

QUEENS PUBLIC LIBRARY
BOARD OF TRUSTEES
THURSDAY, JUNE 22, 2023
MINUTES

A meeting of the Board of Trustees was held at the Central Library, 89-11 Merrick Boulevard, Jamaica, NY 11432 on Thursday, June 22, 2023. The meeting was called to order at 7:32 PM by Vice Chair of the Board Eli Shapiro Ed. D LCSW.

I. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Earl G. Simons Ed. D	Chair of the Board	Excused	
Eli Shapiro Ed. D LCSW	Vice Chair of the Board	Present	
Matthew M. Gorton	Secretary	Remote	
Pauline Healy	Treasurer	Present	
Terri Thomson	Assistant Treasurer	Present	
Julissa Gutierrez	Board Member	Present	
James M. Haddad Esq.	Board Member	Present	
Cloyette Harris-Stoute	Board Member	Present	
Andrew P. Jackson	Board Member	Remote	8:01 PM
Peter Kauffmann	Board Member	Excused	
Carl S. Koerner Esq.	Board Member	Present	
Jamie Lee	Board Member	Remote	
Selina Lee Ph. D	Board Member	Present	
Michelle Miao PH. D.	Board Member	Present	
Guillermo Patino	Board Member	Present	
George Russo Esq	Board Member	Present	
Robert Santos Esq.	Board Member	Excused	
Lydon Sleeper O'Connell	Board Member	Present	
Jose Bayona	Rep - Mayor	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	Remote	
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	
Stephen G. Mack	Chief Financial Officer & Sr. VP	Present	
Susan Latham	Executive Director, QPL Foundation	Remote	
Elizabeth De Bourbon	VP, Communications	Present	
William Funk	VP, Procurement	Present	
William Goldband	VP, Information, Technology & Development	Present	
Sharon Myrie	VP, Programs & Services	Remote	7:45 PM
Larry Vedilago	VP, Risk Management	Present	
Justin Carroll Esq	Associate General Counsel	Remote	
Vishnu Dawah	Controller, Finance	Present	7:51 PM
Sara Hausner-Levine Esq.	Deputy General Counsel	Remote	
Chauncie Brooks	Sr. Manager, Infrastructure & Support	Present	
LaNiece M Ince	Executive Assistant to President & CEO	Present	
Danielle Walsh	Instructional Systems Designer and Strategist	Remote	
Denise Clark	Director of Development, QPL Foundation	Remote	

II. APPROVAL OF MINUTES

1. Approval of Minutes of the Board - April 20, 2023 (ID # 2896)

Recommended Motion for Consideration:

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

RESULT:	ADOPTED [Unanimous]
MOVER:	Lydon Sleeper O'Connell
SECONDER:	Pauline Healy
AYES:	Gorton, Healy, Thomson, Gutierrez, Haddad Esq., Harris-Stoute, Koerner Esq., Lee, Lee Ph. D, Miao PH. D., Patino, Russo Esq, O'Connell
ABSTAIN:	Eli Shapiro Ed. D LCSW
EXCUSED:	Earl G. Simons Ed. D, Andrew P. Jackson, Peter Kauffmann, Robert Santos Esq.

III. COMMITTEE REPORT(S)

1. Approval of Buildings & Grounds Committee Report - June 22, 2023 (ID # 2913)

Recommended Motion for Consideration for the Board of Trustees:

I move that the report and action items of the Buildings & Grounds Committee meeting be accepted and approved as submitted.

RESULT:	ADOPTED [Unanimous]
MOVER:	Lydon Sleeper O'Connell
SECONDER:	Michelle Miao PH. D.
AYES:	Shapiro Ed. D LCSW, Gorton, Healy, Thomson, Gutierrez, Haddad Esq., Harris-Stoute, Koerner Esq., Lee, Lee Ph. D, Miao PH. D., Patino, Russo Esq, O'Connell
EXCUSED:	Earl G. Simons Ed. D, Andrew P. Jackson, Peter Kauffmann, Robert Santos Esq.

2. Approval of Finance & Investments Committee Report - June 22, 2023 (ID # 2912)

Recommended Motion for Consideration for the Board of Trustees:

I move that the report and action items of the Finance and Investments Committee meeting be accepted and approved as submitted.

RESULT:	ADOPTED [Unanimous]
MOVER:	James M. Haddad Esq.
SECONDER:	Julissa Gutierrez
AYES:	Shapiro Ed. D LCSW, Gorton, Healy, Thomson, Gutierrez, Haddad Esq., Harris-Stoute, Koerner Esq., Lee, Miao PH. D., Patino, Russo Esq, O'Connell
ABSTAIN:	Selina Lee Ph. D
EXCUSED:	Earl G. Simons Ed. D, Andrew P. Jackson, Peter Kauffmann, Robert Santos Esq.

IV. AGENDA

A. Action Item(s)

1. Approval of the Proposed QPL Foundation - FY'24 Budget (ID # 2919)

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees approve the adoption of the Fiscal Year 2024 Queens Public Library Foundation General Fund Budget, which was previously approved by the Foundation’s Board of Directors on June 13, 2023.

RESULT:	ADOPTED [Unanimous]
MOVER:	Carl S. Koerner Esq.
SECONDER:	Cloyette Harris-Stoute
AYES:	Shapiro Ed. D LCSW, Gorton, Healy, Thomson, Gutierrez, Haddad Esq., Harris-Stoute, Koerner Esq., Lee, Lee Ph. D, Miao PH. D., Patino, Russo Esq, O'Connell
EXCUSED:	Earl G. Simons Ed. D, Andrew P. Jackson, Peter Kauffmann, Robert Santos Esq.

2. Sole Source Contract with Online Computer Library Center, Inc. for an Annual Subscription for Metadata and Remote Access Services Contract Authorization (ID # 2911)

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 \$226,711.32 for the services described above, for a one-year period.

RESULT:	ADOPTED [Unanimous]
MOVER:	Pauline Healy
SECONDER:	Carl S. Koerner Esq.
AYES:	Shapiro Ed. D LCSW, Gorton, Healy, Thomson, Gutierrez, Haddad Esq., Harris-Stoute, Koerner Esq., Lee, Lee Ph. D, Miao PH. D., Patino, Russo Esq, O'Connell
EXCUSED:	Earl G. Simons Ed. D, Andrew P. Jackson, Peter Kauffmann, Robert Santos Esq.

3. Mobile Library Vehicle - Contract Authorization (ID # 2922)

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 First Priority Emergency Vehicles, Inc. for a mobile library vehicle at a price of \$248,319.08.

RESULT:	ADOPTED [Unanimous]
MOVER:	James M. Haddad Esq.
SECONDER:	Guillermo Patino
AYES:	Shapiro Ed. D LCSW, Gorton, Healy, Thomson, Gutierrez, Haddad Esq., Harris-Stoute, Jackson, Koerner Esq., Lee, Lee Ph. D, Miao PH. D., Patino, Russo Esq, O'Connell
EXCUSED:	Earl G. Simons Ed. D, Peter Kauffmann, Robert Santos Esq.

4. Motion to Go into Executive Session (ID # 2915)

Recommended Motion for Consideration:

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

RESULT:	ADOPTED [Unanimous]
MOVER:	Carl S. Koerner Esq.
SECONDER:	Michelle Miao PH. D.
AYES:	Shapiro Ed. D LCSW, Gorton, Healy, Thomson, Gutierrez, Haddad Esq., Harris-Stoute, Jackson, Koerner Esq., Lee, Lee Ph. D, Miao PH. D., Patino, Russo Esq, O'Connell
EXCUSED:	Earl G. Simons Ed. D, Peter Kauffmann, Robert Santos Esq.

5. Motion to Return to Public Session (ID # 2916)

Recommended Motion for Consideration:

I move that the meeting return to Public Session.

RESULT:	ADOPTED [Unanimous]
MOVER:	Lydon Sleeper O'Connell
SECONDER:	James M. Haddad Esq.
AYES:	Shapiro Ed. D LCSW, Gorton, Healy, Thomson, Gutierrez, Haddad Esq., Harris-Stoute, Jackson, Koerner Esq., Lee, Lee Ph. D, Miao PH. D., Patino, Russo Esq, O'Connell
EXCUSED:	Earl G. Simons Ed. D, Peter Kauffmann, Robert Santos Esq.

6. Action Resulting from Executive Session Discussion (ID # 2933)

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustee approve the adoption of the below Resolution:

RESOLUTION

WHEREAS, on October 7, 2019, the U.S. Attorney’s Office for the Eastern District of New York (the “DOJ”) opened an investigation into whether the Hunters Point Community Library failed to provide full access to its services to individuals with mobility disabilities; and

WHEREAS, on November 26, 2019, Disability Rights Advocates (“DRA”) filed a putative class action, *Jackson v. Queens Borough Public Library, et al.*, on behalf of persons with mobility disabilities who were allegedly denied full and equal access to Hunters Point; and

WHEREAS, the Library, City, DOJ, and plaintiffs’ counsel have agreed to a proposed settlement in resolution of the matters, with no admission of liability by the Library; and

WHEREAS, the proposed settlement consists of injunctive relief to remediate alleged barriers, to be completed over the next five years, as well as the provision of reasonable attorneys’ fees to DRA; and

WHEREAS, the Library’s total financial cost of the settlement is expected to be no more than \$50,000;

NOW, THEREFORE, BE IT RESOLVED that the Library’s President & CEO is hereby authorized and directed to execute settlement agreements, as described herein, with the United States Attorney’s Office for the Eastern District of New York, and with DRA in *Jackson v. Queens Borough Public Library, et al.*, in resolution of

those matters.

RESULT:	ADOPTED [Unanimous]
MOVER:	Carl S. Koerner Esq.
SECONDER:	Pauline Healy
AYES:	Shapiro Ed. D LCSW, Gorton, Healy, Thomson, Gutierrez, Haddad Esq., Harris-Stoute, Jackson, Koerner Esq., Lee, Lee Ph. D, Miao PH. D., Patino, Russo Esq, O'Connell
EXCUSED:	Earl G. Simons Ed. D, Peter Kauffmann, Robert Santos Esq.

B. Report Item(s)

1. Purchases Over \$50K - May 2023 (ID # 2908)

RESULT:	PRESENTED
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2. Purchases Over \$50K - April 2023 (ID # 2909)

RESULT:	PRESENTED
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3. Personnel Report - May 2023 (ID # 2907)

RESULT:	PRESENTED
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4. Personnel Report - April 2023 (ID # 2906)

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

VI. PRESIDENT'S REPORT

Dennis M. Walcott, President and CEO, stated to the board that the Library is a lean organization. Many of the departments have minimal staff; however, they are dedicated employees. He thanked the Library staff for all of their the teamwork and dedication.

Mr. Walcott also reported that on September 4, Nick Buron, Chief Librarian and Sr. VP, will be celebrating his 30th Anniversary at the Library.

Justin Deabler, General Counsel and Sr. VP, reported that the Library is working with the other Tri-Li systems to develop training materials, in order to allow trustees to fulfill a new requirement to complete two hours of trustee training annually.

Mr. Walcott also reported on the Library's partnership with Food Bank of New York and the status of the Library's effort to combat food insecurity in Queens. As a result of this partnership, various branch locations are scheduled to open to the public as food pantries to assist the Food Bank with distribution to the local communities. Mr. Walcott reported that since inception, the Library has distributed food to over 5,000 Queens residents.

The next event is scheduled for June 24, at the Rochdale Library.

Mr. Walcott also gave the board a status update on the President's Council on Racial Equity ("PCRE"). He reported that UPD Consulting has concluded its assignment. With their observations and the assistance of the PCRE Steering Committee and members, Library staff, and customers, UPD has identified six suggested areas on which the Library should focus its equity efforts, including: (i) Recruitment, Hiring, and Promotion; (ii) Learning and Growth (Mentorship); (iii) Programs and Services; (iv) Collections; (v) Marketing and Outreach; and (vi) Organization-wide Systems. The recommendations highlight areas that the PCRE and other Library staff will work on as a team. He thanked UPD Consulting, LLC and the PCRE for their commitment to this initiative.

1. Key Performance Indicators Report - May 2023 (ID # 2918)

RESULT: PRESENTED

2. Key Performance Indicators Report - April 2023 (ID # 2910)

RESULT: PRESENTED

VII. ADJOURNMENT

1. Motion to Adjourn (ID # 2897)

Recommended Motion for Consideration:

I move that the meeting be adjourned.

RESULT:	ADOPTED [Unanimous]
MOVER:	Lydon Sleeper O'Connell
SECONDER:	Guillermo Patino
AYES:	Shapiro Ed. D LCSW, Gorton, Healy, Thomson, Gutierrez, Haddad Esq., Harris-Stoute, Jackson, Koerner Esq., Lee, Lee Ph. D, Miao PH. D., Patino, Russo Esq, O'Connell
EXCUSED:	Earl G. Simons Ed. D, Peter Kauffmann, Robert Santos Esq.

The meeting was closed at 8:43 PM.

Secretary