

# DRAFT - Pending Board Approval

## Board of Trustees Regular Meeting Minutes

Thursday, September 11, 2025 at 6:38 PM

Central Library

89-11 Merrick Boulevard, Jamaica, NY 11432

Roll Call

Present

ELI SHAPIRO Ed. D LCSW, JOHANNA CARMONA, Esq., MATTHEW M. GORTON, JULISSA GUTIERREZ, JAMES M. HADDAD, Esq., CLOYETTE HARRIS-STOUTE, PAULINE HEALY, ANDREW JACKSON, PETER KAUFFMANN, CARL KOERNER, Esq., SELINA LEE, Ph. D., GEORGE RUSSO, Esq., EARL G. SIMONS, Ed. D., LYDON SLEEPER-O'CONNELL, ALEXANDRIA SUMPTER-DELVES, Esq., and TERRI THOMSON

Excused

JAMIE LEE, MICHELLE MIAO, Ph. D., and GUILLERMO PATINO

Others Present

ALLAN SWISHER, Esq., JIMMY VAN BRAMER, MATTHEW CARLIN, Esq., DENNIS M. WALCOTT, JUSTIN DEABLER, NICK BURON, SUNG MO KIM, GITTE PENG, VINEL LIRIANO, SUSAN LATHAM, WILLIAM FUNK, WILLIAM GOLDBAND, JACQUELINE MARTINEZ, SHARON MYRIE, SARA HAUSNER-LEVINE, Esq., MONIQUE HAMILTON, CHAUNCIE BROOKS, DOMINIQUE SIMBOLI, and DANIELLE WALSH, MICHAEL MCLEOD

### I. CALL TO ORDER

### II. APPROVAL OF BOT MINUTES

A) Approval of Minutes of the Board - 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.*

*Moved by:* ANDREW JACKSON

*Seconded by:* LYDON SLEEPER-O'CONNELL

**Aye**

ELI SHAPIRO Ed. D LCSW, JOHANNA CARMONA, Esq., MATTHEW M. GORTON, JULISSA GUTIERREZ, JAMES M. HADDAD, Esq.,

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CLOYETTE HARRIS-STOUTE, PAULINE HEALY, ANDREW JACKSON, PETER KAUFFMANN, CARL KOERNER, Esq., SELINA LEE, Ph. D., GEORGE RUSSO, Esq., EARL G. SIMONS, Ed. D., LYDON SLEEPER-O'CONNELL, ALEXANDRIA SUMPTER-DELVES, Esq., and TERRI THOMSON

**Carried 16-0**

## III. COMMITTEE REPORTS

- A) Approval of Audit Committee Report - September 11, 2025

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

*I move that the action item(s) of the committee meeting be accepted as submitted.*

*Moved by:* CARL KOERNER, Esq.

*Seconded by:* ANDREW JACKSON

**Aye**

ELI SHAPIRO Ed. D LCSW, JOHANNA CARMONA, Esq., MATTHEW M. GORTON, JULISSA GUTIERREZ, JAMES M. HADDAD, Esq., CLOYETTE HARRIS-STOUTE, PAULINE HEALY, ANDREW JACKSON, PETER KAUFFMANN, CARL KOERNER, Esq., SELINA LEE, Ph. D., GEORGE RUSSO, Esq., EARL G. SIMONS, Ed. D., LYDON SLEEPER-O'CONNELL, ALEXANDRIA SUMPTER-DELVES, Esq., and TERRI THOMSON

**Carried 16-0**

- B) Approval of Labor Relations Committee Report - September 11, 2025

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

*I move that the action item(s) of the committee meeting be accepted as submitted.*

*Moved by:* JAMES M. HADDAD, Esq.

*Seconded by:* GEORGE RUSSO, Esq.

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**Aye** ELI SHAPIRO Ed. D LCSW, JOHANNA CARMONA, Esq., MATTHEW M. GORTON, JULISSA GUTIERREZ, JAMES M. HADDAD, Esq., CLOYETTE HARRIS-STOUTE, PAULINE HEALY, ANDREW JACKSON, PETER KAUFFMANN, CARL KOERNER, Esq., SELINA LEE, Ph. D., GEORGE RUSSO, Esq., EARL G. SIMONS, Ed. D., LYDON SLEEPER-O'CONNELL, ALEXANDRIA SUMPTER-DELVES, Esq., and TERRI THOMSON

**Carried 16-0**

## IV. AGENDA

### Action Item(s)

A) Approval of Bills for Month of June

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

*I move that the Board of Trustees approve the June 2025 bills in the aggregate sum of \$8,999,762.*

*Moved by:* ANDREW JACKSON

*Seconded by:* PAULINE HEALY

**Aye** ELI SHAPIRO Ed. D LCSW, JOHANNA CARMONA, Esq., MATTHEW M. GORTON, JULISSA GUTIERREZ, JAMES M. HADDAD, Esq., CLOYETTE HARRIS-STOUTE, PAULINE HEALY, ANDREW JACKSON, PETER KAUFFMANN, CARL KOERNER, Esq., SELINA LEE, Ph. D., GEORGE RUSSO, Esq., EARL G. SIMONS, Ed. D., LYDON SLEEPER-O'CONNELL, ALEXANDRIA SUMPTER-DELVES, Esq., and TERRI THOMSON

**Carried 16-0**

B) Approval of Bills for Month of July

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

# DRAFT - Pending Board Approval

*I move that the Board of Trustees approve the July 2025 bills in the aggregate sum of \$9,647,285.*

*Moved by:* ANDREW JACKSON

*Seconded by:* PAULINE HEALY

**Aye** ELI SHAPIRO Ed. D LCSW, JOHANNA CARMONA, Esq., MATTHEW M. GORTON, JULISSA GUTIERREZ, JAMES M. HADDAD, Esq., CLOYETTE HARRIS-STOUTE, PAULINE HEALY, ANDREW JACKSON, PETER KAUFFMANN, CARL KOERNER, Esq., SELINA LEE, Ph. D., GEORGE RUSSO, Esq., EARL G. SIMONS, Ed. D., LYDON SLEEPER-O'CONNELL, ALEXANDRIA SUMPTER-DELVES, Esq., and TERRI THOMSON

**Carried 16-0**

C) Acceptance of Financial Report for June

**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, 2025.*

*Moved by:* PAULINE HEALY

*Seconded by:* ALEXANDRIA SUMPTER-DELVES, Esq.

**Aye** ELI SHAPIRO Ed. D LCSW, JOHANNA CARMONA, Esq., MATTHEW M. GORTON, JULISSA GUTIERREZ, JAMES M. HADDAD, Esq., CLOYETTE HARRIS-STOUTE, PAULINE HEALY, ANDREW JACKSON, PETER KAUFFMANN, CARL KOERNER, Esq., SELINA LEE, Ph. D., GEORGE RUSSO, Esq., EARL G. SIMONS, Ed. D., LYDON SLEEPER-O'CONNELL, ALEXANDRIA SUMPTER-DELVES, Esq., and TERRI THOMSON

**Carried 16-0**

D) Acceptance of Financial Report for July

# DRAFT - Pending 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 July 31, 2025.*

**Aye** ELI SHAPIRO Ed. D LCSW, JOHANNA CARMONA, Esq., MATTHEW M. GORTON, JULISSA GUTIERREZ, JAMES M. HADDAD, Esq., CLOYETTE HARRIS-STOUTE, PAULINE HEALY, ANDREW JACKSON, PETER KAUFFMANN, CARL KOERNER, Esq., SELINA LEE, Ph. D., GEORGE RUSSO, Esq., EARL G. SIMONS, Ed. D., LYDON SLEEPER-O'CONNELL, ALEXANDRIA SUMPTER-DELVES, Esq., and TERRI THOMSON

**Carried 16-0**

- E) FY26 Non-City Fund Budget Modifications  
Recommended Motion for Consideration by the Board of Trustees:

Below is a summary of the budget modifications that have occurred from July 1, 2025 to July 31, 2025. I move that the Board of Trustees modify the Fiscal Year 2026 Non-City Fund Budgets as follows:

### ***State General Fund***

#### ***Estimated Revenues***

<i>Contributions from New York State</i>	-	(212)
		<hr/>
<b><i>Total Revenues</i></b>	-	(212)
		<hr/>

#### ***Appropriations***

<i>Building maintenance and renovations</i>	-	(252)
<i>Contractual services</i>	+	40
		<hr/>

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<b>Total Appropriations</b>	-	(212)
		<hr/>
<b>Federa IFund</b>		
<b>Estimated Revenues</b>		
Federal Government	-	(2)
		<hr/>
<b>Total Revenues</b>	-	(2)
		<hr/>
<b>Appropriations</b>		
Telecommunications	-	(2)
		<hr/>
<b>Total Appropriations</b>	-	(2)
		<hr/> <hr/>

Moved by: PAULINE HEALY

Seconded by: ANDREW JACKSON

**Aye** ELI SHAPIRO Ed. D LCSW, JOHANNA CARMONA, Esq., MATTHEW M. GORTON, JULISSA GUTIERREZ, JAMES M. HADDAD, Esq., CLOYETTE HARRIS-STOUTE, PAULINE HEALY, ANDREW JACKSON, PETER KAUFFMANN, CARL KOERNER, Esq., SELINA LEE, Ph. D., GEORGE RUSSO, Esq., EARL G. SIMONS, Ed. D., LYDON SLEEPER-O'CONNELL, ALEXANDRIA SUMPTER-DELVES, Esq., and TERRI THOMSON

**Carried 16-0**

F) FY26 City Fund Budget Modifications

Recommended Motion for Consideration by the Board of Trustees:

Below is a summary of the budget modifications that have occurred from July 1, 2025 to July 31, 2025. I move that the Board of Trustees modify the Fiscal Year 2026 City Fund Budget as follows:

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## **City Funds**

### **Estimated Revenues**

<i>City of New York</i>	+	121
<i>Other Revenue</i>	+	1
<b>Total Revenues</b>	+	<hr/> 122 <hr/>

### **Appropriations**

<i>Wages</i>	-	(601)
<i>Fringe benefits</i>	+	2,263
<i>Books and other library materials</i>	-	(420)
<i>Programs (contracted services and exhibits)</i>	+	110
<i>Information technology</i>	-	(803)
<i>Building maintenance and renovations [A]</i>	-	(431)
<i>Building Lease</i>	+	140
<i>Contractual services</i>	-	(411)
<i>Supplies, equipment, and furniture [B]</i>	+	235
<i>Use of contributed facilities</i>	+	2
<i>Property and casualty insurance</i>	-	(64)
<i>Other</i>	+	102
<b>Total Appropriations</b>	+	<hr/> 122 <hr/>

Moved by: PAULINE HEALY

Seconded by: ANDREW JACKSON

# DRAFT - Pending Board Approval

**Aye** ELI SHAPIRO Ed. D LCSW, JOHANNA CARMONA, Esq., MATTHEW M. GORTON, JULISSA GUTIERREZ, JAMES M. HADDAD, Esq., CLOYETTE HARRIS-STOUTE, PAULINE HEALY, ANDREW JACKSON, PETER KAUFFMANN, CARL KOERNER, Esq., SELINA LEE, Ph. D., GEORGE RUSSO, Esq., EARL G. SIMONS, Ed. D., LYDON SLEEPER-O'CONNELL, ALEXANDRIA SUMPTER-DELVES, Esq., and TERRI THOMSON

**Carried 16-0**

G) Board Resolution- Wilmington Trust

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

*I move that the Board of Trustees approve the following resolution as presented, and authorize the Board Secretary to certify a copy of such resolution to Wilmington Trust.*

## RESOLUTION

I, Pauline Healy, Secretary of Queens Borough Public Library ("Corporation"), a not-for-profit corporation, certify that the following is a true copy of a resolution adopted by the Board of Trustees of this Corporation at a meeting duly called and held on September 11, 2025, at which a quorum was present:

"RESOLVED, that the President & Chief Executive Officer, Chief Financial Officer, and the Vice President of Finance of this Corporation hereby are authorized to deposit with Wilmington Trust, National Association or any of its affiliates, all or any part of the securities and/or property of this Corporation and to enter into an agreement on behalf of this Corporation with Wilmington Trust, National Association upon such terms and conditions as such individual deems to be proper, with the agreement to provide, among other things, the manner in which such securities and/or property may be held, withdrawn and/or disposed of."

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I further certify that the following are the genuine signatures of the persons now holding the offices of this Corporation indicated under their names and authorized to give directions to Wilmington Trust, National Association:

Dennis Walcott	Michael McLeod	Vinel Liriano
President & CEO	Chief Financial Officer	Vice President of Finance

*Moved by:* LYDON SLEEPER-O'CONNELL

*Seconded by:* JULISSA GUTIERREZ

**Aye** ELI SHAPIRO Ed. D LCSW, JOHANNA CARMONA, Esq., MATTHEW M. GORTON, JULISSA GUTIERREZ, JAMES M. HADDAD, Esq., CLOYETTE HARRIS-STOUTE, PAULINE HEALY, ANDREW JACKSON, PETER KAUFFMANN, CARL KOERNER, Esq., SELINA LEE, Ph. D., GEORGE RUSSO, Esq., EARL G. SIMONS, Ed. D., LYDON SLEEPER-O'CONNELL, ALEXANDRIA SUMPTER-DELVES, Esq., and TERRI THOMSON

**Carried 16-0**

H) Contract Authorization - Letter of Credit Agreement with TD Bank

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

*I recommend that the Board of Trustees authorize the President & CEO to execute the Third Amendment to the Amended and Restated Loan and Security Agreement with TD Bank, extending until October 31, 2027 a line of credit in the amount of ten million dollars, secured by the Library's investment portfolio, on the same terms as the prior agreement.*

*Moved by:* PAULINE HEALY

*Seconded by:* ANDREW JACKSON

# DRAFT - Pending Board Approval

**Aye** ELI SHAPIRO Ed. D LCSW, JOHANNA CARMONA, Esq., MATTHEW M. GORTON, JULISSA GUTIERREZ, JAMES M. HADDAD, Esq., CLOYETTE HARRIS-STOUTE, PAULINE HEALY, ANDREW JACKSON, PETER KAUFFMANN, CARL KOERNER, Esq., SELINA LEE, Ph. D., GEORGE RUSSO, Esq., EARL G. SIMONS, Ed. D., LYDON SLEEPER-O'CONNELL, ALEXANDRIA SUMPTER-DELVES, Esq., and TERRI THOMSON

**Carried 16-0**

I) State Aid for Public Library Construction

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

*I move that the Board of Trustees adopt the assurances that accompany the State construction grant applications in the amount of \$3,909,458, as well as approve the signing of the Assurances by the Chair of the Board of Trustees, for the construction project at the Central Community Library.*

*Moved by:* LYDON SLEEPER-O'CONNELL

*Seconded by:* ANDREW JACKSON

**Aye** ELI SHAPIRO Ed. D LCSW, JOHANNA CARMONA, Esq., MATTHEW M. GORTON, JULISSA GUTIERREZ, JAMES M. HADDAD, Esq., CLOYETTE HARRIS-STOUTE, PAULINE HEALY, ANDREW JACKSON, PETER KAUFFMANN, CARL KOERNER, Esq., SELINA LEE, Ph. D., GEORGE RUSSO, Esq., EARL G. SIMONS, Ed. D., LYDON SLEEPER-O'CONNELL, ALEXANDRIA SUMPTER-DELVES, Esq., and TERRI THOMSON

**Carried 16-0**

J) Contract Authorization - Central Air Handler Units and Penthouse Remediation Projects at the Central Library

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

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*I move that the Board of Trustees authorize the President and CEO to execute a contract with Infinity Contracting Services, Corporation in the amount of \$13,516,000 for the Central Air Handler Units and Penthouse Remediation Projects at the Central Library.*

*Moved by:* JAMES M. HADDAD, Esq.

*Seconded by:* PAULINE HEALY

**Aye** ELI SHAPIRO Ed. D LCSW, JOHANNA CARMONA, Esq., MATTHEW M. GORTON, JULISSA GUTIERREZ, JAMES M. HADDAD, Esq., CLOYETTE HARRIS-STOUTE, PAULINE HEALY, ANDREW JACKSON, PETER KAUFFMANN, CARL KOERNER, Esq., SELINA LEE, Ph. D., GEORGE RUSSO, Esq., EARL G. SIMONS, Ed. D., LYDON SLEEPER-O'CONNELL, ALEXANDRIA SUMPTER-DELVES, Esq., and TERRI THOMSON

**Carried 16-0**

K) Contract Authorization- Integrated Pest Management and Control

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

*I move that the Board of Trustees that the President and CEO be authorized to execute a contract with Abalon Exterminating Co. Inc. for a term of two years with an option to extend for two one-year periods at the rates attached herein.*

*Moved by:* GEORGE RUSSO, Esq.

*Seconded by:* ANDREW JACKSON

**Aye** ELI SHAPIRO Ed. D LCSW, JOHANNA CARMONA, Esq., MATTHEW M. GORTON, JULISSA GUTIERREZ, JAMES M. HADDAD, Esq., CLOYETTE HARRIS-STOUTE, PAULINE HEALY, ANDREW JACKSON, PETER KAUFFMANN, CARL KOERNER, Esq., SELINA LEE, Ph. D., GEORGE RUSSO, Esq., EARL G. SIMONS, Ed. D., LYDON

# DRAFT - Pending Board Approval

SLEEPER-O'CONNELL, ALEXANDRIA SUMPTER-DELVES, Esq., and TERRI THOMSON

**Carried 16-0**

L) Approval of New QPLF Director

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

*I move that the Board of Trustees approve the election of Heather Murphy to the Class of 2028 of the Queens Public Library Foundation Board of Directors.*

*Moved by:* CARL KOERNER, Esq.

*Seconded by:* PAULINE HEALY

**Aye**

ELI SHAPIRO Ed. D LCSW, JOHANNA CARMONA, Esq., MATTHEW M. GORTON, JULISSA GUTIERREZ, JAMES M. HADDAD, Esq., CLOYETTE HARRIS-STOUTE, PAULINE HEALY, ANDREW JACKSON, PETER KAUFFMANN, CARL KOERNER, Esq., SELINA LEE, Ph. D., GEORGE RUSSO, Esq., EARL G. SIMONS, Ed. D., LYDON SLEEPER-O'CONNELL, ALEXANDRIA SUMPTER-DELVES, Esq., and TERRI THOMSON

**Carried 16-0**

M) Selection of Nominating Committee for Election of Officers 2026

**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] Lydon Sleeper -O'Connell

[2] Jamie Lee

*Board elected:*

[3] Cloyette Harris-Stoute

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[4] Earl Simons, Ed.D.

[5] Selina Lee, Ph.D.

*Moved by:* CARL KOERNER, Esq.

*Seconded by:* MATTHEW M. GORTON

**Aye** ELI SHAPIRO Ed. D LCSW, JOHANNA CARMONA, Esq., MATTHEW M. GORTON, JULISSA GUTIERREZ, JAMES M. HADDAD, Esq., CLOYETTE HARRIS-STOUTE, PAULINE HEALY, ANDREW JACKSON, PETER KAUFFMANN, CARL KOERNER, Esq., SELINA LEE, Ph. D., GEORGE RUSSO, Esq., EARL G. SIMONS, Ed. D., LYDON SLEEPER-O'CONNELL, ALEXANDRIA SUMPTER-DELVES, Esq., and TERRI THOMSON

**Carried 16-0**

N) 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.*

*Moved by:* MATTHEW M. GORTON

*Seconded by:* ALEXANDRIA SUMPTER-DELVES, Esq.

**Aye** ELI SHAPIRO Ed. D LCSW, JOHANNA CARMONA, Esq., MATTHEW M. GORTON, JULISSA GUTIERREZ, JAMES M. HADDAD, Esq., CLOYETTE HARRIS-STOUTE, PAULINE HEALY, ANDREW JACKSON, PETER KAUFFMANN, CARL KOERNER, Esq., SELINA LEE, Ph. D., GEORGE RUSSO, Esq., EARL G. SIMONS, Ed. D., LYDON SLEEPER-O'CONNELL, ALEXANDRIA SUMPTER-DELVES, Esq., and TERRI THOMSON

**Carried 16-0**

O) Motion to Return to Public Session

**Recommended Motion for Consideration**

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*I move that the meeting return to public session.*

*Moved by:* CARL KOERNER, Esq.

*Seconded by:* MATTHEW M. GORTON

## **Report Item(s)**

- P) Payroll for Month of June 2025  
PRESENTED
- Q) Payroll for Month of July 2025  
PRESENTED
- R) Purchases Over \$50K - June 2025  
PRESENTED
- S) Purchases Over \$50K - July 2025  
PRESENTED
- T) Purchases Over \$50K - August 2025  
PRESENTED
- U) Personnel report for June 2025  
PRESENTED
- V) Personnel report for July 2025  
PRESENTED
- W) Personnel report for August 2025  
PRESENTED
- X) Biannual Credit Card Usage Summary  
PRESENTED

## **V. REPORT OF THE CHAIR OF THE BOARD**

## **VI. PRESIDENT'S REPORT**

- A) Key Performance Indicators for June 2025  
PRESENTED

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B) Key Performance Indicators for July 2025  
PRESENTED

## VII. Adjournment

### Recommended Motion for Consideration

*I move that the meeting be adjourned.*

*Moved by:* GEORGE RUSSO, Esq.

*Seconded by:* PAULINE HEALY

**Aye** ELI SHAPIRO Ed. D LCSW, JOHANNA  
CARMONA, Esq., MATTHEW M. GORTON,  
JULISSA GUTIERREZ, JAMES M. HADDAD, Esq.,  
CLOYETTE HARRIS-STOUTE, PAULINE HEALY,  
ANDREW JACKSON, PETER KAUFFMANN, CARL  
KOERNER, Esq., SELINA LEE, Ph. D., GEORGE  
RUSSO, Esq., EARL G. SIMONS, Ed. D., LYDON  
SLEEPER-O'CONNELL, ALEXANDRIA SUMPTER-  
DELVES, Esq., and TERRI THOMSON

**Carried 16-0**

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Pauline Healy - Secretary