

**QUEENS LIBRARY
EXECUTIVE COMMITTEE
THURSDAY, MARCH 28, 2019**

Central Library
89-11 Merrick Blvd., Jamaica, NY 11432

AGENDA

6:15 PM EXECUTIVE COMMITTEE REGULAR MEETING

I. CALL TO ORDER

II. AGENDA

A. Action Item(s)

1. Holiday Schedule 2019 (ID # 1963)

B. Report Item(s)

1. Personnel Report - February 2019 (ID # 1942)
2. Personnel Report - January 2019 (ID # 1961)

III. ADJOURNMENT

1. Motion to Adjourn (ID # 1950)

Queens Library Board/Committee Item

BOARD/COMMITTEE: Executive Committee

DATE OF MEETING: March 28, 2019

ITEM ID #: 1963

AGENDA: Holiday Schedule 2019

The following is the present holiday schedule for December 2019.

DAY	DATE	LIBRARY OPEN/CLOSE
Christmas Eve	Tuesday, Dec. 24	Open
Christmas Day	Wednesday, Dec. 25	Closed
New Year's Eve	Tuesday, Dec. 31	Open
New Year's Day	Wednesday, Jan. 1	Closed

On Tuesdays, the Central Library and Flushing Library close at 9:00 p.m. and all other Branches at 6:00 p.m. Customer activity during these days is typically extremely slow because of the holidays.

The President & CEO recommends that the Board of Trustees approve that the library system close early on December 24, 2019, and December 31, 2019.

Recommended Motion for Consideration by the Executive Committee:

I move that the Executive Committee recommend to the Board of Trustees that the library system close at 1:00 p.m. on December 24, 2019 and on December 31, 2019.

Queens Library Board/Committee Item

BOARD/COMMITTEE: Executive Committee

DATE OF MEETING: March 28, 2019

ITEM ID #: 1942

AGENDA: Personnel Report - February 2019

PERSONNEL REPORT - 1/16/19 - 2/15/19

The attached Personnel Report is provided for your information as certified by the Director of Human Resources, for the period of January 16, 2019 to February 15, 2019:

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

Attachments:

Personnel Report - February 2019 (XLS)

Queens Library Board/Committee Item

BOARD/COMMITTEE: Executive Committee

DATE OF MEETING: March 28, 2019

ITEM ID #: 1961

AGENDA: Personnel Report - January 2019

PERSONNEL REPORT - 12/16/18 - 1/15/19

The attached Personnel Report is provided for your information as certified by the Director of Human Resources, for the period of December 16, 2018 to January 15, 2019:

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

Attachments:

Personnel Report - January 2019 (XLS)

Queens Library Board/Committee Item

BOARD/COMMITTEE: Executive Committee

DATE OF MEETING: March 28, 2019

ITEM ID #: 1950

AGENDA: Motion to Adjourn

Recommended Motion for Consideration:

I move that the meeting be adjourned.