

TRUSTEES OF THE PUBLIC LIBRARY OF THE CITY OF BOSTON

Meeting of the Trustees as a Corporation and Administrative Agency

Tuesday, November 15th, 2016, 8:30 a.m.
Commonwealth Salon, Central Library, Copley Square
700 Boylston Street, Boston, MA 02116

MINUTES

A meeting of the Trustees of the Public Library of the City of Boston as a Corporation and Administrative Agency was held in the Commonwealth Salon, Central Library, 700 Boylston Street, Boston on Tuesday, November 15, 2016 at 8:30 a.m.

Present at the meeting were: Chair Robert Gallery, Vice Chair Evelyn Arana-Ortiz, Trustees Ben Bradlee Jr., Cheryl Cronin, John Hailer, Paul La Camera, and Byron Rushing.

Also present: Boston Public Library President David Leonard, Boston Public Library staff, Executive Director of Mass. Board of Library Commissioners Dianne Carty, and members of the public.

Chair Robert Gallery presided, and called the meeting to order at 8:38 a.m.

Mr. Gallery asked if Trustees had edits to the draft Minutes of the September 20, 2016 meeting. With no comments, upon a motion duly made and seconded, the Minutes of the September 20, 2016 Trustees Meeting were approved.

Mr. Gallery then introduced Pamela Carver as prospective Clerk of the Board. Previous Clerk Deborah Kirrane left the post a few months ago, and Pamela Carver was selected by President Leonard as Clerk of the Board & Executive Assistant to the President after a thorough hiring process.

Upon a motion made and duly seconded, the Trustees

VOTED: “that the Trustees of the Public Library of the City of Boston approve the nomination as an Officer of the Trustees of the Public Library of the City of Boston of Pamela Carver, Clerk of the Board, for the period November 15, 2016 through June 30, 2017.”

The next item on the agenda was a discussion introduced by Mr. Gallery regarding the establishment of a Trustees Governance Committee.

Mr. Gallery said a Trustees Governance Committee would examine the relationship of the Library and Trustees to the Affiliate organizations that raise funds for the Library, and in a broader sense look at how the Board of Trustees is comprised. He and President Leonard have discussed asking a subset of the Trustees to serve on the new Committee. Many organizations find it helpful to have a Governance Committee to serve as a counsel to the President and the Board members. Mr. Gallery said he would like to talk to Board members about their interest.

In a related matter, President Leonard moved his agenda item titled Affiliate Conversations up on the agenda. He said a series of conversations with and about the Affiliate organizations had begun in July at the invitation of the Mayor.

To further those efforts, the Barr Foundation has hired a consulting firm, KublerWirka, to work with Library at moving forward. KublerWirka are experts in the areas of fundraising, strategic planning and governance for nonprofits and have partnered with museums and educational institutions in Greater Boston area. As part of their process, they will talk with all entities and get a sense of landscape. President Leonard said even at this starting point, all agree that more funds are need to continue the good works of the Library regardless of how the institution is organized.

President Leonard said that a Trustees Governance Committee would be beneficial. Several Board members spoke in support.

In response to a Trustee question, Mr. Gallery said he sees it as a permanent committee, which will establish a charter, if not assigned by Trustees Chair.

Mr. Gallery reiterated that the Library is grateful to the Barr Foundation for their assistance, and said he hopes to have the Governance Committee formed in the next 30-60 days to support those efforts.

In the first item on the President's Report, Mr. Leonard introduced Diane Carty, Executive Director of the Massachusetts Board of Library Commissioners, to share with Trustees a bit about the Board and its relationship to the Boston Public Library.

The Board, the oldest state Library agency in the country at 125 years, is dedicated to supporting Statewide Library efforts, said Ms. Carty. The board is comprised of nine gubernatorially appointed commissioners and 22 staff members.

In addition to administering State Aid to Public Libraries and federal Library Services and Technology Act (LSTA) grants, the Board offers advisory services to Libraries, their Trustees and Friends organizations. One of the seven Massachusetts budget line items administered by the Board is split between the Boston Public Library and the Massachusetts Library System to offer

services statewide. Other programs supported by the Board include Talking Books, the Massachusetts Center for the Book, and automated Library Networks around the state.

The Boston Public Library directly benefits from four of the Board's seven line items said, President Leonard. While Libraries are "off our highs" of funding at the state level, with patron demand on the rise, members of networks and regions are encouraged to advocate for an improvement or maintenance of funding, he said. Libraries and the Board work together to improve services and President Leonard said he has been encouraged by that collaboration.

Asked by Trustee La Camera to characterize the state of Massachusetts libraries, she said plans are underway for the first study of library buildings across the state. Over the years, the Board has funded the renovation of construction of 250 libraries. She also spoke of innovative programming the Board supports at local libraries with seed money, including science and technology programs for children.

She spoke of financial stresses faced by some local libraries. In recent years libraries are seeing funding slowly improve, but many are not at previous funding levels, Ms. Carty said.

President Leonard pointed out that the East Boston construction was aided by a grant from the Board and the Library has a request in for the next round to help with branch projects and potentially accelerate the Library's efforts. Also, Teen Central recently received a smaller LSTA grant.

Continuing with his report, President Leonard spoke of a very active two months since the Board's last meeting. With two major exhibitions and the newly renovated Johnson space being so well received, the Library's success has put added stress on staff in some areas, he said.

He spoke of the hundreds of programs offered in libraries across the city in connection with the Central Library's incredibly popular Shakespeare exhibition and other recent programming successes.

The next item on the agenda was a discussion of a newly drafted Organizational Structure for management of the Library. President Leonard shared a preview document with Trustees which showed Library functions organized into six divisions: Finance; Operations; Communications and Online Services; Collections; Central and Statewide Services; and Library Services, which includes Branches, Adult and Youth services, as well as the Kirstein Business Library.

In response to a Trustee question, President Leonard pointed out that the new structure includes more people directly reporting to the President than before. He said his aim is to allow for more collaboration, increase accountability, and to eliminate a layer of structure.

A position exists on the chart, reporting to the President, labeled Affiliates, Development and External Affairs. While there is no budget now for such a position, President Leonard said he gave it prominence because the work is important as is its connection to the President's Office. Right now those efforts fall on the President. Trustees said those responsibilities could be part of early conversations for the Governance Committee, especially if Library hopes to get more involved with private philanthropy.

The next item in the President's Report included an update on Staff Listening Sessions which President Leonard will be scheduling with staff at Central and Branch Libraries to learn what they see as the future for the Boston Public Library as well as challenges and opportunities.

City of Boston Capital Planning has kicked off for FY18. President Leonard doesn't anticipate changes in current schedule, which includes the opening of the renovated Jamaica Plain branch in the spring, continuing the design phase for Dudley and Roslindale work, and several programming studies for other branch projects. He said he does see an opportunity to look at scheduling projects that might happen in three or four years and to advocate for attention for other Boston Public Library facilities.

President Leonard then offered an update on the project to fix the environmental systems in the Rare Books Department, the site of some mold outbreaks. He said the Library is about to learn from its architect what its options are, but to properly repair the issue, the Library will consider moving the collections offsite temporarily. Barcoding and inventory work needed in preparation for the move may necessitate closing the department in 2017, he said.

The trustees were each given a copy of the Annual Report of the Associates of the Boston Public Library, highlighting the projects Library has been able to conduct with support of Associates.

In response to a question from Trustee La Camera about potential cuts to the Homework Assistance Program, President Leonard said meetings with children's librarians were held and changes were made to allow for continued funding for the program. The group will meet again with an eye toward making improvements to the program, he said.

Moving to the next portion of agenda, the Library's Chief of Collections Laura Irmscher and Chairman of the Special Collections Committee William Stoneman were introduced.

Mr. Stoneman said the Trustees had most recently approved the loan of several medieval manuscripts for the *Beyond Words* exhibition which has drawn crowds of people and spurred new study of the material worldwide.

He then said he and Ms. Irmischer would be presenting to new proposed loans to the Trustees. He said such requests come after the Special Collections Committee's own examination and approval, and that he invites more questions from Trustees.

When asked about the Library's own borrowing, Ms. Irmischer said the Library has been focused on showcasing its own material. The *Shakespeare Unauthorized* exhibit was cited as an example. It is complete with just the Library's own rich collections. *Beyond Words* was cited as an example of the BPL's getting increased exposure by sharing its materials in collaboration with trusted peer institutions.

Mr. Stoneman said because so much time and effort is involved in preparing valuable materials for loans, Library staff and the Special Collections Committee ask important questions first about the condition, digitization and logistics, among other concerns. Only when those issues are satisfied are requests passed to Trustees.

Ms. Irmischer reminded Trustees that all requests are subject to the Library's thorough *Exhibition Loan Policy and Procedures*.

With no further questions, and upon a motion made and duly seconded, the Trustees

VOTED: "that, pursuant to the terms of the Exhibition Loan Policy, the Trustees of the Public Library of the City of Boston approve the Loan of one object to the Kimbell Art Museum, Fort Worth, the Fine Arts Museums of San Francisco: Legion of Honor and the Museum of Fine Arts, Boston for period August 27, 2017 to October 8, 2018, for purposes, of *The Pursuit of Pleasure: Casanova's Europe*."

and

VOTED: "that, pursuant to the terms of the Exhibition Loan Policy, the Trustees of the Public Library of the City of Boston approve the Loan of one object to the Massachusetts Historical Society, Boston, for period May 10, 2018 to September 14, 2018 for purposes, of *Entrepreneurship and Classical Design in Boston's South End: The Furniture of Isaac Vose & Thomas Seymour, 1815-1825*."

Evelyn Arana-Ortiz, Chair of the Finance Committee, presented two proposals to the Trustees.

With no questions, and upon a motion made and duly seconded, the Trustees

VOTED: "that, there be entered into with Frank Depasquale/Il Panino, Inc. 11 Parmenter Street, Boston, MA 02113 the sole responsive and responsible bidder in a public Request for Proposal as authorized under G.L.C. 30B, to lease a parcel of

exterior land adjacent to the North End Branch Library located at 25 Parmenter Street Boston, MA 02113 for a five (5) year term; January 1, 2017 through December 31, 2021, with the Option for a five (5) year extension, not to exceed two hundred forty thousand dollars and zero cents (\$240,000/\$4000 Monthly) for the original five year term, and not to exceed two hundred fifty two thousand, and zero cents (\$252,000/\$4200 Monthly) for the optional five year extension. The Boston Public Library Evaluation Committee performed an evaluation of the proposal presented by one vendor as described in the Request for Proposal (RFP) and through this process determined that the proposal presented by Frank DePasquale/Il Panino represented the sole best value for the Boston Public Library.”

and

VOTED: “that the Trustees of the Public Library of the City of Boston authorize a contract not to exceed \$60,000 with Dr. Martha Mahard to expand the print inventory to include photographic material.”

There being no New Business, the meeting then moved to Public Comment.

Greg Tobin of the Friends of the Roslindale Branch Library informed Trustees that the group is planning events focusing on diversity and inclusiveness in 2017. Trustee Arana-Ortiz asked for more information as plans develop, and offered to be involved with this effort in any way that would be helpful.

Marleen Nienhuis of the Friends of the South End Branch Library requested an update on the Boston Public Library Foundation. President Leonard said the most recent reports are on the Library’s website, ww.bpl.org.

When looking for ways to make the Library’s financial pie bigger, Ms. Nienhuis encouraged Trustees to consider the role of branch Friends groups.

Trustees were invited to see the newly restored Chavannes mural after the meeting.

With no further business, upon a motion duly made and seconded, the Trustees voted to adjourn the meeting at 9:40 a.m.

2017 Trustee Meeting Schedule

2017

- **Tuesday, January 24, 2017, 3 p.m., Charlestown Branch**

- **Tuesday, March 14, 2017, 8:30 a.m., Central Library**
- **Tuesday, May 16, 2017, 8:30 a.m., Annual Meeting, Central Library**

Trustees of the Public Library of the City of Boston
Robert E. Gallery, Chair; Evelyn Arana-Ortiz, Vice Chair,
Zamawa Arenas, Ben Bradlee Jr., Cheryl Cronin, Carol Fulp, John Hailer,
Paul A. La Camera, Byron Rushing

President, David Leonard
Clerk-Elect, Pamela Carver
Acting Clerk of the Board, Ellen Donaghey
Minute taker, Mary Bender

These are open meetings. The public is welcome to attend.
For information check www.bpl.org