

QUEENS PUBLIC LIBRARY
Board of Trustees
Thursday, January 22, 2026

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

Agenda

6:15 PM Board of Trustees Regular Meeting - January 22, 2026

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I. CALL TO ORDER

II. APPROVAL OF BOT MINUTES- December 11, 2025

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III. COMMITTEE REPORTS

- A) Approval of Finance & Investment Committee Report -
January 22, 2026

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IV. AGENDA

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- A) **Election of Officers, Calendar Year 2026**

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- B) **FY 2027 Holiday Schedule**

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- C) **Contract Authorization: Audio-Visual Installation and Repair and Maintenance Services** 23 - 29
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- D) **Contract Authorization: Employee Professional Development and Service Awards Event** 30 - 31
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Queens Library Board / Committee Item

BOARD/COMMITTEE: Board of Trustees

DATE OF MEETING: January 22, 2026

AGENDA: Approval of Minutes of the Board – December 11, 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.

Attached

FI Committee Report – December 11 2025(jd) PDF

Programming Committee Report – December 11 2025(jd) PDF

BOT Minutes- December 11 2025 (jd) PDF



QUEENS PUBLIC LIBRARY

Finance & Investment Committee Meeting Report

Thursday, December 11, 2025 at 6:12 PM

Central Library

89-11 Merrick Boulevard, Jamaica, NY 11432

I. CALL TO ORDER

Roll Call

Present

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

Excused

MATTHEW M. GORTON and JAMES M. HADDAD, Esq.

II. AGENDA

Item(s)

- A) Approval of Bills for Months of August 2025, September 2025, October 2025

Recommended Motion for Consideration by the Finance & Investment Committee:

I move that the Finance & Investment Committee approve the bills for the following months in the following aggregate sums:

August: \$6,095,946

September: \$3,668,757

October: \$7,825,555

Moved by: SELINA LEE, Ph. D.

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

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

Carried 3-0

- B) Acceptance of Budget Reports for August 2025, September 2025, October 2025

Recommended Motion for Consideration by the Finance & Investment Committee:

I move that the Finance & Investment Committee accept the Budget Reports for Board-approved operating funds and Balance Sheets for all funds as of August 31, September 30, and October 31, 2025

Moved by: SELINA LEE, Ph. D.

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

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

Carried 3-0

III. ADJOURNMENT

- A) Motion to Adjourn at 6:22pm

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, SELINA LEE, Ph. D., and
EARL G. SIMONS, Ed. D.

Carried 3-0

Terri Thomson -
Committee Chair



QUEENS PUBLIC LIBRARY

Programming Committee Meeting Report

Thursday, December 11, 2025 at 6:25 PM

Central Library

89-11 Merrick Boulevard, Jamaica, NY 11432

I. CALL TO ORDER

Roll Call

Present

ANDREW JACKSON, JOHANNA CARMONA, Esq., JULISSA GUTIERREZ, PETER KAUFFMANN, JAMIE LEE, MICHELLE MIAO, Ph. D., and ALEXANDRIA SUMPTER-DELVES, Esq.

Excused

CLOYETTE HARRIS-STOUTE

Others Present

ELI SHAPIRO Ed. D LCSW, CARL KOERNER, Esq., EARL G. SIMONS, Ed. D., GEORGE RUSSO, Esq., GUILLERMO PATINO, JAMES M. HADDAD, Esq., LYDON SLEEPER-O'CONNELL, MATTHEW M. GORTON, PAULINE HEALY, SELINA LEE, Ph. D., TERRI THOMSON, JIMMY VAN BRAMER, MATTHEW CARLIN, Esq., ALLAN SWISHER, Esq., DENNIS M. WALCOTT, JUSTIN DEABLER, NICK BURON, SUNG MO KIM, GITTE PENG, SHARON MYRIE, WILLIAM FUNK, WILLIAM GOLDBAND, JOHN KATIMARIS, LARRY VEDILAGO, SUSAN LATHAM, VINEL LIRIANO, ELISABETH DE BOURBON, SARA HAUSNER-LEVINE, Esq., SARAH MAC DOUGALL, MONIQUE HAMILTON, CHAUNCIE BROOKS, DOMINIQUE SIMBOLI, and DANIELLE WALSH

II. AGENDA

Report Item(s)

- A) Presentation: Sustainable Libraries Initiative

Trustee Andrew Jackson acknowledged two late former members of the Library Action Committee at Langston Hughes Library, with a moment of silence. Grace V. Lawrence served from 1994-2016. Dr. Lenore Gall served from 1975-1979, 1982-1984 and 1989-1991.

Sharon Myrie, Vice President of Programs and Services, and Felix Perez, Vice President of Facilities & Environmental Services, asked Jeffrey Lambert, Director of Strategic Planning and Operations, and Kathleen Miao, Energy Manager, to give the Committee a report on the Sustainable Libraries Initiative. Mr. Lambert and Ms. Miao reported that this initiative aligns with strategic priority 4, to promote Climate Literacy. QPL began completing the process to obtain SLI Certification in July, with a goal to submit the application by June 2027. Ms. Miao and Mr. Lambert provided an overview of QPL Service Areas by Heat Vulnerability Index, QPL Service Areas by Hurricane Evacuation Zone and Flood Vulnerability Index and an overview of QPL BEAT (Building and Energy Analysis Tool).

III. ADJOURNMENT

A) Motion to Adjourn at 7:00pm

Recommended Motion for Consideration

I move that the meeting be adjourned.

Moved by: MICHELLE MIAO, Ph. D.

Seconded by: JULISSA GUTIERREZ

Aye ANDREW JACKSON, JOHANNA CARMONA, Esq.,
JULISSA GUTIERREZ, PETER KAUFFMANN,
JAMIE LEE, MICHELLE MIAO, Ph. D., and
ALEXANDRIA SUMPTER-DELVES, Esq.

Carried 7-0

Andrew Jackson - Committee
Chair

Board of Trustees Regular Meeting Minutes

Thursday, December 11, 2025 at 7:02 PM

Central Library

89-11 Merrick Boulevard, Jamaica, NY 11432

I. CALL TO ORDER

Roll Call

Present

ELI SHAPIRO Ed. D LCSW, JOHANNA CARMONA, Esq., JULISSA GUTIERREZ, JAMES M. HADDAD, Esq., PAULINE HEALY, ANDREW JACKSON, PETER KAUFFMANN, CARL KOERNER, Esq., JAMIE LEE, SELINA LEE, Ph. D., MICHELLE MIAO, Ph. D., GUILLERMO PATINO, EARL G. SIMONS, Ed. D., LYDON SLEEPER-O'CONNELL, ALEXANDRIA SUMPTER-DELVES, Esq., and TERRI THOMSON

Excused

MATTHEW M. GORTON, CLOYETTE HARRIS-STOUTE, and GEORGE RUSSO, Esq.

Others Present

ALLAN SWISHER, Esq., MATTHEW CARLIN, Esq., DENNIS M. WALCOTT, JUSTIN DEABLER, NICK BURON, SUNG MO KIM, GITTE PENG, VINEL LIRIANO, SUSAN LATHAM, WILLIAM FUNK, FELIX PEREZ, WILLIAM GOLDBAND, SHARON MYRIE, SARA HAUSNER-LEVINE, Esq., MONIQUE HAMILTON, CHAUNCIE BROOKS, DOMINIQUE SIMBOLI, DANIELLE WALSH, and Michael McLeod

II. APPROVAL OF BOT MINUTES

A) Approval of Minutes of the Board - September 11, 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: PAULINE HEALY

Aye ELI SHAPIRO Ed. D LCSW, JOHANNA CARMONA, Esq., JULISSA GUTIERREZ, JAMES M. HADDAD, Esq., PAULINE HEALY, ANDREW JACKSON, PETER KAUFFMANN, CARL KOERNER, Esq., JAMIE LEE, SELINA LEE, Ph. D., MICHELLE MIAO, Ph. D., GUILLERMO PATINO, 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 Nominating Committee Report - November 20, 2025

Recommended Motion for Consideration by the Board of Trustees:

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

Moved by: JULISSA GUTIERREZ

Seconded by: PETER KAUFFMANN

Aye ELI SHAPIRO Ed. D LCSW, JOHANNA CARMONA, Esq., JULISSA GUTIERREZ, JAMES M. HADDAD, Esq., PAULINE HEALY, ANDREW JACKSON, PETER KAUFFMANN, CARL KOERNER, Esq., JAMIE LEE, SELINA LEE, Ph. D., MICHELLE MIAO, Ph. D., GUILLERMO PATINO, EARL G. SIMONS, Ed. D., LYDON SLEEPER-O'CONNELL, ALEXANDRIA SUMPTER-DELVES, Esq., and TERRI THOMSON

Carried 16-0

- B) Motion to Close Nominations

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees close the nominations for officers of the Library for calendar year 2026.

Moved by: ANDREW JACKSON

Seconded by: ALEXANDRIA SUMPTER-DELVES, Esq.

Aye ELI SHAPIRO Ed. D LCSW, JOHANNA CARMONA, Esq., JULISSA GUTIERREZ, JAMES M. HADDAD, Esq., PAULINE HEALY, ANDREW JACKSON, PETER KAUFFMANN, CARL KOERNER, Esq., JAMIE LEE, SELINA LEE, Ph. D., MICHELLE MIAO, Ph. D., GUILLERMO PATINO, EARL G. SIMONS, Ed. D., LYDON SLEEPER-O'CONNELL, ALEXANDRIA SUMPTER-DELVES, Esq., and TERRI THOMSON

Carried 16-0

C) Approval of Finance & Investment Committee Report - December 11, 2025

Recommended Motion for Consideration by the Board of Trustees:

I move that the report of the Finance & Investment Committee meeting be accepted as submitted.

Moved by: JAMES M. HADDAD, Esq.

Seconded by: ANDREW JACKSON

Aye ELI SHAPIRO Ed. D LCSW, JOHANNA CARMONA, Esq., JULISSA GUTIERREZ, JAMES M. HADDAD, Esq., PAULINE HEALY, ANDREW JACKSON, PETER KAUFFMANN, CARL KOERNER, Esq., JAMIE LEE, SELINA LEE, Ph. D., MICHELLE MIAO, Ph. D., GUILLERMO PATINO, EARL G. SIMONS, Ed. D., LYDON SLEEPER-

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

Carried 16-0

- D) Approval of Programming Committee Report - December 11,
2025

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

*I move that the report item of the Programming Committee
meeting be accepted as submitted.*

Moved by: JULISSA GUTIERREZ

Seconded by: JOHANNA CARMONA, Esq.

Aye ELI SHAPIRO Ed. D LCSW, JOHANNA
CARMONA, Esq., JULISSA GUTIERREZ, JAMES
M. HADDAD, Esq., PAULINE HEALY, ANDREW
JACKSON, PETER KAUFFMANN, CARL
KOERNER, Esq., JAMIE LEE, SELINA LEE, Ph. D.,
MICHELLE MIAO, Ph. D., GUILLERMO PATINO,
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) Calendar of Meetings - 2026

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

*I move that the calendar of Board of Trustees and Committee
meeting dates for 2026 be approved as presented.*

Moved by: ANDREW JACKSON

Seconded by: ALEXANDRIA SUMPTER-DELVES, Esq.

Aye ELI SHAPIRO Ed. D LCSW, JOHANNA CARMONA, Esq., JULISSA GUTIERREZ, JAMES M. HADDAD, Esq., PAULINE HEALY, ANDREW JACKSON, PETER KAUFFMANN, CARL KOERNER, Esq., JAMIE LEE, SELINA LEE, Ph. D., MICHELLE MIAO, Ph. D., GUILLERMO PATINO, EARL G. SIMONS, Ed. D., LYDON SLEEPER-O'CONNELL, ALEXANDRIA SUMPTER-DELVES, Esq., and TERRI THOMSON

Carried 16-0

B) Approval of Revised Gift Acceptance Policy

Susan Latham, Executive Director of QPLF, reported that the Foundation Board of Directors met the night before, on December 10, 2025, and approved revisions to the Gift Acceptance Policy.

Justin Deabler, General Counsel and SVP, provided an overview on the revisions made to the Gift Acceptance Policy.

Recommended Motion for Consideration by the Board of Trustees:

I move the Board of Trustees adopt the revised Gift Acceptance Policy, as set forth in the attachments

Moved by: TERRI THOMSON

Seconded by: MICHELLE MIAO, Ph. D.

Aye ELI SHAPIRO Ed. D LCSW, JOHANNA CARMONA, Esq., JULISSA GUTIERREZ, JAMES M. HADDAD, Esq., PAULINE HEALY, ANDREW JACKSON, PETER KAUFFMANN, CARL KOERNER, Esq., JAMIE LEE, SELINA LEE, Ph. D., MICHELLE MIAO, Ph. D., GUILLERMO PATINO, EARL G. SIMONS, Ed. D., LYDON SLEEPER-

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

Carried 16-0

C) Motion to go into Executive Session

The following library staff were asked to remain for the discussion during the Executive Session:

- Dennis M. Walcott, President and CEO
- Gitte Peng, Chief of Staff and Sr. VP
- Justin Deabler, Esq., General Counsel and Sr. VP
- Sung Mo Kim, Esq., Chief Operating Officer and Sr. VP
- McLeod, Chief Financial Officer and Sr. VP
- Nick Buron, Chief Librarian and Sr. VP
- Sara Hausner-Levine, Deputy General Counsel

Recommended Motion for Consideration:

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

Moved by: TERRI THOMSON

Seconded by: PAULINE HEALY

Carried

D) Return to Public Session

Recommended Motion for Consideration

I move that the meeting return to public session.

Moved by: ALEXANDRIA SUMPTER-DELVES, Esq.

Seconded by: ANDREW JACKSON

Aye

ELI SHAPIRO Ed. D LCSW, JOHANNA CARMONA, Esq., JULISSA GUTIERREZ, JAMES M. HADDAD, Esq., PAULINE HEALY, ANDREW JACKSON, PETER KAUFFMANN, CARL KOERNER, Esq., JAMIE LEE, SELINA LEE, Ph. D., MICHELLE MIAO, Ph. D., GUILLERMO PATINO,

EARL G. SIMONS, Ed. D., LYDON SLEEPER-
O'CONNELL, ALEXANDRIA SUMPTER-DELVES,
Esq., and TERRI THOMSON

Carried 16-0

Report Item(s)

- E) Purchases Over \$50K - September 2025
PRESENTED
- F) Purchases Over \$50K - October 2025
PRESENTED
- G) Purchases Over \$50K - November 2025
PRESENTED
- H) Personnel Report - September 2025
PRESENTED
- I) Personnel Report - October 2025
PRESENTED
- J) Personnel Report - November 2025
PRESENTED

V. REPORT OF THE CHAIR OF THE BOARD

Board Chair Eli Shapiro thanked Mr. Walcott for his leadership and the board for working together this past year. He also reminded the board to submit their conflict-of-interest forms if they have not already done so and complete the annual trustee training webinar.

VI. PRESIDENT'S REPORT

Dennis M. Walcott, President and Chief Executive Officer, thanked Board Chair Eli Shapiro and the board for their contributions. Mr. Walcott asked Nick Buron, Chief Librarian and SVP, to provide a report.

Mr. Buron reported that we have several libraries closed due to upgrades. He also reported that QPL has provided mobile library services for 90 years, including two book bikes that provide services to the community. Mr. Buron notified the board about QPL's event to reveal the new bookmobile

happening on Saturday at 12 noon. The event will take place at the new LeFrak City Library location. Mr. Walcott reported that Council Member Francisco Moya (who allocated funds for the bookmobile) has a term ending on December 31, 2025. Mr. Buron also reported on the outreach event held at the Veteran's Home in St. Albans, Queens. QPL provides books to the Veteran's Home's on-site library room, and residents can submit book requests online or by telephone.

Sung Mo Kim, Chief Operating Officer and SVP, provided an update on the Far Rockaway library's sewage system repairs. Mr. Kim reported that, during the excavation to complete this repair, data wiring lines were damaged. Trustee Lydon Sleeper-O'Connell asked if the repairs were capital expenses. Mr. Kim confirmed the repairs will be made with expense funds. Mr. Kim reported demolition work has begun at the new LeFrak.

Gitte Peng, Chief of Staff and SVP, provided an update on the Strategic Plan. Mrs. Peng mentioned that it is the Season of Giving and encouraged full Board participation. Mr. Walcott reported that QPL received a \$316,000 grant from National Grid Foundation. This grant will support expanding teen services.

- A) Key Performance Indicators - August 2025
PRESENTED
- B) Key Performance Indicators - September 2025
PRESENTED
- C) Key Performance Indicators - October 2025
PRESENTED

VII. Adjournment

Motion To Adjourn at 8:41pm

Recommended Motion for Consideration

I move that the meeting be adjourned.

Moved by: JULISSA GUTIERREZ

Seconded by: PETER KAUFFMANN

Aye

ELI SHAPIRO Ed. D LCSW, JOHANNA
CARMONA, Esq., JULISSA GUTIERREZ, JAMES
M. HADDAD, Esq., PAULINE HEALY, ANDREW
JACKSON, PETER KAUFFMANN, CARL
KOERNER, Esq., JAMIE LEE, SELINA LEE, Ph. D.,
MICHELLE MIAO, Ph. D., GUILLERMO PATINO,
EARL G. SIMONS, Ed. D., LYDON SLEEPER-
O'CONNELL, ALEXANDRIA SUMPTER-DELVES,
Esq., and TERRI THOMSON

Carried 16-0

Pauline Healy - Secretary

Queens Public Library Board / Committee Item

BOARD/COMMITTEE: Board of Trustees

DATE OF MEETING: January 22, 2026

AGENDA: Approval of Finance & Investment Committee Report – January 22, 2026

Recommended Motion for Consideration by the Board of Trustees:

I move that the report of the Finance & Investment Committee meeting be accepted as submitted.

Queens Library Board / Committee Item

BOARD/COMMITTEE: Board of Trustees
DATE OF MEETING: January 22, 2026
AGENDA: Election of Officers, Calendar Year 2026

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees accept the resolution on election of officers as presented:

RESOLUTION

WHEREAS, at the Board's regularly scheduled meeting held on Thursday, December 11, 2025, the Nominating Committee recommended the following slate of officers of the Library for calendar year 2026:

Chair of the Board: Eli Shapiro, Ed. D., LCSW
Vice Chair: Matthew Gorton
Secretary: Pauline Healy
Treasurer: Terri Thomson
Assistant Treasurer: Selina Lee, Ph.D.

WHEREAS, at the December 11, 2025 meeting, the Trustee were asked if they would like to nominate any other officers and no other nominations were offered; and the Board unanimously approved a motion to close nominations for officers of the Library for calendar year 2026.

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees that, after due deliberation, the following Trustees are elected as the officers of the Library for calendar year 2026 and shall continue in office until their successors shall have been elected and qualified:

Chair of the Board: Eli Shapiro, Ed. D., LCSW
Vice Chair: Matthew Gorton
Secretary: Pauline Healy
Treasurer: Terri Thomson
Assistant Treasurer: Selina Lee, Ph.D.

Queens Public Library Board / Committee Item


BOARD/COMMITTEE: Board of Trustees

DATE OF MEETING: January 22, 2026

AGENDA: Approval of Holiday Schedule FY 2027

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees approve the fiscal year 2027 holiday schedule as presented.

To: All Agencies
From: Dennis M. Walcott, President & CEO 
Subject: Fiscal Year 2027 HOLIDAY SCHEDULE
Date: January 22, 2026

The following is a list of holidays scheduled for the 2027 fiscal year.

Independence Day	Friday, July 3, 2026 ☉
Labor Day	Monday, September 7, 2026 ♦
Columbus Day/Indigenous Peoples' Day	Monday, October 12, 2026
Veterans Day	Wednesday, November 11, 2026
Thanksgiving Day	Thursday, November 26, 2026 ☐
Day after Thanksgiving	Friday, November 27, 2026
Christmas Day	Friday, December 25, 2026 ▪
New Year's Day	Friday, January 1, 2027 ◆
Martin Luther King, Jr. Day	Monday, January 18, 2027
Presidents' Day	Monday, February 15, 2027
Memorial Day	Monday, May 31, 2027 *
Juneteenth	Friday, June 18, 2027 ☐
Election Day ✧	Tuesday, November 3, 2026 (Floating Holiday – Library Open)
Lincoln's Birthday ✧	Friday, February 12, 2027 (Floating Holiday – Library Open)

☉ The Library system will be closed on Saturday, July 4, 2026, and Sunday, July 5, 2026.

♦ The Library system will be closed on Saturday, September 5, 2026, and Sunday, September 6, 2026.

☐ The Library system will close on Wednesday, November 25, 2026 at 6pm.

▪ The Library system will close on Thursday, December 24, 2026 at 1pm. The Library system will be closed on Saturday, December 26, 2026.

◆ The Library system will close on Thursday, December 31, 2026 at 1pm. The Library system will be closed on Saturday, January 2, 2027.

* The Library system will be closed on Saturday, May 29, 2027, and Sunday, May 30, 2027.

☐ The Library system will be closed on Saturday, June 19, 2027.

✧ Floating holidays must be taken by June 30th immediately following the holiday(s).

Queens Public Library Board/Committee Item

BOARD/COMMITTEE: Board of Trustees

DATE OF MEETING: January 22, 2026

AGENDA: Contract Authorization: Audio-Visual Installation and Repair and Maintenance Services

Background:

This is an action item seeking approval from the Queens Borough Public Library’s Board of Trustees to enter into contracts with Worldcast Live Inc. (“Worldcast”), Mason Technologies, Inc. (“Mason”), and Park Boulevard Productions (“Park”) for audio visual installation and repair and maintenance services. The Board’s approval is required pursuant to the Library’s Procurement Policy, which states, in pertinent part, that contracts for professional services with an annual cost in excess of \$50,000 must be approved by the Library President and CEO and the Board of Trustees.

The Library’s needs for audio visual repair and maintenance services have typically been within discretionary limits. Last year the Library awarded a contract to Mason for a project at Flushing Library in the amount of \$380,859.77. Mason originally thought it could perform the work under a government contract which would not require formal competition. Sometime later, the vendor determined that it could not cover all labor and materials under any one of its government contracts, and to achieve full coverage of labor and materials through a combination of government contracts would increase the cost of the proposal. Accordingly, the Library determined it was in its best interests to waive the formal competition requirement and avoid the increased cost. Since the Library’s needs for audio-visual installation and repair and maintenance services have exceeded the Library’s discretionary limits and these services and materials are not readily available on government contracts, the Library’s Information Technology & Development (“ITD”) and Procurement departments determined to issue a request for proposals for its future needs for audio-visual installation and repair and maintenance services.

Current Status:

On July 31, 2025, the Library issued a Request for Proposals (“RFP”) for audio-visual installation and repair and maintenance services. RFP #0825-1 was advertised in the New York City Record, BidNet, New York State Contract Reporter, and was posted on the Library’s website. Notification of the RFP was emailed to over sixty (60) firms, including New York State and New York City Minority and Women Owned Business Enterprises (“M/WBE”) and New York State Certified Service-Disabled Veterans Owned Businesses (“SDVOB.”)

The Library has growing needs for maintenance and upgrades to existing audio-visual systems as well as developing needs for new installations of audio-visual systems. The Library’s community meeting rooms and auditoriums conduct various types of educational and entertainment events such as movie shows, community meetings, tutoring classes, and musical performances.

The RFP stated that the Library seeks experienced firms to plan and execute new installations, retrofit existing audio and visual systems by assessing the existing set-ups, recommending equipment and space upgrades, and designing upgrades including accessibility requirements. Firms are to have the capability to work on older systems and to design upgrades and new systems. Firms should be able to provide all required equipment, provide all required professional services and to provide all labor including labor that is subject to prevailing wage. Equipment is to be sold at government contract rates or not exceed twenty percent of manufacturer’s suggested retail pricing. Firms are to be able to maintain and service new and existing systems. Additionally, as required, firms are to work with the Library to keep the audio-visual equipment in good operating condition by providing service and maintenance, as required by system issues, failures, or malfunctions.

The RFP stated that the Library intends to award contracts to multiple firms for audio-visual installation and repair and maintenance services. Also, the term of the awarded contract will be for a two-year period with three one-year options to renew at the Library’s sole discretion. The Library may award work directly to a firm or the Library may conduct competition among the firms. Such competition can be based on lowest price or best value as determined by the Library.

Eight (8) firms submitted proposals as detailed in the table below.

	Firm	MWBE
1	4 Pair Communications LLC	NYC MBE
2	Avidex Industries LLC	
3	AVS Installations LLC	
4	Mason Technologies, Inc.	NYC WBE
5	New Gen, LLC	
6	Park Boulevard Productions	
7	Symbrant Technologies	
8	Worldcast Live Inc.	NYC & NYS MBE

The proposal from 4 Pair Communications LLC was submitted after the proposal deadline, and the proposal did not include pricing and did not respond to other RFP requirements. As such the firm was notified that its proposal was non-responsive. For the remaining proposals, a selection committee comprised of members of the Library’s ITD and Procurement departments determined that the proposals met the following RFP threshold criteria:

1. Proposer must have audio-visual installation services to a library, school or government entity within the last three (3) years.
2. Proposer must have successfully provided audio-visual equipment under a New York State Office of General Services contract or a City of New York contract or other government, library or school contract or award within the last three years

As such, the selection committee evaluated the proposals using the evaluation criteria set forth in the RFP. The results were as follows:

	Firm Name	Technical Score	Cost Score	Total Score	MWBE
1	Worldcast Live Inc.	57	26	83	NYC & NYS MBE
2	Mason Technologies, Inc.	63	19	81	NYC - WBE
3	Park Boulevard Productions	59	19	78	
4	Avidex Industries LLC	44	30	74	
5	Symbrant Technologies	54	16	70	
6	AVS Installations, Inc.	43	19	62	
7	New Gen, LLC	27	20	47	

The selection committee identified Worldcast as the top scoring firm, and recommends awards to Mason and Park as well. The Library thoroughly reviewed each vendor’s experience, financial stability, references, background, completed vendor responsibility questionnaire, and the PASSPort database in assessing the vendor’s responsibility. This review did not identify any negative findings or raise any integrity issues that would adversely affect an award to any of the selected firms.

Worldcast had a positive reference from NYC Department of Education that stated that the firm performed several Chancellor events and that the firm always performed reliably and efficiently, completed all work as expected, and supported continuous improvement through site visits and post-event debriefings. Another reference from the Department of Education stated that Worldcast met expectations for the installation, configuration, and testing of classroom audio-visual systems. According to the City Comptroller’s web page CheckbookNYC.com (“Checkbook NYC”), Worldcast has provided over \$600,000 in services since 2023 to various Department of Education projects.

Mason has provided and continues to provide quality goods and services to the Library. A reference from the company SITA, a specialist in air transport communications and information technology, stated that Mason’s professionalism, technical expertise, and unwavering commitment to delivering high-quality solutions make them an exceptional partner in the technology services industry. According to the City Comptroller’s web page CheckbookNYC.com (“Checkbook NYC”), Mason has been awarded over \$180 million in contacts since 2010 to various city entities

such as Health and Hospitals Corporation, FDNY, NYPD, Department of Information Technology and Telecommunications, CUNY, and the NYC Department of Information Technology and Telecommunications. A reference from St. Johns University stated that they use Mason for audio-visual and telecom work and they stated that the firm performed well.

Park had a positive reference from NYPL that stated that the firm has been a vendor at NYPL for major events and programs for over a decade, and further stated that Park consistently delivers quality work and services. The reference also stated that it exceeded expectations. A reference from Manatt, a multidisciplinary, integrated national professional services firm, stated that Park has been their go-to service provider for the past seven year and that the firm has exceeded expectations. According to the NYS Comptroller's web page "Open Book," Park has been paid over \$80,000 since 2022 by state entities.

Recommended Motion for Consideration by the Board of Trustees:

I move that the Board of Trustees authorize the President and CEO to execute contracts for audio-visual installation and repair and maintenance services Worldcast Live Inc., Mason Technologies, Inc. and Park Boulevard Productions, for a two-year term with three one-year options to renew at the Library's sole discretion, at the attached hourly rates.

Worldcast Live LLC			
1. Hourly rates for all professional services that are not subject to prevailing wage; not to exceed three percent annual escalation.			
	Title	Title Description	Hourly Rates
1		Project Manager	\$110.00
2		AV Designer	\$100.00
3		Producer	\$110.00
4		Live Streaming tech	\$110.00
5		Switcher	\$110.00
6		A1- Audio Engineer	\$90.00
7		A2- Audio Engineer	\$85.00
8		Camera Operator	\$85.00
10		Playback Operator	\$85.00
11		A2- Stagehand	\$60.00
12		Lower Thirds	\$85.00
13		PTZ Operator	\$85.00
14		IT Tech	\$100.00
15		Helpers	\$60.00
16		Editor	\$85.00
17		Social Media coordinator	\$60.00
18		Driver/Transportation	\$60.00
19		Trainer	\$65.00
2. Hourly rates for trade work, technical work and any other work that are subject to prevailing wage; not to exceed three percent annual escalation.			
	Title	Title Description	Hourly Rates
1		Audio Visual Installer	\$105.00
2		Biamp- Certified DSP Technician	\$200.00
3		Crestron - Control systems Programmer/Technician	\$215.00
4		Extron- Certified Technician	\$120.00
5		Carpenter	\$110.00
6		Electrician	\$110.00
7		Data Cabling Technician	\$85.00

Mason Technologies			
1. Hourly rates for all professional services that are not subject to prevailing wage; not to exceed three percent annual escalation.			
	Titles	Title Description	Hourly Rates
1	Audio Visual Rack Fabrication and Staging	Perform Offsite Rack Assembly, Testing, Staging and System	\$160.00
2	Audio Visual Commissioning	Perform full system testing, calibration, debugging, training and service	\$160.00
3	Audio Visual Programming	Perform Audio DSP and/or System Control Code Programming	\$195.00
4	AutoCAD Drawings	Perform AutoCAD Drawings and System As-Builts	\$130.00
5	Audio Visual Engineering	Perform System Design, Site Surveys, System Scoping and Design Documentation	\$190.00
2. Hourly rates for trade work, technical work and any other work that are subject to prevailing wage; not to exceed three percent annual escalation.			
	Title	Title Description	Hourly Rates
1	Audio Visual Installation, NYC Prevailing Wages, Telecommunications Worker	Perform installation of fixtures, cabling, terminations	\$140.00

Park Boulevard Productions			
1. Hourly rates for all professional services that are not subject to prevailing wage; not to exceed three percent annual escalation.			
	Titles	Title Description	Hourly Rates
1	AV Technician, Operator	Operates and supports AV systems during events; performs preventative maintenance	\$85.00
2	Lead AV Technician, Operator	Provides on-site leadership for AV crews; advanced troubleshooting and client interface	\$105.00
3	Design, Engineering	Designs AV systems and develops technical specifications	\$159.00
4	CAD / Drafting	Produces drawings and schematics for AV installations	\$133.00
5	Control System Programming	Programs user interfaces and system controls	\$186.00
6	Program Management	Manages scope, schedule, budget, and coordination	\$133.00
7	Network/IT Specialist	Configures and supports AV-over-IP and Dante networking	\$159.00
8	Lighting Designer/Programmer	Designs and programs lighting systems for auditoriums and event spaces	\$159.00
10	Training Specialist	Conducts end-user and staff training sessions with documentation	\$120.00
2. Hourly rates for trade work, technical work and any other work that are subject to prevailing wage; not to exceed three percent annual escalation.			
	Titles	Title Description	Hourly Rates
1	Installation Technician (Prevailing Wage)	Performs AV field installation including racks, cabling, and terminations	\$153.00
2	Senior Installation Technician (Prevailing Wage)	Leads installation crews; performs system commissioning and testing	\$165.00

Queens Public Library Board/Committee Item

BOARD/COMMITTEE: Board of Trustees

DATE OF MEETING: January 22, 2026

AGENDA: Contract Authorization: Employee Professional
Development and Service Awards Event

Background:

This is an action item seeking approval from the Queens Borough Public Library’s Board of Trustees to enter into a contract with Albion Venue, LLC DBA Da Mikele Illagio (“Da Mikele Illagio”) for rental of space and provision of food for a service awards and professional development event for all employees. Board approval is required pursuant to the Library’s Procurement Policy, which states, in pertinent part, that contracts for professional services with an annual cost in excess of \$50,000 must be approved by the Library President and CEO and the Board of Trustees.

Queens Public Library’s mission is to transform lives by cultivating personal and intellectual growth and by building strong communities. Our dedicated staff across the organization are at the heart of the Library’s ability to serve the public. In alignment with our five-year strategic plan, we aim to strengthen employee engagement and development through a full-day event that recognizes employees’ years of service and provides meaningful opportunities for staff to learn and connect with one another.

The Library considered venues across the borough of Queens with the capacity to accommodate this all-staff event and found the options to be very limited. The Da Mikele Illagio event space, located in Elmhurst, Queens, would be able to accommodate our large organization for a sit-down program, as well as team-building and professional development activities. The location also offers a parking lot and ample street parking in the vicinity and is accessible to public transportation. The venue is experienced in corporate events and will provide catering and staffing.

Current Status:

The Library plans to host a variety of professional development activities, including team-building exercises, workshops, leadership talks, and high-impact speakers. In addition, we will honor approximately 200 employees for their milestone years of service. The final cost for services will depend on the exact number of attendees. The current estimated cost for the rental of space and lunch catering is \$60,000.¹

¹ The Library’s Procurement Policy states that the procurement of professional services with an annual cost of more than \$50,000 shall require the issuance of an Request for Proposal (“RFP”); however, a department head may request that the Library President and CEO waive the requirement of an RFP, thus allowing for the selection of a vendor for professional services or leases without competition, or permitting less formal competition than that of an RFP. In conformity with the Procurement Policy, the Chief of Staff, Senior Vice President requested, and received, a waiver of the RFP requirement from the Library’s President and CEO. The basis of the waiver was that the above event space could accommodate the needs of the Library and that other options were limited.

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 Da Mikele Illagio to provide venue space and catering for an all-staff service awards and professional development event at an estimated cost of \$60,000.

Queens Public Library Board/Committee Item

BOARD/COMMITTEE: Board of Trustees

DATE OF MEETING: January 22, 2026

AGENDA: Purchases Over \$50K – December 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 December 1, 2025, through December 31, 2025.

Library:

1. **Insight Public Sector** was issued a purchase order in the amount of \$63,990.01 under its Omnia Partners government cooperative contract to provide a renewal for Kinetic Data solution subscription and implementation services. Library has been a Kinetic Data customer since 2009. The Kinetic software has enabled the Library to create a self-service request portal for staff to use to submit service requests to ITD and other departments quickly and easily.
2. **Mindlance Inc.** was issued a purchase order in the amount of \$62,000 under its NYS Office of General Services (“OGS”) contract to provide hourly based information technology services for an AI training specialist.
3. **Applied Design Initiative, LLC**, received a revised purchase order under its architectural professional services requirements contract, for exterior sign design services. The increase was \$22,000 to fund additional work and the total purchase order value is \$126,540.
4. **Universal Protection Service, LLC., dba Allied Universal**, the Library’s security guard requirements contractor was issued a revised purchase order increasing the amount by \$466,910 for a total of \$1,327,920.

Queens Public Library Board / Committee Item

BOARD/COMMITTEE: Board of Trustees
DATE OF MEETING: January 22, 2026
AGENDA: Personnel Report – December 2025

PERSONNEL REPORT – 11/16/2025 – 12/15/2025

Nothing to report

The attached Personnel Report is provided for your information as certified by the Director of Human Resources, for the period of November 16, 2025 – December 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: January 22, 2026
AGENDA: Key Performance Indicators

Attachments:

Nov_2025_Board_Report (PDF)

President's Report: November 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	5,490	-32.12%	3,485	-21.74%	158	-24.04%	1,018	-0.29%	
Astoria	5,365	-22.08%	3,095	-31.21%	375	-19.87%	528	-68.46%	1
Auburndale	9,563	-8.20%	3,931	-8.39%	277	-28.42%	1,432	-21.45%	
Baisley Park	27	-98.62%		-100.00%		-100.00%		-100.00%	1
Bayside	17,287	-5.67%	7,650	-8.69%	1,133	18.14%	2,221	15.02%	
Bay Terrace	5,785	24004.17%	5,916	100.00%	606	100.00%	316	100.00%	1,2
Bellerose	6,352	-4.74%	3,682	-9.80%	693	35.35%	357	-52.96%	
Brianwood	6,785	-13.25%	8,793	-13.29%	1,597	85.05%	454	-63.45%	
Broadway	12,453	14.52%	12,423	14.46%	1,317	61.20%	356	-84.26%	1,2
Broad Channel	1,788	1.48%	1,218	-7.24%		0.00%	47	291.67%	
Cambria Heights	3,228	-16.78%	5,603	-6.94%	1,647	-33.08%	524	6450.00%	
Corona	7,195	-1.32%	8,589	-11.35%	1,852	-22.28%	1,249	-51.13%	
Court Square	10	900.00%							1,2
Douglaston	6,527	-5.83%	4,844	6.53%	634	-11.70%	528	-5.21%	
East Elmhurst	3,041	-11.39%	4,203	3.88%	862	2.99%	303	-47.67%	
East Flushing	6,831	-7.40%	4,647	-7.50%	666	-6.85%	2,263	54.05%	
Elmhurst	26,603	-4.98%	11,901	-24.39%	1,329	4.73%	1,559	-36.98%	
Far Rockaway	14,640	-13.16%	10,662	1.98%	925	-21.21%	4,468	1.64%	1,2
Forest Hills	23,275	4.99%	18,335	2.92%	4,097	143.43%	771	-11.89%	
Fresh Meadows	20,631	1.57%	8,259	0.30%	850	27.63%	1,441	-30.75%	
Glen Oaks	18,702	9.77%	9,027	9.94%	3,439	82.15%	5,347	11.28%	
Glendale	6,067	-7.71%	2,402	-23.65%	519	42.19%	157	6.80%	
Hillcrest	1,714	-68.64%	0	-100.00%	30	-72.48%	30100%	-57.55%	1,2
Hollis	18	-97.73%							1
Howard Beach	6,944	4.22%	6,098	-1.79%	310	-49.84%	1,287	-3.38%	
Hunters Point	26,359	7.87%	13,606	15.45%	1,687	18.22%	3,855	13.42%	2
Jackson Heights	22,645	12.15%	20,798	15.15%	1,849	155.39%	3,747	112.29%	
Kew Gardens Hills	17,263	1.77%	13,638	6.56%	1,037	16.52%	1,390	45.55%	
Langston Hughes	2,453	-0.61%	7,543	8.45%	3,116	17.36%	193	6333.33%	
Laurelton	3,823	57.13%	3,177	45.00%	321	126.06%	38	-47.22%	1,2
Lefferts	3,439	-16.53%	5,912	-20.28%	502	60.38%	1,213	5.75%	
Lefrak City	21	40.00%							1,2
Long Island City	4,844	-0.86%	10,399	56.02%	5,536	126.70%	1,385	-8.64%	
Maspeth	8,098	-6.11%	5,463	-3.57%	802	13.44%	2,197	32.75%	
McGoldrick	6,410	1.09%	4,934	-14.99%	538	3.86%	1,558	-36.51%	
Middle Village	4,766	1.19%	4,195	6.91%	645	25.24%	861	-14.84%	
Mitchell-Linden	10,585	-0.16%	6,764	-7.80%	673	-1.90%	1,600	-23.81%	
North Forest Park	9,923	8.33%	6,126	54.50%	475	3.71%	1,387	1018.55%	
North Hills	5,481	-12.75%	4,803	-5.60%	520	-16.26%	1,810	81.73%	
Ozone Park	6,995	11.46%	6,568	-2.04%	565	2.17%	1,187	37.38%	
Peninsula	7,189	-0.92%	7,592	-4.35%	483	-34.29%	338	-21.94%	
Pomonok	4,574	6.55%	3,339	-11.22%	673	17.66%	1,339	132.87%	
Poppenhusen	3,742	-3.56%	2,854	-12.88%	470	-12.15%	1,033	24.46%	
Queensboro Hill	3	-66.67%					24		1,2
Queens Village	4,731	-7.05%	3,154	-4.77%	444	-44.57%	1,018		
Rego Park	8,148	-20.06%	6,406	-22.66%	643	5.76%	570	-84.62%	1
Richmond Hill	10,011	5.43%	5,159	-4.75%	2,282	55.13%	980	11.36%	
Ridgewood	11,650	8.19%	11,605	-26.39%	1,906	22.02%	1,357	9.70%	
Rochdale Village	4,767	-2.11%	5,438	-0.06%	897	-39.51%	440	71.21%	
Rosedale	2,933	-8.69%	2,911	-2.93%	582	98.63%	1,640	27.73%	
Seaside	24	-27.27%							1,2
South Hollis	3,088	5.14%	5,297	-20.77%	658	-60.53%	1,727	-19.90%	
South Jamaica	2,262	8.91%	3,947	2.84%	391	-49.29%	215	-63.68%	
South Ozone Park	3,796	-3.04%	4,073	-9.77%	264	39.68%	1,290	-6.66%	
St. Albans	2,820	-15.64%	4,276	-8.14%	360	52.54%	349	0.29%	
Steinway	14,261	7.32%	12,872	12.14%	1,022	46.63%	1,874	135.13%	2
Sunnyside	11,458	0.39%	8,878	-0.46%	802	-24.20%	1,873	3.54%	
Whitestone	8,385	-4.90%	4,582	-14.48%	1,021	-5.20%	1,914	10.32%	
Windsor Park	10,467	8.78%	5,506	-5.78%	472	11.85%	1,964	65.18%	
Woodhaven	8,082	1.35%	4,363	-8.34%	1,783	-6.94%	504	3.49%	
Woodside	7,769	10.65%	7,112	-11.14%	1,246	-2.88%	1,519	7.65%	
Community Libraries Total	479,586	-0.63%	368,053	-2.61%	57,981	-15.40%	71,316	-2.91%	
Central Library Adult Learning Center	5	150.00%			49	100.00%			3
Elmezzi LIC Adult Learning Center		-100.00%	2,736	458.37%	759	232.89%			
Elmhurst Adult Learning Center	21	-67.19%			1,062	4.53%			3

President's Report: November 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
Flushing Adult Learning Center	92	-20.00%			1,335	-0.89%			
Jackson Heights Adult Learning Center	16	-38.46%			429	6.45%			3
Peninsula Adult Learning Center	2	-80.00%			711	-16.74%			3
Rochdale Adult Learning Center	9	-59.09%			130	-68.29%			3
Adult Learning Center Total	145	-39.58%	2,736	458.37%	4,475	5.10%			

Central Adult Fiction	5,586	4.88%							
Central Adult Fiction - Ask at Desk	2,507	11.57%							
Central Adult Non-Fiction	9,826	-2.27%							
Central Adult Non-Fiction - Ask at Desk	4,545	7.27%							
Central International Languages	877	11.72%							
Central International Languages - Ask at Desk	185	184.62%							
Central Library Current Collection	1,335	-16.51%							
Central Library Fine Arts/Media Center	14,966	-1.37%							
Central Library Others	757	-36.86%							
Central Library Hot Picks	684	143.42%							
Central Library Interloan	216	-34.94%							
Central Library Job Info Center	14	40.00%							
Central Library Young Adult Room	2,894	17.12%							
Children's Library Discovery Center	15,215	2.86%	9,917	-1.67%	3,840	25.94%	2,129	10.89%	
Central Total	59,607	1.77%	48,741	-8.02%	8,703	3.77%	15,124	8.89%	

Flushing	29,295	-5.83%							
Flushing IRC	11	-38.89%							
Flushing Job Info Center (JIC)	6	-50.00%							
Flushing Media Center	4,080	-6.25%							
Flushing Total	33,392	-5.91%	65,374	-2.68%	8,178	346.89%	6,097	28.12%	

E-book and E-Magazines	263,359	16.48%							
Virtual Music and Movies	66,168	9.98%							
Culture Pass reservations	2,211	5.24%							
Online Learning Services usage	13,157	-3.25%							
Virtual Library Total	344,895	14.22%			3,294	16.81%	3,692	75.06%	
Langston Hughes Black Heritage	203	-1.46%							
Queens Village Mail-A-Book	2,346	-20.18%			1,295	-20.89%	548	12.07%	
Correctional Outreach	875	49.83%			572	4.00%	63	425.00%	
Queensbridge		-100.00%	1,102	19.26%	199	-11.16%			
Queens Library for Teens	2	100.00%	5,183	37.44%	1,021	0.69%			
Ravenswood	1	100.00%	1,122	21.96%	187	62.61%			
Mobile Library	691	-13.41%	455	1.34%	3,017	1323.11%			
Breezy Point Mobile Library	868	N/A	748	N/A	1,020	N/A			
Youth Services Mobile Library	281	N/A							
Other Total	16	100.00%							
System Total	922,908	4.46%	493,514	-2.20%	85,058	24.10%	96,840	0.39%	

Website Visits	895,834	155.62%	Notes:						
Wireless use	186,925	-25.98%	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.						

Queens Public Library Board / Committee Item

BOARD/COMMITTEE: Board of Trustees
DATE OF MEETING: January 22, 2026
AGENDA: Key Performance Indicators

Attachments:

Board_report_Dec2025 (PDF)

President's Report: December 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	8,205	4.47%	4,478	1.80%	270	29.81%	1,407	101.00%	
Astoria	1,962	-71.69%	934	-79.78%		-100.00%	49	-96.48%	1
Auburndale	9,380	-2.03%	3,936	3.85%	361	-6.72%	1,338	-7.60%	
Baisley Park	27	-98.83%		-100.00%		-100.00%		-100.00%	1
Bayside	15,895	-13.21%	7,146	-3.61%	700	-27.01%	2,123	9.66%	
Bay Terrace	5,023	159.72%	5,528	21.02%	589	100.00%	561	530.34%	1,2
Bellerose	5,912	-8.57%	3,988	4.78%	519	1.37%	718	-19.42%	
Brianwood	6,760	-10.43%	7,154	-7.79%	617	-28.51%	187	-84.44%	
Broadway	13,194	25.20%	12,677	28.32%	1,255	53.61%	200	-88.84%	1,2
Broad Channel	1,734	1.82%	1,182	-7.51%			31	-26.19%	
Cambria Heights	2,736	-27.25%	5,524	-0.72%	1,470	-40.27%	182	-86.22%	
Corona	7,317	5.86%	8,566	3.17%	2,192	-8.02%	782	-67.02%	
Court Square	2	0.00%							1,2
Douglaston	6,528	-4.24%	4,760	4.04%	604	-15.88%	805	146.18%	
East Elmhurst	2,916	-16.33%	4,663	2.37%	2,018	141.10%	687	49.35%	
East Flushing	7,032	7.84%	4,686	-2.17%	955	33.57%	2,252	75.53%	
Elmhurst	26,467	-5.80%	16,837	4.40%	1,003	-20.96%	1,518	-29.59%	
Far Rockaway	8,323	-49.87%	48	-99.54%	134	-88.59%	2	-99.97%	1,2
Forest Hills	23,400	6.95%	19,023	14.76%	2,182	29.65%	762	25.12%	
Fresh Meadows	20,987	1.12%	8,683	11.59%	686	3.00%	1,357	-45.33%	
Glen Oaks	17,726	6.32%	7,892	5.20%	1,625	-13.93%	4,513	3.56%	
Glendale	5,634	-15.41%	1,696	-34.49%	446	22.19%	122	-32.22%	
Hillcrest	2,826	-53.34%	0	-100.00%	4	-96.33%	216	-48.45%	1,2
Hollis	30	-74.58%					45		1
Howard Beach	6,519	2.63%	6,515	12.10%	709	14.72%	1,327	17.54%	
Hunters Point	24,403	7.67%	12,733	17.35%	1,876	31.46%	4,377	36.31%	2
Jackson Heights	19,962	-2.09%	18,293	13.78%	1,543	113.12%	2,850	38.82%	
Kew Gardens Hills	17,111	-0.15%	11,462	-3.58%	1,029	15.62%	1,804	88.51%	
Langston Hughes	2,355	-1.88%	8,138	4.25%	2,356	-11.26%	194	203.13%	
Laurelton	3,748	41.01%	3,387	38.47%	212	49.30%	40		1,2
Lefferts	3,510	-15.83%	5,286	3.61%	585	86.90%	1,215	-3.34%	
Lefrak City	16	6.67%			230				1,2
Long Island City	4,905	3.42%	10,656	74.89%	6,434	163.47%	1,171	-48.78%	
Maspeth	8,149	-3.63%	5,469	6.61%	804	13.72%	1,988	37.01%	
McGoldrick	6,171	-3.02%	5,021	-15.29%	390	-24.71%	1,645	-21.29%	
Middle Village	5,122	9.91%	4,586	11.28%	542	5.24%	824	-25.36%	
Mitchell-Linden	10,395	-3.99%	6,741	3.07%	506	-26.24%	1,708	38.75%	
North Forest Park	10,553	17.26%	5,333	10.85%	618	34.93%	1,459	236.95%	
North Hills	5,562	-4.38%	4,926	-2.55%	729	17.39%	1,871	178.84%	
Ozone Park	6,578	5.62%	6,415	5.20%	305	-44.85%	852	-7.59%	
Peninsula	7,790	11.32%	7,871	11.42%	216	-70.61%	171	80.00%	
Pomonok	4,830	7.50%	3,500	-4.63%	528	-7.69%	1,004	72.21%	
Poppenhusen	3,412	-4.75%	2,829	-1.08%	324	-39.44%	1,142	20.34%	
Queensboro Hill	1	-85.71%							1,2
Queens Village	4,868	0.00%	3,138	0.26%	338	-57.80%	543	122.54%	
Rego Park	3,957	-61.98%	1,525	-80.35%		-100.00%		-100.00%	1
Richmond Hill	9,868	0.24%	4,777	5.57%	2,063	40.24%	843	37.75%	
Ridgewood	11,246	9.72%	11,143	-42.12%	1,594	2.05%	1,837	51.07%	
Rochdale Village	4,498	-3.72%	4,964	0.08%	753	-49.22%	241	-85.18%	
Rosedale	2,979	-2.14%	3,413	4.92%	756	158.02%	2,006	59.08%	
Seaside	28	-41.67%							1,2
South Hollis	2,487	-11.27%	5,136	-29.55%	714	-57.17%	1,681	-15.10%	
South Jamaica	2,069	2.02%	3,943	17.77%	608	-21.14%	71	-83.41%	
South Ozone Park	3,588	-3.05%	4,301	5.47%	111	-41.27%	1,486	29.33%	
St. Albans	2,941	-11.55%	3,965	28.82%	341	44.49%	401	160.39%	
Steinway	14,300	14.85%	13,489	19.91%	308	-55.81%	1,245	22.66%	2
Sunnyside	10,947	-2.94%	9,187	7.61%	1,879	77.60%	2,178	38.99%	
Whitestone	8,027	-3.00%	4,209	-7.51%	1,111	3.16%	1,496	-14.07%	
Windsor Park	10,071	1.88%	5,973	3.34%	475	12.56%	2,424	90.27%	
Woodhaven	7,097	-8.05%	4,067	-7.94%	1,273	-33.56%	361	-12.80%	
Woodside	7,717	9.41%	7,366	2.19%	1,307	1.87%	1,440	12.32%	
Community Libraries Total	457,796	-3.85%	349,158	-3.57%	51,197	2.62%	63,752	-13.16%	
Central Library Adult Learning Center	1	0.00%			19				3
Elmezzi LIC Adult Learning Center	2	100.00%	2,262	360.69%	480	209.68%			
Elmhurst Adult Learning Center	26	-36.59%			756	-5.50%			3

President's Report: December 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
Flushing Adult Learning Center	77	-43.38%			888	13.85%			
Jackson Heights Adult Learning Center	8	-65.22%			264	16.81%			3
Peninsula Adult Learning Center	1	-80.00%			325	-17.30%			3
Rochdale Adult Learning Center	13	-50.00%			78	-56.42%			3
Adult Learning Center Total	128	-45.06%	2,262	360.69%	2,810	10.94%			

Central Adult Fiction	5,810	-3.18%							
Central Adult Fiction - Ask at Desk	2,668	9.98%							
Central Adult Non-Fiction	9,840	-8.73%							
Central Adult Non-Fiction - Ask at Desk	4,940	2.00%							
Central International Languages	742	-17.28%							
Central International Languages - Ask at Desk	191	98.96%							
Central Library Current Collection	1,081	-28.51%							
Central Library Fine Arts/Media Center	16,004	2.91%							
Central Library Others	720	-27.13%							
Central Library Hot Picks	457	83.53%							
Central Library Interloan	215	-0.46%							
Central Library Job Info Center	8	-55.56%							
Central Library Young Adult Room	2,863	13.88%							
Children's Library Discovery Center	14,643	-1.25%	10,172	-1.32%	4,061	-7.87%	2,139	29.09%	
Central Total	60,182	-1.21%	50,249	-4.69%	7,954	10.87%	15,654	13.33%	

Flushing	27,793	-10.22%							
Flushing IRC	6	-64.71%							
Flushing Job Info Center (JIC)	2	-71.43%							
Flushing Media Center	4,894	3.73%							
Flushing Total	32,695	-8.41%	68,181	-2.96%	10,218	269.82%	6,014	44.71%	

E-book and E-Magazines	292,565	24.73%							
Virtual Music and Movies	68,466	2.55%							
Culture Pass reservations	2,241	15.99%							
Online Learning Services usage	10,545	-16.42%							
Virtual Library Total	373,817	18.34%			2,443	8.48%	3,849	67.49%	
Langston Hughes Black Heritage	201	-16.60%							
Queens Village Mail-A-Book	2,705	0.37%			1,143	-27.75%	648	55.77%	
Correctional Outreach	687	56.49%			505	40.28%	59	103.45%	
Queensbridge		-100.00%	1,035	49.57%	171	29.55%			
Queens Library for Teens			6,696	68.50%	1,012	-25.70%			
Ravenswood	2	100.00%	1,251	-5.94%	139	-27.23%			
Mobile Library	558	-35.12%	312	-9.04%	405	255.26%			
Breezy Point Mobile Library	1,118		333		207				
Youth Services Mobile Library	247								
Other Total	12	-89.92%							
System Total	930,148	4.14%	479,477	-2.52%	76,151	14.69%	89,976	-4.41%	

Website Visits	584,798	61.36%
Wireless use	188,377	-22.66%
Computer Sessions	74,651	6.49%

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: January 22, 2026
AGENDA: Motion to Adjourn

Recommended Motion for Consideration

I move that the meeting be adjourned.