TRUSTEES OF THE PUBLIC LIBRARY OF THE CITY OF BOSTON

Annual Meeting of the Trustees as an Administrative Agency

Tuesday, May 14, 2019 at 8:30 a.m. Commonwealth Salon, Central Library 700 Boylston Street, Boston, MA 02116

AGENDA

I. Chairman's Call to Order and Report

Robert E. Gallery, Chair

- A. Welcome Remarks
- B. Review and Approval of Minutes for the Trustees Meetings held on March 21, 2019 and March 26, 2019.
- C. Board of Trustees Updates

II. President's Report

David Leonard, President

A. Proposal and Vote for Community Room Dedication at the Honan-Allston Branch Library Paula Alexander, President of the Friends of the Honan-Allston Library, Inc.

VOTED: "that, the Trustees of the Public Library of the City of Boston approve the dedication and renaming of the Community Room at the Honan-Allston Branch library, the "Rita M. DiGesse Community Room."

- B. Accomplishments and Goals FY19-FY20
- C. Capital Projects Update
- D. BPL Fund Gala Preparations
- E. MBLC Action Plan Michael Colford, Director of Library Services

III. Trustees Finance and Audit Committee

Ellen Donaghey, Chief Financial Officer

A. Mayor Martin J. Walsh's FY20 Recommended Operating and Capital Budget Executive Summary

VOTED: "that, the Trustees of the Public Library of the City of Boston to accept Mayor Martin J. Walsh's FY20 Recommended Operating and Capital Budget."

- B. Discussion and Review of Contracts Ellen Donaghey, Chief Financial Officer
 - 1. Contract or Contracts for Various Goods or Services relating to the Critical Repair Operating Budget for FY20

VOTED: "that, the Trustees of the Public Library of the City of Boston to authorize the President, or designee, on behalf of the Trustees of the Public Library of the City of Boston, to enter into a contract or contracts for various goods or services relating to the Boston Public Library Critical Repair Operating Budget for the period July 1, 2019 through June 30, 2020 provided that each contract entered into pursuant to this authorization shall have been estimated to be less than one hundred thousand dollars (\$100,000.00). In no event will the contracts cumulatively exceed three hundred thousand dollars (\$300,000.00)."

2. Contract for the Purchase of Books and Certain Other Library Bibliographical Acquisitions Materials

VOTED: "that, the Trustees of the Public Library of the City of Boston that there be entered into a non-advertised contract, as authorized under G.L., C.30-B, Section 7(a), referred to as a "Procurement of Library Books," between the Trustees of the Public Library of the City of Boston (a Corporation under Chapter 114 of the Acts of 1878), and the vendors listed therein (including any subsidiaries or agents), for the acquisitions of books and for certain other library bibliographical acquisitions materials, in an amount not to exceed the amount appropriated in the Library Department budget for books and other related bibliographical acquisitions materials, during the period July 1, 2019 through June 30, 2020."

3. Fellowes Athenaeum Trust Advisory Committee Trust Fund FY20 Expenditure

VOTED: "that, the Trustees of the Public Library of the City of Boston approve the expenditure from the Fellowes Athenaeum Trust Fund in an amount not to exceed ninety six thousand twenty dollars (\$96,020) to support the Fellowes Athenaeum Trust Fund Programmatic Plan for FY20 as recommended by the Fellowes Athenaeum Trust Advisory Committee and to be presented at an upcoming meeting."

C. Approval of Program Selection Partners

VOTED: "that, the Trustees of the Public Library of the City of Boston approve a partnership agreement not to exceed sixty five thousand dollars (\$65,000) of direct and in-kind costs to be entered into with Company One to conduct a 5-week public theatrical production."

VOTED: "that, the Trustees of the Public Library of the City of Boston approve a partnership agreement not to exceed sixty six thousand dollars (\$66,000) of direct costs to be entered into with Grub Street to present their Write Down the Street writing program and Teen Writers program in multiple branches throughout the City."

D. Approval of Contract for Cleaning of Collections (details forthcoming) Laura Irmscher, Chief of Collections E. Review of delegation of certain contract approvals for recommendation to the Board of Trustees

VOTED: "that, the Trustees of the Public Library of the City of Boston delegate approval of any contract deemed to be of a critical nature by the President of the Library during the period between May 2019 and September 2019 to the Finance and Audit Committee."

F. Contract for Preventative Maintenance and Repair of HVAC Systems

VOTED: "that, the Trustees of the Public Library of the City of Boston enter into a contract with EMCOR Services Northeast Inc., 80 Hawes Way, Stoughton, MA 02072, for Preventative Maintenance and Repair of HVAC Systems throughout the Public Library System of the City of Boston for period of thirty-six (36) months, for six million seven hundred thirty six thousand four hundred forty six dollars and forty eight cents. (\$6,736,446.48)."

G. Contract for Inspection, Testing, and Servicing of Fire Alarm and Sprinkler Systems

VOTED: "that, the Trustees of the Public Library of the City of Boston enter into a contract with American Service Company, 35 Hanna Street, Quincy, MA 02069, for Inspection, Testing, and Servicing of Fire Alarm and Sprinkler Systems at Central Library and certain Branch Libraries of the Public Library System of the City of Boston for period of thirty-six (36) months, for two hundred seventy nine thousand nine hundred sixty dollars and zero cents (\$279,960.00)."

H. Contract for Inspection, Testing, Servicing and Full Preventive Maintenance of Elevator Equipment

VOTED: "that, the Trustees of the Public Library of the City of Boston enter into a contract with United Elevator Co. Inc. 195 Libbey Industrial Parkway #3 Weymouth, MA 02189, for the Inspection, Testing, Servicing and Full Preventive Maintenance of Elevator Equipment in Various Library Buildings for thirty-six (36) months, for four hundred two thousand two hundred twenty eight dollars and no cents (\$402,228.00)."

IV. Special Collections Committee

David Leonard, President and Laura Irmscher, Chief of Collections

A. Deaccession of the Blueprints to City of Boston Archives

VOTED: "that, the Trustees of the Public Library of the City of Boston deaccession and transfer approximately 300,000 rolls of building plans and building inspector reports to the City of Boston Archives.

V. Proposed Schedule of Trustees Meetings for 2019 – 2020 *Robert Gallery, Chair*

VOTED: "that, the Trustees of the Public Library of the City of Boston approve the proposed schedule of Trustees meetings for 2019-2020 as noted below:

- Thursday, September 26, 2019, 3:00 p.m., South Boston Branch Library
- Tuesday, November 19, 2019, 8:30 a.m., Central Library
- Thursday, January 30, 2020, 3:00 p.m., Chinatown Branch Library
- Thursday, March 26, 2020, 4:00 p.m., West Roxbury Branch Library
- Tuesday, May 12, 2020, 8:30 a.m., Annual Meeting, Central Library

*All meetings are subject to change dates, times, and/or location"

- VI. New Business
- VII. Public Comment
- VIII. Adjournment Robert Gallery, Chair

Trustees of the Public Library of the City of Boston

Robert E. Gallery, Chair; Evelyn Arana-Ortiz, Vice Chair, Zamawa Arenas, Jabari Asim, Ben Bradlee, Jr., Cheryl Cronin, Priscilla Douglas, Linda Dorcena Forry, John Hailer

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

This is an open meeting. The public is welcome to attend. For information check www.bpl.org

TRUSTEES OF THE PUBLIC LIBRARY OF THE CITY OF BOSTON

Meeting of the Trustees as a Corporation and Administrative Agency

Thursday, March 21, 2019 at 3:00 p.m. Adams Street Branch Library 690 Adams Street, Dorchester, MA 02122

DRAFT 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 Adams Street Library, 690 Adams Street, Dorchester, MA 02122 at 3:00 p.m..

Present at the meeting were: Chair, Robert Gallery and Vice-Chair Evelyn Arana-Ortiz and Trustees: Ben Bradlee, Priscilla Douglas, and Linda Dorcena Forry. Zamawa Arenas, Jabari Asim, Cheryl Cronin, John Hailer, and Byron Rushing were not present. 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 3:09 p.m. and addressed the order of business, opening the meeting with a roll call of the Trustees who were present for the record. He noted that the date change of the meeting was a conflict for some Trustees due to prior commitments. He thanked everyone for attending and invited Adams Street Branch Librarian, Kate Brown to give welcome remarks.

Ms. Brown welcomed the Trustees and the community to the library. She thanked the Trustees for their support for the anticipated renovation and noted that it is a well-attended, well-loved branch by the community. She highlighted some of the popular programs that are offered (i.e. vegan cooking classes, painting, wellness and health classes, and several after-school children's programs). She introduced her staff and thanked them for their commitment and service to the patrons everyday. She thanked the Friends group who are deeply involved, for their ongoing support of the branch. Next, she introduced Grace Hebard, President of the Adams Street Friends for over 25 years. Ms. Hebard thanked everyone for coming and noted that the Friends group was established in 1994 by a group of mothers to encourage and support the children's programming due to the lack of a children's 'librarian back then. She was delighted to be a fixture at the branch over the years and with the design of the new library. She noted it is bittersweet to the community to say goodbye to the staff for a couple of years during the renovation.

Mr. Gallery thanked the staff and the Friends for their hard work every day and then moved to the next matter of business, noting that due to a lack of quorum, voting would have to be suspended until a later date.

Mr. Leonard began the President's report by introducing Kurt Mansperger, the new Chief Technology Officer. Mr. Mansperger addressed the group by giving a brief background of his experience and noted he was happy to be at the BPL. Next, Mr. Leonard highlighted that from a Communications front, the BPL has had a strong presence in the Press. Noting the new concept and renovation of the Map Center Tea Lounge was being well received. The restaurant is in the soft opening phase but will invite the Trustees for the official grand re-opening.

Mr. Leonard noted that this is a busy season of programming and highlighted the upcoming Toulouse Lautrec exhibition that the BPL is co-hosting at the Museum of Fine Arts next month. A BPL library card can grant free entry for a family into the MFA for a limited time. As a quick update on active capital

projects, the special collections were moved out of the space and that project is well underway. There was a hard hat tour at Dudley last week and he was happy to report that project is on schedule and on budget. Regarding the FY20 budget, the BPL had submitted both their operating and capital budgets. He noted they will bring to the Trustees for a formal vote at the annual meeting. Mr. Leonard reminded everyone that Marathon preparations are underway and the banners were revealed yesterday. The BPL's fifteen sponsored runners have raised approximately ninety six thousand dollars (\$96,000) collectively. The team was represented by Mr. Greg Tobin. Mr. Leonard and Ms. Ellen Donaghey thanked him and gave him a gift of a BPL marathon shirt to run in. Ms. Donaghey added that they are still raising funds through an app called Crowd rise.

Next, Mr. Leonard invited Katie Faulkner from the architectural firm NADAAA to present the design plan for the Adams Street Library. Ms. Faulkner began with a little background on their Boston-based firm noting this renovation is quite possibly the most important project they have ever had and they are thrilled to be chosen. She explained the timeline. They are closing in on the construction phase and was hopeful to go out for construction bids by April 12th. The library is expected to close in July and anticipate the completed project to take approximately twenty four months. She reviewed the building materials and renderings pointing out some of the key features, i.e. the library will be doubling in size, the addition of more meeting rooms, and dedicated spaces for teens, adults, and children. She highlighted the ecofriendly roof system that will help collect rain water to aid with the watering of the passive rain garden.

Moving along, Mr. Gallery discussed that the Board was short one Board member for a quorum and therefore couldn't take any votes on the agenda. He expressed his disappointment but would ensure a rescheduled meeting as soon as possible as not to jeopardize any contracts.

Mr. Leonard gave an update to the Governance and Development Committee. He confirmed the Steering Committee agreed to continue for an additional six months, under the leadership of Michael Keating to help with the launch of the BPL Fund and Gala. He was happy to announce that the new Executive Director of the BPL Fund was selected after an exhaustive search and will be starting on April 8th. He noted that an official announcement will follow. The next big milestone is the BPL Gala which is scheduled for Friday, June 7th. He thanked the leadership of the Leventhal Map Center and Connie Chin for their collaboration and support, with whom the BPL wouldn't have been able to do without them. Mr. Gallery added that through lots of hard work, they currently have the support and commitment of 9 cochairs for the Gala. Each have committed two hundred fifty thousand dollars (\$250,000) making this one of the highest visibility galas in the city this spring. Mr. Leonard reminded the Board the areas of need are: system-wide programming, further support for the entirety of our collections, digitization and access efforts, and lastly, the ability to be innovative and investing in capital needs of the McKim building (particularly the 3rd floor).

All of the 501(c)(3) partners are in the final stages of their MOUs. In part, under the new Executive Director donors will no longer be confused as to where to give a donation. Mr. Leonard added that the Governance committee is in the final stage of a nomination for the Board to present to the Mayor for consideration. Ms. Douglas commended the work of those working on the Gala in such a short time. Mr. Leonard thanked Ms. Connie Chin for her leadership and collaboration, and noted Louisa Stephens of the

Associates, David Vieira of the City-Wide Friends, and Grace Hebard from the branch Friends group, as all are represented here today and all of their support is appreciated.

Mr. Gallery asked if there was any new business for which there was none. Mr. Gallery asked if there was any Public Comment.

Ms. Elissa Cadillic, President of AFSCME, thanked the Trustees on behalf of their membership for passing the collective bargaining contract. She expressed her concerns over the press coverage of the renovated restaurant and the emphasis on the alcohol. She noted that The Catered Affair said they wouldn't use stock carts during business hours and they have continually done so. She asked for WGBH's schedule to be more accessible to the welcome desk staff to better assist with patron's questions. She also brought the detail of the windows in the Adams design plan as troublesome. She mentioned it was an issue with light sensitivity after other recent renovations and wanted to be sure they are taking that into consideration.

David Vieira, member of the City-Wide Friends noted that it was a good opportunity to announce the launching of their \$24,000 branch site grant. He explained the deadline is April 15th with the awardee announced on May 21st at their annual meeting. He noted that the Trustees are all invited to attend.

Last, Elissa Birdseye, Research Librarian at Adams Street Branch urged that the Trustees try to reschedule their vote so as not to delay their collective bargaining contract. She appreciated their attention to that.

With no further business or comments, the Chair adjourned the meeting at 4:01 p.m.

Respectfully submitted,

Pamela Carver Clerk of the Board of Trustees

TRUSTEES OF THE PUBLIC LIBRARY OF THE CITY OF BOSTON

Special Meeting of the Trustees as a Corporation and Administrative Agency

Tuesday, March 26, 2019 at 9:00 a.m. Central Library, Kirstein Business Library-Exchange Room 700 Boylston Street, Boston MA 02116

DRAFT 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 Central Library, 700 Boylston Street, Boston, MA 02116 at 9:00 a m

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

Vice-Chair Evelyn Arana-Ortiz called the meeting to order at 9:00 a.m. and addressed the order of business, opening the meeting with a roll call of the Trustees who were present for the record. She thanked everyone for attending on short notice and called for the approval of the minutes of the January 15, 2019 meeting. With no edits or comments, a motion was duly made and seconded. The Trustees voted in favor to approve the meeting minutes of January 15, 2019.

Mr. Leonard explained the changes presented to the Trustees By-Laws amendment. He reviewed the slight changes made; the title "chair" from "chairman and correcting the number of trustees from nine to fifteen per the legislation change. Mr. Leonard added that these updates were made to create consistency and are simply administrative changes only. With no edits or comments, a motion was duly made and seconded and,

VOTED: "that, the Trustees of the Public Library for the City of Boston adopt the Amended and Restated By-Laws of the Trustees of the Public Library of the City of Boston, as a Corporation."

Next, Caroline Driscoll, Legal Advisor for the BPL reviewed the BPL's strategic Web Accessibility Plan. Ms. Driscoll explained the BPL received a complaint in 2017 on technical difficulties regarding our website. Scot Colford, Web Services Manager for the BPL was handling this accordingly. Ms. Driscoll explained that they worked with the Department of Education to address all concerns and have since updated our plan. The BPL essentially agreed to do annual trainings and may do more frequently to stay up to date. The new website has been previewed by the U.S. Department of Education who were pleased with it. Once the Web Accessibility Plan is approved by the Board of Trustees, Ms. Driscoll will notify the government and begin training annually for staff working on the BPL website. She noted that the BPL currently offers resources such as Lynda.com that provides online resources for accessibility training. Ms. Arana-Ortiz asked for a copy of the resolution to be provided to the trustees once it is resolved. With no further comments, a motion was duly made and seconded and,

VOTED: "that, the Trustees of the Public Library for the City of Boston approve the Boston Public Library Strategic Web Accessibility Plan in conjunction with its Resolution Agreement entered into with the U.S. Department of Education."

Ms. Arana-Ortiz moved onto the Finance and Audit Committee votes. The first vote is the Draft Management Letter for FY18. She noted the auditor had only one finding around password management

around Windows servers. New guidelines will be looked into for later implementation and the server will be updated. She stated that was it, a clean report. With no questions or edits, a motion was duly made, seconded, and

VOTED: "that the Trustees of the Public Library of the City of Boston vote to accept the Draft Management Letter for the Fiscal Year Ending June 30, 2018 from CliftonLarsonAllen, LLP, Certified Public Accountants."

The next two votes are for contracts to be delegated to the Finance and Audit Committee. The first is for approval of the Lower Mills flooring replacement which needs to be voted on a timely manner as not to hold up the project timeline. It is for one hundred two thousand (\$102,000). The next vote is for a series of contracts up to five hundred thousand dollars (\$500,000) for the emergency replacement of the Fire Alarm Control Panel and associated equipment in the McKim Building. She explained in the event that the Full board is not meeting, to delegate to the Finance and Audit to ensure it is voted in a timely manner. This project will be done in phases. It was determined it would be best to replace it and anticipate it will be done on separate contracts. Mr. Hailer added the importance of having this done as soon as possible and didn't feel it should be something the Board should not wait on. The Trustees had a brief discussion and with no further questions,

VOTED: "that, the Trustees of the Public Library of the City of Boston delegate to the Finance and Audit Committee the approval and awarding of the contract for: Lower Mills Flooring replacement which has a budget of: One hundred two thousand dollars (\$102,000.00) as part of the City Capital Project: CLD24594." And,

VOTED: "that the Trustees of the Public Library of the City of Boston delegate authority to the Finance and Audit Committee to approve contracts of up to \$500,000 for the emergency replacement of the Fire Alarm Control Panel and associated equipment in the McKim Building."

The next contract was for a small improvement project at the South Boston Branch Courtyard. The vote was for approval of the contract to Bautista Masonry to replace the courtyard. She explained we have received ninety nine thousand dollars (\$99,000) from the City budget and Dedham Savings gave the additional thirty five thousand (\$35,000) for a total of one hundred twenty nine thousand dollars (\$129,000). This renovation it will not only improve the terrace aesthetically, but will make it handicapped accessible as well. (It was noted that the Friends helped facilitate this project). The Trustees had a brief discussion on recognizing the local businesses who assisted with this project. With no further comments or questions, a motion was duly made, and seconded and,

VOTED: "that, the Trustees of the Public Library of the City of Boston vote to award the contract for: Replacing the Terrace in the Courtyard at the South Boston Branch Library, a Chapter 149 Project to: Bautista Masonry, Inc., 99 Milton Street, Waltham, MA 02453, being the lowest, eligible, responsive and responsible bidder for the amount of: One hundred twenty nine thousand dollars (\$129,000.00): CLD24595."

Next Ms. Arana-Ortiz explained the last two votes were eRate votes that require approval in a timely manner due to the strict guidelines of the contract. The first is for wireless access and the other is for the firewall. With no comments or questions, a motion was duly made, and seconded and,

VOTED: "that, the Trustees of the Public Library of the City of Boston vote to award a contract to Integration Partners Corp., 350 Madison Avenue, 7th Floor, New York, NY 10017 the sole responsive and responsible bidder in a public Request for Proposal process, advertised under G.L. C. 30B, a contract for Firewall Upgrade for the Boston Public Library System, as specified during the period of July 1, 2019 through June 30, 2020, at a total cost not to exceed one hundred forty two thousand, nine hundred nineteen dollars and sixteen cents (\$142,919.16) contingent upon receipt of Universal Services Fund Federal funding." And,

VOTED: "that, the Trustees of the Public Library of the City of Boston vote to award a contract to ePlus Technology, Inc., 13595 Dulles Technology Drive, Herndon, VA 20171 the sole responsive and responsible bidder in a public Request for Proposal process, advertised under G.L. C. 30B, a contract for Wireless Access Point and Controller Upgrade for the Boston Public Library System, as specified during the period of July 1, 2019 through June 30, 2020, at the proposal price, at a total cost not to exceed one hundred ninety five thousand, four hundred eighty five dollars and seventy five cents (\$195,484.75) contingent upon receipt of Universal Services Fund Federal funding."

Ms. Arana-Ortiz noted that this concluded the agenda for the public meeting. She called for an Executive Session to give an update on the Collective Bargaining negotiations with the union noting that public discussions could have detrimental effects on the deliberations and therefore the need for the Executive Session. She added that they will be reconvening in a public meeting for a vote immediately following. The Clerk of the Board polled the Trustees and all unanimously voted to enter into an executive session. With no further comments, the public meeting was adjourned at 9:28 a.m.

The public meeting was re-convened at 9:50 a.m. Ms. Arana-Ortiz asked for a motion to accept management's recommendation to endorse the terms of the collective bargaining agreement as presented. A motion was duly made, seconded and,

VOTED: "that, the Trustees of the Public Library of the City of Boston, accept management's recommendation to endorse the terms of the successor City of Boston/Boston Public Library and the Boston Public Library Professional Staff Association ("PSA") Collective Bargaining Agreement ratified by PSA on February 16, 2019."

With no further business, the Board made a motion and the meeting was adjourned at 9:51 a.m.

Respectfully submitted,

Pamela Q. Carver

Pamela Carver

Clerk of the Board of Trustees



TRUSTEES OF THE PUBLIC LIBRARY OF THE CITY OF BOSTON

CRITERIA TO BE CONSIDERED IN EVALUATING REQUESTS FOR NAMING OR RENAMING BOSTON PUBLIC LIBRARY ROOMS BY THE TRUSTEES OF THE PUBLIC LIBRARY OF THE CITY OF BOSTON

- 1. The person has made substantial financial, political, or cultural contributions to the community of the named Branch.
- 2. The recommendation of the Mayor of Boston.
- 3. A favorable vote of the Boston City Council.
- 4. The favorable recommendation of the Friends of the Branch.
- 5. The favorable recommendation of the President of the Boston Public Library.

Adopted by the Trustees of the Public Library of the City of Boston on March 25, 2003.

Trustees of the Public Library of the City of Boston

Robert Gallery, Chairman; Evelyn Arana-Ortiz, Vice Chair Zamawa Arenas, Ben Bradlee, Cheryl Cronin, Priscilla Douglas, John Hailer, Paul A. La Camera, Representative Byron Rushing

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

TRUSTEES OF THE PUBLIC LIBRARY OF THE CITY OF BOSTON

CRITERIA TO BE CONSIDERED IN EVALUATING REQUESTS FOR NAMING OR RENAMING BOSTON PUBLIC LIBRARY ROOMS BY THE TRUSTEES OF THE PUBLIC LIBRARY OF THE CITY OF BOSTON

- 1. The person has made substantial financial, political, or cultural contributions to the community of the named Branch.
- 2. The recommendation of the Mayor of Boston.
- 3. A favorable vote of the Boston City Council.
- 4. The favorable recommendation of the Friends of the Branch.
- 5. The favorable recommendation of the President of the Boston Public Library.

Adopted by the Trustees of the Public Library of the City of Boston on March 25, 2003.

Trustees of the Public Library of the City of Boston

Robert Gallery, Chairman; Evelyn Arana-Ortiz, Vice Chair Zamawa Arenas, Ben Bradlee, Cheryl Cronin, Priscilla Douglas, John Hailer, Paul A. La Camera, Representative Byron Rushing

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

Friends of the Honan-Allston Library, Inc. 300 North Harvard Street Allston, MA 02134

May 6, 2019

Trustees of the Boston Public Library 700 Boylston Street Boston, MA 02116

Dear Trustees of the Boston Public Library,

We are writing to you to request that the community room at the Honan-Allston Branch Library be named the Rita M. DiGesse Community Room. The success of the Honan-Allston Branch of the Boston Public Library and the Friends of the Honan-Allston Library, Inc. is in no short measure the result of Rita's involvement and commitment.

The Board of the Friends of the Honan-Allston Library, Inc. enthusiastically makes this recommendation via a unanimous favorable vote.

The Allston neighborhood had been without a branch library for 20 years, and was lacking in community meeting space. Through the tireless advocacy of neighborhood library lovers, including Rita, the community's dream of the return of an Allston library was realized when the branch opened its doors in June 2001.

Rita is a founding board member of the Friends of the Honan-Allston Library serving as the Vice President.

There is no-one more committed to the success of the branch than Rita. With the dedicated friend's board and volunteers, Rita has led successful fundraising efforts for the branch through every means possible, working in partnership with the branch staff to supplement funds in order to provide the best programs and learning experiences for patrons of all ages including homework assistance, ESOL, sewing classes, and making sure the staff has the tools they need to continue providing excellent services. Particular emphasis has been placed on making the branch as welcoming as possible through landscaping enhancement in the courtyards, public artwork along the street front, improvements to the community room, and the art gallery.

Rita, who was born and raised and remains in her North Harvard Street home in Allston, will turn 90 years of age in September. She ran a day care center from her home with her partner Carol Dussault, and has helped to raise many children in the neighborhood. Among her many community activities, Rita is a member of the Harvard Task Force, an active member of St. Anthony's Parish and School, McNamara Senior housing, and a board member of the Allston Civic Association. Rita is an inspiration and a role model to all.

The Friends of the Honan-Allston Library, Inc. and the community would be thrilled to honor her extraordinary commitment to the branch and to the community as a whole. It would be a fitting tribute to name the community room at the branch the **Rita M. DiGesse Community Room.** Thank you.

Sincerely,

Paula Alexander and Nancy Grilk

Paula alexander

President and Past President, Friends of the Honan-Allston Library, Inc.

any Kul

Attachments:

Mayor Martin J. Walsh letter dated May 3, 2019

Resolution of the Boston City Council dated April 24, 2019 Representative Kevin G. Honan letter dated April 22, 2019 Representative Michael J. Moran letter dated April 24, 2019

Allston Civic Association letter dated April 26, 2019



OFFICE OF THE MAYOR MARTIN J. WALSH

May 3, 2019

Dear Esteemed Members of the Boston Public Library Board of Trustees,

I would like to offer my support of the petition to name the Honan-Allston Library Community Room after Rita DiGesse. Rita was instrumental in the creation of the Friends of the Honan Library back in 2001. Since then, she has been tireless in her fundraising efforts for community programs, museum passes, public art, landscaping, as well as major improvements to the community room and art gallery. The funds she raised for furniture for the children's areas both inside and out in the courtyard will ensure that new generations have a space to learn and grow at the Honan-Allston Library.

Outside the Honan-Allston Library she has done further work in the community through Saint Anthony's Parish, the McNamara Senior Housing, and Allston Civic Association. I can confidently say she has made Allston a better neighborhood. I hope you will consider bestowing Rita with this great honor for her 90th birthday in September.

Sincerely,

Martin J. Walsh

Mayor of Boston





CHECKET - 405

Oity of Boston

CITY COUNCIL



RESOLUTION OF COUNCILOR MARK CIOMMO

WHEREAS: Rita DiGesse has lived in the Allston neighborhood for 89 years; and

WHEREAS: Rita has served on many community committees including the Harvard Allston Task Force, the

Board of the Allston Civic Association, and is active with Saint Anthony's Parish, and McNamara

House senior housing; and

WHEREAS: Rita ran a day care center from her home for many years and has had a positive influence on the lives

of many children from the neighborhood; and

WHEREAS: Rita was a founding member of the Friends of the Honan Allston Library. Inc., serving as its Vice

President since its inception in 2001; and

WHEREAS: Rita has volunteered her time and talents to raise funds for the branch to provide programming.

enhanced collections, physical improvements including landscaping of the courtyards, improvements to the community art gallery, and for the installation of acoustical paneling in the community room:

and

WHEREAS: Rita has recruited many volunteers to provide programming, conduct outreach, and for beautification

of the branch; THEREFORE BE IT

RESOLVED: That the Members of the Boston City Council support naming the Community Room of the Honan

Allston Branch Library the "Rita DiGesse Community Room" in recognition of her many

achievements and tireless commitment to the Allston neighborhood and the Honan-Allston Library.

12 O ESTO ES ILA.

CONSIDITAN

1630.

Фy: __

area v Campbell

President of the City Council

m. I

Clerk of the City of Socion

Offered by:

- Curan

Date:

4124119



The Commonwealth of Massachusetts House of Representatives STATE HOUSE, BOSTON 02133

Chairman
Committee on Housing

ROOM 38, STATE HOUSE TEL (617) 722-2470

192 FANEUIL STREET BRIGHTON, MA 02135

April 22, 2019

Boston Public Library Board of Trustees 700 Boylston Street Boston, MA 02116

Dear Board Members:

I am writing to strongly support the Friends of the Honan-Allston Library request to name the community room at the Honan-Allston Library after Rita DiGesse. Ms. DiGesse is an Allston resident who has dedicated her life to community service. She will turn 90 years old this May and it would be appropriate to honor her in this way.

Ms. DiGesse is a founding member of the Friends of Honan-Allston Library and has served as Vice President since its inception in 2001. She has led the way in fundraising supplementing the Library's budget which allowed for enhanced community outreach programs, museum passes, public art, landscaping and capital improvements. The large population of children that frequent the Honan-Allston Library now have furniture for their reading areas both inside and outside in the courtyard.

In addition to her dedication to the Honan-Allston Library, Ms. DiGesse is an active member of the McNamara Senior Housing complex and St. Anthony's Parish and rarely misses an Allston Civic Association meeting. She serves on the Harvard-Allston Task Force and has been instrumental in maintaining an open line of communication between members of the community and Harvard University's Master Plan.

On a personal note, Ms. DiGesse is a kind and compassionate friend and neighbor who is well-deserving of this honor. It is a pleasure to offer my highest recommendation to naming the community room after such an extraordinary community member.

Thank you for your consideration and please feel free to contact me if you have any questions.

Sincerely

KEVIN G. HONAN State Representative



The Commonwealth of Massachusetts

HOUSE OF REPRESENTATIVES STATE HOUSE, BOSTON 02133-1054

MICHAEL J. MORAN
REPRESENTATIVE
181H SUFFOLK DISTRICT
2ND ASSISTANT MAJORITY LEADER

STATE HOUSE, ROOM 39
TEL: (617) 722-2014
FAX: (617) 626-0491
michael.moran@mahouse.gov

April 24, 2019

Boston Public Library Board of Trustees 700 Boylston Street Boston, MA 02116

Dear Board Members:

I am writing to voice my strong support for the Friends of the Honan-Allston Library request to name the community room at the Honan-Allston Library after Rita DiGesse. Rita is an Allston resident who has dedicated her life to community service. She turns 90 years old this September and I can think of no better way to celebrate this milestone and recognize her years of service than by naming the library community room in her honor.

Rita is a founding member of the Friends of Honan-Allston Library and has served as Vice President since its inception in 2001. She has led the way in fundraising to supplement the Library's budget which allowed for enhanced community outreach programs, museum passes, public art, landscaping, and major capital improvements to the community room, art gallery, and furniture upgrades for the children's reading areas.

In addition to her dedication to the Honan-Allston Library, Rita is active in St. Anthony's Parish, McNamara Senior Housing, and the Allston Civic Association. She also serves on the Harvard-Allston Task Force acting as a voice for the neighborhood with Harvard University.

I have known Rita for many years and feel that this honor is not only deserved but long overdue. It is my pleasure to recommend the naming of the Honan-Allston Library community room to honor Rita's lifelong commitment to the Allston neighborhood.

Thank you in advance for your consideration.

Michael J. Moran

2nd Assistant Majority Leader

STATE REPRESENTATIVE

18th SUFFOLK DISTRICT



Mailing address: PO Box 822, Allston, MA. 02134

April 26, 2019

Boston Public Library Board of Trustees 700 Boylston Street Boston, MA. 02116

Dear Board Members:

The Allston Civic Association is fully supportive of the Friends of the Honan-Allston Library request to name the community room at the Honan Allston Library after Rita DiGesse.

What better way to honor a woman who has devoted a lifetime to community service by honoring her at a place that has become a community asset due to her committed and passionate leadership.

Rita has helped the Library enhance services and strengthen connections to the community. Rita has helped ensure that there is community access to resources that lead Honan-Allston Library patrons to learn, be inspired and connect to their community. Rita gives her time, energy and talent – and the patrons are the direct beneficiaries every year. Rita is a founding member of the Friends of Honan-Allston Library.

As if that wasn't enough for any one person, Rita is a long time member of the Executive Board of the Allston Civic Association, a longtime member of the Harvard Allston Task Force and an irreplaceable asset to Saint Anthony's Parish, where she was just elected by the congregation to the Parish Council. In 2016, the Archdiocese of Boston recognized Rita by presenting her the prestigious Cheverus medal for a lifetime of service in a quiet, unassuming and perhaps, unrecognized fashion.

As she approaches a significant milestone in her life (she celebrates her 90th birthday in September), what better way to honor this remarkable woman, who has meant so much to me as a dear friend and mentor.

Thank you in advance for your consideration.

hung P. D' Lauden

Sincerely,

Anthony P D'Isidoro

President





May 10, 2019

Dear Boston Public Library Trustees,

I appreciate the opportunity to support naming the community room at the Honan-Allston Branch of the Boston Public Library after Allston's own Rita Digesse. Rita's high stature and importance in the public and civic realm of Allston make her a perfect example of an important woman that we should honor in our community's public space. Rita is a dedicated advocate and volunteer and has played that role on the Harvard Allston Task Force for decades. Her devotion to community building and her deep kindness have been central to her advocacy on the Allston Harvard Task Force. Rita has been a key partner in Harvard's institutional growth in Allston-Brighton and for the highest level of community benefits and meaningful public engagement between University and Community. We have all benefited from Rita's advocacy, wisdom, and hard work. We strongly support the dedication of the Honan-Allston library's community room in Rita Digesse's name.

Sincerely,

Mark Handley

Director, Government & Community Relations

CC: Friends of the Honan-Allston Library

The Boston Public Library

Draft: FY19 Accomplishments + FY20 Goals

Presented to the Boston City Council *May 13, 2019*

Overview Key Accomplishments FY19 Accomplishments		p. 1 p. 2
	Programs, Exhibitions, + Library Services	p. 9
	IT + Digital Services	p. 25
	Facilities	p. 27
	Press Coverage	p. 28
	Publications + Awards	p. 30
	Kudos from the Public	p. 30
FY20 Goals		n 34



FY19: Overview + Lessons Learned

The FY19 year has represented a period of increasing demand and usage, combined with improvements in spaces, service offerings, and operational support. A particular focus of this year has been extensive planning for continued growth and improvement, particularly through both the City's capital plan and a new focus on development through an improved, integrated fundraising strategy with our affiliate partners.

Long standing budget challenges remain, stemming from the 2001 and 2009 fiscal periods. While the City budget has continued to provide increases, State funding through the Library for the Commonwealth Program and other funding lines remains at much lower levels. This fiscal challenge is further complicated by what has been, on average, lackluster private fundraising.

Simultaneously, libraries in Massachusetts and across the country have seen a growing demand for a wide range of services. To respond to these needs, the Library implemented two critical pilot programs last year: support for a dedicated full time social worker presence at the Central Library in partnership with Pine Street Inn and the launch of a system-wide WiFi hotspot lending program.

The Library has spent the last three years in a period of renewal. Across the board, we have scrutinized positions, replacing vacant positions which could be better repurposed for the library of the 21st century, while carefully adding positions systemwide that better help us serve our mission.

The management team has been asked to assess each Library function through the lens of public and customer service, then to review its processes, either updating current processes or creating new procedures where none existed. In addition, the Library continues to look at its contracts as opportunities to ensure contractors are adding value, providing quality service, and doing so cost-effectively.

In the coming year, the Library will continue to formalize its organizational culture to be focused on principles of execution, efficiency, accountability, and innovation. We will continue to seek strong partners who complement our mission, and will always be driven by the principles of diversity, equity, and inclusion, and the spirit of 'free to all.'



Key Accomplishments

Key Accomplishments: Leadership Team + Management

In FY19, the Library made several key new hires: a new Chief Technology Officer, Chief of Communications + Strategy, and Manager of Human Resources and Labor Relations. In addition, the Legal Advisor role is now an in-house position. We have added a Director of Strategic Partnerships, and are in the process of filling three management positions in the Facilities department.

Combined with the hiring of an Executive Director for the new Fund for the Boston Public Library, this is once again a strong management team. Combining a fresh diversity of experience at other organizations and the experience of several long-serving employees, this team is prepared to bring new energy to library operations and represents an opportunity to review our goals and plans for service delivery.

Key Accomplishments: Capital Projects

Branch Renovations

Construction for the \$17.2 million Dudley Branch renovation is past the halfway mark. The branch is scheduled to reopen in early 2020.

The Parker Hill Branch project, consisting of waterproofing, roof repair and window replacement, was completed in July, 2018.

The design phases have been completed for the Adams Street and Roslindale Branches, with construction for both branches slated to begin in early FY20.

A programming and community process is underway for the Fields Corner Branch, while a designer has been selected for the renovation of the Faneuil Branch.

Small refresh projects were completed at the West Roxbury, Lower Mills and South Boston Branches. The design process for a refresh of the South End Branch was completed this year, and those renovations will be completed this fall.



The Jamaica Plain Branch, which underwent a large-scale renovation in spring 2017, was awarded the 2018 Boston Preservation Alliance Award and the 2018 Boston Society of Architects Interior Architecture and Design Award.

Central Library

The design process and construction preparation for the Rare Books renovation project has been completed, with construction starting shortly. The design for the repair of the Johnson Building Roof and the Deferrari atrium has also been completed, while construction has begun for the Energy Reducing Renew Boston Trust project at the Central Library and several branches.

Key Accomplishments: Development Strategy

The Fund for the Boston Public Library

The Fund for the Boston Public Library was launched in April 2019, to support, sustain, and strengthen the Boston Public Library's ability to provide educational and cultural enrichment free to all. This new fund provides the public with the opportunity to invest in the Library's mission and to preserve one of Boston's – and the world's – premiere public libraries and cultural institutions.

The new leadership of the Fund includes Mary Flynn Meyers, an experienced development professional, who has taken on the role of Executive Director. A Board of Directors for the Fund is also taking shape, and currently includes Jeff Hawkins; Michael Keating; Hannah Grove; Lew Burleigh; and Bob Gallery.

The resources raised by the Fund for the Boston Public Library will focus on four important areas to advance the Library's mission:

New Programming + Active Spaces: The Fund will make possible the continued expansion of the Library's highest-impact programming and services. This programming will engage, educate, and help convene all communities, while energizing the public spaces in BPL facilities.



Improving Technology to Better Serve the Public The Fund will make investments to maintain the BPL's standing as a national leader in library service technology. Resources will be used to improve the Library's IT and business systems, increasing access to our collections by creating and providing digital content. The Library is also conscious of our role in closing the digital divide, and will use resources to improve public access to the kinds of cutting-edge technology that ensure equity.

Restoring and Preserving our History Resources from the Fund will make it possible to complete the restoration of the entire McKim building, bringing to life its underutilized spaces, preserving its historic significance and beauty, and imagining new ways to use these inspirational spaces for the public's benefit.

<u>Caring for the Public's Special Collections</u> The Fund will help ensure the maintenance and care of one the world's most important public collections of art, rare books, maps and other special objects. In doing so, it will make these precious objects, owned by the public, more accessible to today's patrons and the patrons of future generations.

New agreements with major affiliate partners

Newly-executed Memoranda of Understanding with our two major affiliates -- The Associates of the Boston Public Library and the Norman B. Leventhal Map and Education Center -- will now govern all shared development and communications strategies. These shared strategies will enable our organizations speak to the philanthropic community with a single message and set of priorities, eliminating the redundancy and confusion that existed in the past. In addition, we will be seeking greater collaboration and coordination with Friends groups across the city.

Key Accomplishments: Collections

Inventory completion

The BPL's photography and print inventories have been completed, resulting in electronic records, better organization, and improved archival storage of the rich, expansive collections held by the Print Department.



Toulouse-Lautrec Exhibition and Partnership

The BPL loaned more than 100 Toulouse-Lautrec prints to the Museum of Fine Arts -- the largest loan of its type in the Library's history. This loan marks the beginning of what we expect will be an ongoing partnership that will enable the Library to showcase more of its museum-quality collections.

Rare Books Department Renovation Planning

In preparation for a \$16m renovation, the entire Rare Books & Manuscripts collection has been moved off-site for storage during the renovation. A temporary Rare Books department has been set up at the Central Library for staff to continue work on a limited collection that remains on-site.

Staff Restructuring

To improve the departmental structure responsible for special collections, 10 new and revised positions have been fully negotiated and are in the process of being filled. By merging the former Prints and Arts Departments into a single new Arts Department, the library will be able to provide better service and promote the wide spectrum of visual materials collections. Staff in this area include a new Manager of the Arts and five additional curators who will specialize in prints, photographs, fine arts, and music.

Key Accomplishments: Public Service

Social Work Outreach

This year, in partnership with the Department of Neighborhood Development and Pine Street Inn, the BPL welcomed a full-time outreach manager embedded at the Central Library in Copley Square, who provides assessment, crisis intervention, and intensive case management services to unsheltered individuals drawn to the spaces and resources of the Boston Public Library.



WiFi Hotspot Lending

BPL has launched a mobile WiFi hotspot lending initiative, expanding free internet access to patrons beyond its 26 public service locations. Hotspots are available to borrow at the Central Library and branches throughout the city; if all hotspots are checked out, adult patrons may place a hold via the online catalog for 21 day loan periods -- as they would a regular book.

Public Programming

The Library continues to see vibrant programming as essential to its work at all locations, and will continue to arrange many of its signature series around themes appropriate to a given year. Its fledgling "Public Conversation' series had a successful second year, hosting Robert Kuttner, author of *Can Democracy Survive Global Capitalism?* along with Lisa Lynch, Provost at Brandeis University; Frederick Wiseman, documentarian and director of "Ex Libris," David Hogg, Parkland shooting survivor and gun control advocate, and Brewster Kahle, of the Internet Archive.

Branches

With the generous investment of the City of Boston, BPL's branches are receiving renovations and seeing their spaces refreshed, resulting in significant traffic and usage. This year, approximately 80 percent of the BPL's programs took place in its branches, while nearly half of the visitors to the BPL came through its branches. In addition, branches account for 70 percent of the system's circulation, and more than half of the computer sessions systemwide.

Digitization

The BPL's focus on equity and access is reflected in the work of its digitization team; this year's major efforts included the full, crowdsourced transcription of more than 4,000 digitized manuscripts and letters from the BPL's antislavery collection, a partnership with UMass Boston to digitize their hip-hop archives, and a new partnership between the BPL, Digital Commonwealth, Harvard University, and the National Archives, which will result in the full digitization and free online posting of the Morgan v. Hennigan Boston Public Schools desegregation case file.



FY19 Accomplishments: Collections

Intellectual Control and Custodianship of Special Collections

Photography Inventory

The inventory of the BPL's Photography Collection, under the leadership of Dr. Martha Mahard and her team of interns from Simmons University, has now concluded. The photography inventory, overlapped with the print inventory, resulted in electronic records, better organization, and improved archival storage of the rich and expansive collections held by the Print Department.

The BPL's collection of 1.3 million prints, drawings, and photographs ranks among the world's top 20 major museum print collections by numbers alone. The collection includes priceless, museum-quality works of art and archival collections of exceptional documentary value.

Manuscripts and Music

In preparation for a \$15.7 million capital project to address environmental and mechanical improvements in the department, two more significant inventories were completed in FY19.

Staff completed a box-level inventory of the estimated 1 million manuscripts in the Rare Books & Manuscripts collection, along with nearly 30,000 of the most rare and valuable items in the Music collection. A significant number of the scores, books, and manuscripts of the Music collection will be transferred to the Rare Books & Manuscripts collection and moved into the new department after the renovation is complete.

Renovation of Rare Books Department

In FY19, the Library completed the design phase for the \$15.7 million renovation of the Rare Books Department at the Central Library in Copley Square, and we anticipate construction to begin this summer. In preparation for the renovation, the entire Rare Books & Manuscripts collection was moved off-site for storage during the renovation. A temporary department was set up at the Central Library for staff to continue their work on a limited collection that remains on-site.



Additionally, the Library's space at the City of Boston Archival Center has been rearranged and organized to accommodate the more than 250,000 books from the research collection that are being displaced by the renovation.

Partnership with Museum of Fine Arts, Boston for Toulouse-Lautrec Exhibition

The MFA and BPL collaborated on a 200-work exhibition of the 19th century French artist Henri de Toulouse-Lautrec. The exhibition, titled "Toulouse-Lautrec and the Stars of Paris," features more than 80 of 350 Toulouse-Lautrec works held in the Library's collection. BPL cardholders will receive free admission to the MFA in the month of June, so they can to explore and enjoy the exhibition.

In preparation for this exhibition, BPL's complete Toulouse-Lautrec collection has been digitized. Nine oversized posters from the collection have received extensive conservation treatment, which was funded by the MFA and the Associates of the Boston Public Library. Four of these posters will be on display in the Central Library in Copley Square.

OverDrive Statewide Lending

In FY19, the BPL joined with Massachusetts six other library networks provide reciprocal borrowing of OverDrive ebooks and audiobooks to every resident of the Commonwealth. Through this new program, BPL patrons are able to borrow ebooks and audiobooks directly from member libraries, increasing their selection while decreasing wait times.

Reorganization of collection storage

The BPL's secondary storage room (known as the pallet room) at the City of Boston Archival Center has held collections in flux for the last several years due to various ongoing projects. In FY19, staff converted the room from palletized storage to a functioning, organized collection storage space. Administrative records were rehoused from cabinets to boxes, and shelves were built to accommodate collections displaced from the Central Library.



FY19 Accomplishments: Programs, Exhibitions, + Library Services

Boston Artist in Residence

The BPL partnered with the City of Boston's Artist-in-Residence program for an installation of banners hung throughout the BPL system. The selected artist, Steve Locke, describes the project as a "love letter to a library." The text of the banners, "I Remember Everything You Taught Me Here," encouraged viewers to (re)engage with the library as a site of learning, discourse, and memory.

Notable Women

The Boston Public Library's 2018 Lowell Lecture Series featured prominent activists, curators, poets, and writers who are all women of note in today's world. Speakers ranged from Cherrie Moraga, Chicana writer, feminist activist, poet, essayist, and playwright to the Greenidge Sisters: Kaitlyn, Kerri, and Kirstein, who presented their "FEM Tour," seeking to identify and explore sites and places connected to women's history across the country. The series was capped by Angela Davis whose activism and scholarship has inspired movements for social justice around the world.

This popular annual lecture series is made possible with the generous sponsorship of the Lowell Institute. Founded in 1836 with a mission to inform the populace regardless of gender, race, or economic status, the Lowell Institute has reached thousands of Boston-area residents by sponsoring free public lectures and other educational programs.

Adult Programs at the Central Library

Hip-Hop Series

This year, the BPL completed a unique, NEH grant-funded collaboration with UMASS Boston's MASS Hip-Hop Archive. Programing consisted of a "Mass Memories Roadshow: Hip Hop Edition" digitization day at the Boston Public Library, along with additional programs highlighting the original elements of hip hop, such as dance, graffitti, and the role of the MC.



Public Conversations

Bank of America funded a new civic engagement series called "The Public Conversation" where BPL's president David Leonard interviewed and moderated conversations with various thought leaders, activists, and curators, including Robert Kuttner, author of *Can Democracy Survive Global Capitalism?* along with Lisa Lynch, Provost at Brandeis University; Frederick Wiseman, documentarian and director of "Ex Libris," David Hogg, Parkland shooting survivor and gun control advocate, and Brewster Kahle, of the Internet Archive.

Living Room Conversations

The Library hosted an additional new civic engagement series entitled "Living Room Conversations," a monthly program that uses facilitated conversation to bridge the issues that divide and separate us. The conversations provide a structure for friendly yet meaningful conversation with those with whom we may not agree. They build listening skills, compassion, and highlight common ground and the importance of civil dialogue.

Program Partnerships

This year, the Library streamlined the community partnership proposal process through which we consider applications from organizations proposing series of programming.

In this fiscal year, highlights of partnerships included: GrubStreet, Eureka Ensemble, Boston Lyric Opera, Company One Theatre, Boston Philharmonic, the Readable Feast, World Boston, and Boston's Stonewall Anniversary Committee, among others.

Research Services

New Health & Human Services Research Specialist

A Health & Human Services Research Specialist joined the department this year; the Library created this new position in response to shifting community needs. Her outreach has included many partnerships with State and local City agencies and nonprofit organizations, including Pine Street Inn's Men's and Women's Shelters; the Women's Lunch Place; and Ethos. This month, she will coordinate a public health fair at the Central Library, with participation from more than twenty organizations.



Live chat for Research Services

Our Research Services team provides online reference service to the public via email. This year, the Library migrated this service to a web platform that will also allow real-time chat with reference librarians. This transition allows for searchable FAQs, and better quality control, and has substantially improved our analytics.

Genealogy

The Library has hired a new genealogy specialist, who has revived the very popular genealogy classes at the Central Library in Copley Square, assisted in the planning of the Local Family History series with genealogy speakers, and has helped patrons at their genealogy reference appointments.

Book a Librarian

The Research Services Department also began offering a new "Book A Librarian" service, which allows patrons to make one-on-one appointments with a reference librarian for complex inquiries. To date, Research Services has received 56 requests for appointments.

Kirstein Business Library & Innovation Center (KBLIC)

This year, KBLIC focused on Workforce Development, Financial Literacy, Technology Education, and Entrepreneurship and Small Business Development. These efforts involved programming, staff instruction, partnership solicitation, and community outreach. In all, KBLIC provided more than 190 programs to more than 1,400 participating patrons.

Workforce Development

<u>Career Series:</u> Kirstein hosted job search instructor Joyce Mandel for a six-part career series, with topics including Job Search, Resume Writing, Cover Letters, Interview, and Networking.

<u>Salary Negotiation for Women</u>: Kirstein hosts the American Association of University Women (AAUW) for a monthly salary negotiation workshop; in FY19 KBLIC hosted ten workshops with more than 170 patrons attending.

Job Workshop for People on the Spectrum: Kirstein and Research Services will be co-hosting this joint event in April, 2019.



<u>Community outreach</u>: In addition, KBLIC staff host community outreach events, including resume drop-in hours at the Chinatown branch

Financial Literacy

Money Smart Week: In April 2019, KBLIC offered a slate of financial literacy programs on topics such as Make Your Money Matter, Investing for Retirement, Understanding Credit Reports, Jumpstart Your Financial Future, Manage Financial Records, and Salary Negotiation, in partnership with the Babson Financial Literacy Program; CFA Society of Boston; the Roxbury Center for Financial Empowerment, and the American Association of University Women (AAUW.)

America Saves Community Table Outreach: Kirstein has also staffed community tables at City Hall and events at the Bolling Building in Dudley Square.

<u>Free Tax Preparation</u>: In cooperation with Volunteer Income Tax Assistance (VITA), Kirstein hosts tax preparation sessions twice a week.

Technology Education

KBLIC's Adult Technology Librarian has conducted more than 30 software design workshops, assisting more than 150 patrons with skills including GarageBand, Photoshop, Illustrator, Final Cut, Blender, iMovie Sketchup, Pixlr, InDesign, and hosting weekly Production Design Drop-ins. In FY19, KBLIC completed more than 180 3D print jobs for patrons.

Entrepreneurship and Small Business Development

<u>Partnership with Goodwin</u>: KBLIC continued to build on its partnership with the law firm Goodwin to provide monthly workshops on topics such as Capital Finance, Legal Basics of Music Collaboration, and "For-Profit or Not." Goodwin has started providing half-hour one-on-one office appointments in KBLIC to assist small business owners on topics such as Corporations and other entities; Intellectual Property; Commercial Lease; Contract Law; and Debt/Loans.

SCORE Boston: KBLIC hosts Small Business workshops once each month on a variety of topics of interest to small business owners and entrepreneurs; we also offer one-on-one small business mentoring twice weekly.



New partnership with Bank of America: Beginning in May 2019, we will be offering a multi-part series hosted by Bank of America entitled "Growing Your Business."

<u>USPTO Patent & Trademark Resource Center</u>: This year, Kirstein became a Patent & Trademark Resource Center to educate patrons interested in learning about Intellectual Property. This designation involves offering workshops and reference assistance for inventors and those seeking guidance on registering a patent, trademark, or copyright.

<u>Candid (FKA Foundation Center)</u>: As a Funding Information Network Partner, we continue to provide nonprofits and individuals guidance on ways to seek foundation funding for their projects.

<u>KBLIC in the Community</u>: Kirstein staff provides quarterly Business Market Research Workshops for entrepreneurs at CWE's downtown Boston location. In addition, Kirstein staffed a BPL table at the Bolling Building to educate small business contractors on library resources, and participated in a HUBWeek panel with SCORE.

Adult Public Instruction

The Public Instruction team has stepped up outreach efforts to reach those most in need of assistance, particularly in the area of digital literacy. Tech Goes Home was a hugely successful program this year, and a new offering, Career Online High School, gives adults the opportunity to earn an accredited high school diploma.

The Public Instruction department has collaborated with the Kirstein Business Library & Innovation Center and the ASA College Planning & Career Center to provide assistance around workforce development, and has participated in the new "Library Conversations" civic engagement series.

Instruction Services

Instruction Services continued to strengthen and cultivate relationships with outside community partners, such as Right Start, YearUp, America Works, Tech Goes Home, Peer 2 Peer University, The MBTA/RIDE program, the Substance Abuse Hotline, and the Office of Returning Citizens. This outreach helps BPL reach more vulnerable populations where we can help them achieve their goals to become more digitally savvy for personal and professional growth.



Class offerings have expanded across the branches, with a focus on meeting a variety of needs for patrons; in particular, building and strengthening the digital skills required by today's employers.

In addition, BPL has also offered more advanced level classes in JavaScript/HTML, website development, Microsoft Applications, and is further exploring options for blended online and in-person learning.

As of March 2019, the department is now a full staff of three; and for the first time ever we are able to offer classes, workshops, and one-on-one assistance in Spanish.

Tech Goes Home

BPL graduated a record number of adults who took Tech Goes Home courses across BPL locations. Between March 2018 and March 2019, 217 learners graduated and each was able to purchase a Google Chromebook for \$50. Not only did participants and instructors enjoy the classes and getting to know many members of the community, but many patrons have come back to the libraries to express how much having a laptop has made an impact in their lives.

Career Online High School

Earlier this year, the BPL started to offer Career Online High School, which gives adults ages 19+ an opportunity to earn an accredited high school diploma and career certificate through a fully online program. To date, four students have enrolled in the program; they are on track to graduate within the next 18 months.

Community Learning Center

The Community Learning Center has re-started its genealogy and family history-related classes and workshops, in partnership with BPL's Genealogy Specialist, several librarians from Research Services, and colleagues from the Norman B. Leventhal Map and Education Center at the Boston Public Library.



Adult Literacy and Citizenship

The Adult Literacy team has expanded with the addition of a Literacy Instructor. She has kicked off several new educational offerings including a ten-week TOEFL Preparation class for approximately 20 students

The department has has continued to provide ESL Conversation Groups, ESL classes and additional adult educational offerings; in addition, the Adult Literacy Team hosted a Naturalization Ceremony for 90 new citizens and connected them to resources to register to vote, apply for a passport, and sign up for a free membership to the Museum of Fine Arts. This team also hosted a USCIS training session for 90 citizenship educators; partnered with the BPL's Children's Department to offer a Family ESL Conversation Group; and is partnering with St. Mark's Community Education Program to offer citizenship classes at five branch libraries this year.

Youth Services

Partnership with DYS

Four youth services librarians are involved in a partnership between the BPL and the Department of Youth Services. As of March 2019, for the 2018-2019 school year, the team had issued ten library cards; during their visits, while 286 teens in the DYS seven units checked out a total of 336. While books are generally checked out for pleasure reading, some teens have been requesting texts featuring educational and/or trade topics.

Homework Help

As of March 2019 a total of 4,614 students in Boston have received Homework Help through this program, with two months still left to reach additional students. The program is offered at 18 locations and has hired a total of 50 high school students as mentors.



Systemwide Programs

This year, Youth Services was able to offer afterschool block programming, with weekly workshops at branches for children and teens. Programs were run by the Eliot School of Fine and Applied Arts, Cooking with Miss Debbie, and Boston Society of Architects, and also offered monthly storytimes led by the Boston Ballet and Drag Queen Story Hour.

Vacation Week programming was robust this year. Thanks to a generous donation from the Highland Street Foundation, the Library was able to offer an array of programming during February Vacation week, including performances from the Boston Lyric Opera, Mike the Bubble Man and Caravan Puppets.

April Vacation week programming was partly paid for by the M&T Foundation, who also sponsored programming partnerships with the Museum of Fine Arts and the Toulouse-Lautrec exhibition. The MFA provided printmaking programs for children at four locations.

In honor of Hispanic Heritage Month 12, branches received programming from 123 Andrés.

Outreach Efforts

In January 2019, Youth Services welcomed a new Youth Outreach Librarian, who will provide outreach to many past partners, including South Cove Community Health Center Early Intervention Program, Floating Hospital for Children at Tufts Medical Center and the Boston Children's Hospital Young Parents Program Clinic two to three times a month. A total of 126 children and their families have participated in programming through these outreach programs.

Outreach has also taken place at Family Skate Night at Chez Vous, sponsored by BCYF; Library Legislative Day at the State House; and at City Hall through the Right Start Program.



Children's Library

Overview

To date, the Children's Library has offered 952 programs for children ages 0-12 and their caregivers, with 42,685 patrons attending programs. We anticipate offering about 323 programs in the final quarter for a total of 1,275 programs for children ages 0-12 in this fiscal year. Early literacy typically makes up about one third of programming, one third is geared toward school-age children with extended programing for this age range during summers and vacation weeks, and one third involves family programming for a wider range of ages.

Summer and vacation week programming

Special summer and vacation week programming this year focused on creative arts education and STEAM. Highlights included a series of ukulele workshops, a writing club led by local author Susan Tan, puppet building classes with the Puppeteer's Collective, a Family Build engineering programs, visits from Northeastern University's Society of Women Engineers, and a Science Rocks series of hands-on experiments.

Diversity in the Children's Library

We continue to work on diversifying programming in the Children's Library.

<u>Art Explorers:</u> For librarian-led programs like our weekly Art Explorers, where librarians create process-based activities to help kids explore art and artists from a wide range of backgrounds, we work to include diverse representation in our choices.

Some standout projects this year included clay art based on Mexican book illustrator Yuyi Morales, paper marbling based on the work of African-American artist Ekua Holmes, folk art based on the bottles villages of Grandma Prisbey, building designs based on Iraqi-British architect Zaha Hadid, and flags based on Pride Flag designer Gilbert Baker.



<u>Performances</u>: The Children's Library also introduces children to performers from many backgrounds, including monthly storytime with Drag Kings and Queens; a visit from Boston Carnival Village, celebrating Boston's Caribbean Parades and Carnivals; several social justice programs with Wee the People; a bilingual concert with 123 Andres; performances from Chinese dance troupe Chu Ling and Indian dance troupe Triveni; and author visits from Susan Tan, Francie Latour, Shaina Lu, Grace Lin, and Raul III.

<u>Bilingual efforts</u>: This year, the Children's Library has continued to focus on expanding bilingual programming and programming in support of English Language Learning families, including Spanish/English programs with partner Pine Village Preschool; quarterly bilingual storytimes with the Wôpanâak Language Reclamation Project; English/Mandarin storytimes with several partners; and our new Family Conversation Circles for English Language Learners in collaboration with the Literacy Services Department.

<u>Partnerships</u>: We have continued our successful partnerships with the New England Aquarium, the John Quincy School Orchestra, and MIT's Public Library Exchange program. The Children's Library strengthened our ongoing partnership with the Boston Book Festival by offering a series of programs leading up to the Festival that highlighted the work of authors and illustrators who were featured. We also built partnerships with Wondermore to host visiting authors both in the library and in local schools.

Caregiver Engagement

As part of our strong focus on early literacy, engagement with parents and caregivers has been a major focus of the Children's Library this year.

<u>Tip of the week</u>: Each week, the Children's Library chooses choosing one tip or practice that caregivers can use to build pre-reading skills with their young children, and integrates that tip into every early literacy program during the week. By focusing on one message each week, our messaging is stronger and as a team, we are better able to ensure we are all including a variety of caregiver messages.



<u>Caregiver Education</u>: The Children's Library encourages caregiver education by bringing in outside organizations for tabling or caregiver-focused programs, which this year ranged from information on nursing and infant nutrition, to messaging about water safety for very young children, to programs on communication and learning baby sign language.

<u>Lactation space:</u> To create a more welcoming space for families, we listened to requests from caregivers and created a private nursing and pumping room in the Children's Library. We have had a very positive response from caregivers who prefer a quiet, private area for nursing and pumping.

Other Projects

So far in FY19 the Children's Library has worked with 42 different schools and community groups inside the library, and provided outreach visits to 11 different schools and community groups. Outreach highlights included new ongoing outreach to St. Stephen's after school program, where we are leading a monthly social-justice based book group for tweens, and regularly monthly story times at Horizons for Homeless Children.

Highlights inside the library included a visit from 300 students from the Quincy and Blackstone schools, who joined us to hear Grace Lin read her book and talk about Chinese New Year, and working with the Nazzaro Community Center to offer weekly hands-on programs for their tween group.

The Children's Library hosted a month-long visit from Austrian Librarian Martina Lammel, who was here as part of an exchange program between the American Library Association and the Austrian Library Association. Martina observed programs, met with staff from many departments and branches, visited other local libraries, and brought home new ideas for Austrian librarians working with children.

Two children's librarians completed training to become BPL Art and Architecture tour guides this year, completing the first major step toward our goal of offering family-friendly tours of the library. We are currently designing a tour for school groups in grades K-5, which we have tried out on several local schools. In this coming year, we intend to train several other tour guides to work with school groups of younger students, and to use our lessons learned to design public family tours.



Teen Central

This year, Teen Central saw more than 33,000 teens, who checked out more than 21,000 video games and laptops. Teen Central also welcomed visits from 70 different middle and high schools around Boston and Massachusetts.

Teen Central has expanded its partnership with outreach partners. The library now provides services to not only the Department of Youth Services and the McKinley School but also to Youth On Fire, a drop-in center for homeless and street-involved youth ages 14-24; Bridge Over Troubled Waters, which offers shelter and services for teens who are homeless; and Succeed Boston, the counseling and intervention center for Boston Public Schools students.

Neighborhood Services

With ongoing capital investments enabling new designs and renovations, neighborhood services staff have been thinking carefully and creatively about how to enhance the branch libraries' positions as the hearts of their communities, with new staff, new programs, and new energy. Below we have included one highlight from each branch:

Connolly Branch: As part of Latinx Heritage Month, in October the branch and the Hyde Square Task force held their 3rd annual Story Walk. Families were invited to stroll down Centre Street reading the pages of the picture book *Maybe Something Beautiful: How Art Transformed a Neighborhood* by F. Isabel Campoy, Theresa Howell; illustrated by Rafael López. In addition, responding to community demand, Children's Librarian Sujei Lugo began offering a Hora de Bebés: Spanish Language Playgroup for Babies. The program features songs, games and stories en español. The program is held bi-weekly and is particularly well attended.

Egleston Square Branch: Kids Cook programs have grown in frequency and popularity, requiring parental assistance to help meet the demand. Kids are now expecting and looking forward to them, and even suggest recipes they would like to see in the future; in addition, the Homework Help program at this branch routinely attracts the highest participation levels in the system.



Hyde Park Branch: The branch has been hosting monthly sessions of Story Time with the Boston Ballet, where two cast members from the Boston Ballet read aloud a story from the ballet and coach children in simple ballet moves to lead a group dance. Typically children get to see props such as costumes or still pictures used in the actual performances.

<u>Jamaica Plain Branch</u>: Children's programming is particularly successful, with weekly story times attended by more than 150 children per week. The branch also features an after-school Kids' Club program for children age five and up, three homeschool book discussion groups for students ages 6-11, and a Creative Library Drama program for children ages 7-12. In addition, Northeastern students arrive at 10am on Saturdays to offer STEM programs for children in fourth to eighth grades.

In addition, the JP Branch continues to offer 3D printing help for all ages, and plans to offer more classes about using the Adobe and Apple software in our Maker Space.

Mattapan Branch: Program highlights include a Creole Class and an ESL conversation class, facilitated by trained staff. Saturday morning computer classes are sometimes offered in French, as a large percentage of participants speak either French or Creole. The branch also partnered with Project Bread to distribute free lunches and snacks to children and teens this past summer. The branch plans to partner with Project Bread again this summer.

Roslindale Branch: Roslindale Branch Friend Laura Gang has initiated a series of Maker Programs, in partnership with Roslindale resident Cora Carey, an engineering teacher with four Boston Public Schools. Activities included repurposing candy tins, building game controllers, balloon rockets, marble roller coasters, Lego constructions and creating bookmarks. The Roslindale branch is scheduled to close for an 18-month renovation on August 31, 2019, and staff are working on ensuring that programs continue in other locations during closure.

West Roxbury Branch: The Lecture Hall renovation has transformed the branch with new AV equipment, new furniture, flooring, a fresh coat of paint, and window treatments. Staff are active in outreach activities to community partners, including the patrons at Hebrew Rehab; booktalks with seniors at Deutsche Altenheim, and visits from Bibliocycle at events in the community.



East Boston Branch: The East Boston Branch became a site for Summer Eats, the Federally funded free lunch program for children and teens, which was helpful not only to the teens and children who spend the whole day at the library, but also to a teen summer employment group who were stationed in East Boston. In February, Librarian Jenna Collins started an intermediate English Class at East Boston, an important addition to the two conversation groups held at the branch, as many of the more intensive English classes offered at other organizations in East Boston have long waiting lists.

<u>Fields Corner</u>: Fields Corner began a partnership with Boston Baroque in February of 2018, bringing highlights of Vivaldi's "Four Seasons" and an instrument petting zoo to Dorchester through their "Classics for Kids" outreach program -- which includes a harpsichord that needs to be brought in and tuned prior to the normal branch hours! Attendance is high through the branch's connections to schools, Countdown to Kindergarten, and the Dorchester Family Engagement Network.

Grove Hall: The Grove Hall Branch has been the host site for the monthly Louis D. Brown Peace Institute Provider Breakfast, which attracts people from across the city and region who are involved in providing a variety of social services in their communities. This past year, the branch has also been hosting Comics in Color. CiC is a program that focuses on comics for by and about people of color in order to support artists of color and to give young people of color a chance to see themselves in the genre.

We have continued our collaboration with two tech programs geared towards children and teens: Bits and Bots and Girls Who Code. Both of these programs introduce and immerse children and teens in the world of coding and robotics.

<u>South Boston</u>: In September, entering freshmen at Boston University visited for a STEAM festival, where children were able to participate in stamping and printing, coding with Ozobots, and painting with a variety of found objects. The branch also held a special event for September's National Recovery Month: Maureen Cavanagh came to the South Boston Branch to discuss her new memoir *If You Love Me: A Mother's Journey Through Her Daughter's Opioid Addiction*. Social workers were also on hand to discuss recovery options in the area. This event was presented in collaboration with the Boston Public Health Commission.



<u>Lower Mills</u>: Lower Mills hosted a huge pumpkin carving event on October 27, with donations of pumpkins from Cedar Grove Gardens and candy donations from local businesses.

<u>Brighton:</u> The branch hosts year round free tax preparation for seniors and anyone making less than \$80,000 annually. While the process serves hundreds of residents, it also increases foot traffic, circulation, and computer and print usage.

In addition, for the first time this year, DCF requested space on the first Friday of every month in the community room to recruit new foster parents. Happily, there were several good matches from these activities.

Faneuil: Animal World presented their interactive animal show to more than 75 kids and adults, which included a sugar glider, a giant frog, and a hissing cockroach. After they introduced the animals and discussed their behaviors, the kids were able to come up and touch them. In addition, the 57 Readers and Writers, a local Brighton writing group, has held a public reading of their newest works twice a year at the Faneuil Branch Library for more than 15 years.

<u>South End</u>: The South End's Library Park was renovated this year, which the staff and patrons appreciate very much. For the current fiscal year, the South End Branch is most proud to have offered many local residents free tax preparation for the 2019 filing, a team effort between library staff administering the program and volunteer preparers who served hundreds of patrons for the season.

North End: The North End branch served a packed house for Stephanie Schorow's talk about her book *The Crime of the Century: How the Brink*'s *Robbers Stole Millions and the Hearts of Boston*. Weekly Friday Films with Emerson Professor Barry Marshall have been very popular, combining a screening with a lecture from him contextualizing and analyzing the film. The Friends of North End Library's Books in Bloom program this April brought spectacular floral arrangements into the branch to celebrate the season with a literary theme.



<u>Chinatown:</u> Opened in February 2018, the new Chinatown branch has been offering increased programming for adults. Highlights include the Tech Goes Home program, which teaches essential technology skills and provides participants with a laptop at reduced cost, a loyal group of participants for the ESL program, and a yoga program. The branch also welcomed a new Branch Librarian, Yan Wang.

<u>West End</u>: The West End won the Boston Reads One Million Minutes, with a total of 397,324 minutes -- a 150,000 point lead over Connolly. At all summer reading programs this year, parents and kids filled out their minutes, while also receiving a free book.

<u>Upham's Corner:</u> In one year, Children's Librarian Debbie Foley saw 3,475 students in 178 classes between going to the schools and classes coming to the library; between September and December the branch made library cards for at least two classes a week. By the end of the year, the branch had made a card for almost every student in grades K through 3 at the six elementary schools in the area, which included both public, charter and private schools.



FY19 Accomplishments:

Information Technology + Digital Services

Information Technology Services

Key Vacancy Filled

BPL welcomed Kurt Mansperger as its new Chief Technology Officer. Kurt will lead the IT Department and advise the institution on its technology strategy.

Equipment Refresh

All of the Library's PC's and laptops for both public and staff have use been refreshed, including brand new equipment at 10 branches, which comprises 174 desktops and 56 laptops, as well as new Xerox multifunction copiers, which have been deployed across all locations.

WiFi HotSpot Lending

BPL piloted a WiFi Hot Spot lending program this year, sending 210 units into the field. We are currently evaluating the program and hoping to extend it in the future.

HappOMeter Survey

BPL installed HappOMeter tablets at key locations as a new way to receive feedback on programs patrons have attended or their overall experience visiting the library. The tablets are positioned at the Johnson's Welcome Desk, McKim's front desk, and in the Jamaica Plain branch. As a security measure, these tablets are in a locked case along with software that limits access to only the survey.

Braille Printer

A braille printer has been re-introduced in Tech Central. This is an accessibility printer that was taken out of service several years ago.



Digitization Services

Anti-Slavery collection transcription

Nearly 4,600 volunteers from around the world have participated in the full transcription of more than 4,000 digitized manuscripts and letters from the BPL's antislavery collection.

Desegregation case

This year, the library forged a partnership with Digital Commonwealth, Harvard University, and the National Archives that will result in the full digitization and free online posting of the full case file from the Morgan v. Hennigan Boston Public Schools desegregation case.

Red Sox project

A complete set of Red Sox yearbooks and media guides from the Red Sox' archives were digitized through the Library for the Commonwealth program and are now freely available at <u>archive.org</u>.

Inventory software

A new inventory and space management software system was launched at the offsite storage facility in West Roxbury; the system is currently tracking more than 1.2 million items.



FY19 Accomplishments: Facilities

Branch renovations

The \$14.7 million Dudley Branch renovation is underway, and the branch will reopen in early 2020. The Parker Hill Branch in Mission Hill reopened in July, and design phases have been completed for both the Adams Street and Roslindale branches.

A programming and community process is underway for the Fields Corner Branch, while a designer has been chosen for the Faneuil Branch.

At the West Roxbury Branch, renovation of the community room is now complete, while construction for the refresh project at the Lower Mills Branch has begun.

BPL has also completed the bidding process for the refresh of the exterior courtyard at the South Boston Branch, as well as completing plans for the South End Branch refresh project.

Central Library

The design process and construction preparation for the Rare Books Renovation project are now complete, while the design of the Johnson Building Roof project has also been completed. In addition, construction has begun for the Energy Reducing Renew Boston Trust project at the Central Library and several branches.



FY19 Accomplishments: Press Coverage

In FY19, the Boston Public Library received press coverage on topics ranging from our work to address digital inequity in the City of Boston to our high-profile art partnership with the Museum of Fine Arts. A representative sample of press coverage is listed below.

Government Technology Magazine: Boston Public Library Takes Aim at the Digital Divide with New Pilot

As part of the City's efforts to increase Internet access, this new pilot program allows Boston residents to borrow Wi-Fi hotspots from the Boston Public Library. This one-year pilot program, funded by a \$100,000 grant from Verizon, makes 200 Wi-Fi hotspots available.

(Also covered in <u>Boston Herald</u>, <u>Boston Magazine</u>.)

Boston Globe: Boston Public Library partners with Museum of Fine Arts in new exhibition

The Boston Public Library and the Museum of Fine Arts partnered on an exhibition in the MFA's Ann and Graham Gund Gallery, entitled "Toulouse-Lautrec and the Stars of Paris," which features more than 200 works by Henri de Toulouse-Lautrec, about half of which are from our collection.

(Also covered in <u>Boston Magazine</u>, <u>NorthShore Magazine</u>, <u>Boston.com</u>.)

Bay State Banner: Bringing literacy to life

In celebration of Latinx Heritage Month, the Connolly Branch of the Boston Public Library and the Hyde Square Task Force partnered to create an interactive story walk in Jamaica Plain's Latin Quarter.

WBUR: Created By Immigrants, 10 Films Highlight The New Immigrant And Refugee Experience

Ten films, produced for the Community Supported Film's New Immigrant and Refugee Visions in Film program, premiered at the Boston Public Library this spring. All ten films were created by immigrants and shed light on the experience of new immigrants and refugees.



WGBH: Dorchester Group Expands To Help More Reach U.S. Citizenship

On Saturdays at the Fields Corner Branch of the Boston Public Library, the children's reading section transforms into an active, energetic adult learning center designed to prepare students for the U.S. naturalization exam.

Boston.com: These were the most borrowed books from the Boston Public Library
The Boston Public Library released its list of the 10 most frequently borrowed books
for 2018, with *Little Fires Everywhere* by Celeste Ng claiming the top spot.

Boston Globe: Boston Public Library president's office takes a page from history David Leonard, who was appointed President of the Boston Public Library in 2016, provides a peek inside in his historic McKim Building office.

Bay State Banner: Art project asks public for 'Love Letters to a Library'

The Boston Public Library partnered with the Mayor's Office of Arts and Culture and City of Boston Artist-in-Residence Steve Locke for a public art project called "Love Letter to a Library." The collaboration encourages viewers to engage with libraries as sites of learning, discourse, and memory.

Exhale Lifestyle Magazine: Boston Public Library Resources You May Not Know About
The Boston Public Library has more to offer than books and grand architecture: Wi-Fi

hotspots, career development workshops, customized reading lists, cafes, Art and Architecture Tours, lectures and author talks, and access an impressive archives collection.

Boston Globe: You can now grab a fancy cocktail at the Boston Public Library

The Boston Public Library in Copley Square opened its revamped Map Room cafe as a tea lounge, complete with bar seating and specialty drinks wittily named after literary greats. (Also covered in <u>Eater Boston</u>, <u>NECN</u>, <u>Boston.com</u>, <u>MassLive.com</u>.)

Brides.com: A Classic, Black-Tie Wedding at the Boston Public Library

On July 21, 2018, Bridget Quirk and Jason Patsio tied the knot at the Boston Public Library. The couple embraced the style and beauty of the Library and worked with our exclusive catering partner, A Catered Affair, to design a black-tie wedding fit for the classic venue.



FY19 Accomplishments: Noteworthy Publications and Awards

Publications

The **Research Services Department** was acknowledged in a recently published **Psychology Today** article for their help in obtaining local reviews of "Death of a Salesman" when it came out in 1949. They wrote, "with much appreciation to the newspaper research and archives staff of the Boston Public Library."

Librarians Jess Snow, Ally Dowds, and Catherine Halpin wrote a chapter in the new **ALA Editions** book titled "Create, Innovate, and Serve: A Radical Approach to Children's and Youth Programming." Their chapter focuses on how to create a vision for an innovative new teen space incorporating technology, teen voices, outreach, services, and programming in a new and different way.

The **Research Services Department** has published prominent research guides, including in <u>The American Revolution in Massachusetts</u> and in <u>Boston's LGBTQ+</u> History.

Awards

North End Children's Librarian Alyson Feldman-Piltch was selected for a two-year appointment to the American Library Association's Larry Romans/Mike Morgan Stonewall Book Award Committee for Kids and Teen Lit.

Health and Human Services Librarian Ally Dowds recently appeared in VOYA, the national publication for librarians serving teens in schools and public libraries. She discussed her work as an advisor with the national committee Great Stories Club through the American Library Association. She also completed her one-year term as part of the national Young Adult Library Services Association.

Central Branch Teen Librarian Maty Cropley was chosen to participate in the 2019 **Library Freedom Institute** (LFI). LFI is an initiative by librarians to train other librarians to educate and advocate in their libraries for privacy, safety, and the reduction of harm related to surveillance and large-scale data collection.



FY19 Accomplishments: Kudos from the Public

The **East Boston Branch** received a lovely card and two minute-counting slips, one from a grandmother and one on behalf of her four-year-old granddaughter. The card praised the One Million Minutes summer reading challenge saying,

"The benefits of the million minutes project for our family were 'uncountable."

Kudos to **Reader Services' Librarian Jordan Draves**, who curated an Asexual Romances list, highlighted on the BPL's OverDrive Page. All books on the list are currently checked out, with wait queues. The list has been much appreciated on Twitter as well. Below are two comments:

"I wanted to express my gratitude for the Asexual Awareness/Acceptance promotion I saw on your Overdrive homepage today. I'm grey/ace and it means a lot to see that commonly ignored identity highlighted and to get some book recommendations that might act as mirrors rather than windows for that aspect of myself. Thank you!"

"I was really pleased to see that the Overdrive site had Asexual Romances as a featured category today. Both because it was being highlighted and because the BPL has invested enough money for there to be enough books to even make it a category. Thank you."

Egleston Square Branch Librarian Guy Harris received several compliments from participants of his Tech Goes Home program. One patron wrote,

"Again, thanks for the computer training class that we just completed. You were great, made it fun and interesting, and contributed a great deal in helping to improve communication within our local leadership! Our team learned a lot and really appreciated and enjoyed the class and at the same time benefited greatly."



Patron Stanton Hager wrote,

"I am overdue in thanking the BPL for its 'Suggested Purchases'—a BPL feature that has enabled me to borrow and read books—mostly of T'ang poetry important to my Chinese translations—that I cannot afford to buy. You've also been kind enough to buy several DVDs and CDs that I've wanted especially to watch and listen to. For 'Suggested Purchases,' as well as for all other BPL features, services, and collections, I am grateful."

Shari King, Program Director of The Autism Program at Boston Medical Center—Developmental & Behavioral Pediatrics wrote to the **Grove Hall Branch**,

"Thank YOU for continuing to offer such a warm, inviting, wonderful space. We love being there."

The Charles J. Connick Stained Glass Foundation gave special thanks to **Eve Griffin** and the BPL for sharing the library's resources with them. Here is an excerpt of their thank you letter:

"The Foundation is especially grateful to Eve Griffin, acting Head of Fine Arts at the BPL, and her colleagues for readily making available material from the Charles J. Connick Studio Records during a period of necessarily restricted access caused by ongoing developments at the library.

As Peter Cormack and many others have found during their research into Connick's prolific career, the archives at the BPL are an unrivaled treasury not only of historical data about the Studio's commissions but also, particularly among the correspondence, of lively anecdotes that bring to life the personalities and working practices of the Connick team of artists and craftworkers."

South Boston Branch Children's Librarian Laura Miller received a wonderful holiday gift from a group of nannies and children who regularly attend her programs: two frames filled with messages of gratitude, like this one:

"Miss Laura, Thank you for all your love, patience and dedication for all the kids and nannies. We appreciate what you do but we are more than thankful. LOVE!"



A curator of the Hyde Park Historical Society complimented the **Research Services Department** saying,

"I went to Copley Square [to] look up an article about the Bachelder Cannon. The Librarians were wonderfully helpful and patient with me. If the Citywide Friends give awards, five gold stars to Gail Fithian and Dawn Barnes." Kudos, Gail and Dawn!

Government Information Specialist John Devine was able to help a patron find BPL historic materials digitized by the Internet Archive, via his newly published <u>research</u> <u>guide on New Deal era publications</u>. Said patron complimented him saying,

"Oh my goodness, John, librarians and archivists ROCK!! This is fabulous. Many thanks to you and your Wayback Machine!!"

Reference Librarian Chris Glass received compliments on the tour he gave to the Waltham Public Library's Reference Department of our Research Services Department and its resources. The review read,

"Chris was a wonderful tour guide and we learned a lot of information that we can take back to our patrons."

Susan Paul, a patron and research assistant, is working on the forthcoming book "Beyond Busing: Boston's Long Struggle for Civil Rights," which tells the story of the years of parent, student and teacher-led organizing around the issues of school desegregation, during busing. She said,

"Dear **Grove Hall Library Staff:** Your public service makes a difference! Thank you for making your branch opportunities warm and welcoming for users. Special thanks to Paul and Kate for supporting my research project in 2018. Your ideas and insights were very helpful. Congrats on 10 years and continued success!"



FY20 Goals

Ongoing

The FY20 period provides opportunity to see increased growth and optimization in the following areas:

Successful on-time and on-budget execution of the City Capital Budget;

Successful build-out of the new **Fund for the Boston Public Library**, enabling us to meet Year One goals;

Improved **intellectual control** of existing collections, continued progress on **digitization**, and greater optimization of the most regularly used physical and digital books;

A continued emphasis on **customer service** across branches and central departments, with increasing focus on quality **programs, instruction,** and **outreach.** In particular, the FY20 budget will allow expansion of social work capacity and youth services system wide.

Continued focus on **operational and financial optimization** through vacancy management, facilities support, and operational procedures; enhanced security and technology strategies; more optimal use of Library trust funds, and the investment of privately raised funds in key services and staffing gaps.

Capital

<u>Dudley Branch Library:</u> We will reopen the Dudley Branch after being closed for two years for a transformative renovation. The renovation gives the branch a large welcoming entrance with a programmable plaza, a learning lab, a nutrition lab, and updated technology throughout.

Faneuil Branch Library: The design for the Faneuil Branch will be completed. The design phase will start with a revaluation of the programming study completed in 2015 and finish with construction documents. Community meetings will be held throughout the design process to ensure the branch meets the community's needs.



<u>Construction</u> The renovation of the Rare Books Department at the Central Library; the replacement of the roof of the Johnson building and skylights in Deferrari Hall; and the renovation of the Roslindale and Adams Street Branches projects will all begin construction.

Mixed Use Projects: BPL will continue to work with our City partners at the BPDA, DND, and the Economic Development cabinet to incorporate the Uphams Corner and Chinatown Branch libraries into mixed use developments that also provide other community needs, such as affordable housing.

McKim Master Plan: A master plan to study the unrenovated spaces of the McKim building will kick off. This study will look at bringing unrenovated spaces on the third floor back to their original glory, as well as renovating worn and underutilized spaces in the building.

The study will look at incorporating new uses for programming, research and technology in these spaces, and will also include a reimagining of the plaza on Dartmouth Street.

New Projects: Programming studies will be kicked off for the Egleston Square, North End, South End, Codman Square, and West End Branch libraries.

<u>Maintenance Projects:</u> Design and construction work will be completed to stop water from infiltrating the Hyde Park community room during rain storms.

The design and and start of construction will be complete for the addition of a women's locker room in the Johnson Building at the Central Library.

Development

FY20 will see the build out of new capacity in the Fund for the Boston Public Library, the addition of fundraising campaigns and programs to engage supporters in multiple ways and at multiple levels, and the next level of strategic collaboration with local Friends' groups.



Collections

<u>Transfer of Blueprints</u>: This year, the Collections team will complete the transfer of an estimated 300,000 blueprints to the City of Boston Archives.

Retrocon pilot: In order to ensure accessibility of BPL's entire collections, this year we will complete a pilot for the retrospective cataloging of items in the BPL's research collection that are not currently listed in the online catalog. The pilot will be used to inform future project planning to electronically catalog the entire research collection.

Special Collections Restructuring: In FY17, the BPL launched a restructuring of staff departments in the Collections Division in order to better allocate resources to the organization and servicing of the vast special collections materials. Negotiations with both Library unions have continued throughout FY19 and we expect to conclude all bargaining and implement the remaining new positions in FY20.

Research Collections Storage Plan: This year, the Collections team will launch a planning study for the storage, preservation, and security of the BPL's extensive research collection.

Library Services

Equity and access: The library's service goals for the coming year focus on making it easier for the public to get whatever they need from the library, with a particular focus on equity and access.

An emphasis on social equity means eliminating barriers to use for all potential users, while making the library an institution that celebrates diversity. We will provide more tailored services in the community, with a particular focus on current non-library users and underserved populations.

<u>Immigrants and underserved populations</u>: As the library system continues to undergo major renovations across the neighborhoods, the focus in new and renovated branches will be on on assisting immigrants and underserved adults. These programs and services will provide critical, foundational skills for



workforce development, citizenship, public health and personal success, while fostering community connection, civic engagement and 21st century learning.

<u>Youth services</u>: Programs and services for youth remains a top priority for the Boston Public Library. Our goal is to foster the love of reading and learning in children from birth to 18, with an emphasis on underserved families and neighborhoods.

We will continue to increase the number of pre-school and early grade-school children who are prepared to read at the third-grade reading level, and work with caregivers of underrepresented children and families to better support a learning environment pre-kindergarten.

Organizational

We are excited to see the Project Management Office, which currently oversees all capital projects, increase its headcount by one person. This additional capacity will enable us to execute the City's capital projects even more effectively.

In addition, this year the Library will focus significant efforts on creating and maintaining a culture that promotes and supports execution of strategies, innovations in technology and services, and accountability to one and other and to the public. We will continue to develop a culture that has extraordinary sensitivity and mindfulness around issues of diversity in our patrons, equity and inclusion in our hiring practices, our collaborative work, and in all of our external programming.

New initiatives

Collection increase

Increasing the number of books available to our patrons continues to be a key initiative and priority for the Library. With an increase to the collections budget, the Library will focus on the collection areas most in demand: downloadable and streaming digital services and Lucky Day books. Circulation of downloadable and streaming digital services is expected to exceed 2 million in 2019 and an increase of funding will improve the selection of titles available for checkout and reduce wait times for the most popular titles.



The Lucky Day collection is a curated collection of new, popular, and bestselling books available to patrons by walk-in only. The Lucky Day collection began at the Central Library in 2016 and has seen its use increase by 13 percent this year. Because of this success, the collection was rolled out to 20 participating branches last summer. An increase to the collection budget will allow the Central Library and branches to maintain an even greater selection of titles, with more copies available for patrons when they walk in the buildings.

Enhanced Security

Security remains a high priority and concern for the Library. The current number of hours allocated is insufficient to ensure appropriate security at Central and in the Branches. The Library proposes to add approximately 230 more hours a week, to be distributed at key locations throughout the system.

Expanded social work

BPL currently hosts one full-time outreach worker, who averages approximately 126 unique client interactions per month. With additional capacity, we would be able to double these interactions, which will double the number of successful housing and treatment placements.

In addition, we would be able to supervise two social work interns, who could be dispatched to locations where they are needed -- particularly those locations less traditionally associated with issues related to homelessness.

New capabilities to serve youth

The BPL is proposing to increase its capability to serve youth of all ages by expanding staff capacity. We will add:

Additional Children's Librarian at the Central Library: Children's Library programming has more than tripled since the Johnson Building renovation, and attendance numbers at programs have grown even more than that. We are not able to fully meet patron needs, particularly for early literacy programming, where we often have to turn patrons away from programs that are at capacity.



Based on system-wide statistics (12,621 programs offered in 2018) the Children's Library accounts for as much as 1/10th of the BPL's total programming.

In addition, Children's Literature also now accounts for a larger percentage of all physical books borrowed from the BPL. Additional staff would help us continue to grow to meet increased patron demand.

Additional Teen Central Library Assistant: Each month, more than 2,800 teens access and use Teen Central; the front desk is kept extremely busy checking out more than 1,700 equipment items such as laptops, video games, and video gaming equipment.

Without a full-time Library Assistant in the department, Librarians have had to do this work, which keeps them from doing important programming and outreach work, such as supporting Teen Central's partnerships with Department of Youth Services (DYS); Succeed Boston, Boston Public Schools' short-term counseling and intervention program; services to the alternative McKinley Middle School; and Youth on Fire.

Additional Teen Librarians for Branches: There are currently only five teen librarians located in branches throughout the system. Library services for teens in middle and high school are extremely important, providing career and college information, much-needed high school educational support, technology and creativity education in maker spaces, and much needed hang-out space. Each branch renovation provides a teen space that is welcoming and supportive of teen collections and services; however, most of these spaces do not have a dedicated teen librarian to provide programs and services to this audience.

Currently the BPL branch system is organized into three clusters with eight branches per cluster, each overseen by a Neighborhood Services Manager. The three Teen Librarians would each be assigned to a cluster and report to that Neighborhood Services Manager.



Library Department Capital Budget

Overview

The City is committed to investing in reinvigorating its branch libraries, an important cultural attraction in neighborhoods across the city. Fiscal year 2020 capital investments will further enhance the Boston Public Library by continuing to preserve existing buildings and build new library spaces to provide better services for all.

FY20 Major Initiatives

- Construction of a new Adams Street Branch Library will begin.
- A major renovation project at the Roslindale Branch Library will also begin. The project includes a new entrance and a major redesign of the interior space.
- Construction for a comprehensive building renovation will be completed at the Dudley Branch Library.
- A programming study for a new Fields Corner Branch Library will be completed.
- A renovation project at the Central Library in Copley Square, to enhance preservation of historic special collections of rare books and manuscripts, will begin construction.
- The City will develop a building program for a new Upham's Corner Branch Library.

Total Department	14,891,807	5,879,150	26,416,574	11,656,375
Capital Budget Expenditures	Total Actual '17	Total Actual '18	Estimated '19	Total Projected '20

ADAMS STREET BRANCH LIBRARY

Project Mission

Design and construct a new branch library. Develop a building program that reflects the Boston Public Library's Compass Principles and supports the needs of the neighborhood.

Managing Department, Public Facilities Department Status, In Design

Location, Dorchester Operating Impact, No

Authorizations					
				Non Capital	
Source	Existing	FY20	Future	Fund	Total
City Capital	18,300,000	0	0	0	18,300,000
Grants/Other	0	0	0	0	0
Total	18,300,000	0	0	0	18,300,000
Expenditures (Actual and Plans	ned)				
	Thru				
Source	6/30/18	FY19	FY20	FY21-24	Total
City Capital	42,325	900,000	2,000,000	15,357,675	18,300,000
Grants/Other	0	0	0	0	0
Total	42,325	900,000	2,000,000	15,357,675	18,300,000

CENTRAL LIBRARY: JOHNSON BUILDING

Project Mission

Renovate existing staff restroom into a women's staff restroom and locker room.

Managing Department, Public Facilities Department Status, New Project

Location, Back Bay Operating Impact, No

Authorizations					
				Non Capital	
Source	Existing	FY20	Future	Fund	Total
City Capital	435,000	0	0	0	435,000
Grants/Other	0	0	0	0	0
Total	435,000	0	0	0	435,000
Expenditures (Actual and Planned	1)				
	Thru				
Source	6/30/18	FY19	FY20	FY21-24	Total
City Capital	. 0	0	50,000	385,000	435.000
Grants/Other	0	0	0	. 0	0
Total	0	0	50,000	385,000	435,000

CENTRAL LIBRARY: JOHNSON ROOF REPLACEMENT

Project Mission

Replace all low sloped roofing and flashing, repair or replace existing slate roofing material, and replace pyramid style skylights.

Managing Department, Public Facilities Department Status, In Design

Location, Back Bay Operating Impact, No

Authorizations					
				Non Capital	
Source	Existing	FY20	Future	Fund	Total
City Capital	6,130,000	0	0	0	6,130,000
Grants/Other	0	0	0	0	0
Total	6,130,000	0	0	0	6,130,000
Expenditures (Actual and Planned)					
	Thru				
Source	6/30/18	FY19	FY20	FY21-24	Total
City Capital	0	350,000	1,000,000	4,780,000	6,130,000
Grants/Other	0	0	0	0	0
Total	0	350,000	1,000,000	4,780,000	6,130,000

CENTRAL LIBRARY: MCKIM STUDY

Project Mission

This project will focus on a re-imagining of the Master Plan for the non-renovated floors of the McKim building; planning for repairs to the McKim Courtyard Fountain; development of a new program for and repairs to the Dartmouth Street Plaza.

Managing Department, Public Facilities Department Status, To Be Scheduled Location, Back Bay Operating Impact, No

				Non Capital	
Source	Existing	FY20	Future	Fund	Total
City Capital	400,000	0	0	0	400,000
Grants/Other	0	0	0	0	0
Total	400,000	0	0	0	400,000
Expenditures (Actual and Planned)					
	Thru				
Source	6/30/18	FY19	FY20	FY21-24	Total
City Capital	0	0	50,000	350,000	400,000
Grants/Other	0	0	0	0	0
Total	0	0	50,000	350,000	400,000

CENTRAL LIBRARY: RARE BOOKS AND MANUSCRIPTS DEPARTMENT

Project Mission

A renovation project at the Central Library in Copley Square to help preserve its historic special collections in Rare Books and Manuscripts.

Managing Department, Public Facilities Department Status, In Design

Location, Back Bay Operating Impact, No

	4.9			
- Δ 1	17 P	oriz	OTIO	ne

				Non Capital	
Source	Existing	FY20	Future	Fund	Total
City Capital	15,725,000	0	0	0	15,725,000
Grants/Other	0	0	0	0	0
Total	15,725,000	0	0	0	15,725,000

Expenditures (Actual and Planned)

	Thru				
Source	6/30/18	FY19	FY20	FY21-24	Total
City Capital	140,097	1,500,000	5,000,000	9,084,903	15,725,000
Grants/Other	0	0	0	0	0
Total	140,097	1,500,000	5,000,000	9,084,903	15,725,000

CHINATOWN BRANCH LIBRARY

Project Mission

Design and construct the fit-out for a new branch library.

Managing Department, Public Facilities Department Status, New Project

Location, Chinatown Operating Impact, No

			1	Non Capital	
Source	Existing	FY20	Future	Fund	Total
City Capital	Ō	1,000,000	0	0	1,000,000
Grants/Other	0	0	0	0	0
Total	0	1,000,000	0	0	1,000,000
Expenditures (Actual and Planned)					

	Thru				
Source	6/30/18	FY19	FY20	FY21-24	Total
City Capital	0	0	100,000	900,000	1,000,000
Grants/Other	0	0	0	0	0
Total	0	0	100,000	900,000	1,000,000

CODMAN SQUARE BRANCH LIBRARY STUDY

Project Mission

Conduct a facility assessment and develop a building program that reflects the BPL's Compass Principles and supports the needs of the neighborhood. Design and construct a new branch library.

Managing Department, Public Facilities Department Status, New Project

Location, Dorchester Operating Impact, No

Authorizations					
				Non Capital	
Source	Existing	FY20	Future	Fund	Total
City Capital	Ō	100,000	0	0	100,000
Grants/Other	0	0	0	0	0
Total	0	100,000	0	0	100,000
Expenditures (Actual and Planned)					
	Thru				
Source	6/30/18	FY19	FY20	FY21-24	Total
City Capital	0	0	50,000	50,000	100,000
Grants/Other	0	0	0	. 0	0
Total	0	0	50,000	50,000	100,000

DUDLEY BRANCH LIBRARY RENOVATION

Project Mission

A comprehensive building renovation will enrich library services and visitor experience through improved spatial definition, a fully accessible facility, improved signage and greater energy efficiency.

Managing Department, Public Facilities Department Status, In Construction

Location, Roxbury Operating Impact, No

Aut	hor	izai	tio	ns

					Non Capital	
	Source	Existing	FY20	Future	Fund	Total
	City Capital	11,602,626	0	0	0	11,602,626
	Grants/Other	5,597,374	0	0	0	5,597,374
	Total	17,200,000	0	0	0	17,200,000
Expend	ditures (Actual and Plann	ed)				
		Thru				
	Source	6/30/18	FY19	FY20	FY21-24	Total
	City Capital	972,024	6,000,000	1,500,000	3,130,602	11,602,626
	Grants/Other	1,819,640	3,777,734	0	0	5,597,374
	Total	2,791,664	9,777,734	1,500,000	3,130,602	17,200,000

EGLESTON SQUARE BRANCH LIBRARY

Project Mission

Assess the existing interior and exterior physical conditions and systems according to how ably the branch can accomplish the Compass principles; develop and implement an improvement plan.

Managing Department, Public Facilities Department Status, To Be Scheduled

Location, Roxbury Operating Impact, No

				Non Capital	
ce	Existing	FY20	Future	Fund	Total
Capital	206,267	0	11,893,733	0	12,100,000
its/Other	0	0	0	0	0
1	206,267	0	11,893,733	0	12,100,000
ctual and Planne	d)				
	Thru				
ce	6/30/18	FY19	FY20	FY21-24	Total
Capital	2,145	25,000	75,000	11,997,855	12,100,000
ts/Other	0	0	0	0	0
i	2,145	25,000	75,000	11,997,855	12,100,000
	cce Capital ats/Other l actual and Planne ce Capital ats/Other l	Capital 206,267 hts/Other 0 1 206,267 htts/Other 0 Thru http://discourse.ce//discourse	Capital 206,267 0 hts/Other 0 0 1 206,267 0 Capital 206,267 0 Capital 206,267 0 Thru hts ce 6/30/18 FY19 Capital 2,145 25,000 hts/Other 0 0	Capital 206,267 0 11,893,733 ats/Other 0 0 0 0 0 0 1 1,893,733 ats/Other 0 0 0 11,893,733 actual and Planned) Thru ce 6/30/18 FY19 FY20 Capital 2,145 25,000 75,000 ats/Other 0 0 0	cce Existing Capital FY20 Tuture Punt Fund Punt Capital 206,267 0 11,893,733 0 0 ats/Other 0 0 0 0 0 0 I 206,267 0 11,893,733 0 Actual and Planned) Thru ce 6/30/18 FY19 FY20 FY21-24 Capital 2,145 25,000 75,000 11,997,855 ats/Other 0 0 0 0 0

FANEUIL BRANCH LIBRARY

Project Mission

Library branch improvements consistent with the BPL's Compass Principles and based on the completed programming study which calls for improved accessibility, interior renovations and refurbishment, as well as, a building addition.

Managing Department, Public Facilities Department Status, In Design

Location, Allston/Brighton Operating Impact, No

					Non Capital	
	Source	Existing	FY20	Future	Fund	Total
	City Capital	2,108,650	0	10,516,350	0	12,625,000
	Grants/Other	0	0	0	0	0
	Total	2,108,650	0	10,516,350	0	12,625,000
Expendi	tures (Actual and Plan	ned)				
		Thru				
	Source	6/30/18	FY19	FY20	FY21-24	Total
	City Capital	8,373	25,000	100,000	12,491,627	12,625,000
	Grants/Other	0	. 0	0	0	0
	Total	8,373	25,000	100,000	12,491,627	12,625,000

FIELDS CORNER BRANCH LIBRARY

Project Mission

Conduct a facility assessment and develop a building program that reflects the BPL's Compass Principles and supports the needs of the neighborhood. Design and construct a new branch library.

Managing Department, Public Facilities Department Status, Study Underway

Location, Dorchester Operating Impact, No

Authorizations					
				Non Capital	
Source	Existing	FY20	Future	Fund	Total
City Capital	100,000	0	12,000,000	0	12,100,000
Grants/Oth	er 0	0	0	0	0
Total	100,000	0	12,000,000	0	12,100,000
Expenditures (Actual an	d Planned)				
	Thru				
Source	6/30/18	FY19	FY20	FY21-24	Total
City Capital	0	0	25,000	12,075,000	12,100,000

0

0

25,000

12,075,000

12,100,000

HYDE PARK BRANCH LIBRARY

Project Mission

Waterproof basement walls to prevent water infiltration and repair interior finishes damaged by water.

Managing Department, Public Facilities Department
Status, New Project

0

Location, Hyde Park Operating Impact, No

Grants/Other

Total

				Non Capital	
Source	Existing	FY20	Future	Fund	Total
City Capital	0	300,000	0	0	300,000
Grants/Other	0	0	0	0	0
Total	0	300,000	0	0	300,000
Expenditures (Actual and Planned)					
	Thru				
Source	6/30/18	FY19	FY20	FY21-24	Total
City Capital	0	0	30,000	270,000	300,000
Grants/Other	0	0	0	0	0
Total	0	0	30,000	270,000	300,000

LOWER MILLS BRANCH LIBRARY IMPROVEMENTS

Project Mission

An interior reconfiguration project which will include major electrical and telecommunications data upgrades, paint, carpet, and circulation upgrades.

Managing Department, Boston Public Library Status, In Design

Location, Dorchester Operating Impact, No

Authorizations					
				Non Capital	
Source	Existing	FY20	Future	Fund	Total
City Capital	226,000	0	0	0	226,000
Grants/Other	0	0	0	0	0
Total	226,000	0	0	0	226,000
Expenditures (Actual and Planne	ed)				
	Thru				
Source	6/30/18	FY19	FY20	FY21-24	Total
City Capital	4,625	60,000	161,375	0	226,000
Grants/Other	0	0	0	0	0
Total	4,625	60,000	161,375	0	226,000

NORTH END BRANCH LIBRARY

Project Mission

Assess the existing interior and exterior physical conditions and systems according to how ably the branch can accomplish the Compass principles; develop and implement an improvement plan.

Managing Department, Public Facilities Department Status, To Be Scheduled

Location, North End Operating Impact, No

				Non Capital	
Source	Existing	FY20	Future	Fund	Total
City Capital	865,000	0	610,000	0	1,475,000
Grants/Other	0	0	0	0	0
Total	865,000	0	610,000	0	1,475,000
Expenditures (Actual and Planned)					
	Thru				
Source	6/30/18	FY19	FY20	FY21-24	Total
City Capital	4,183	0	100,000	1,370,817	1,475,000
Grants/Other	0	0	0	0	0
Total	4,183	0	100,000	1,370,817	1,475,000

RESEARCH COLLECTIONS PRESERVATION AND STORAGE PLAN

Project Mission

A planning study for the storage, preservation and security of the BPL's research collections. **Managing Department**, Boston Public Library **Status**, New Project

Location, Citywide Operating Impact, No

Authorizations					
				Non Capital	
Source	Existing	FY20	Future	Fund	Total
City Capital	Õ	200,000	0	0	200,000
Grants/Other	0	0	0	0	0
Total	0	200,000	0	0	200,000
Expenditures (Actual and Planned)					
	Thru				
Source	6/30/18	FY19	FY20	FY21-24	Total
City Capital	0	0	50,000	150,000	200,000
Grants/Other	0	0	0	0	0
Total	0	0	50,000	150,000	200,000

ROSLINDALE BRANCH LIBRARY RENOVATION

Project Mission

A comprehensive building renovation will enrich library services and visitor experience through improved spatial definition, a fully accessible facility, improve signage and increase energy efficiency.

Managing Department, Public Facilities Department Status, In Design

Location, Roslindale Operating Impact, No

				Non Capital	
Source	Existing	FY20	Future	Fund	Total
City Capital	10,200,000	0	0	0	10,200,000
Grants/Other	0	0	0	0	0
Total	10,200,000	0	0	0	10,200,000
Expenditures (Actual and Plannec	1)				
	Thru				
Source	6/30/18	FY19	FY20	FY21-24	Total
City Capital	195,438	350,000	1,000,000	8,654,562	10,200,000
Grants/Other	0	0	0	0	0
Total	195,438	350,000	1,000,000	8,654,562	10,200,000

SOUTH BOSTON BRANCH LIBRARY IMPROVEMENTS

Project Mission

An exterior improvement project to improve the use and access to the back yard.

Managing Department, Boston Public Library Status, In Design

Location, South Boston Operating Impact, No

Authorizations					
				Non Capital	
Source	Existing	FY20	Future	Fund	Total
City Capital	99,000	0	0	0	99,000
Grants/Other	0	0	0	0	. 0
Total	99,000	0	0	0	99,000
Expenditures (Actual and Planned)					
	Thru				
Source	6/30/18	FY19	FY20	FY21-24	Total
City Capital	0	99,000	0	0	99,000
Grants/Other	0	0	0	0	0

99,000

SOUTH END BRANCH LIBRARY IMPROVEMENTS

Project Mission

An interior reconfiguration project which will include major electrical, telecommunications, paint, and carpet

Managing Department, Boston Public Library Status, In Design

Location, South End Operating Impact, No

Authorizations

				Non Capital	
Source	Existing	FY20	Future	Fund	Total
City Capital	132,000	0	0	0	132,000
Grants/Other	0	0	0	0	0
Total	132,000	0	0	0	132,000
Expenditures (Actual and Planne	ed)				
	Thru				
Source	6/30/18	FY19	FY20	FY21-24	Total
City Capital	0	17,000	115,000	0	132,000
Grants/Other	0	0	0	0	0
Total	0	17,000	115,000	0	132,000

99,000

Library Department Project Profiles

SOUTH END BRANCH LIBRARY STUDY

Project Mission

This project will conduct a facility assessment, review neighborhood goals, develop an updated building program that reflects the BPL's strategic vision supporting the future needs of the neighborhood, and support additional interior improvements.

Managing Department, Public Facilities Department Status, To Be Scheduled

Location, South End Operating Impact, No

Authorizations					
				Non Capital	
Source	Existing	FY20	Future	Fund	Total
City Capital	100,000	0	400,000	0	500,000
Grants/Other	0	0	0	0	0
Total	100,000	0	400,000	0	500,000
Expenditures (Actual and Planned)					
	Thru				
Source	6/30/18	FY19	FY20	FY21-24	Total
City Capital	0	0	100,000	400,000	500,000
Grants/Other	0	0	0	0	0
Total	0	0	100,000	400,000	500,000

UPHAM'S CORNER LIBRARY

Project Mission

Site acquisition, design, construction, and furnishings for the development of a new branch library.

Managing Department, Public Facilities Department Status, To Be Scheduled

Location, Dorchester Operating Impact, No

Authorizations					
				Non Capital	
Source	Existing	FY20	Future	Fund	Total
City Capital	2,250,000	0	15,730,000	0	17,980,000
Grants/Other	0	0	0	0	0
Total	2,250,000	0	15,730,000	0	17,980,000
Expenditures (Actual and Planned)					
	Thru				
Source	6/30/18	FY19	FY20	FY21-24	Total
City Capital	0	25,000	100,000	17,855,000	17,980,000
Grants/Other	0	0	0	0	0
Total	0	25,000	100,000	17,855,000	17,980,000

Library Department Project Profiles

WEB SITE & ONLINE SERVICES REDEVELOPMENT

Project Mission

Supplemental services to augment internal capacity and expertise with respect to overhauling Boston Public Library's website and online presences.

Managing Department, Boston Public Library Status, Implementation Underway

Location, Citywide Operating Impact, No

Authorizations					
			i	Non Capital	
Source	Existing	FY20	Future	Fund	Total
City Capital	100,000	0	0	0	100,000
Grants/Other	0	0	0	0	. 0
Total	100,000	0	0	0	100,000
Expenditures (Actual and Planned)					
	Thru				
Source	6/30/18	FY19	FY20	FY21-24	Total
City Capital	0	100,000	0	0	100,000
Grants/Other	0	0	0	0	0
Total	0	100,000	0	0	100,000

WEST END BRANCH LIBARY STUDY

Project Mission

Conduct a facility assessment and develop a building program that reflects the BPL's Compass Principles and supports the needs of the neighborhood. Design and construct a new branch library.

Managing Department, Public Facilities Department Status, New Project

Location, West End Operating Impact, No

Authorizations

				Non Capital	
Source	Existing	FY20	Future	Fund	Total
City Capital	0	100,000	0	0	100,000
Grants/Other	0	0	0	0	0
Total	0	100,000	0	0	100,000
Expenditures (Actual and Planned)					
	Thru				
Source	6/30/18	FY19	FY20	FY21-24	Total
City Capital	0	0	50,000	50,000	100,000
Grants/Other	0	0	0	0	0
Total	0	0	50,000	50,000	100,000

Boston Public Library, Boston	2019
Michael Colford, mcolford@bpl.org	

Principle 1: User-Centered Institution

Objectives (if included in current Long-Range Plan)	Actions	Timeframe for Activity	By Whom (optional)
	Continue to refine and develop library services to better serve users.	January – December 2019	
	Visit some of the top, innovative library systems in the country to maintain an innovative library system for Boston.	March – December 2019	
	Develop data analytics strategy to better develop and refine services to users.	May – December 2019	
	Expand Social Worker Partnership Program into branches through Simmons partnership	September - December 2019	
	Expand Outreach Services to better serve patrons who are unwilling or unable to come to the library or have other barriers to usage.	July – December 2019	
	Open Study Room on Johnson Mezzanine for public booking	February 2019	

Principle II: Community Gathering

Objectives (if included in current Long-Range Plan)	Actions	Timeframe for Activity	By Whom (optional)
	Begin construction for renovated Adams Street Branch.	July 2019	

Complete programming study for Fields Corner Branch with potential mixed-use potential	January – December 2019	
Complete construction of renovated Dudley Branch	November 2019	
Replace borrower services desk and other refresh projects of Lower Mills Branch.	April – July 2019	
Begin construction for Roslindale branch renovation	September 2019	
Begin Upham's Corner branch redevelopment through RFP process	May 2019	
Implement and complete South Boston Branch courtyard accessibility project	Summer 2019	
Work with Developer to design permanent Chinatown branch in mixed-used facility	March – December 2019	

Principle III: Special Collections

Objectives (if included in current Long-Range Plan)	Actions	Timeframe for Activity	By Whom (optional)
---	---------	------------------------	--------------------

Begin construction on a new Special Collections public Reading Room and back of house space.	April – December 2019	
Launch partnership with Museum of Fine Arts around the Toulouse- Lautrec exhibition	April – July 2019	
Conduct pilot project for new method of retrospective conversion.	March – May 2019	
Improve process for shared collections throughout system.	March – July 2019	

Principle IV: Center of Knowledge

Create standards for Adult Programming systemwide	July – December 2018
Launch LibAnswers and LibChat to provide better reference service to the public	May – October 2019
Explore Literacy in Laundromats with Libraries Without Borders	March - August 2019

Principle V: Children and Teens

Objectives (if included in current Long-Range Plan)	Actions	Timeframe for Activity	By Whom (optional)
	Create Updated Homework Help Program Plan and Seek funding	July – December 2019	
	Create standards for Youth Programs Systemwide	July – December 2018	

Implement internship program for	July 2019	
teens in Teen Central in		
collaboration with Simmons		
Graduate School of Library and		
Information Science.		
Recruit and train staff for Teen	July – September	
Central and particularly the Lab.	2019	
Finalize staffing for Children's	July – September	
Library.	2019	
Implement Champions of Reading	June – August	
Summer Program incorporating and	2019	
expanding Read Your Way to		
Fenway programming.		

Principle VI: Access and Innovation

Objectives (if included in current Long-Range Plan)	Actions	Timeframe for Activity	By Whom (optional)
	Restructure services at the Delivery Desk to increase access to collections in the stacks.	January – July 2019	
	Create Accessibility Working Group to review universal accessibility in plant and services	May – October 2019	
	Examine and improve Tech Central services	April – June 2019	

Principle VI1: Sustainable Organization

Objectives (if included in current Long-Range Plan)	Actions	Timeframe for Activity	By Whom (optional)
	Roll out institutional goals and set staff expectations for service	January – June 2019	
	Implement fee non-pick-up of reserves	July – December 2019	

Complete negotiations and implement Restructure of Special Collections, Content Discovery and Research Services.	January – June 2019
Implement fee for research structure.	July – December 2019
Investigate and Implement new Room Booking Software solution	July – December 2019
Launch Fund for the Boston Public Library	April 2019
Revamp Program Partnership procedures	September – December 2019
Develop prioritized initiatives for funding opportunities	April – June 2019

Category	FY2019	FY2020	Change	Description
Permanent Employees*	25,948,155	26,928,869	980,714	Salary & Position Increases
Overtime	325,000	325,000	0	
Other Salary Costs	172,920	177,960	5,040	t-passes
Telecomm/Utilities	3,674,884	3,826,746	151,862	estimated utility increase
Repairs/Maintenance Buildings	2,190,907	2,445,150	254,243	est service contract increases
Repairs/Service Equipment	224,100	224,100	0	
Contracted Services	1,977,099	2,421,588	444,489	
Misc Supplies/Materials	2,925,008	3,325,008	400,000	collections budget
Other Costs	706,744	733,479	26,735	
Equipment	35,000	35,000	0	
Total	38,179,817	40,442,900	2,263,083	

Trustee Vote Budget 5/7/2019

^{*} FY19 adjusted by \$1.3m for contract settlement

Projected FY20 Resources

Resource	FY19 Budget	FY20 Budget	Change	Notes
City of Boston	38,179,817	40,442,900	2,263,083	CBA, 4 positions, increases: Outreach, Security, Collections
Affiliates	800,183	1,148,181	347,998	Increase in Resources: Fund for the BPL, Associates
State Funding	3,278,050	3,329,297	51,247	Assumed minor adjustment LFC/State Aid
rust Fund Income	1,964,079	2,027,304	63,225	
Other Sources	2,696,444	2,915,402	218,958	
FY19 Resources:	46,918,573	49,863,084	2,944,511	

Trustee Vote Budget 5/7/2019



CENTRAL LIBRARY
700 BOYLSTON STREET | COPLEY SQUARE | BOSTON, MA | 02116 | 617.536.5400 | WWW.BPL.ORG

May 3, 2019

The Honorable Martin J. Walsh Mayor of the City of Boston One City Hall Plaza Boston, Massachusetts 02201

Dear Mayor Walsh:

I respectfully request your Honor's approval to award a contract, without public advertisement, pursuant to the authority of Massachusetts General Laws Chapter 30B, S.7, to the vendors listed herein for the period July 1, 2019 through June 30, 2020.

Under the terms of this multi-vendor contract, various suppliers will provide library materials, as may be requested from time to time by a designated representative of the Boston Public Library.

The following list represents vendors of library materials from which the Boston Public Library may make purchases, in the aggregate, in excess of \$35,000.00. The Boston Public Library has approximately 200 other vendors from which it purchases books where the total annual procurement will not reach or exceed \$35,000.00. This award request is for a one-year period. Because the Library purchases materials on an as needed basis, a multi-vendor contract is the only practicable method by which it can procure the requisite supplies.

Book Contract Vendor List

21st Edition 9 New Venture Drive, Unit 1 South Dennis, MA 02660

> A to Z Databases 11211 John Galt Blvd Omaha, NE 68137

Alexander Street Press 99 Canal Center Plaza, suite 200 Alexandria, VA 22314

Amazon.com LLC 1200 12th Ave. S Bldg. 1200 Seattle, WA 98144 Arader W Gaham III 29 East 72nd Street New York, NY 10021

A-R Editions Inc. 801 Demming Way Madison, WI 53717

Artfact, LLC 255 Washington Street, Ste 150 Newton, MA 02458

Association of Research Libraries Coalition for Networked Information 21 Dupont Circle, NW, Suite 800 Washington, DC 20036-1118

Auralog, Inc. 3710 W. University Drive, Suite 1 Phoenix, AZ 85034

Aux Amateurs De libres International 62, avenue de Suffren 75015 PARIS – FRANCE

BTAC Acquisition Corp 2550 West Tyvola Road, Suite 300 Charlotte, NC 28217

> Bancroft-Parkman P.O. Box 1236 Washington, CT 06793

Barnes & Noble 800 Boylston St., Ste 179 Boston, MA 02199

Barnes & Noble Booksellers, Inc. dba Tikatok LLC 76 Ninth Ave., 9th Fl New York, NY 10011

Barry Ruderman Antique Maps 7463 Girard Ave. La Jolla, CA 92037

BiblioCommons 119 Spadina Ave., Suite 1000 Toronto, ON M5V2L1 Bibliotheca, LLC 3169 Holcomb Bridge Rd Ste 200 Norcross, GA 30071

> Bloomberg Finance LP 731 Lexington Avenue New York, NY 10022

Bonhams & Butterfields Auctioneers Corp 220 San Bruno Ave San Francisco, CA 94103

> Book House, Inc. 208 W. Chicago Street Jonesville, MI 49250

Books on Tape/Random House 3070 Bristol, Suite 650 Costa Mesa, CA 92626

Boston Rare Maps, Inc. 88 High Street Southampton, MA 01073

Bridgeall Libraries, LTD
One Ainslie Road
Hillington, Glasgow
Scotland
G52 4RU GBR

Carmen Valentino Rare Books 2956 Richmond St. Philadelphia, PA 19134

Carolyn Bullard Fine Prints and Drawings P.O. Box 601088 Dallas, Texas 75360-1088

> Casalini Libri Spa Via Benedetto da Maiano 3 50014 Fiesole (Fl), Italy

CCh, Inc. 4025 W. Peterson Avenue Chicago, IL 60646 Central China Book Co., Inc. 31-D Harrison Avenue Boston, MA 02111

Charles B. Wood Inc. Antiquarian Booksellers P.O. Box 382369 Cambridge, MA 02238

Cohen & Taliaferro, LLC 59 East 54th St., suite 62 New York, NY 10022

Computer Indexed Systems P.O. Box 50921 Indianapolis, IN 46250

Conrad Graeber, dba Conrad R. Graeber Fine Art Box 264 Riderwood, MD 21139

> Credo Reference Limited 50 Milk St, 16th floor Boston, MA 02109

CSPG America, LLC, dba Science Press USA Co. 214 Princeton Hightstown Rd Princeton Junction, NJ 08550

> Demco, Inc. 4810 Forest Run Rd Madison, WI 53704

Eastern Book Company 7 Lincoln Ave Scarborough, ME 04074

EBSCO Subscription Services 30 Park Road, Suite 2 Tinton Falls, NJ 07724

Encyclopedia Britannica, Inc. 325 N LaSalle Dr Chicago, IL 60604

Facts on File 132 West 31st St., 17th Floor New York, NY 10001 Frugal Bookstore 57 Warren St Boston, MA 02119

The Gale Group 27500 Drake Road Farmington Hills, MI 48333

Gaylord Brother, Inc. 7282 William Barry Blvd North Syracuse, NY 13212

IHS Markit 15 Inverness Way East Englewood, CO 80112-5776

Amanda Hall Rare Books Home Farmhouse Teffond Evias Wiltshire, United Kingdom SP3 5RG

> High Ridge Books P.O. Box 286 Rye, NY 10580

Hui Du, dba Actrace, LLC 14271 Jeffrey Road, Suite 191 Irving, CA 92620

Ingram Library Services One Ingram Blvd. LaVergne, TN 37086

Innovative Interfaces, Inc. 1900 Powell St, suite 400 Emeryville, CA 94608

Internet Archive 300 Furiston Ave San Francisco, CA 94118

Internet Securities 225 Park Ave. South, 6th Fl New York, NY 10003

Jamalon 8 Baouniyyeh Street, Jabal al-Weibdeh Amman, Jordan 11191 JStore 101 Greenwich St, 18th floor New York, NY 10006

Kanopy, LLC 781 Beach St, Floor 2 San Francisco, CA 94109

Arlette Kayafas, dba Gallery Kayafas, LLC 450 Harrison Ave., Ste 61 Boston, MA 02118

> Anne Krinsky 6 Simon Hapgood Lane Concord, MA 01742

John Kuenzig Kuenzig Books Antiques P.O. Box 452 Topsfield, MA 01983

Learning Express, LLC 224 W 29th St, floor 3 New York, NY 10001

Lectorum 205 Chubb Avenue Lyndhurst, NJ 07071

Lexis Nexis/Matthew Bender & Co. Inc. 7500 Old Georgetown Rd #14 Bethesda, MD 20814

Libreria De Antano Sanchez De Bustamante 1876 Buenos Aires, Argentina 1425 ARG

> Lynda.com 6410 Via Real Carpinteria, CA 93013

Lyrasis 1438 W Peachtree Northwest Atlanta, GA 30309

Maggs Bros LTD Rare Books 48 Bedford Sq London, United Kingdom WC1B 3DR Marcive 12100 Crowpoint Dr #160 San Antonio, TX 78265

Martayan Lan Augustyn 70 East 55th St. New York, NY 10022

W.B. Mason 647 Summer Street Boston, MA 02210

Massachusetts Library Association PO Box 813 Carlisle, MA 01741

> Mergent Online 580 Kingsley Park Drive Fort Mill, SC 29715

Midwest Library Service 11443 St Charles Rock Rd Bridgeton, MO 63044

Midwest Tape 1417 Timberwolf Dr Holland, OH 43528-9485

Morningstar 22 West Washington Street Chicago, IL 60602

Movie Licensing USA 10795 Watson Rd, floor 2 St. Louis, MO 63127

Multi-Cultural Books & Video 30007 John R. Road Madison Heights, MI 48071

Nelinet, Inc. 153 Cordaville Road, Suite 200 Southborough, MA 01772-1833

New England Micrographics, Inc. 40 Hudson St #C Marlboro, MA 01752 New York Times 229 West 43rd St New York, NY 10036

Newsbank 5801 Pelican Bay Blvd, suite 600 Naples, FL 34108

> NISC USA One Innovation Cir St Louis, MO 63367

Northeast Document Conservation Center, Inc 100 Brickston Square Andover, MA 01810-1494

> OCLC Forest Press 6600 Kilgour Place Dublin, OH 43017-3395

Otto Harrassowitz 820 South University Blvd, suite 2c Mobile, AL 36609

> OverDrive, Inc. Overdrive Way Cleveland, OH 44125

Oxford University Press 198 Madison Avenue New York, NY 10016

PBS Video 1320 Braddock Place Alexandria, VA 22314

Pharos Systems International, Inc. 4545 E River Suite 210 Henrietta, MY 14586

ProQuest LLC 789 E. Eisenhower Pkwy, P.O. Box 1346 Ann Arbor, MI 48106-1346

> Puvill Libros SA One East Park Drive Paterson, NJ 07504

Quality Books, Inc. 1003 W. Pines Road Oregon, IL 61061

Recorded Books, Inc. 270 Skipjack Road Prince Frederick, MD 20678

Reliance Label Solutions, Inc. 205 North Gold Street Paola, KS 66071

Resources Publications, Inc. 160 E. Virginia Street, Suite 290 San Jose, CA 95112-5876

Robin Garton dba Robin Garton Ltd. Roundway House, Devizes Wiltshire, United Kingdom SN102EG

> Roger Gaskell Rare Books Blaen Onneu Ffawyddog Crickhowell NP8 1PZ UK

Barry Ruderman Antique Maps, Inc. 7463 Girard Ave La Jolla, CA 92037

Sage Publications, Inc. (SAGE) 2455 Teller Road Thousand Oaks, CA 91320

Sporting Goods Research Network (SBRnet) 24 Magnolia Ct Lawrenceville, NJ 08648

> Schoenhof's Foreign Books Distribution Center 8154 N Ridgeway Ave Skokie, IL 60076

Scholastic Library Pub. 90 Sherman Turnpike Danbury, CT 06816

Sentrum Marketing, LLC 45 Union Street Boston MA 02135 Standard & Poor's 55 Water Street, 46th Floor NY, NY 10041

Susan Schulman Printseller 451 West End Ave New York, NY 10024-0120

Swets Blackwell Information Services Inc 904 Black Horse Pike Runnemede, NJ 08078

> Theodore Front Music 26362 Ruether Ave. Santa Clarita, CA 91350

Thomson Reuters ISI Thomson Scientific 1500 Spring Garden St, 4th floor Philadelphia, PA 19130

3M Co. 3M Center Building 225-5s08 P.O. Box 33225 St Paul, MN 55133-3225

Tsai Fong Books 3711 Briarpark Dr. Ste. 200 Houston, Texas 77042

> University Products 517 Main Street Holyoke, MA 01400

Urban Libraries Council 1333 H Street, NW Suite 1000 West Washington, DC 20005

Michael Weintraub dba Michael R. Weintraub Inc. 135 West 26th St. #900 New York, NY 10001

Leonid Winestein 25 Baker Circle Chestnut Hill, MA 02467

West Group 620 Opperman Drive Eagan, MN 55123 WJ Bookstore 141-07 20th Ave Whitestone, NY 11357

World Book Inc. 180 N LaSalle Blve. #900 Chicago, IL 60601

Worldwide Books 1001 W. Seneca Street #300 Ithaca, NY 14850

Yankee Book Peddler 999 Maple Street Contoocook, NH 03229

Howard Yezerski 460 Harrison Ave. #A16 Boston, MA 02118

Under these contracts the cost of each item purchase will not exceed standard catalog prices in effect at the time of purchase. The contract amount allocated to each vendor will not exceed one hundred thousand dollars (\$100,000.00) per year with the exception of the following vendors:

BTAC Acquisition Corp.	(\$3,000,000.00)
EBSCO	(\$1,000,000.00)
Midwest Tape	(\$1,500,000.00)
OverDrive, Inc.	(\$1,500,000.00)
ProQuest LLC	(\$ 300,000.00)
Recorded Books	(\$ 150,000.00)

The amount of each contract is only an estimate based upon anticipated needs, and the Library is not obligated to purchase any specific amount of materials from these vendors. The Auditor may certify an appropriation in an amount less than the face amount of each contract hereunder pursuant to the Standard Contract General Conditions, Articles 12.3 and 12.4. These contracts encompass one fiscal year; therefore, the Library Department's financial obligations under these contracts will not extend beyond the fiscal year for which funds are appropriated.

Thank you in advance for your consideration.

Sincerely,

Jane Sproul Budget & Procurement Manager Boston Public Library Fellowes Athenaeum Fund Quarterly Report FY 2019 Through March 31, 2019

Through March 31, 2019					
	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
	F/Y 2019	F/Y 2019	F/Y 2019	F/Y 2019	YTD Total
	7/1/2018	10/1/2018	1/1/2019	4/1/2019	
Beginning Fund Balance	30,258.53	118,846.48	104,253.00	90,170.73	
Trust Fund Distribution	96,144.08				96,144.08
Project Management	(7,422.50)	(10,815.00)	(10,815.00)		(29,052.50)
Programs		(3,311.50)	(2,857.77)	(6,453.00)	(12,622.27)
Program Supplies/Advertising	(133.63)	(466.98)	(409.50)		(1,010.11)
Books/Subscriptions					0.00
Security/Custodian Charges					0.00
Ending Cash Balance	118,846.48	104,253.00	90,170.73	83,717.73	
Ending Cash Dalance	9/30/2018	12/31/2018	3/31/2019	6/30/2019	
	9/30/2010	12/31/2016	3/31/2019	0/30/2019	
Encumbrances:				55,548.23	
FY 2018 Funds available				126,402.61	
YTD Expenses				(42,684.88)	
Encumbrances				(55,548.23)	
Current Balance Available				28,169.50	
Fellowes Fund Corpus Value June 30, 201	12			1,622,786.10	
Fellowes Fund Corpus Value June 30, 201	13			1,757,186.13	
Fellowes Fund Corpus Value June 30, 203	14			1,935,070.58	
Fellowes Fund Corpus Value June 30, 201	15			1,901,317.78	
Fellowes Fund Corpus Value June 30, 203				1,811,680.43	
Fellowes Fund Corpus Value June 30, 201				1,916,751.36	
Fellowes Fund Corpus Value June 30, 201				1,928,993.39	
Fellowes Fund Corpus Value June 30, 201	19			1,836,595.59	
Increase in Corpus Value from FY 12 FY19	9 To date			213,809.49	
Distribution since FY09				1,061,987.96	
Total increase in value				1,275,797.45	

Estimated FY20 Distribution 96,020.18

Proposed Schedule of Trustees Meetings for 2019 – 2020

- Thursday, September 26, 2019, 3:00 p.m., South Boston Branch Library
- Tuesday, November 19, 2019, 8:30 a.m., Central Library
- Thursday, January 30, 2020, 3:00 p.m., Chinatown Branch Library
- Thursday, March 26, 2020, 4:00 p.m., West Roxbury Branch Library
- Tuesday, May 12, 2020, 8:30 a.m., Annual Meeting, Central Library

*All meetings are subject to change dates, times, and/or location"

VOTED: "that, the Trustees of the Public Library of the City of Boston approve the proposed schedule of Trustees meetings for 2019-2020 as noted"

TRUSTEES OF THE PUBLIC LIBRARY OF THE CITY OF BOSTON

Annual Meeting of the Trustees as a Corporation

Tuesday, May 14, 2019, 8:30 a.m. Boston Public Library, Commonwealth Salon Central Library, 700 Boylston Street, Boston, MA 02116

AGENDA

- I. Chairman's Call to Order *Robert Gallery, Chair*
- II. Trustees Governance and Development Committee *John Hailer, Chair*
 - A. Nominations for Slate of Officers

VOTED: that, the Trustees of the Public Library of the City of Boston approve the recommendation of the Trustees Governance and Development Committee for the Slate of Officers of the Trustees of the Public Library of the City of Boston and the Clerk of the Board for the period May 14, 2019 through May 14, 2020.

B. Approval of Memorandums of Understanding (MOUs) with the Boston Public Library David Leonard, President of the Boston Public Library

VOTED: "that, the Trustees Governance and Development Committee recommend the Trustees of the Public Library of the City of Boston vote to approve the terms of the Memorandum of Understanding with The Norman B. Leventhal Map & Education Center and the Boston Public Library, expiring on June 30, 2029 as written."

VOTED: "that, the Trustees Governance and Development Committee recommend the Trustees of the Public Library of the City of Boston vote to approve the terms of the Memorandum of Understanding with The Associates and the Boston Public Library, expiring on June 30, 2020 as written."

III. Enabling Vote for the Signing of Payrolls Robert Gallery, Chair

VOTED: "that, the President, Director of Library Services, Director of Operations, Chief Financial Officer, or the Clerk of the Corporation be, and hereby are, authorized to sign on behalf of the Corporation, bills, special drafts, and payrolls of the Library."

IV. Enabling Vote for the Signing of Contracts Approved by the Board *Robert Gallery, Chair*

VOTED: "that, the President, Director of Library Services, Director of Operations, Chief Financial Officer, or the Clerk of the Corporation be, and hereby are, authorized to sign any and all contracts, except as otherwise authorized, voted to be made by the Board in the name and on behalf of the Corporation and any and all communications in connection with the award of contracts so voted or recommended to be so voted and to authorize payments under contacts so voted."

V. Enabling Votes for the Acceptance on Behalf of the Corporation of those Gifts, Payments made in Recognition for Special Services Rendered, and Payments Received for Publications and Prints Executed under Library Sponsorship *Robert Gallery, Chair*

VOTED: "that, the President, Director of Library Services, Director of Operations, Chief Financial Officer, or the Clerk of the Corporation be, and hereby are, authorized to accept on behalf of the Trustees gifts, payments made in recognition for the special services rendered, and payments received for the publications and prints executed under library sponsorship and, in connection with the acceptance of the same, to endorse on behalf of the Trustees checks so received, said amounts to be reported to the Board at the September Meeting."

VI. Enabling Vote for Acceptance on Behalf of the Corporation of Gifts to be Added to Funds Already Established in the General Investment Account *Robert Gallery, Chair*

VOTED: "that, until the next Annual Meeting, by delegation of the Trustees of the Public Library of the City of Boston, the President, Director of Library Services, Director of Operations, Chief Financial Officer, or the Clerk of the Corporation, hereby are, authorized to accept on behalf of the Trustees gifts to be added to funds already established in the General Investment Account, the acceptance of said amounts to be reported to the Board at the meeting following any such acceptance."

VII. Enabling Vote for the Distribution of Income *Robert Gallery, Chair*

VOTED: "that, the President, or Chief Financial Officer, be and hereby is, authorized and directed to distribute and pay to the Trustees of the Public Library of the City of Boston the income of the General Investment Account for the period from July 1, 2019 to June 30, 2020; and further,

VOTED: that, the President, or Chief Financial Officer, be and hereby is, authorized to cause to be paid to the Rector of Trinity Church for the period from July 1, 2019 to June 30, 2020 income on the Children's Fund now held in the custody of the Collector-Treasurer

of the City of Boston pursuant to the provisions of the 11th Clause of the will of Josiah H. Benton, as required by the 19th Clause of said will; and further,

VOTED: that, the President, or Chief Financial Officer, be and hereby is, authorized and directed to cause to be distributed and paid to the Rector of Trinity Church, to be held by said Rector pursuant to the provisions of the 12th Clause of the will of Josiah H. Benton, as defined by the Agreement of Compromise, dated January 15, 1935 and made in connection with the administration of the trust created by such Clause, four-tenths of the income of the Benton Book Fund for the period from July 1, 2019 to June 30, 2020, inclusive, now held in the custody of the Collector-Treasurer of the City of Boston, and to the Trustees of the Public Library of the City of Boston the remaining six-tenths of said income for said period to be applied to the purchases provided in said Agreement of Compromise."

VIII. Enabling Vote on Trust Funds *Robert Gallery, Chair*

VOTED: "that, the President, Director of Library Services, Director of Operations, Chief Financial Officer, or the Clerk of the Corporation, until the next annual meeting, is authorized to spend for the purpose of buying library materials any authorized and proper purpose income from those Trust Funds held by the Trustees of the Public Library of the City of Boston, where no specific vote of the Trustees is required by the Trust instrument."

- IX. New Business Robert Gallery, Chair
- X. Adjournment Robert Gallery, Chair

Trustees of the Public Library of the City of Boston

Robert Gallery, Chair, Evelyn Arana-Ortiz, Vice Chair Zamawa Arenas, Jabari Asim, Ben Bradlee, Jr., Cheryl Cronin, Priscilla Douglas, Linda Dorcena Forry, John Hailer

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

This is an open meeting. The public is welcome to attend. For information check www.bpl.org

Key Points of Proposed Renewal MOU

hetween

The Norman B. Leventhal Map & Education Center, The Boston Public Library, and Mapping Boston Foundation, Inc.

History

- The partnership between the Norman B. Leventhal Map & Education Center ("LMEC") and the Boston Public Library ("BPL") has proven to be extremely beneficial to the public, to schoolaged children and their teachers, the City of Boston and to the BPL and LMEC.
- 2007 Implementation Agreement:
 - Established LMEC as an independent nonprofit organization with its own Board of Directors and annual operating budget and programmatic goals; all in partnership with the BPL;
 - Created access to the BPL's cartographic collection (an estimated 200,000 maps and 5,000 atlases) through exhibitions, educational outreach, tours, website, reference, research, and other services;
 - Created a \$10,000,000 fund donated by Norman B. Leventhal to benefit LMEC and to be held by Mapping Boston Foundation;
 - Established that BPL would provide income from Trust funds for acquisition of cartographic materials, starting at \$100,000 and increasing 3% per year;
 - After an initial term of ten years, renewal of the Implementation Agreement was to be for terms of 5 years and subject to a review process comparing the performance of LMEC with articulated goals;
 - o Implementation Agreement expired in September 2017; a series of short term extensions were signed with the last one expiring on June 30, 2019.
- BPL and LMEC desire to renew and build on the current partnership with a new Strategic Agreement (the "Agreement").
- BPL's current goal is to closely integrate and centralize fundraising and potentially other core services.
- BPL sees many of the LMC (now LMEC) programs and service offerings in the Education space as a model for enhancing access to other special collections holdings.

This summary is provided for convenience only, and shall not be construed to be complete, predictive, nor legally binding.

Proposed Agreement

Working Together on Programming and Collections

- BPL and LMEC agree to continue to work together collaboratively on:
 - o Delivering educational and exhibition programs to the public, students and teachers
 - o Providing collection stewardship: preservation, cataloging, digitization, and access
 - Providing research and reference services
- In fiscal 2019, BPL will provide \$54,500 from its Trust Funds income, which shall be allocated as \$20,000 for preservation of the BPL collection and \$34,500 to support LMEC's education-related activities.
- In fiscal 2020, and thereafter, with annual increases tied to the performance of the BPL's underlying Trust Funds, BPL will provide \$134,500, specifically allocated to preservation, education and acquisition of cartographic materials to enhance the BPL's collection. This replaces the former acquisition funding which had been increasing 3% per year.
- Commencing in FY 2021, BPL will support specialized cartographic cataloging and reference activities.
- LMEC shall continue to be located at BPL's Central Library, and BPL shall continue to provide LMEC with space and services consistent with its other departments.

Working Together on Fundraising

- BPL and LMEC agree to increase their collaborative efforts on fundraising.
- For the 2019 Gala (June 7, 2019), LMEC agrees to contribute leadership and staff support. LMEC will receive:
 - o Any contributions made by LMEC board members;
 - o Reimbursement for 2019 LMEC staff support costs; and
 - o 25% of Net Gala Proceeds, after the above and event expenses are deducted.
 - Net Gala Proceeds shall not include capacity-building grants to launch The BPL Fund and capital grants for McKim building renovations which shall be paid directly to the Fund for the BPL.
- In fiscal years subsequent to 2019, LMEC will provide advice for galas based on prior experience and will receive:
 - o Any contributions made by LMEC board members; and
 - o 20% of Net Gala Proceeds, not to exceed 50% of LMEC's education-related expense, and subject to a minimum of \$400,000 (adjusted by the Consumer Price Index).

Other Terms

• This Agreement expires June 30, 2029 and provides for multiple 5 year renewals if all parties agree. To ensure continuity in the services being rendered by LMEC to the public, in the event of a default by either party, there shall continue to be a two year notice period prior to termination of this Agreement.

This summary is provided for convenience only, and shall not be construed to be complete, predictive, nor legally binding.

Associates of the Boston Public Library

The Associates of the Boston Public Library is dedicated to conserving the Boston Public Library's Special Collections of rare books, manuscripts, prints, photographs, and other items of literary, historic and cultural significance. As an independent nonprofit organization, the Associates makes grants to ensure the continued public access to these irreplaceable treasures by underwriting their conservation, cataloging, digitization, and exhibition. To learn more, please see: www.AssociatesBPL.org

Agreement with the Library

On March 27, 2019, the Associates of the Boston Public Library and the Boston Public Library signed a Memorandum of Understanding (MOU) stating that the Associates is an independent nonprofit organization focused on the BPL's Special Collections. The funds it raises are primarily to bolster the Library's capabilities in the areas of conservation, cataloging and digitization, through purpose-restricted grants.

BPL leadership has a duty to ensure that its resources are optimally aligned with the library's overall mission and priorities, to identify the priorities for caring for the Special Collections, and to develop library programming.

With a goal of clarifying the planning, administration, acquisition and disbursement of funds to support our common goals, especially as the Library launches its own major fundraising efforts, the Associates and BPL agree to communicate and consult on a regular basis. This includes any new or amended Associates donor agreements. We will all work to avoid brand confusion, contradictory messaging and donor frustration. Associates fundraising materials will clearly state how the funds raised will be spent. Both organizations will ensure that the donor community understands that the Associates is a valued and supportive entity separate from the BPL and its own fundraising efforts.

The MOU applies to all individuals engaged in fundraising for the Associates and the Library, and expires on June 30, 2020.