

**QUEENS LIBRARY**  
**EXECUTIVE COMMITTEE**  
**THURSDAY, DECEMBER 5, 2019**  
**MINUTES**

A meeting of the Executive Committee was held at the Central Library, 89-11 Merrick Boulevard, Jamaica, NY 11432 on Thursday, December 5, 2019. The meeting was called to order at 7:00 PM by Committee Chair, Judy E. Bergtraum Esq.

**I. CALL TO ORDER**

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
Judy E. Bergtraum, Esq.	Committee Chair	Present	
Matthew M. Gorton	Board Member	Present	
James M. Haddad, Esq.	Board Member	Excused	
Haeda Mihaltses	Chair of the Board	Present	
Robert Santos, Esq.	Board Member	Present	
Eli Shapiro, Ed. D., LCSW	Board Member	Present	
Earl G. Simons, Ed. D	Board Member	Present	
Lydon Sleeper O'Connell	Board Member	Excused	

**II. AGENDA**

**A. Action Item(s)**

**1. Motion to Go into Executive Session (ID # 2116)**

**Recommended Motion for Consideration:**

*I move that the meeting move into Executive Session.*

<b>RESULT:</b>	<b>RECOMMENDED [Unanimous]</b>
<b>MOVER:</b>	Matthew M. Gorton
<b>SECONDER:</b>	Earl G. Simons, Ed. D
<b>AYES:</b>	Bergtraum, Esq., Gorton, Mihaltses, Santos, Esq., Shapiro, Ed. D., LCSW, Simons Ed. D
<b>EXCUSED:</b>	James M. Haddad, Esq., Lydon Sleeper O'Connell

**2. Motion to Return to Public Session (ID # 2117)**

**Recommended Motion for Consideration:**

*I move that the meeting return to Public Session.*

<b>RESULT:</b>	<b>RECOMMENDED [Unanimous]</b>
<b>MOVER:</b>	Haeda Mihaltses
<b>SECONDER:</b>	Robert Santos, Esq.
<b>AYES:</b>	Bergtraum, Esq., Gorton, Mihaltses, Santos, Esq., Shapiro, Ed. D., LCSW, Simons, Ed. D
<b>EXCUSED:</b>	James M. Haddad, Esq., Lydon Sleeper O'Connell

**3. Action Resulting from Executive Session Discussion (ID # 2119)**

**Recommended Motion for Consideration by the Executive Committee:**

*I move that the Executive Committee approve the Board of Trustee's representation by the New York City Law Department in the private class action Jackson v. Queens Borough Public Library, Case Number 19-cv-6656.*

<b>RESULT:</b>	<b>RECOMMENDED [Unanimous]</b>
<b>MOVER:</b>	Judy E. Bergtraum, Esq.
<b>SECONDER:</b>	Robert Santos, Esq.
<b>AYES:</b>	Bergtraum, Esq., Gorton, Mihaltses, Santos, Esq., Shapiro, Ed. D., LCSW, Simons, Ed. D.
<b>EXCUSED:</b>	James M. Haddad, Esq., Lydon Sleeper O'Connell

**B. Report Item(s)**

**1. Personnel Report - November 2019 (ID # 2112)**

December 5, 2019

<b>RESULT:</b>	<b>PRESENTED</b>
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**2. Personnel Report - October 2019 (ID # 2092)**

<b>RESULT:</b>	<b>PRESENTED</b>
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**3. Personnel Report - September 2019 (ID # 2073)**

<b>RESULT:</b>	<b>PRESENTED</b>
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### III. OTHER BUSINESS

**1. Frequency of Committee and Full Board Meetings for Calendar Year 2020 (ID # 2118)**

Judy Bergtraum, Committee Chair, discussed the frequency of the full board and committee meetings. In the last year, several of the scheduled board and committee meetings were postponed due to factors such as seat vacancies and trustee attendance, which resulted in a lack of quorum.

According to the Library By-Laws, the board is required to meet six times per year, three of such meetings being essential to the approval of library business. Ms. Bergtraum also explained to the Committee that the Executive Committee has the authority to act on behalf of the Board, when not in session. She asked that the Committee and library senior staff brainstorm different ideas to address scheduling the committee and full board meetings for calendar year 2020, prior to presenting to the board for approval in December.

<b>RESULT:</b>	<b>PRESENTED</b>
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### IV. ADJOURNMENT

**1. Motion to Adjourn (ID # 2113)**

**Recommended Motion for Consideration:**

*I move that the meeting be adjourned.*

<b>RESULT:</b>	<b>RECOMMENDED [Unanimous]</b>
<b>MOVER:</b>	Matthew M. Gorton
<b>SECONDER:</b>	Robert Santos, Esq.
<b>AYES:</b>	Bergtraum, Esq., Gorton, Mihaltses, Santos, Esq., Shapiro, Ed. D., LCSW, Simons, Ed. D
<b>EXCUSED:</b>	James M. Haddad, Esq., Lydon Sleeper O'Connell

The meeting was closed at 8:06 PM.

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**Committee Chair**