



BOSTON PUBLIC LIBRARY BOARD OF TRUSTEES ANNUAL MEETING AS AN ADMINISTRATIVE AGENCY

Tuesday, May 16, 2017, 8:30 a.m.
Central Library, Copley Square

PRESIDENT'S REPORT

David Leonard
President



Boston Public Library FY17 Accomplishments & FY18 Goals

- * Key Accomplishments
- * Special Collections Accomplishments
- * Programs, Exhibitions, Services Accomplishments
- * Technology and Digital Services Accomplishments
- * Facilities Accomplishments
- * Awards
- * Trustee and Staff Recognition
- * Kudos from the Public
- * FY18 Goals





PROPOSED EXPANSION OF SERVICES AT THE NEWSFEED CAFÉ

The Catered Affair

Alex Marconi, Owner/Vice President of Operations

Pierre Prat, General Manager







*Indoor access point
w/ B&W service*





DISCUSSION OF MEETING ROOM POLICY AND PROCEDURES

Emily Tokarczyk
Director of Special Events





TRUSTEES SPECIAL COLLECTIONS COMMITTEE

William Stoneman, Committee Chair
Laura Irmischer, Chief of Collections





TRUSTEES FINANCE AND AUDIT COMMITTEE

Evelyn Arana-Ortiz, Committee Chair
Ellen Donaghey, Chief Financial Officer



COB Operating Budget 4.4% Increase

- Chinatown Temporary Services
- Security Budget (Central & Branches)
- Collections Budget
- Additional Facilities Position
- Reallocation of Critical Repair Funds
 - Total \$1.5m

FY18 Mayor Walsh's Recommended Operating and Capital Budgets

Category	FY17 Budget	FY18 Recommended	Change	Description
Permanent Employees	23,758,230	24,232,573	474,343	new staff, appx. \$280k
Overtime	297,200	325,000	27,800	Increase to match routine spending
Other Salary Costs	173,900	172,900	-1,000	
Telecomm/Utilities	3,413,832	3,626,986	213,154	Reclassification of costs, E-Rate, Chinatown
Repairs/Maintenance Buildings	2,131,313	2,182,879	51,566	Contractual increases
Repairs/Service Equipment	290,374	375,534	85,160	Contractual increases
Contracted Services	1,358,946	1,696,479	337,533	Reclass of Costs, Critical Repair, Inc security
Misc Supplies/Materials	2,631,168	2,810,008	178,840	Increase in Collections budget (include Chinatown)
Other Costs	436,773	573,128	136,355	software renewal,
Equipment	10,000	35,000	25,000	New equipment increase, landscaping increase
Total	34,501,736	36,030,487	1,528,751	4%

Trustee Funds

Category	FY17 External	FY18 External	Change	Description
Permanent Employees	3,150,325	3,096,112	-54,213	Reclassify overtime
Overtime	161,000	250,000	89,000	
Other Salary Costs	97,600	55,100	-42,500	FY17 budgeted too high
Telecomm/Utilities	97,900	0	-97,900	Sale of Norwood
Repairs/Maintenance Buildings	372,000	471,220	99,220	Contract for new services, higher event costs
Repairs/Service Equip	169,987	197,885	27,898	New Equipment Repair
Contracted Services	1,407,941	2,301,415	893,474	Based upon FY17 Actuals (inventory), reallocate IT services
Misc Supplies/Materials	2,065,311	1,699,642	-365,669	Higher City Budget for materials
Other Costs	350,930	231,890	-119,040	Johnson Year 1 Programming complete
Equipment	453,638	370,900	-82,738	Based upon FY17 Actuals
Programming	586,097	218,970	-367,127	Johnson Year 1 Programming complete
Total	8,912,729	8,893,134	-19,595	

Projected FY18 Resources							
Resource	FY17 Budget	FY18 Recommended Funding	Notes				
City of Boston	\$34,501,736	\$36,030,487	Increase of \$1,528,751 from FY17				
Affiliates	\$1,012,748	\$1,021,486					
Library for The Commonwealth	\$2,501,883	\$2,501,883	Based on Governor's budget - final House budget contains a \$200,000 increase				
Interlibrary Loan	\$100,000	\$100,000					
State Aid to Libraries	\$679,275	\$678,874	Based on Governor's Budget - House budget includes 5% increase				
Trust Fund Income	\$2,210,989	\$1,960,732	Reduction for inventory costs				
Other Sources	\$2,468,835	\$2,580,365					
Estimated FY18 Revenue:	\$43,475,466	\$44,873,827					

FY18 Recommended Capital Projects

<u>Project</u>	<u>Status</u>	<u>FY18</u>	<u>Total</u>	
Adams Street Branch Library	Study Underway	1,610,000	12,600,000	
Central Library: Roof Replacement	To Be Scheduled	150,000	4,830,000	
Central Library: Piping Infrastructure	To Be Scheduled		1,950,000	
Central Library: Rare Books and Manuscript	New Project	1,950,000	15,725,000	
Dudley Branch Library Renovation	In Design	6,296,250	14,718,000	
Egleston Square Branch Library	To Be Scheduled		12,100,000	
Faneuil Branch Library	To Be Scheduled		12,625,000	
Fields Corner Branch Library	To Be Scheduled	100,000	12,100,000	
Jamaica Plain Branch Library	To Be Scheduled	803,402	10,000,000	
Lower Mills Branch Library Improvements	New Project	94,000	94,000	
North End Branch Library Improvements	To Be Scheduled	0	1,475,000	
Parker Hill Branch Library	In Design	1,568,700	2,400,000	
Permanent Collections Storage Study	Study Underway	25,000	75,000	
Roslindale Branch Library Renovations	In Design	700,000	6,700,000	
South Boston Branch Library Improvements	New Project	99,000	99,000	
South End Branch Library Improvements	New Project	132,000	132,000	
Uphams Corner Branch Library	To Be Scheduled	90,000	17,980,000	
West Roxbury Branch Library	New Project	100,000	100,000	
Total		13,718,352.00	125,703,000.00	

The background of the slide features a teal-tinted image of a classical building facade. A large stone statue of a person wearing a helmet is visible in the center. Above the statue, the words "FREE-TO-A" are carved into the stone. In the bottom right corner, there is a stylized fan logo with multiple curved segments radiating from a central point.

REVIEW OF MANAGEMENT LETTER FOR FY16

Matthew S. Hunt, CPA and Principal
CliftonLarsonAllen, LLP



TRUSTEES FINANCE AND AUDIT COMMITTEE

Evelyn Arana-Ortiz, Committee Chair
Ellen Donaghey, Chief Financial Officer



Proposed Schedule of Trustees Meetings for 2017 – 2018

- * Thursday, September 28, 2017, 3:00 p.m., Dudley Branch
- * Thursday, November 16, 2017, 3:00 p.m., Jamaica Plain Branch
- * Tuesday, January 30, 2018, 9:00 a.m., East Boston Branch
- * Thursday, March 29, 2018, 5:00 p.m., Roslindale Branch
- * Tuesday May 8, 2018, 8:30 a.m., Annual Meeting, Central Library

**Meetings are subject to change*



The background is a teal-tinted photograph of a classical building facade. A large stone statue of a person wearing a helmet is visible. Above the statue, the words "FREE-TO-A" are carved into the stone. In the bottom right corner, there is a stylized, golden-colored fan or leaf logo.

PUBLIC COMMENT

Robert E. Gallery, Chair



BOSTON PUBLIC LIBRARY BOARD OF TRUSTEES ANNUAL MEETING AS A CORPORATION

Tuesday, May 16, 2017
Central Library, Copley Square

TRUSTEES NOMINATING COMMITTEE

Paul A. LaCamera
Committee Chair



NOMINATING SLATE OF OFFICERS

CHAIR OF THE BOARD, ROBERT E. GALLERY

VICE CHAIR OF BOARD, EVELYN ARANA-ORTIZ

CLERK OF THE BOARD, PAMELA CARVER

