

TRUSTEES OF THE PUBLIC LIBRARY OF THE CITY OF BOSTON

Meeting of the Trustees as a Corporation and Administrative Agency

Tuesday, November 7, 2023 at 3:00 p.m.

Roslindale Branch Library

4246 Washington Street Roslindale, MA 02131

AGENDA

I. Chair's Report

Priscilla H. Douglas, Chair

- A. Call to Order
 - 1. Acknowledge EDI statement.
 - 2. Roll Call
 - 3. Review and Approval of Minutes for September 26, 2023 meeting.
- B. Welcome Remarks
- C. Introduction of New Trustees
 - 1. Jim Canales, Barr Foundation
 - 2. Ray Liu, M.D., Mass General Brigham Global Advisory
 - 3. Porsha Olayiwola, City of Boston Poet Laureate

RECEIVED

By City Clerk at 11:51 am, Oct 30, 2023

II. President's Report

David Leonard, President

- A. Invited Guests
 - 1. Jennifer Hawes, Roslindale Branch Librarian
 - 2. Linda Jackson, The Friends of the Roslindale Branch Library
- B. National and Global Library Trends
David Leonard
- C. BPL Utilization Data review (Reach) for FY19, FY21, and FY22
David Leonard and Lisa Pollack, Chief of Communications and Marketing
- D. Branch Facilities & Services Protocols Review
Sarah Zaphiris, Chief of Staff
Josh Rosenthal, Director of Operations
- E. MBLC Action Plan
Michael Colford, Director of Library Services

VOTED: "that, the Trustees of the Public Library of the City of Boston approve the Boston Public Library's 2024 MBLC Action Plan."

III. Trustees Finance and Audit Committee

John Hailer, Committee Member

Emily Tokarczyk, Chief Financial Officer

A. Approval of Votes

Emily Tokarczyk, Chief Financial Officer

1. Company One Contract

VOTED: “that, the Trustees of the Public Library of the City of Boston approve the contract with Company One Theatre, 539 Tremont St, Boston, MA 02116 in the amount two hundred fifty thousand dollars and zero cents (\$250,000) over three years for theater productions, programming and community engagement.”

2. Loading Dock Repair Contract

VOTED: “that, the Trustees of the Public Library of the City of Boston approve the award of a fully bid Ch. 149 construction contract to Structural Preservation Systems, LLC, 1755 Highland Avenue – Building B, Cheshire, CT 06410 in the amount of Four hundred twenty-five thousand five hundred dollars and zero cents (\$425,500) to repair the concrete platform of the Central Library loading dock.”

3. Strategic Planning Consultant Contract

VOTED: “that, the Trustees of the Public Library of the City of Boston approve the award of a contract to Gensler, One Beacon Street, Boston, MA 02108 not to exceed two hundred thousand dollars and zero cents (\$200,000) for services as a Strategic Planning Consultant.”

B. Delegation of Approval to Finance and Audit Committee

Emily Tokarczyk, Chief Financial Officer

1. Multi-Function Printer Contract

VOTED: “that, the Trustees of the Public Library of the City of Boston delegate approval of the Multi-Function Printer (MFP) service and equipment 5-year contract to the Finance and Audit Committee. This contract will be for systemwide printing, scanning and photocopying capabilities for patrons and back of house use, and is a service that must be compatible with our current Pharos “pay-for-print” software. It is estimated that the total 5-year contract should not exceed seven hundred fifty thousand dollars and zero cents (\$750,000).”

2. Newspaper Digitization Contract

VOTED: “that, the Trustees Finance and Audit Committee of the Public Library of the City of Boston recommend the Board of Trustees delegate approval to award a five hundred thousand dollars and zero cents (\$500,000) contract for Newspaper Digitization to the Finance and Audit Committee.”

C. Review of Gift/Donor Report

Emily Tokarczyk, Chief Financial Officer

IV. New Business

V. 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 in advance to the Clerk of the Board for distribution to the Trustees.”

VI. Adjournment

Priscilla H. Douglas, Chair

Trustees of the Public Library of the City of Boston

Priscilla H. Douglas, Chair; Evelyn Arana Ortiz, Vice Chair,
Navjeet Bal, Joe Berman, Jim Canales, Cheryl Cronin,
John Hailer, Jeff Hawkins, Ray Liu, Porsha Olayiwola, Jose C. Masso III,
Senator Mike Rush, Representative Chynah Tyler, Christian Westra, and Lynn Perry Wooten

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

This is an open meeting.

The public is welcome to attend in-person or stream virtually.

Zoom: <https://boston-public-library.zoom.us/j/85184356211>

Webinar ID: 851 8435 6211

Call in Option: 305 224 1968, 312 626 6799, or 646 558 8656

2023-2024 Board of Trustees Meeting Schedule

Tuesday, January 30, 2024 at 8:30 a.m. (Executive Committee only) via Zoom

Tuesday, March 26, 2024 at 8:30 a.m., Central Library

Tuesday, May 21, 2024 at 8:30 a.m., Annual Meeting, Central Library

**Subject to Change, see website for details*