

**QUEENS LIBRARY
NOMINATING COMMITTEE
WEDNESDAY, DECEMBER 5, 2018**

Long Island City Library
89-11 Merrick Blvd., Jamaica, NY 11432

AGENDA

5:00 PM NOMINATING COMMITTEE REGULAR MEETING

I. CALL TO ORDER

II. AGENDA

A. Entertain a Motion to go into Executive Session

1. Motion to Go into Executive Session (ID # 1895)
2. Motion to Return to Public Session (ID # 1896)

B. Action Item

1. Selection of Officers for 2019 (ID # 1894)

III. ADJOURNMENT

1. Motion to Adjourn (ID # 1897)

Queens Library Board/Committee Item

BOARD/COMMITTEE: Nominating Committee

DATE OF MEETING: December 5, 2018

ITEM ID #: 1895

AGENDA: Motion to Go into Executive Session

Recommended Motion for Consideration:

I move that the meeting move into Executive Session to discuss matters leading to the appointment of particular persons for appointment as officers of the corporation.

Queens Library Board/Committee Item

BOARD/COMMITTEE: Nominating Committee

DATE OF MEETING: December 5, 2018

ITEM ID #: 1896

AGENDA: Motion to Return to Public Session

Recommended Motion for Consideration:

I move that the meeting return to Public Session

Queens Library Board/Committee Item

BOARD/COMMITTEE: Nominating Committee

DATE OF MEETING: December 5, 2018

ITEM ID #: 1894

AGENDA: Selection of Officers for 2019

BACKGROUND:

The By-Laws of the Queens Borough Public Library applicable to the election of officers are as follows:

ARTICLE III

OFFICERS AND AGENTS

Section 1. Officers. The officers of the Corporation shall include a Chairperson, a Vice Chairperson, a Secretary, a Treasurer and an Assistant Treasurer, each of whom shall be chosen from among the appointed trustees, and such other officers, if any, as the Board of Trustees may from time to time appoint or elect. One person may hold more than one office in the Corporation, except that one person may not hold both the offices of Chairperson and Secretary.

Section 2. Election, Term of Office and Removal. The officers of the Corporation shall be elected annually by the Board of Trustees at the Board's annual meeting in January. Each shall continue in office until his or her successor shall have been elected and qualified, or until his or her earlier death, resignation or removal. The Board shall form a Nominating Committee in November of each year and a slate of candidates for the respective offices shall be presented to the Board in December. No officer shall be elected for more than

two consecutive terms for the same office. Any officer of the Corporation may be removed at any time, with or without cause, by the Board of Trustees.

Section 3. Vacancies. Any vacancy in any office may be filled by the Board of Trustees by election of the Board after nomination by the Chairperson. Any officer so elected shall hold office until the next annual meeting of the Board of Trustees and until the election and qualification of his or her successor.

Section 4. Chairperson; Powers and Duties. The Chairperson, who shall be chosen from among the appointed trustees of the Corporation, shall have responsibility for the overall supervision and direction of the Board of Trustees, and shall do and perform such other duties as may be assigned from time to time by the Board. The Chairperson shall preside at each meeting of the Board. He or she shall provide advice and counsel to the President and Chief Executive Officer of the Corporation, assist with the oversight and implementation of the work of the Corporation and shall be authorized to sign legal documents and other communications on behalf of the Corporation. No employee of the Corporation may serve as Chairperson.

Section 5. Vice Chairperson; Powers and Duties. The Vice Chairperson of the Board, who shall be chosen from among the appointed trustees of the Corporation, shall assist the Chairperson in the supervision of the activities of the Corporation and its several officers and shall have such other powers and duties as the Board of Trustees may prescribe. He or she shall act as Chairperson of the Board in the absence or disability of the Chairperson of the Board. No employee of the Corporation may serve as Vice Chairperson.

Section 6. Secretary; Powers and Duties. The Secretary, who shall be chosen from among the appointed trustees of the Corporation, shall act as secretary of all meetings of the Board of Trustees, and shall keep or cause to be kept, the minutes of all such meetings in the Corporation's minute book and certify the accuracy of the minutes. The Secretary shall attend to

the giving and serving of all notices of the Corporation and shall perform all duties incident to the office of the Secretary, subject, however, to the control of the Board of Trustees. The Secretary shall perform such other duties as required in these By-Laws and as shall from time to time be assigned to him or her by the Board of Trustees.

Section 7. Treasurer; Powers and Duties. The Treasurer, who shall be chosen from among the appointed trustees of the Corporation, shall keep or cause to be kept complete and accurate accounts of receipts and disbursements of the Corporation, and shall deposit or cause to be deposited all monies and other valuable effects of the Corporation in the name and to the credit of the Corporation in such banks or depositories as the Board of Trustees may designate. He or she shall disburse or cause to be disbursed the funds of the Corporation as directed by the Board of Trustees. The Treasurer shall serve as the Chair of the Finance and Investment Committee. At each regular meeting of the Finance and Investment Committee and whenever otherwise required by the Board of Trustees, the Treasurer shall render or cause to be rendered a statement of the accounts of the Corporation. He or she shall at all reasonable times exhibit or cause to be exhibited the books and accounts of the Corporation to any officer or trustee of the Corporation, and shall perform all duties incident to the office of Treasurer, subject, however, to the control of the Board of Trustees, and such other duties as shall from time to time be assigned to the Treasurer by the Board of Trustees. The Treasurer shall, if required by the Board of Trustees, give such bond or security for the faithful performance of his or her duties as the Board of Trustees may require. The expense of any such bond or security shall be paid by the Corporation.

Section 8. Assistant Treasurer. The Assistant Treasurer, who shall be chosen from among the appointed trustees of the Corporation, shall act as Treasurer in the absence or disability of the Treasurer with all the powers of the Treasurer. The Assistant Treasurer shall

perform such other duties as shall from time to time be assigned to the Assistant Treasurer by the Board of Trustees.

The By-Laws of the Queens Borough Public Library applicable to the Nominating Committee are as follows:

ARTICLE V

COMMITTEES

Section 7. Nominating Committee. A Nominating Committee shall be elected in November of each year and shall prepare and submit to the Board of Trustees at least ten days prior to the Board's regular meeting in December the slate of candidates for the officers of the Corporation. Any Trustee may offer additional nominees for any office at the Board's regular meeting in December. The Nominating Committee shall consist of five members, two of whom shall be appointed by the Chairperson of the Board and three of whom shall be elected by the Board.

CURRENT STATUS:

The current officers are:

Chair of the Board –

Judy E. Bergtraum, Esq. (*since 1/26/17*)

Vice Chairman –

Michael E. Rodriguez, Esq. (*since 1/26/17*)

Secretary –

Eli Shapiro, Ed.D., LCSW (*since 1/26/17*)

Treasurer –

Robert Santos, Esq. (*since 1/26/17*)

Assistant Treasurer –

Lydon Sleeper-O'Connell (*since 1/26/17*)

The current officers, each having been elected for two consecutive terms for the same office that he or she currently serves, are not eligible to serve in the next term the same office, which she or he currently serves.

Recommended Motion for Consideration by the Nominating Committee:

I move that the Nominating Committee recommend to the Board of Trustees the following slate of Officers for 2019:

Chairman of the Board –

Vice Chairman –

Secretary –

Treasurer –

Assistant Treasurer –

Queens Library Board/Committee Item

BOARD/COMMITTEE: Nominating Committee

DATE OF MEETING: December 5, 2018

ITEM ID #: 1897

AGENDA: Motion to Adjourn

Recommended Motion for Consideration:

I move that the meeting be adjourned.