: PRESENTED

V. REPORT OF THE CHAIR

VI. PRESIDENT'S REPORT

1. Key Performance Indicators Report - July 2022 (ID # 2728)
RESULT: PRESENTED

2. Key Performance Indicators Report - June 2022 (ID # 2722)
RESULT: PRESENTED

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.

RESULT: ADOPTED [Unanimous]
MOVER: Andrew P. Jackson
SECONDER: Matthew M. Gorton
EXCUSED: 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.

RESULT: ADOPTED [Unanimous]
MOVER: Andrew P. Jackson
SECONDER: Earl G. Simons, Ed. D
EXCUSED: 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.

RESULT: ADOPTED [Unanimous]
MOVER: Andrew P. Jackson
SECONDER: Earl G. Simons, Ed. D
EXCUSED: Julissa Gutierrez, James M. Haddad, Esq., Haeda Mihaltses
The meeting was closed at 8:21 PM.

_________________________________________
Secretary