

**QUEENS LIBRARY**  
**AUDIT COMMITTEE**  
**THURSDAY, APRIL 26, 2018**  
**MINUTES**

A meeting of the Audit Committee was held at the Central Library, 89-11 Merrick Boulevard, Jamaica, NY 11432 on Thursday, April 26, 2018. The meeting was called to order at 7:48 PM by Committee Chair Haeda Mihaltses.

**I. Call to Order**

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
Carl S. Koerner Esq.	Board Member	Present	
Judy E. Bergtraum Esq.	Chair of the Board	Present	
Haeda Mihaltses	Committee Chair	Present	
Edward Sadowsky Sadowsky Esq.	Board Member	Present	
Eli Shapiro Ed. D LCSW	Board Member	Present	

**II. Agenda Report Item**

**1. Review of Tax Form 990 - Fiscal Year 2017 (ID # 1721)**

Michael Tragale, Chief Financial Officer and Sr. VP, reported that the Tax Form 990 is an information-only document that can be used as a fundraising tool. This document does not result in tax liability or unrelated business income and used by IRS and the general public to evaluate the Library's non-profit operations, mission, programs, and finances.

Mr. Tragale reported that the board previously approved the data used on Tax Form 990 in September 2017. He asked that Paul Hammerschmidt of BDO, the independent financial auditor to discuss the process with the board. Mr. Hammerschmidt stated that the Tax Form 990 reflects the tax year 2016, July 2016, ending as of June 2017.

The Library's finance department and General Counsel reviewed the Tax Form 990 for the Fiscal year 2017 audit. This is the first year that BDO has worked with the Library as the independent financial auditor.

<b>RESULT:</b> <b>PRESENTED</b>
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**III. Adjournment**

**1. Motion to Adjourn (ID # 1722)**

**Recommended Motion for Consideration:**

*I move that the meeting be adjourned.*

<b>RESULT:</b>	<b>RECOMMENDED [Unanimous]</b>
<b>MOVER:</b>	Eli Shapiro Ed. D LCSW
<b>SECONDER:</b>	Carl S. Koerner Esq.
<b>AYES:</b>	Koerner Esq., Bergtraum Esq., Mihaltses, Sadowsky Esq., Shapiro Ed. D LCSW

The meeting was closed at 7:56 PM.

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**Committee Chair**