

QUEENS PUBLIC LIBRARY
Board of Trustees
Thursday, June 26, 2025

Central Library
89-11 Merrick Boulevard, Jamaica, NY 11432



Agenda

6:30 PM Board of Trustees Regular Meeting - Jun 26, 2025

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Motion to Adjourn

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Queens Public Library Board / Committee Item

BOARD/COMMITTEE: Board of Trustees

DATE OF MEETING: June 26, 2025

AGENDA: Approval of Minutes of the Board – April 24, 2025

Recommended Motion for Consideration by the Board of Trustees:

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

Attachments:

Audit Committee Report – April 24,2025 (jd) (PDF)

BOT Minutes – April 24, 2025(jd) (PDF)



QUEENS PUBLIC LIBRARY

Audit Committee Minutes

Thursday, April 24, 2025 at 6:00 PM

Central Library

89-11 Merrick Boulevard, Jamaica, NY 11432

I. CALL TO ORDER

Roll Call

Present

CARL KOERNER, Esq., GEORGE RUSSO, Esq., and LYDON SLEEPER-O'CONNELL

Excused

PETER KAUFFMANN

Others Present

ANDREW JACKSON, CLOYETTE HARRIS-STOUTE, ELI SHAPIRO Ed. D LCSW, GUILLERMO PATINO, JAMIE LEE, MICHELLE MIAO, Ph. D., PAULINE HEALY, SELINA LEE, Ph. D., TERRI THOMSON, MATTHEW CARLIN, Esq., DENNIS M. WALCOTT, JUSTIN DEABLER, GITTE PENG, NICK BURON, SUNG MO KIM, STEPHEN MACK, SUSAN LATHAM, WILLIAM FUNK, WILLIAM GOLDBAND, JACQUELINE MARTINEZ, SARA HAUSNER-LEVINE, Esq., VINEL LIRIANO, ELISABETH DE BOURBON, SARAH MAC DOUGALL, MONIQUE HAMILTON, CHAUNCIE BROOKS, and DANIELLE WALSH

Paul Hammerschmidt- BDO, Ashley Xu - BDO

II. AGENDA

Action Item(s)

- A) Review of Tax Form 990 - Fiscal Year 2024
Carl Koerner, Esq., Audit Committee Chair, asked Stephen

Mack, Chief Financial Officer, and Sr. VP, to introduce the independent financial auditors, Paul Hammerschmidt and Ashley Xu of BDO. Mr. Hammerschmidt and Ms. Xu gave the board a brief overview of the Form 990 and the submission process.

Mr. Hammerschmidt reported that the Form 990 is based upon the comprehensive audited financial statements, which were approved by the board in September 2024

Mr. Hammerschmidt and Ms. Xu reviewed the Form 990, noting that it consistently indicates that the Library demonstrates best practices and good governance.

Recommended Motion for Consideration by the Audit Committee:

I move that the Audit Committee recommend to the Board of Trustees that the Library be authorized to file the Form 990 for Fiscal Year 2024 as presented.

Moved by: LYDON SLEEPER-O'CONNELL

Seconded by: GEORGE RUSSO, Esq.

Carried

III. ADJOURNMENT

A) Motion to Adjourn

Recommended Motion for Consideration

I move that the meeting be adjourned.

Moved by: GEORGE RUSSO, Esq.

Seconded by: LYDON SLEEPER-O'CONNELL

Carried

Peter Kauffmann - Committee
Chair



QUEENS PUBLIC LIBRARY

Board of Trustees Regular Meeting Minutes

Thursday, April 24, 2025 at 6:15 PM

Central Library

89-11 Merrick Boulevard, Jamaica, NY 11432

I. CALL TO ORDER

Roll Call

Present

ELI SHAPIRO Ed. D LCSW, MATTHEW M. GORTON, CLOYETTE HARRIS-STOUTE, PAULINE HEALY, ANDREW JACKSON, PETER KAUFFMANN, CARL KOERNER, Esq., JAMIE LEE, SELINA LEE, Ph. D., MICHELLE MIAO, Ph. D., GUILLERMO PATINO, GEORGE RUSSO, Esq., EARL G. SIMONS, Ed. D., LYDON SLEEPER-O'CONNELL, and TERRI THOMSON

Excused

JOHANNA CARMONA, Esq., JULISSA GUTIERREZ, JAMES M. HADDAD, Esq., and ALEXANDRIA SUMPTER-DELVES, Esq.

Others Present

ALLAN SWISHER, Esq., JIMMY VAN BRAMER, MATTHEW CARLIN, Esq., DENNIS M. WALCOTT, JUSTIN DEABLER, NICK BURON, SUNG MO KIM, GITTE PENG, STEPHEN MACK, VINEL LIRIANO, WILLIAM FUNK, WILLIAM GOLDBAND, SARA HAUSNER-LEVINE, Esq., MONIQUE HAMILTON, CHAUNCIE BROOKS, KARLIE BURKE, and DANIELLE WALSH

II. APPROVAL OF BOT MINUTES

A) Approval of Minutes of the Board - March 6, 2025

Recommended Motion for Consideration by the Board of Trustees:

I move that the Minutes of the Board of Trustees meeting be

approved as submitted.

Moved by: ANDREW JACKSON

Seconded by: LYDON SLEEPER-O'CONNELL

Carried

III. COMMITTEE REPORTS

- A) Approval of Audit Committee Report - April 24, 2025

Recommended Motion for Consideration by the Board of Trustees:

I move that that the report of the Audit Committee meeting be accepted and approved as submitted.

Moved by: CARL KOERNER, Esq.

Seconded by: ANDREW JACKSON

Carried

IV. AGENDA

Action Item(s)

- A) Approval of Bills for the Month of February 2025

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees approve the February 2025 bills in the aggregate sum of \$4,612,031.

Moved by: PAULINE HEALY

Seconded by: GUILLERMO PATINO

Carried

- B) Approval of Bills for the Month of March 2025

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees approve the March 2025 bills in the aggregate sum of

\$4,867,569.

Moved by: PAULINE HEALY

Seconded by: GUILLERMO PATINO

Carried

- C) Acceptance of Financial Reports for the Period Ending February 2025

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 February 28, 2025.

Moved by: ANDREW JACKSON

Seconded by: LYDON SLEEPER-O'CONNELL

Carried

- D) Acceptance of Financial Reports for the Period Ending March 2025

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 March 31, 2025.

Moved by: ANDREW JACKSON

Seconded by: LYDON SLEEPER-O'CONNELL

Carried

- E) Approval of Annual Reports 2025

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees accept the Queens Borough Public Library's Annual Report for Library Systems and Annual Report for Public and Association Libraries.

Moved by: ANDREW JACKSON

Seconded by: PAULINE HEALY

Carried

- F) **Contract Authorization - Flushing Auditorium A/V**
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 Mason Technologies Inc. in the amount of \$380,859.77 for the Flushing library auditorium and conference room audio/visual upgrade project.

Moved by: LYDON SLEEPER-O'CONNELL

Seconded by: ANDREW JACKSON

Carried

Report Item(s)

- G) Payroll for the Month of February 2025
PRESENTED
- H) Payroll for the Month of March 2025
PRESENTED
- I) Purchases Over \$50K - February 2025
PRESENTED
- J) Purchases Over \$50K - March 2025
PRESENTED
- K) Personnel report for March 2025
PRESENTED

V. REPORT OF THE CHAIR OF THE BOARD

Chair of the Board Eli Shapiro expressed his interest in the Trustees attending an event together during the summer. He also noted the great job that Nick Buron and his team do in selecting library books that are on display in the branches.

VI. **PRESIDENT'S REPORT**

President and CEO, Dennis M. Walcott, congratulated Trustee Earl Simons on his accomplishment of completing the Abbott World Marathon runner's award.

Mr. Walcott asked Sung Mo Kim, Chief Operating Officer and Senior V.P., to provide an overview and update on the threatening emails that were received to our *Contact Us* page on the website. Mr. Kim states the authorities were notified and Flushing and East Flushing library branches were evacuated. After a thorough investigation, it was reported that there was no cause for alarm. Mr. Kim stated that the Health and Safety staff are available to support staff with any concerns and the Library has increased the security presence at the Flushing and East Flushing branches.

Nick Buron, Chief Librarian and Senior V.P., reported that the American Library Association will be conducting interviews for the role of Executive Director and is in the process of taking legal action against the Trump Administration for cutting Federal funding to Libraries and the dismantling of the Institute of Museum and Library Services (IMLS). Mr. Buron reported on the annual internal staff step up ceremony to engage staff on the process of promotions. He thanked everyone for working together to make a successful event. Gitte Peng, Chief of Staff and Senior V.P., provided an update on the Strategic Plan Refresh.

Mr. Walcott announced the unveiling of the new mobile library on April 30. He also invited Trustees to attend the all-staff service award ceremony at Antun's on May 9. The branches will open at 2pm to accommodate the event, as 831 staff are expected to attend.

Mr. Walcott thanked Stephen Mack for his great work with Queens Public Library.

- A) Key Performance Indicators - February 2025
PRESENTED
- B) Key Performance Indicators - March 2025
PRESENTED

VII. **Adjournment**

- A) Motion to Adjourn

Recommended Motion for Consideration

I move that the meeting be adjourned.

Moved by: CARL KOERNER, Esq.

Seconded by: GEORGE RUSSO, Esq.

Carried

Pauline Healy - Secretary

Queens Public Library Board / Committee Item

BOARD/COMMITTEE: Board of Trustees

DATE OF MEETING: June 26, 2025

AGENDA: Approval of the Finance and Investment Committee Report – June 12, 2025

Recommended Motion for Consideration by the Board of Trustees:

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

Attachments:

F&I Committee Report 6.12.25(jd) (PDF)



QUEENS PUBLIC LIBRARY

Finance & Investment Committee Meeting Minutes

Thursday, June 12, 2025 at 6:00 PM

Central Library 89-11 Merrick Boulevard, Jamaica, NY 11432

I. CALL TO ORDER

Roll Call

Present

TERRI THOMSON, MATTHEW M. GORTON, SELINA LEE, Ph. D., and EARL G. SIMONS, Ed. D.

Excused

JAMES M. HADDAD, Esq.

Others Present

ANDREW JACKSON, DENNIS M. WALCOTT, JUSTIN DEABLER, WILLIAM GOLDBAND, SARA HAUSNER-LEVINE, Esq., VINEL LIRIANO, MONIQUE HAMILTON, CHAUNCIE BROOKS, DOMINIQUE SIMBOLI, and DANIELLE WALSH

II. AGENDA

Report Item(s)

- A) Review of Queens Public Library Investment Performance in FY25
PRESENTED
- B) Investment Policy for Queens Public Library
PRESENTED

Committee Chair Terri Thomson asked Vinel Liriano, VP of Finance, to

introduce the Library's investment managers, Wilmington Trust.

Carly Nathanson and Walter Dillingham from Wilmington Trust

("Wilmington") made a presentation on investment performance to the Committee, including a general overview of the macroeconomic trends affecting capital markets, e.g. mass deportation, inflation, rates, and fiscal deficit. Wilmington then reviewed the allocations and performance of the Library portfolio.

Wilmington reviewed the Investment Policy Statement included in the committee materials and noted that the Library's accounts are diversified and on the slightly conservative side, reflecting the nature of the accounts as reserves. As the Library considers a revision to its Investment Policy, Wilmington recommended reducing equities by 10% with a benchmark target of 45%; increasing fixed income by 10-15% to get closer to a 50-60% range; and the possible inclusion of a small (e.g., 3%) allocation to real assets (commodities, REITs).

Wilmington noted that any need for funds/liquidity in the near term could potentially have an impact on the recommended allocation between equities and fixed income. The Committee thanked Wilmington and shared a goal of having a policy revision by September.

III. ADJOURNMENT

Motion to Adjourn

Recommended Motion for Consideration

I move that the meeting be adjourned.

Moved by: EARL G. SIMONS, Ed. D.

Seconded by: SELINA LEE, Ph. D.

Aye TERRI THOMSON, MATTHEW M. GORTON,
SELINA LEE, Ph. D., and EARL G. SIMONS, Ed.
D.

Carried 4-0

Terri Thomson- Committee
Chair

Queens Public Library Board / Committee Item

BOARD/COMMITTEE: Board of Trustees

DATE OF MEETING: June 26, 2025

AGENDA: Approval of the Finance and Investment Committee Report – June 26, 2025

Recommended Motion for Consideration by the Board of Trustees:

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

Queens Public Library Board / Committee Item

BOARD/COMMITTEE: Board of Trustees

DATE OF MEETING: June 26, 2025

AGENDA: Approval of the Proposed Queens Public Library Foundation
Fiscal Year 2026 Budget

Background:

All individual contributions, foundation and corporate grants, endowments, and revenue generated by fundraising events will be recorded by the Queens Public Library Foundation (“Foundation”). Government grant revenue will be recorded by the Library. Revenues include interest income on all Foundation cash balances.

In accordance with the Foundation’s by-laws, the operating budget approved by the Foundation Board of Directors must also be approved by the Library Board of Trustees.

Current Status:

The attached document provides a detailed review of the Proposed FY26 QPLF General Fund Budget, as well as the Current FY25 Budget and FY24 Actuals. The Foundation Board of Directors previously approved the attached Proposed Budget at its meeting on June 11, 2025.

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees approve the adoption of the Queens Public Library Foundation’s FY2026 General Fund Budget.

The Queens Public Library Foundation
Proposed FY26 Budget, Current FY25 Budget, & FY24 Actuals

Description	Budget	Budget	Actual
	FY 2026	FY 2025	FY 2024
Revenue			
Unrestricted Contributions - Corporate	\$ 225,000	\$ 240,000	\$ 1,003,948
Unrestricted Contributions - Foundations	150,000	75,000	163,621
Unrestricted Contributions - Individuals	625,000	400,000	504,702
Contributed Facilities	33,000	30,200	32,941
Contributed Services	972,400	944,400	825,358
Total Revenue	2,005,400	1,689,600	2,530,570
Expenses			
Personal Services			
Salaries	558,900	568,140	547,888
Fringe Benefits	191,000	194,400	184,078
Total Personal Services	749,900	762,540	731,966
OTPS			
Books, Dropship Orders	-	26,848	8,289
Materials, General	-	-	21,223
Programs - Adult	-	-	16,710
Programs - Juvenile	-	-	8,185
Programs, General	168,000	23,000	86,464
Software Licenses	35,800	34,000	35,548
Accounting Service	45,000	44,500	54,750
Banking Services	11,600	10,000	10,051
Food Service	60,000	-	41,657
Direct Mail/Phones	289,682	247,250	101,757
Contractual	43,500	194,545	155,785
Special Events	5,000	4,000	857
Conference/Training	3,000	1,000	69
Supplies-Display/Craft	-	-	3,501
Contributed Facilities	33,000	30,200	32,941
Membership Dues	2,126	3,700	2,047
Travel & Parking	1,300	1,300	69
Printing	6,500	33,000	2,731
Supplies-General	7,500	28,247	22,350
	712,008	681,590	604,984
Management Fee	222,468	181,725	121,868
Total Expense	1,684,376	1,625,855	1,458,818
Surplus / (Deficit)	\$ 321,024	\$ 63,745	\$ 1,071,752

The Queens Public Library Foundation
Proposed FY26 Budget

Description	Fund			Total
	General Operating	Gala	Branch Allocations	
Revenue				
Unrestricted Contributions - Corporate	\$ 50,000	\$ 175,000	\$ -	\$ 225,000
Unrestricted Contributions - Foundations	100,000	50,000	-	150,000
Unrestricted Contributions - Individuals	500,000	100,000	25,000	625,000
Contributed Facilities	33,000	-	-	33,000
Contributed Services	972,400	-	-	972,400
Total Revenue	1,655,400	325,000	25,000	2,005,400
Expenses				
Personal Services				
Salaries	558,900	-	-	558,900
Fringe Benefits	191,000	-	-	191,000
Total Personal Services	749,900	-	-	749,900
OTPS				
Programs, General	28,000	-	140,000	168,000
Software Licenses	35,800	-	-	35,800
Accounting Service	45,000	-	-	45,000
Banking Services	11,600	-	-	11,600
Food Service	-	60,000	-	60,000
Direct Mail/Phones	289,682	-	-	289,682
Contractual	-	43,500	-	43,500
Special Events	5,000	-	-	5,000
Conference/Training	3,000	-	-	3,000
Contributed Facilities	33,000	-	-	33,000
Membership Dues	2,126	-	-	2,126
Travel & Parking	300	1,000	-	1,300
Printing	3,500	3,000	-	6,500
Supplies-General	2,000	2,000	3,500	7,500
	459,008	109,500	143,500	712,008
Management Fee	222,468	-	-	222,468
Total Expense	1,431,376	109,500	143,500	1,684,376
Surplus / (Deficit)	\$ 224,024	\$ 215,500	\$ (118,500)	\$ 321,024

Queens Public Library Board/ Committee Item

BOARD/COMMITTEE: Board of Trustees

DATE OF MEETING: June 26, 2025

AGENDA: Election of New Member to Queens Public Library Foundation Board of Directors

Background:

The Queens Public Library Foundation (“Foundation”) Board of Directors elects new directors, subject to the approval of the Queens Borough Public Library’s Board of Trustees. In particular, pursuant to Article III, Section 1 of the Foundation’s By-Laws, the “Board of Directors shall consist of Members, as elected by the Board of Directors, and as approved by a majority of the Board of Trustees of the Queens Library.”

Current Status:

The Foundation Board of Directors elected Tess Shih to the Class of 2028 at its meeting on June 11, 2025. The resume for Ms. Shih is attached. Pursuant to the Foundation’s By-Laws, as described above, her election is subject to the approval of the Library’s Board of Trustees.

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees approve the election of Tess Shih to the Class of 2028 of the Queens Public Library Foundation Board of Directors.

Attachment:

Tess_Shih_Resume2025 (PDF)

TESS SHIH

625-834-770

experience

2017- Present **CAPITAL FUND MANAGEMENT - Region Head, Director of Investor Relations** **NEW YORK, NY**
Responsible for driving business results for \$18bn multi-strategy quantitative hedge fund invested across equities, fixed income, commodities, and currencies. Lead coverage of institutions and consultants in the Midwest and Latin America. Awarded “*Influential Woman in Institutional Investing*” by Pensions & Investments, “*50 Leading Women in Hedge Funds*” by The Hedge Fund Journal / Ernst & Young, and “*Hedge Fund Rising Star*” by Institutional Investor.

- **Capital-Raising:** Crafted nuanced positioning of funds, negotiated and raised \$3bn in assets, \$90mm in revenue.
- **Business Development:** Structured strategic plan, tiering over 1,750 North America accounts, \$49tn in assets.
- **Marketing:** Collaborated on digital media and collateral around machine learning, big data, and execution cost.
- **Communication:** Featured across the country as keynote speaker, panelist, and emcee on range of industry topics.

2013-2017 **J.P. MORGAN ASSET MANAGEMENT - Vice President, Institutional Sales & Marketing** **NEW YORK, NY**
Managed and built relationships with new and existing clients. Assisted with the strategic build-out of middle market business in the Central and West and providing exceptional client experience for the firm’s largest and most important institutions, endowments, foundations, and consultants in the Southeast. Partnered with internal specialists.

- **Capital-Raising:** Raised over \$5bn in assets, \$25mm in revenue, clearly articulating concepts around multi-asset, single asset, and alternative strategies including real estate, private equity, hedge fund of funds, and Highbridge.
- **Financial Modeling:** Customized comprehensive solutions across investments, liquidity, and balance sheet.
- **Investor relations:** Provided portfolio reviews and service to 55 accounts, \$27bn in assets, \$115mm in revenue.
- **Marketing:** Led strategy around customized campaigns, training aids, content development, digital, and media.
- **Communication:** Delivered asset allocation trainings for 80 public plan Trustees overseeing \$150bn in assets.

2011-2013 **WELTON INVESTMENT CORPORATION - Director, Institutional Sales & Marketing** **NEW YORK, NY**
Provided fundraising, strategic development, and investor relations for \$1bn quantitative multi-asset hedge fund.

- **Capital-Raising:** Helped raise \$200mm in 2011 by communicating complex quantitative investment process and portfolio analytics to institutions, endowments, foundations, families, and individuals totaling \$500bn in assets.
- **Marketing:** Coordinated Middle East / Europe roadshow, positioning fund in front of \$1.5tn of hedge fund assets.
- **Investor Relations:** Served as product specialist, providing investment attribution to clients totaling \$100mm.

2007-2009 **JPMORGAN CHASE & CO. - Associate, Corporate Strategy & Development** **NEW YORK, NY**
Performed financial, market, and operational analysis to develop holistic corporate finance strategies. Advised senior JPMorgan Chase executives on time-sensitive cross line-of-business initiatives, increasing shareholder returns.

- **Business Development:** Evaluated \$30bn entry strategy and expansion plan of 27 branches and 10 countries.
- **Financial Modeling:** Performed comprehensive \$7bn valuation analysis of Card Services partner spin-off.
- **Operational Analysis:** Analyzed and proposed \$90mm in cost savings from Washington Mutual acquisition.
- **Marketing:** Executed \$30mm re-brand across four institutional businesses and newly acquired Bear Stearns.

2005-2007 **J.P. MORGAN ASSET MANAGEMENT - Analyst, Institutional Sales & Marketing** **NEW YORK, NY**
Focused on supporting fundraising and investor relations for institutional investors in the East region. Selected as Lead Analyst, supporting Region Head responsible for 10 client advisors covering 900 accounts, \$33tn in assets.

- **Capital-Raising:** Helped raise \$2bn in assets and \$10mm in revenue across traditional and alternative strategies.
- **Marketing:** Led and managed multi-city alternative equity road show, directly raising \$150mm in assets.
- **Financial Modeling:** Conducted risk analyses and modelling for customized investment portfolio optimizations.

education

2009-2011 **HARVARD BUSINESS SCHOOL** **BOSTON, MA**
Master in Business Administration. Robert Toigo Foundation Fellow. Eugene Sit AAAIM Fellow.

- **Summer Associate, Passport Capital:** Prospected \$1.5tn in family office assets at \$5bn long/short hedge fund.
- **Researcher, Harvard Management Company:** Analyzed \$27bn endowment’s alternative assets’ risk factors.
- **Trustee, Harbus Foundation:** Oversaw nation’s only MBA-run \$2mm endowment, granting \$60,000 annually.

2001-2005 **UNIVERSITY OF SOUTHERN CALIFORNIA** **LOS ANGELES, CA**
Bachelor of Science, *summa cum laude*, in Business Administration and International Relations. GPA 3.9. Trustee Scholar (full scholarship). Commencement Speaker. Laurel and Palm Leadership Award (0.5% of graduates).

- **Vice President, Student Senate:** Lobbied for and granted \$2mm in facility renovations from University Trustees.

personal

Current County Library Commissioner, Benchmarking Sub-Committee Chair (\$200mm budget), Vice Chair of The WNET Group Community Advisory Board (\$150mm budget), HBS Fund Section Chair (Raised \$1mm for 2011 Class Gift), HBS Community Partners (Pro-bono non-profit consulting), San Marino High School Reunion Co-Chair. Past USC Alumni Association Vice President and Reunion Co-Chair (Received Widney Alumni Award). Fluent in Chinese, Mandarin. Enjoy USC Football, Cecchetti ballet, botanical gardens, and historic mansions.

Queens Public Library Board / Committee Item

BOARD/COMMITTEE: Board of Trustees

DATE OF MEETING: June 26, 2025

AGENDA: Contract Authorization – Corona Residential Building Demolition

Background:

This is an action item seeking approval from the Queens Borough Public Library’s Board of Trustees to enter into a contract with The Urban Group LTD, a NYS- and NYC-certified MBE firm, to demolish a residential building adjacent to the property of the Corona community library. The Board’s approval is required pursuant to the Library’s Procurement Policy, which provides, in pertinent part, that contracts for construction valued at more than \$50,000 shall require a formal competitive bid and awarded to the responsive and responsible low bidder.

Adjacent to the Corona community library is a residential building owned by the Library. It was constructed in 1920 and needs to be demolished due to deterioration that occurred over time. The structure is a two-story aluminum-clad wood-frame structure with a cellar of stone walls and a concrete floor slab. The 3,125 square foot property is located on the north side of 39th Avenue between 104th Street and 108th Street. Adjacent lots consist of two-story occupied residential buildings.

Current Status:

The Library issued a competitive bid, Invitation to Bid #0325-1, which was advertised in the New York City Record, BidNet, and New York State Contract Reporter, and posted on the Library’s website. Notification of the bid was emailed to over 200 firms, including New York State and New York City Minority and Women Business Enterprises (“MWBE”) and New York State Certified Service-Disabled Veterans Owned Businesses (“SDVOB.”)

Five (5) firms responded to the bid and provided pricing as outlined in the table below:

Firm Name	M/WBE	Bid Amount
Custom Built Homes, Inc.	NYC & NYS MBE	\$371,000
The Urban Group LTD	NYC & NYS MBE	\$447,655
Gramercy Group, In.	NYC WBE	\$678,000
Spencer Contracting LLC	NYC & NYS MBE	\$1,067,346
DRL Services LLC	NYC & NYS MBE	\$1,149,000

Custom Built Homes, Inc. provided the lowest price; however, the firm did not demonstrate that it had completed a similar project in size and scope and it was notified that its bid was non-responsive.

The Urban Group LTD (“Urban Group”) submitted the lowest responsive bid. Its bid was evaluated by the Library based on a review of compliance with the bid specifications, including completion of the Bidder Qualification provisions, quality, experience, financial stability, references, price, background review, and the firm’s completed vendor responsibility questionnaire, which did not disclose any adverse integrity issues.

According to the NYC Comptroller’s webpage Checkbook NYC, Urban Group has received over \$68 million in payments for construction services since from various City agencies since 2010 including the School Construction Authority and Department of Design and Construction. A reference from Tishman/AECOM, a construction firm, stated that Urban Group work on several of their projects, including demolition work for New York Public Library, and that the firm always exceeded expectations. A reference from Resorts World stated that the Urban Group performed demolition, construction, and maintenance services for a hotel project, and that they were very satisfied with the work.

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 The Urban Group LTD in the amount of \$447,655 for demolition of the residential building adjacent to the Corona Community Library.

Queens Public Library Board / Committee Item

BOARD/COMMITTEE: Board of Trustees

DATE OF MEETING: June 26, 2025

AGENDA: Motion to Go into Executive Session

Recommended Motion for Consideration:

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

Queens Public Library Board / Committee Item

BOARD/COMMITTEE: Board of Trustees

DATE OF MEETING: June 26, 2025

AGENDA: Motion to Return to Public Session

Recommended Motion for Consideration

I move that the meeting return to public session.

Queens Public Library Board / Committee Item

BOARD/COMMITTEE: Board of Trustees
DATE OF MEETING: June 26, 2025
AGENDA: Purchases Over \$50K – April 2025

Current Status:

Pursuant to the Library’s Procurement Policy, the Procurement Department shall submit to the Library’s Board of Trustees a report of all Library and capital purchase orders issued and valued at more than \$50,000, which includes the vendor name, dollar value, description, and transaction type—i.e., government contract, requirements contract, technical service, exceptions.

This report covers purchase orders for the period from April 1, 2025 through April 30, 2025.

Library:

1. **Dell Marketing L.P.** was issued a purchase order in the amount of \$181,799.30 under its New York State Office of General Services (“OGS”) contract to renew the subscription to the existing Microsoft 365 user licenses. MS 365 licenses provides users access to MS products such as Outlook, Office Suite of products, SharePoint, One Drive, Teams, OneNote, etc.
2. **BDO USA, LLP.** was issued a purchase order in the amount of \$154,500 under its professional services agreement to provide audit services.
3. **The Hackett Group, Inc.** was issued an amended purchase order in the amount of \$70,165.27 for the second quarter of annual SAP software maintenance under its contract that has been in effect since 1998. The total purchase order is \$140,330.54.
4. **LiRo Architects + Planners, P.C.** was issued an SOW under its architectural professional services requirements contract in the amount of \$21,985.00 to provide structural review services for design development for the new LeFrak City library. The total value of the purchase order is \$551,735.
5. **C.D.E. Air Conditioning Co.** was issued an amended purchase order in the amount of \$58,120 for the Flushing HVAC project. This was to fund a change order for additional work associated with grounding equipment and ultrasonic readings for the hot water equipment. The total contract value is now \$5,063,317.36.

6. **Applied Design Initiative, LLC**, received an amended purchase order under its architectural professional services requirements contract in the amount of \$28,350.00 for Department of Building filings and for work related to obtaining a certificate of occupancy for the Broadway library. The total amount of the multi-year purchase order is \$92,437.50.
7. **Iris Group Holdings LLC DBA Everon/ADT** was issued an amended purchase order with the additional amount of \$70,000 to fund fire alarm inspection and maintenance services. The total purchase order value under the OGS contract is \$145,000.
8. **Universal Protection Service, LLC, DBA Allied Universal**, the Library's security guard requirements contractor, was issued an amended purchase order increasing it by \$231,234 for a total amount of \$1,806,694.

Queens Public Library Board / Committee Item

BOARD/COMMITTEE: Board of Trustees
DATE OF MEETING: June 26, 2025
AGENDA: Purchases Over \$50K – May 2025

Current Status:

Pursuant to the Library’s Procurement Policy, the Procurement Department shall submit to the Library’s Board of Trustees a report of all Library and capital purchase orders issued and valued at more than \$50,000, which includes the vendor name, dollar value, description, and transaction type—*i.e.*, government contract, requirements contract, technical service, exceptions.

This report covers purchase orders for the period from May 1, 2025 through May 31, 2025.

Library:

1. **Insight Public Sector** was issued a purchase order in the amount of \$82,650.55 under its NYS Office of General Services (“OGS”) contract to provide Veam software. This software provides backup of the Library’s system infrastructure environment.
2. **Prestige Plumbing and Heating Inc.** was issued a statement of work (“SOW”) in the amount of \$82,802 under its plumbing requirements contract to demolish and replace the boiler at the Whitestone library.
3. **Mac Contractor Inc.**, a NYS- and NYC-certified MBE firm, was issued an SOW under its general construction requirements contract in the amount of \$83,814 for construction work at the Langston Hughes auditorium.
4. **Mac Contractor Inc.**, a NYS- and NYC-certified MBE firm, was issued an SOW under its general construction requirements contract in the amount of \$58,887 to replace for the replacement of rubber stair treads at the Flushing library.
5. **Mason Technologies Inc.**, a NYC-certified WBE firm was issued a purchase order in the amount of \$380,859.77 for its Flushing library auditorium and conference room project.

6. **Prestige Plumbing and Heating Inc.** was issued an SOW in the amount of \$99,514 to demolish and replace boiler at the Broadway library.
7. **Prestige Plumbing and Heating Inc.** was issued an SOW in the amount of \$95,114 to demolish and replace boiler at the Steinway library.
8. **Applied Design Initiative, LLC**, received an amended purchase order under its architectural professional services requirements contract for the project at Richmond Hill. The increase was \$140,000 for sprinkler and other designs services for total multi-year purchase order value of \$965,945.84.
9. **Kopp Electric Corporation** was issued an amended purchase order in the amount of \$88,399 for additional work to comply with FDNY requirements. The total value of the purchase order is \$501,997.
10. **LiRo Architects + Planners, P.C.** was issued an amended purchase order in the amount of \$44,589.04 under its architectural professional services requirements contract for the project at LeFrak City library for additional design services. The total value of the purchase order is \$596,324.04.

Queens Public Library Board / Committee Item

BOARD/COMMITTEE: Board of Trustees
DATE OF MEETING: June 26, 2025
AGENDA: Personnel Report – April 2025

PERSONNEL REPORT – 3/16/2025 – 4/15/2025

The attached Personnel Report is provided for your information as certified by the Director of Human Resources, for the period of March 16, 2025 – April 15, 2025:

- § *Appointments*
- § *Promotions*
- § *Transfers*
- § *Leaves Without Pay*
- § *Returns from Leave of Absence*
- § *Separations: Terminations/ Resignations*

Queens Public Library Board / Committee Item

BOARD/COMMITTEE: Board of Trustees
DATE OF MEETING: June 26, 2025
AGENDA: Personnel Report – May 2025

PERSONNEL REPORT – 4/16/2025 – 5/15/2025

The attached Personnel Report is provided for your information as certified by the Director of Human Resources, for the period of April 16, 2025 – May 15, 2025:

- § *Appointments*
- § *Promotions*
- § *Transfers*
- § *Leaves Without Pay*
- § *Returns from Leave of Absence*
- § *Separations: Terminations/ Resignations*

Queens Public Library Board / Committee Item

BOARD/COMMITTEE: Board of Trustees

DATE OF MEETING: June 26, 2025

AGENDA: Key Performance Indicators – April 2025

Attachments:

KPI Apr_2025_Board_Report (PDF)

President's Report: April 2025

Agency	Circulation	% Change from same month last year	In person visits	% Change from same month last year	Program attendance	% Change from same month last year	Reference	% Change from same month last year	Notes
Arverne	8,042	-4.90%	4,267	-33.35%	369	-37.13%	1,226	-26.81%	
Astoria	7,755	22.30%	5,747	-22.96%	907	18.30%	2,181	-15.53%	
Auburndale	9,925	29.35%	4,589	-25.24%	550	2.73%	1,602	-63.57%	
Baisley Park	2,815	10.70%	3,341	-5.09%	697	-57.68%	1,202	-38.61%	
Bayside	18,568	17.52%	8,988	-16.59%	1,286	11.04%	1,646	-16.11%	
Bay Terrace	5,154	57166.67%	6,691	100.00%	1,018	100.00%	767	100.00%	1,2
Bellerose	7,105	34.26%	4,314	-16.93%	713	52.88%	1,097	-25.48%	
Briarwood	7,776	37.51%	9,484	-3.26%	2,976	31.92%	1,672	-36.83%	
Broadway	12,437	112963.64%	13,505	100.00%	1,405	100.00%	1,027	100.00%	1,2
Broad Channel	2,110	-31.87%	1,722	-0.75%	3	100.00%	49	-15.52%	
Cambria Heights	3,670	10.38%	7,722	-5.94%	2,866	-12.14%	292	239.53%	
Corona	8,200	43.71%	10,600	-15.00%	1,743	-1.03%	2,324	-44.98%	
Court Square	13	100.00%							1,2
Douglaston	6,640	15.06%	4,893	-15.59%	544	-34.74%	801	-35.97%	
East Elmhurst	3,858	31.49%	4,877	-10.91%	995	29.95%	428	-3.39%	
East Flushing	7,072	42.58%	5,639	-8.72%	748	-5.75%	2,519	94.52%	
Elmhurst	29,476	25.09%	11,577	-38.13%	2,368	22.80%	2,248	-41.37%	
Far Rockaway	16,419	3264.55%	11,990	612.84%	925	98.92%	6,926	2964.60%	1,2
Forest Hills	22,668	39.93%	19,067	-9.51%	2,116	-45.23%	808	-72.03%	
Fresh Meadows	21,274	21.07%	8,983	-21.15%	1,527	28.49%	2,288	-21.70%	
Glen Oaks	18,422	48.92%	9,386	-8.35%	2,933	30.07%	4,655	37.03%	
Glendale	6,546	21.45%	3,610	-9.50%	850	13.18%	323	-72.25%	
Hillcrest	6,517	23175.00%	4,090	3395.73%	409	100.00%	581	100.00%	1,2
Hollis	26	-99.33%					37	-96.83%	1
Howard Beach	7,130	41.33%	7,608	1.26%	722	31.30%	2,059	49.20%	
Hunters Point	26,487	8.43%	14,981	-12.03%	2,031	-42.84%	4,192	63.88%	2
Jackson Heights	21,705	46.16%	19,451	-8.15%	1,089	48.12%	2,697	69.41%	
Kew Gardens Hills	19,411	49.55%	11,681	-8.22%	574	3.83%	1,946	140.25%	
Langston Hughes	2,692	10.24%	8,376	-1.97%	2,283	-31.14%	55	-89.96%	
Laurelton	3,685	9859.46%	3,500	733.33%	526	85.74%	119	100.00%	1,2
Lefferts	3,847	35.17%	5,478	-18.52%	582	4.98%	857	-30.94%	
Lefrak City	19	-34.48%			305	100.00%			1,2
Long Island City	4,774	23.30%	9,598	4.03%	3,103	13.60%	10,621	285.66%	
Maspeth	8,808	12.38%	6,573	-12.87%	1,006	-40.46%	1,795	-7.95%	
McGoldrick	6,532	22.32%	6,450	-19.33%	921	-25.84%	1,226	-59.12%	
Middle Village	4,947	7.40%	4,940	-9.44%	998	-30.56%	1,118	-47.98%	
Mitchell-Linden	11,201	36.63%	8,935	0.76%	703	33.85%	2,048	77.32%	
North Forest Park	9,617	45.47%	6,838	-5.58%	769	31.86%	1,261	174.73%	
North Hills	5,983	25.04%	5,021	-19.63%	661	-46.44%	1,518	52.87%	
Ozone Park	6,468	37.35%	7,556	-6.60%	670	6.57%	1,108	-19.07%	
Peninsula	8,148	72.15%	7,995	5.23%	690	40.00%	1,039	-13.92%	
Pommonok	4,999	44.27%	4,340	-4.51%	946	-27.38%	1,536	-9.65%	
Poppenhusen	4,222	15.54%	3,703	-26.56%	615	-110.08%	804	-55.75%	
Queensboro Hill	2	-99.26%							1,2
Queens Village	5,098	96.83%	3,838	8.11%	509	-3.34%	89	12.66%	
Rego Park	10,626	29.92%	9,486	-10.18%	728	-20.05%	22	-99.45%	
Richmond Hill	10,514	51.15%	6,180	-11.07%	2,408	21.97%	1,106	-51.26%	
Ridgewood	11,292	49.13%	18,846	-7.34%	2,908	24.62%	1,258	-52.97%	
Rochdale Village	4,611	19.18%	5,926	-16.22%	1,207	-5.47%	521	-56.00%	
Rosedale	3,227	20.28%	3,465	-20.91%	449	-15.14%	1,473	-44.16%	
Seaside	61	-98.28%		-100.00%		-100.00%		-100.00%	1,2
South Hollis	3,228	27.39%	7,938	2.56%	1,171	-14.43%	1,997	768.26%	
South Jamaica	2,058	-7.63%	4,802	14.66%	573	-18.32%	322	-61.25%	
South Ozone Park	3,813	41.54%	4,671	-21.65%	398	0.00%	1,897	-22.85%	

Agency	Circulation	% Change from same month last year	In person visits	% Change from same month last year	Program attendance	% Change from same month last year	Reference	% Change from same month last year	Notes
St. Albans	3,180	5.05%	4,599	-14.29%	480	-17.29%	117	-75.52%	
Steinway	12,968	27.94%	12,530	2.02%	862	19.03%	1,268	44.25%	2
Sunnyside	12,178	45.20%	10,674	-10.74%	1,710	28.36%	2,286	2.42%	
Whitestone	9,174	33.25%	5,271	-11.65%	1,367	-6.66%	3,349	261.27%	
Windsor Park	10,447	31.38%	6,877	-10.33%	611	38.13%	1,882	16.10%	
Woodhaven	8,722	22.53%	5,846	-16.14%	1,991	18.63%	227	-79.27%	
Woodside	8,082	41.37%	8,603	-22.75%	1,893	-25.88%	1,603	-40.23%	
Community Libraries Total	512,444	38.53%	427,658	-5.36%	66,407	8.06%	92,115	-5.11%	

Central Library Adult Learning Center	6	-53.85%			34	100.00%			3
Elmezzi LIC Adult Learning Center		-100.00%	3,288	-14.82%	1,397	31.30%			
Elmhurst Adult Learning Center	21	40.00%			819	-38.65%			3
Flushing Adult Learning Center	122	8.93%			1,191	19.82%			
Jackson Heights Adult Learning Center	43	86.96%			434	3.09%			3
Peninsula Adult Learning Center	2	-75.00%			473	23.50%			3
Rochdale Adult Learning Center	30	-14.29%			340	100.00%			3
Adult Learning Center Total	224	7.18%	3,288	-14.82%	4,688	1.96%			

Central Adult Fiction	5,600	39.20%							
Central Adult Fiction - Ask at Desk	2,634	-22.73%							
Central Adult Non-Fiction	10,429	27.11%							
Central Adult Non-Fiction - Ask at Desk	5,044	-16.34%							
Central International Languages	948	46.98%							
Central International Languages - Ask at Desk	136	1.49%							
Central Library Current Collection	1,780	61.82%							
Central Library Fine Arts/Media Center	15,891	47.75%							
Central Library Others	875	53.24%							
Central Library Hot Picks	630	47.54%							
Central Library Interloan	263	12.39%							
Central Library Job Info Center	20	42.86%							
Central Library Young Adult Room	2,976	75.16%							
Children's Library Discovery Center	13,462	94.88%	11,511	-3.13%	3,472	-3.26%	1,629	-42.03%	
Central Total	60,688	37.45%	61,376	2.90%	8,488	19.33%	16,125	3.74%	

Flushing	30,848	17.07%							
Flushing IRC	6	0.00%							
Flushing Job Info Center (JIC)	2	-66.67%							
Flushing Media Center	4,655	-10.86%							
Flushing Total	35,511	12.44%	75,774	-9.30%	6,354	16.59%	6,703	19.72%	

E-book and E-Magazines	231,443	17.84%							
Virtual Music and Movies	55,841	-2.20%							
Culture Pass reservations	2,138	14.45%							
Online Learning Services usage	12,774	-18.36%							
Virtual Library Total	302,196	11.51%			3,353	-8.31%	2,715	84.69%	
Langston Hughes Black Heritage	230	52.32%							
Queens Village Mail-A-Book	2,522	25.47%			1,918	-7.61%	457	9.59%	
Correctional Outreach	698	359.21%			459	427.59%	99	350.00%	
Queensbridge		0.00%	926	N/A	344	-2.27%			
Queens Library for Teens	1	0.00%	4,929	-14.75%	1,059	-26.51%			
Ravenswood		0.00%	1,263	3.95%	89	N/A			
Mobile Library	963	86.63%	358	N/A	643	22.24%			
Breezy Point Mobile Library	72	N/A							
Youth Services Mobile Library	49	N/A							
Other Total	136	1600.00%							
System Total	915,734	27.24%	575,572	-5.01%	90,782	7.73%	118,214	-1.59%	

Agency	Circulation	% Change from same month last year	In person visits	% Change from same month last year	Program attendance	% Change from same month last year	Reference	% Change from same month last year	Notes
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Website Visits	459,246	36.02%							
Wireless use	216,619	21.61%							
Computer Sessions	88,627	17.84%							

Notes:

- 1 - Library closed for renovation or extended emergency during a portion of the current fiscal year.
- 2 - Library closed for renovation or extended emergency during a portion of last fiscal year.
- 3 - ALCs are not in separate area - accurate gate count not possible

Queens Public Library Board / Committee Item

BOARD/COMMITTEE: Board of Trustees

DATE OF MEETING: June 26, 2025

AGENDA: Key Performance Indicators – May 2025

Attachments:

KPI May_2025_Board Report (PDF)

President's Report: May 2025

Agency	Circulation	% Change from same month last year	In person visits	% Change from same month last year	Program attendance	% Change from same month last year	Reference	% Change from same month last year	Notes
Arverne	7,396	-9.37%	3,807	-31.71%	325	-20.15%	1,535	-8.19%	
Astoria	7,595	34.23%	5,206	-11.69%	621	-29.99%	1,494	-35.77%	
Auburndale	9,861	39.26%	4,226	-16.79%	363	10.00%	1,421	-32.43%	
Baisley Park	2,726	23.74%	3,795	21.99%	1,385	40.32%	1,265	-42.89%	
Bayside	18,734	48.67%	8,644	-3.53%	1,291	23.42%	2,281	122.75%	
Bay Terrace	5,770	47983.33%	6,626	100.00%	1,102	100.00%	797	100.00%	1,2
Bellerose	6,455	44.96%	4,107	-6.08%	681	19.06%	1,390	35.87%	
Briarwood	8,292	54.73%	8,786	3.44%	2,669	36.87%	1,324	-50.21%	
Broadway	11,619	145137.50%	12,690	100.00%	1,126	100.00%	533	100.00%	1,2
Broad Channel	1,946	-33.74%	1,545	1.51%			11	-81.03%	
Cambria Heights	3,202	34.99%	7,564	-18.01%	2,044	-57.86%	380	-40.99%	
Corona	8,095	70.89%	9,580	-12.66%	1,475	-35.34%	1,511	-35.32%	
Court Square	20	100.00%					3	100.00%	1,2
Douglaston	6,705	32.51%	5,085	9.50%	874	-0.68%	1,039	-23.55%	
East Elmhurst	3,721	69.91%	5,017	13.30%	2,310	120.42%	385	13.24%	
East Flushing	6,908	59.65%	5,200	2.12%	1,198	25.84%	2,638	70.63%	
Elmhurst	28,696	42.56%	11,325	-36.69%	1,869	-10.32%	2,182	-38.26%	
Far Rockaway	15,220	8852.94%	11,004	320.64%	764	2628.57%	5,128	3562.86%	1,2
Forest Hills	22,511	58.36%	18,506	1.34%	1,948	-19.67%	767	-59.14%	
Fresh Meadows	21,232	39.85%	8,638	-9.57%	1,025	-11.94%	1,961	-3.11%	
Glen Oaks	18,228	66.39%	9,784	-8.23%	4,027	-1.68%	4,477	15.60%	
Glendale	6,106	33.46%	3,852	9.71%	532	-36.21%	261	-4.40%	
Hillcrest	6,690	30309.09%	4,236	1445.99%	363	100.00%	1000	100.00%	1,2
Hollis	35	-99.04%		-100.00%		-100.00%	16	-98.31%	1
Howard Beach	6,782	58.75%	6,388	-4.17%	619	-44.23%	1,957	87.09%	
Hunters Point	26,855	25.09%	14,399	-6.87%	2,064	-7.44%	2,980	43.96%	2
Jackson Heights	21,912	75.59%	19,573	6.46%	995	-14.96%	2,416	55.17%	
Kew Gardens Hills	18,992	39.19%	12,816	-9.08%	2,341	119.19%	1,612	82.15%	
Langston Hughes	2,447	9.68%	6,973	5.92%	1,960	-5.59%	27	-91.43%	
Laurelton	3,274	16270.00%	3,180	578.04%	445	790.00%	20	100.00%	1,2
Lefferts	3,779	63.66%	5,058	-5.35%	456	49.02%	871	-16.89%	
Lefrak City	21	-43.24%			23	64.29%			1,2
Long Island City	4,606	19.39%	10,561	18.49%	3,609	5.07%	20,164	683.37%	
Maspeth	9,288	48.56%	6,115	-3.40%	1,006	-27.78%	2,306	19.79%	
McGoldrick	6,269	32.57%	6,116	-15.33%	701	3.24%	1,464	-27.13%	
Middle Village	4,700	24.70%	4,518	1.48%	1,007	9.58%	898	-43.27%	
Mitchell-Linden	11,088	48.26%	8,701	13.41%	682	45.73%	1,661	70.18%	
North Forest Park	10,108	73.35%	6,617	4.95%	843	1.81%	825	70.10%	
North Hills	6,125	19.05%	5,873	-5.29%	816	-37.28%	2,144	105.36%	
Ozone Park	6,043	56.72%	6,818	3.60%	456	-52.84%	1,227	-0.65%	
Peninsula	8,337	86.34%	8,217	3.36%	991	114.97%	1,754	69.31%	
Pomonok	5,091	59.94%	4,276	6.37%	609	-30.95%	1,477	42.57%	
Poppenhusen	3,911	20.71%	3,386	-15.41%	710	-57.59%	700	-62.69%	
Queensboro Hill	3	-94.23%							1,2
Queens Village	4,880	82.29%	3,470	1.58%	659	-15.94%	378	-33.10%	
Rego Park	11,166	59.58%	9,191	-2.38%	716	-14.56%	39	-99.02%	
Richmond Hill	10,274	58.50%	5,476	-5.78%	1,953	-19.40%	874	-36.94%	
Ridgewood	11,017	57.30%	17,854	-4.64%	3,008	-11.94%	1,198	-3.46%	
Rochdale Village	4,389	29.35%	5,231	-17.14%	1,364	-3.74%	449	-7.42%	
Rosedale	3,004	47.47%	3,449	-9.45%	403	-38.85%	1,062	-42.38%	
Seaside	77	-97.46%		-100.00%		-100.00%	56	-97.87%	1,2
South Hollis	2,904	24.05%	8,396	-1.63%	1,314	-38.37%	2,154	1197.59%	
South Jamaica	2,008	-8.27%	4,117	-0.10%	333	-39.23%	319	-21.04%	
South Ozone Park	4,066	79.12%	4,721	-11.54%	437	95.96%	1,702	22.18%	
St. Albans	2,970	10.16%	4,038	-17.36%	628	18.94%	192	-70.69%	
Steinway	13,353	55.32%	12,214	9.15%	1,045	20.11%	1,611	209.21%	2
Sunnyside	10,975	49.60%	10,140	3.24%	1,194	-43.63%	2,179	21.06%	
Whitestone	9,336	55.34%	4,935	-2.95%	1,154	0.44%	2,943	186.84%	
Windsor Park	10,716	53.97%	6,426	-2.99%	454	-7.54%	1,642	7.25%	
Woodhaven	9,215	52.14%	5,006	-10.22%	1,574	-26.07%	563	-23.92%	
Woodside	7,817	57.13%	8,474	-7.56%	1,418	-42.38%	1,380	-23.63%	
Community Libraries Total	505,561	55.34%	411,946	1.89%	65,979	-6.71%	97,043	-6.71%	

Agency	Circulation	% Change from same month last year	In person visits	% Change from same month last year	Program attendance	% Change from same month last year	Reference	% Change from same month last year	Notes
Central Library Adult Learning Center	3	-86.36%			50	61.29%			3
Elmezzi LIC Adult Learning Center		0.00%	3,261	-12.24%	866	-38.19%			
Elmhurst Adult Learning Center	17	-22.73%			1,306	24.26%			3
Flushing Adult Learning Center	110	8.91%			1,445	-9.52%			
Jackson Heights Adult Learning Center	45	55.17%			589	-20.94%			3
Peninsula Adult Learning Center	3	-57.14%			668	-42.91%			3
Rochdale Adult Learning Center	28	-47.17%			447	-41.57%			3
Adult Learning Center Total	206	-11.97%	3,261	-12.24%	5,371	-20.55%			

Central Adult Fiction	5,487	39.65%							
Central Adult Fiction - Ask at Desk	2,575	-22.06%							
Central Adult Non-Fiction	10,448	39.07%							
Central Adult Non-Fiction - Ask at Desk	5,151	-5.85%							
Central International Languages	874	71.71%							
Central International Languages - Ask at Desk	133	5.56%							
Central Library Current Collection	1,545	45.75%							
Central Library Fine Arts/Media Center	15,173	57.84%							
Central Library Others	755	21.97%							
Central Library Hot Picks	673	83.38%							
Central Library Interloan	286	6.32%							
Central Library Job Info Center	14	40.00%							
Central Library Young Adult Room	2,738	86.39%							
Children's Library Discovery Center	14,871	176.10%	13,563	12.74%	3,435	75.52%	1,463	-36.67%	
Central Total	60,723	53.17%	59,593	3.99%	9,584	71.60%	14,245	0.89%	

Flushing	30,082	36.64%							
Flushing IRC	7	-12.50%							
Flushing Job Info Center (JIC)	1	-66.67%							
Flushing Media Center	4,438	3.57%							
Flushing Total	34,528	31.23%	72,271	6.14%	15,793	164.58%	6,582	18.45%	

E-book and E-Magazines	243,301	18.55%							
Virtual Music and Movies	58,754	16.94%							
Culture Pass reservations	2,003	2.19%							
Online Learning Services usage	12,359	-25.46%							
Virtual Library Total	316,417	15.48%			3,120	-24.20%	2,836	87.69%	
Langston Hughes Black Heritage	233	61.81%							
Queens Village Mail-A-Book	2,116	-26.63%			1,924	-27.94%	441	-12.67%	
Correctional Outreach	1,159	704.86%			128	-13.51%	79	243.48%	
Queensbridge		-100.00%	984	N/A	261	-20.43%			
Queens Library for Teens	1	100.00%	4,262	-39.98%	136	-83.33%			
Ravenswood	1	100.00%	1,036	-45.19%	1,107	201.63%			
Mobile Library	796	60.81%	369	-59.67%	508	-4.69%			
Breezy Point Mobile Library	359	N/A							
Youth Services Mobile Library	351	N/A							
Other Total	150	354.55%							
System Total	922,601	37.87%	553,722	1.91%	101,734	7.47%	121,226	23.00%	

Website Visits	458,408	51.74%							
Wireless use	234,872	9.87%							
Computer Sessions	83,761	16.50%							

Notes:

- 1 - Library closed for renovation or extended emergency during a portion of the current fiscal year.
- 2 - Library closed for renovation or extended emergency during a portion of last fiscal year.
- 3 - ALCs are not in separate area - accurate gate count not possible

Queens Public Library Board / Committee Item

BOARD/COMMITTEE: Board of Trustees
DATE OF MEETING: June 26, 2025
AGENDA: Motion to Adjourn

Recommended Motion for Consideration

I move that the meeting be adjourned.