

TRUSTEES OF THE PUBLIC LIBRARY OF THE CITY OF BOSTON

Meeting of the Trustees as a Corporation and Administrative Agency

Thursday, September 27, 2018 at 3:00 p.m.
Boston Public Library, Parker Hill Branch
1497 Tremont Street, Roxbury, MA 02120

MINUTES

A Meeting of the Trustees of the Public Library of the City of Boston as a Corporation and Administrative Agency was held at the Parker Hill Branch Library, 1497 Tremont Street, Roxbury, MA 02120 on Thursday, September 27, 2018 at 3:00 p.m.

Present at the meeting were: Chair, Robert Gallery and Trustees: Zamawa Arenas, Jabari Asim, Cheryl Cronin, Priscilla Douglas, John Hailer, and Representative Byron Rushing. Not present were: Vice-Chair, Evelyn Arana-Ortiz, Ben Bradlee and Senator Linda Dorcea Forry. Also present were: David Leonard, President, Pamela Carver, Clerk of the Board, along with BPL staff and members of the public.

Chair Robert Gallery called the meeting to order at 3:05 p.m. and addressed the order of business. Mr. Gallery thanked everyone for attending the meeting and invited President of the Friends of the Parker Hill Branch, Nancy Ahmadifar to give welcome remarks.

Ms. Ahmadifar thanked the Trustees for their presence and welcomed everyone to the newly refurbished library. She explained the Friends are a loosely formed group that offer support to the programs and grants for the branch. She discussed some of the programs they offer for all ages, the most popular being yoga for over 55 year olds. This fall, the Friends will be bringing ArtsEmerson to the branch for the first time. She thanked the branch staff, the trustees, and fellow community members for keeping the branch alive. She mentioned they will be hosting their first Friends meeting that Saturday.

Mr. Gallery thanked Ms. Ahmadifar for the Friends support of the branch and their community. He called for the approval of the minutes of the annual May meetings. With no edits or comments, a motion was duly made and seconded. The Trustees voted in favor to approve the minutes of both meetings on May 8, 2018. Mr. Gallery welcomed the newest Trustees, Senator Linda Dorcea Forry and Jabari Asim and looks forward to serving with them on the Board.

Mr. Leonard gave the President's report and update. He began by acknowledging the newest member to the Leadership team at the BPL, Lisa Pollack, the Chief of Communications and Marketing. She gave a brief background of her experience and noted she was thrilled to be a part of the BPL team. Next, Mr. Leonard highlighted that the City Council passed the budget in June. He said he was happy to be at the branch after the repairs and refresh.

The first topic was to update on the Capital Projects at the Branches. He introduced some key members of the team, Alison Ford, Major Projects Manager and Priscilla Foley, Director of Neighborhood Services to give the report. Ms Ford explained the three phases of a project study: programming, design and construction. She then gave a brief overview of what each phase entails. Both she and Ms. Foley then reviewed the list of branches that were in a project study. Fields corner is currently in process of being study approved and will then enter the programming phase. Community meetings will be set up accordingly. Moving onto design phase, they explained they were hopeful to finish Adams in Spring of 2019 and Roslindale later in 2019. Lower Mills, South Boston and South End will all wrap up in late 2018. She noted that they are still working closely with the South End community in regards to

determine what the correct scope is for that project. In addition, the Rare Books project at Central is slated to complete their design in fall 2018. Ms. Ford gave a brief outline of what each branch's renovation/repair will include. West Roxbury and Dudley are currently under construction. Dudley is undergoing a complete renovation with an anticipated completion in winter 2020 and West Roxbury with minor repairs due to complete in winter 2019.

Ms. Ford explained that Upham's Corner was a bit more complex as it is a collaborative project with multi-parcel projects working with multiple agencies. It is part of Mayor Walsh's 2030 plan and determining timing is a bit challenging at this time.

Mr. Leonard added that these are just some of the projects in the \$128 million commitment to the libraries. However, he hopes to add Codman Square to the list as soon as feasibly possible.

Next, Mr. Leonard invited Ms. Beth Prindle, Head of Special Collections to give an update on the Rare Books/Manuscripts project. Ms. Prindle thanked the trustees for having her on behalf of Ms. Laura Irmischer. She began by taking a step back to give a bit of a review of how they got to where they are now. Back in 2015, there was a mold outbreak in the Johnson building which had a climate system not equipped to properly care for the collection. There was no heating, cooling or humidity controls. The mold was significant and forced them to close for approximately two months to clean it properly. Which brings us to today. The renovation will allow to improve temperature and humidity controls, security, shelving conditions to industry standard, and enhance both public and staff spaces. The project is budgeted for \$15.7 million in city capital funding and includes two floors, enhancing the conservation space, and adding some museum quality display in the lobby. The project is nearing the end of its design phase with move out and prep for the construction happening now. The construction is expected to take one year followed by a wait period to ensure all security systems are working properly. She went on to explain that they have currently inventoried over 120,000 manuscripts and assessed the entire rare books collection. They hired an outside vendor to pack, move and store the collection.

Mr. Leonard explained that this project is unprecedented given the size of the BPL's collection being the third largest in the country. Our mission is to educate, following the engraving on the building in Copley Square. Our job is to take the wonderful gifts from the past and ensure they are illuminated and used for programs. So in some ways, the scale of this project is equivalent to that of a full branch renovation. The Board asked a few questions and thanked Ms. Prindle and her staff for the thoughtful and caring attention with the public's best interests.

Mr. Leonard recognized Mr. Michael Colford and his team at Library Services for their efforts for the "Read a Million Minutes" initiative over the summer. It was extremely successful, logging almost two million minutes.

Mr. Gallery invited John Hailer and Ellen Donaghey to give the report for the Finance and Audit Committee. Ms. Donaghy introduced Mr. Matt Hunt from CliftonLarsonAllen to discuss the auditor's financial statements. Mr. Hunt said in summary, that there were no major findings in the auditor's report. He reviewed some of the highlights and noted expenses were consistent with recent years. They anticipate wrapping up the audit within the next couple of weeks and were only waiting for a few standard items. He said there were no major findings to report and it was a good year overall. Mr. Hailer stated the Board needed to vote to approve the financial statement. Upon a motion duly made and seconded,

VOTED: that, the Trustees of the Public Library of the City of Boston approve the Boston Public Library’s Financial Statements for the Fiscal Year ending June 30, 2018.

Ms. Donaghey explained the next vote was to extend Hope Coolidge’s contract for the financial management of the Boston Public Library Foundation. Given the work surrounding the establishment of a new Fund she was hopeful that Ms. Coolidge will be moving to employee status in the beginning of next year. With no questions or comments, a motion was duly made and seconded,

VOTED: “that, the Trustees of the Public Library of the City of Boston authorize a forty thousand (\$40,000) dollar contract with Hope Coolidge to provide oversight of the financial management of the Boston Public Library Foundation.”

Ms. Donaghey explained that The Catered Affair will be renovating the two McKim restaurants at the BPL and will be purchasing new furniture that will be presented at a later meeting this year. This vote will be to delegate approval to the Finance and Audit Committee. She noted they are dealing with a wholesaler to replace the furniture. With no questions or comments, a motion was duly made and seconded,

VOTED: “that, the Trustees of the Public Library of the City of Boston delegate approval of the purchase of furniture for the McKim Restaurants to the Finance and Audit Committee.”

Ms. Donaghey moved onto the next item on the agenda to review select trusts. Ms. Donaghey explained there are 184 trusts. The state allows us to petition the Attorney General’s office to modify trusts that are valued at less than \$75, 000 and that are more than 20 years old. The Library has a number of these trusts and has selected a subset of 12 trusts, with an average corpus value of approximately \$14,000 and an annual distribution of approximately \$700, that are for specific branches for review. The intent for this change would allow the branches to use the funds for any type book or programming. The Library has addressed the Trustees previously expressed desire to keep the individual named trusts. The Library is, however, requesting authorization to liquidate two Trusts. The first is the Marjorie Wiggin Prescott fund, established in 1960 and with a current value of less than \$3000. The Library proposes moving those funds to the Albert Wiggin Trust, which has an approximate value of \$360,000. Mr. Wiggin was the father of Marjorie Wiggin Prescott. Additionally the Library requests permission to liquidate the South Boston Fund into the Charles Meade Fund, which is also dedicated to the South Boston branch.

Finally the Library is requesting a change to the restrictions of the Charles Wilkins fund. This was an unrestricted gift in 2007. Mr. Wilkins placed no restrictions on the gift, however, the Trustees restricted the funds to the use, care and conservation of the John Adams Collection. The Library would expand this to the care, support exhibition of and/or improved access to special collections material. This request does not need AG approval.

With no questions or comments, Mr. Hailer made a motion, was duly made and seconded,

VOTED: “that, the Trustees of the Public Library of the City of Boston approve the recommendations to remove restrictions and consolidate certain funds as presented to allow the Boston Public Library to move forward with the Attorney General’s office with the assistance of Counsel.”

And,

VOTED: “that, the Trustees approve the removal of the restriction on the Charles J. Wilkins Fund for the conservation of the Adams Collection to allow for use within the Rare Books collection.”

Ms. Donaghey presented the BPL’s FY18 Gifts Report. She explained that the Jamaica Plain Friends donation for the museum passes was not reflected in this report, but that they received the funds shortly after the start of FY19. Mr. Leonard called attention to the many generous donations from the Library’s affiliate groups.

Mr. Gallery invited committee member, Priscilla Foley to give the report for the Trustees Fellowes Athenaeum Trust Advisory Committee. Ms. Foley explained that the Fellowes sponsored several successful programs for FY18 with over 700 participants served. These programs included: business, cooking, piano lessons, and mindfulness meditation. Ms. Foley reviewed the programs that were approved by the committee for FY19 which will continue to support the Dudley community and noted they are already discussing new programming for when the branch reopens in 2020.

President Leonard gave the final report for the Governance and Development Committee. He noted there was a Steering Committee of independent volunteers to support the launch of the BPL Fund. Work is underway in the search for the Executive Director for that organization. The BPL is in final negotiations with the Map Center and the Associates for closer collaboration moving forward. Mr. Leonard added they will be meeting with the City-Wide Friends and some branch Friends groups as well. He noted they are moving from planning to implementation of the BPL Fund.

Mr. Gallery asked if there was any New Business. Mr. Hailer noted the accomplishments of Trustees Jabari Asim and Ben Bradlee. Mr. Asim co-wrote the play “*Brother Nat*” which will be given a concert staging at the Paramount Center on October 25th. Mr. Bradlee will be releasing his new book “The Forgotten” on October 2nd. He congratulated both on their personal success and wished them both well.

Mr. Gallery asked if there was any Public Comment. Mr. David Vieira welcomed the new trustees to the Board and noted that the Public Comments made before the adjournment should be noted in the minutes and asked that they be included moving forward. Rep. Rushing corrected Mr. Vieira noting that the minutes were included in the minutes.

Mr. Gallery closed by thanking everyone for attending and thanked the Parker Hill Branch for hosting. With no further comments, the meeting was adjourned at 3:59 p.m.

Respectfully submitted,



Pamela Carver
Clerk of the Board of Trustees