

TRUSTEES OF THE PUBLIC LIBRARY OF THE CITY OF BOSTON

Annual Meeting of the Trustees as an Administrative Agency (First Meeting)

Tuesday, May 24, 2022 at 8:30 a.m.

Via [Zoom](#)

AGENDA

RECEIVED

By City Clerk at 11:36 am, May 19, 2022

I. Chair's Call to Order and Report

Priscilla H. Douglas, Chair

- A. Welcome Statement
- B. Roll Call of Board
- C. Review and Approval of Minutes for the Trustees Meeting held on March 18, 2022
- D. Trustee updates
- E. Committee updates
- F. BPL move to Human Services Cabinet

II. President's Report

David Leonard, President

- A. General updates
- B. Proposal & Vote for Community Room Dedication at the Adams St. Branch Library
Anne Mazzola, President of the Friends of the Faneuil Branch Library

VOTED: “that, the Trustees of the Public Library of the City of Boston approve the dedication and renaming of the Children’s Room at the Faneuil Branch library, ‘JaiJai’s Room’, after Jairam Miguel Rodrigues Rao.”

- C. Discussion of Accomplishments and Goals FY2022-2023

- D. MBLC 2020 Action Plan
Angela Veizaga, Director of Strategic Partnerships

VOTED: “that, the Trustees of the Public Library of the City of Boston approve to accept the Boston Public Library’s 2022 Action Plan for the Massachusetts Board of Library Commissioners.”

- E. BPL Equity Program Update
Roudnie Celestin, Equity Programs Officer

- F. Review and Approval of the Collection Security Policy
Beth Prindle, Head of Special Collections

VOTED: “that, the Trustees of the Public Library of the City of Boston approve the Collection Security Policy as presented.”

- G. Termination for the Boston Medical Library-BPL Deposit Relationship

VOTED: “that, the Trustees of the Public Library of the City of Boston approve to terminate the Boston Medical Library-BPL Deposit Relationship.”

III. **Trustees Finance and Audit Committee**

John Hailer, Committee Member and Ellen Donaghey, Chief Financial Officer

- A. Mayor Michele Wu’s FY23 Recommended Operating and Capital Budgets Executive Summary
Ellen Donaghey, Chief Financial Officer

VOTED: “that, the Trustees of the Public Library of the City of Boston vote to accept Mayor Michelle Wu’s FY23 Recommended Operating and Capital Budget.”

B. Award of Contracts

1. Mechanical, Electric, and Plumbing (“MEP”) Contract

VOTED: “that, the Trustees of the Public Library of the City of Boston award a contract to EMCOR Services, 80 Hawes Way, Stoughton, MA 02070 in the amount of Seven Million Six Hundred Seventy-Two Thousand Eight Hundred Seventy Eight Dollars and Seventy-Two Cents (\$7,672,878.72) to provide mechanical, electrical, and plumbing services for a term of three years.”

2. Elevator Maintenance Contract

VOTED: “that, the Trustees of the Public Library of the City of Boston award a contract to United Elevator Co., 165 Enterprise Drive, Marshfield, MA 02050 in the amount of Four Hundred Forty Seven Thousand Four Hundred Eight Dollars and Zero Cents (\$447,408.00) to provide elevator maintenance and repair services for a term of three years.”

3. Audit Review Firm Vote

VOTED: “that, the Trustees of the Public Library of the City of Boston award management of the Audit Review for the Boston Public Library to Marcum LLP, 155 South Street, Suite 100, Providence, RI 02903 in the amount of One Hundred Six Thousand Five Hundred Dollars and Zero Cents (\$106,500.00) for a term of three years.”

C. Delegate Approval for Fire Alarm Contract

VOTED: “that, the Trustees of the Public Library of the City of Boston approve delegation for the Fire Alarm Contract to the Finance and Audit Committee.”

D. Award of Annual Contracts

1. Contract or Contracts for Various Goods or Services relating to the Critical Repair Operating Budget for FY23

VOTED: “that, the Trustees of the Public Library of the City of Boston authorize the President, or designee, on behalf of the Trustees of the Public Library of the City of Boston, to enter into a contract or contracts for various goods or services relating to the Boston Public Library Critical Repair Budget for the period July 1, 2022 through June 30, 2023 provided that each contract entered into pursuant to this authorization shall have been estimated to be less than one hundred thousand dollars (\$100,000.00). In no event will the contracts cumulatively exceed three hundred thousand dollars (\$300,000.00).”

2. Contract for the Purchase of Books and Certain Other Library Bibliographical Acquisitions Materials

VOTED: “that, the Trustees of the Public Library of the City of Boston enter into a non-advertised contract, as authorized under G.L., c.30-B, Section 7(a), referred to as a “Procurement of Library Books,” between the Trustees of the Public Library of the City of Boston (a Corporation under Chapter 114 of the Acts of 1878), and the vendors listed therein (including any subsidiaries or agents), for the acquisitions of books and for certain other library bibliographical acquisitions materials, in an amount not to exceed the amount appropriated in the Library Department budget for books and other related bibliographical acquisitions materials, during the period July 1, 2022 through June 30, 2023.”

- E. Trustees Fellowes Athenaeum Trust Advisory Committee/Trust Fund FY23 Expenditure

VOTED: “that, the Trustees of the Public Library of the City of Boston approve the expenditure from the Fellowes Athenaeum Trust Fund in an amount not to exceed One Hundred Twelve Thousand Seven Dollars and Twenty-Three Cents (\$112,007.23) to support the Fellowes Athenaeum Trust Fund Programmatic Plan for FY23 as recommended by the Fellowes Athenaeum Trust Advisory Committee and to be presented at an upcoming meeting.”

- F. Review of delegation of certain contract approvals for the Board of Trustees

VOTED: “that, the Trustees of the Public Library of the City of Boston delegate approval of any contract deemed to be of a critical nature by the President of the Library during the period between May 2022 and September 2022 to the Finance and Audit Committee.”

- IV. Proposed Schedule of Trustees Meetings for 2022-2023
Priscilla H. Douglas, Chair

VOTED: “that, the Trustees of the Public Library of the City of Boston approve the proposed schedule of Trustees meetings for 2022-2023 at the Central Library as noted below:

- **Tuesday, October 11, 2022 8:30-10:00 a.m.**
- **Tuesday, November 15, 2022 8:30-10:00 a.m.**
- **Tuesday, January 17, 2023 8:30-10:00 a.m.**
- **Tuesday, March 21, 2023 8:30-10:00 a.m.**
- **Tuesday, May 23, 2023 8:30-10:30am, Annual Meeting**

**Meetings dates/times/location are subject to change.*

- V. New Business

- VI. Public Comment

“Please sign up for public comment the first 30 minutes of the meeting to support effective time management. On occasion, additional public comments on matters formally on the agenda may be allowed at the discretion of the

Chair, and time allowing. Members of the public are also reminded that comments may alternatively be submitted in writing to the Clerk of the Board for distribution to the Trustees.”

VII. Adjournment of First Meeting
Priscilla H. Douglas, Chair

Trustees of the Public Library of the City of Boston

Priscilla H. Douglas, Chair; Evelyn Arana-Ortiz, Vice Chair,
Jabari Asim, Navjeet Bal, Joe Berman, Ben Bradlee Jr,
Cheryl Cronin, Linda Dorcena Forry, John Hailer, Jeff Hawkins,
Senator Mike Rush, Representative Chynah Tyler, and Christian Westra

President, David Leonard
Clerk of the Board, Pamela R. Carver

This is an open meeting. The public is welcome to attend.
For information check www.bpl.org

Zoom: <https://boston-public-library.zoom.us/j/82780764547>

Meeting ID: 827 8076 4547

Call in option: 646 558 8656, 301 715 8592, or 312 626 6799, or 669 900 9128, or 253 215 8782

International numbers available: <https://boston-public-library.zoom.us/u/kbtzDTdtgt>