

# TRUSTEES OF THE PUBLIC LIBRARY OF THE CITY OF BOSTON

## Meeting of the Trustees as a Corporation and Administrative Agency

Thursday, November 16, 2017 at 3:00 p.m.  
Boston Public Library, Jamaica Plain Branch  
30 South Street, Jamaica Plain 02130

### MINUTES

A Meeting of the Trustees of the Public Library of the City of Boston was held at the Jamaica Plain Branch Library, 30 South Street, Jamaica Plain, MA 02130 on Thursday, November 16, 2017 at 3:00 p.m.

Present at the meeting were: Chair, Bob Gallery, Vice-Chair, Evelyn Arana-Ortiz and Trustees: Zamawa Arenas Ben Bradlee, Cheryl Cronin, Priscilla Douglas, John Hailer, Paul LaCamera, and Representative Byron Rushing. Also present were: David Leonard, President, Pamela Carver, Clerk of the Board, along with Boston Public Library staff and members of the public.

Chair Robert Gallery called the meeting to order at 3:04 p.m. and addressed the order of business. Mr. Gallery thanked everyone for attending the meeting and invited Jamaica Plain Library, Laura Pattison to give welcome remarks.

Ms. Pattison welcomed the Trustees and the community to the JP library and introduced her staff. She thanked the Trustees for their support and noted their Circulation is the highest in the BPL system. She thanked the Friends group for all their daily assistance. She introduced Gretchen Grozier and Don Haber, Co-chairs of the JP Friends group.

Ms. Grozier spoke on behalf of the group and gave a brief history of it founding. She stated the renovation was 12 years in the making and now there is something for every age group. She highlighted some of the unique features, such as the makerspace and 3D Printer, and the reading porch.

Mr. Gallery thanked the staff for taking such good care of the patrons every day and then moved to the first matter of business, approval of the meeting minutes of the September 28, 2017 meeting. No edits were made so a motion was duly made, seconded and approved the meeting minutes of September 28, 2017.

Mr. Leonard thanked Ms. Pattison and her staff along with the Friends. He began the President's report by highlighting some systemwide developments. He introduced Anna Fahey-Flynn as the new Central Library manager. He welcomed her to the team and highlighted her experience. He explained this fills out the Admin Council with one footnote to hire a Director of Strategic Planning, which is budgeted, approved, and will be posted in the near future.

Mr. Leonard went over some general updates including an update to the Homeless and Outreach initiatives. He noted that since the last Board meeting, Pine Street Inn has dedicated an "Outreach Navigator" funded partly by the City's Department of Neighborhood Development, and Library trust funds (based on external pledges). He noted as part of the BPL's outreach we would contribute to the outreach packets for distribution through the City of Boston's Veterans Affairs office. This effort will increase our outreach to additional populations in need.

Mr. Leonard was thrilled to announce that the Internet Archive awarded the BPL the “*Internet Hero Award*”, which is only the 2<sup>nd</sup> time they have given this award.

As part of the preparation for opening the Chinatown temporary services location, the BPL has consulted with several major libraries in the Greater Boston area; particularly those with offerings for the Chinese/American populations (including: Lexington, Cambridge, Malden, Quincy and others). This initial conversation has the potential to result in a standing regional network. This project is on track and due to open early next year.

The Dudley Branch will be closing on November 17, 2017 for its renovation; the library also held well attended community meetings regarding both the Uphams Corner and Roslindale Branch projects.

He continued that for the FY19 budget, the library has received its initial city guidance and will prepare draft submissions in early 2018 for Trustee review. Mr. Leonard explained that in response to staff and public inquiries regarding the accessibility ramp at the McKim Building, the BPL has asked the Landmarks Commission for permission to retain or redeploy it on a temporary basis as they continue advocating for a more permanent solution.

Mr. Leonard drew the trustees’ attention to the Controlled Digital Lending Principles Document. It is spearheaded by the Internet Archive who asked the BPL to sign on. It is a new standard that reapplies copyright law and fair use standards. This was reviewed by Counsel and advised there is minimal risk in signing on to this particular set of principles.

Mr. Leonard then reviewed a set of principles with respect to patrons who identify as transgender. This is a statewide initiative which the Mayor has supported and the library will sign onto it as a City Department. So unless there is any objection from the Board, we will be signing onto the statement. The members had a brief discussion and clarified some questions they had regarding digital lending.

Mr. Leonard asked Michael Colford, Director of Library Services to discuss the amended “Appropriate Use Policy”. Mr. Colford explained that he and a group of managers reviewed and updated the policy. It had not been updated since 2007 and their goal was to make it clearer. He noted there were not substantial changes in the content and they compared the policy to other urban libraries and used more contemporary language and restructured the layout, to allow staff to be more consistent with their responses to infractions. He explained this is a tool for the staff to use to notify the public of the rules of the Library.

Rep Rushing had some concerns that the language was not a welcoming policy and suggested they add the Compass principles to the document. He also had concerns that Marijuana and tobacco products was not mentioned consistently and suggested revisions. There was discussion to add in more specific language regarding the “appearance of sleeping”. Ms. Cronin suggested using “Library staff may exercise efforts to manage the situation”. Mr. Colford said he would take their suggestions under advisement and make appropriate changes. Mr. Leonard asked the Board to take a vote to accept this policy with the inclusion of the mission and welcoming statement in the beginning, clarification for marijuana and tobacco products, and further clarification of the language regarding sleeping to be amended, as requested. A motion was duly made, seconded, and

**VOTED: “that, the Trustees of the Public Library of the City of Boston approve the amended version of the Appropriate Library Use Policy.”**

Mr. Gallery called on Ms. Arana-Ortiz to give the Finance and Audit Committee updates. Ms. Arana-Ortiz stated that they are asking for the Board to delegate the award of contracts less than \$100,000 to the Finance and Audit Committee. She explained this will allow the BPL to move on smaller contracts quickly. Mr. Gallery stated that the Committee is a subset of the trustees, comprised of four of the nine of them and it will help expedite the process more efficiently. Ms. Cronin suggested updating specific guidance for the committee, regarding what to approve and what to bring back to the committee of the whole. The Board discussed this matter regarding developing some principles as to which matters that would come back to the Board for consideration. With no further comments, a motion was duly made, seconded, and

**VOTED: “that, the Trustees of the Public Library of the City of Boston delegate approval for award of all contracts valued at less than \$100,000 to Trustees Finance and Audit Committee.”**

Ms. Arana-Ortiz reviewed the new Asset Allocation for a Multi-Sector Fixed Income Manager. She explained that three money manager presented before the committee. The Committee debated the pros and cons for each of the manager but did not take a final vote. She requested that the Board delegate approval to the Finance and Audit Committee to make the final vote based on their recommendation. She invited any interested member to attend the meeting. A motion was duly made, seconded, and

**VOTED: “that, the Trustees of the Public Library of the City of Boston delegate approval for the selection of the Multi-Sector Fixed Income Manager to the Trustees Finance and Audit Committee.”**

Mr. Gallery invited Mr. Alex Marconi from the Catered Affair to update the Board. He commented that a key hallmark of the renovated space is the Newsfeed Café and the WGBH satellite studio and welcomed them to discuss after one year where they are and where they are going.

Mr. Marconi thanked the Board for allowing them to give an update as they celebrate one year of launching the Newsfeed Cafe. He gave a brief description of their operation and hours with a focus to engage and educate the patrons. He stated that since opening in September 2016, they have served over 39,000 patrons. He explained they have expanded their menu to offer beer/wine and expanded to the patio and added a mobile cart. They try to source local businesses with their food selections. One specific benefit is that attendees of BPL programming can attend either before/after events. He highlighted some of the expanded programming for customers, example: Brainiac’s and Brews (WGBH sponsored, brainteasers, challenges, and activities while drinking beer) Next the Café has created a space to gather, and offer tasting nights,. They collaborate with the literary trivia night, One Fund Breakfast, and One Boston (with donations that gave back to the Emerald necklace) to name a few. They host various book readings around the Book festival, and the Writer-in-residence. They are working continuously to strengthen the partnerships through food and events.

Ms. Linda Polach of WGBH thanked the Trustees and stated it was her privilege to be the BPL and

WGBH Ambassador. She gave a brief presentation on the first year at the BPL. She said they entertain intrigued children, families, tourists, and locals. She explained that Boston Public Radio (“BPR”) is the anchor of the activity at the BPL for three full hours. It is currently broadcast two days from the library every week, may possibly increase to three days. It allows the public to engage in civic issues. They are close to 100 BPR shows at BPL to date. It reaches 2,000 people every week. The vision is to be relevant today but to do a mix of classics (i.e. Shakespeare). She highlighted some of the programs they hosted over the year from broadcasters, musicians to civic discussions all in the hopes to engage the community.

They are focusing on building the partnership, and with regard to the ‘Arthur’ character, decided to do more collaboration with BPL and Newsfeed café to make better and bigger events. Looking ahead, Ms. Pollach stated they are going to target a new neighborhood each month; talk about what is percolating in those areas specific to matters of cultural interest.

She sees many opportunities to collaborate in the future and meets with the Library Services and Events team regularly. Mr. Gallery opened it up for discussion and questions.

Ms. Arenas thanked the presenters for their thoughtful and full presentations, but wondered what could be better with BPL. She asked what more can be done with consistent programming and giving more advance notice to the public of what is coming up. Ms. Cronin stated that she hoped they would include more joint programming with local entities to leverage the marketing capacities. Ms. Pollach responded that finding a way to market better is a priority to WGBH. She stated that this first year has laid the ground work and they hope to increase the broadcast, collaborations and joint programming opportunities with other institutions. The first year was the building block for the future. The board thanked her for the great first year.

Mr. Gallery asked Mr. Hailer to give an update on the Philanthropic Strategy and Development from the Governance and Development Committee. Mr. Hailer stated that the Board will be increasing from nine to fifteen trustees. He explained that they have not yet developed in depth plans as to the criteria and process for the new slots, but one of the goals is to have a dynamic Board that reflects the community and diversity of the City of Boston. Yet, recognizing this Board needs to help with the financial stability of the Library. Mr. Hailer explained he will be calling each of the trustees individually and get their thoughts are on expanding the Board along with their goals for the positions and bringing the feedback to an early 2018 meeting to discuss more formally.

Mr. Gallery thanked the Committee and all those involved in this process to help cement the sustainability of the Library in the years to come.

With no new business, Mr. Gallery asked for public comments.

Don Haber, co-chair of the Jamaica Plain Friends commented on the great space and the increase in patron usage. He requested more staff to staff all the new spaces. He noted they can not do as much programming as they would like due to the lack of the staffing. Friends put a volunteer schedule together over the summer with a three week program that filled up in one day. He also suggested that one new Trustee be a representative from the community or branch.

Laura Gang, from the Roslindale Friends wanted to let the Trustees know that there has been lots of community interest in their project and thanked the Roslindale staff for their help on the renovation

discussion. She discussed a variety of programs that are being well received and noted they are looking to do more fundraising. A new committee was formed on race and inclusion to raise awareness.

Vivian Wu Wong along with other members from the Chinatown Friends expressed their appreciation for the development of the new Chinatown Temporary Services location and for taking their input and suggestions for staffing. She and the community are eagerly awaiting the opening of the space as well as the feasibility study being released and hope to continue to collaborate with BPL.

Elissa Cadillac, AFSCME President commented on updates to the Appropriate Use Policy, she agreed that she wants the BPL to be welcoming, but staff is sometimes threatened and AFSCME wants to ensure that staff is safe. Whatever is enforced, should be enforced Systemwide. She hoped that staff is encouraged to enforce the policy and that the Trustees will support the staff to keep each location a safe and welcoming place. With respect to WGBH and The Catered Affair, she admitted she was skeptical at first, but admitted the space is always full. However, she requested they provide a schedule, to be better notified in advance of of scheduled events and programs. The additional outdoor space has caused an increase in homeless activity at night, with impact to security and custodial staff, dealing with clean-up and rousing patrons sleeping in sheltered areas. Last, she asked that keeping in mind the budget process, that there be a request to increase staff to support the larger renovated space at the Library.

David Vieira, addressed the expansion of the Board. He expressed the need for community representation and feels that some of the new members should be filled from the affiliates and Friends groups.

Marleen Nienhuis, South End Friends, along with another member, Ms. Harrington: provided an update on their fundraising efforts which is two phase campaign focused on the next few years to renovate the interior of the branch in conjunction with a hoped for city capital project. She updated the board on the \$132,000 city funding for the first phase and the proposal to seek at least an additional \$200,00 for the second phase.

Mr. Gallery, thanked all for their efforts and for attending the meeting. With no further business, the meeting was adjourned at 4:38 p.m.

Respectfully submitted,

Pamela Carver