

# TRUSTEES OF THE PUBLIC LIBRARY OF THE CITY OF BOSTON

## Meeting of the Trustees Finance and Audit Committee

Monday, November 9, 2020 at 8:00 a.m.

Held virtually via Zoom: <https://boston-public-library.zoom.us/j/84141135173>

### DRAFT MINUTES

A meeting of the Boston Public Library (“BPL”) Trustees Finance and Audit Committee (“Committee”) was held virtually via Zoom on Monday, November 9, 2020 at 8:00 a.m.

Present at the meeting: Committee Chair, Evelyn Arana-Ortiz and members, Zamawa Arenas, and President David Leonard. John Hailer and Jeff Hawkins were absent. Also present were BPL staff including Ellen Donaghey, Chief Financial Officer, Pamela Carver, Clerk of the Board, along with members of the public.

Ms. Arana-Ortiz called the meeting to order at 8:00 a.m. A roll call was taken and determined there was a quorum. The first matter of business was review and approval of Meeting Minutes from September 15, 2020. With no edits or comments, a motion was duly made, seconded and the meeting minutes of September 15, 2020 were unanimously approved.

Next, Ms. Donaghey reviewed the contracts for approval. She explained the metal staircase between a staff workroom space and the basement kitchen for the Catered Affair (“TCA”) in the McKim building was deteriorating and in need of repair. Pieces of concrete were visibly crumbling and posed a health and safety issue. She noted that since the TCA closed due to the pandemic it was the perfect time to do the repairs and would not require any future closures or cancellations. A motion was duly made, seconded, and,

**VOTED: “that, the Trustees Finance and Audit Committee of the City of Boston approve and award the contract for the project to replace the existing metal stairs in the Catered Affair kitchen in the McKim Building of the Boston Public Library to Anvil Steel Engineering, Inc., 256 Prospect Hill Street, Taunton, MA 02780, in the amount of sixty eight thousand, five hundred dollars and zero cents (\$68,500.00).”**

Next, Ms. Donaghey explained the contract for snow plowing services was with a company the BPL has used for nearly twenty years. The BPL planned to bid the contract in the spring but was not feasible due to COVID-19. They committed to bid the contract next year. She explained the requested amount of fifty thousand dollars \$50,000 remained the same as last year. There were no questions or comments. A motion was duly made, seconded, and,

**VOTED: “that, the Trustees Finance and Audit Committee of the City of Boston approve and award the contract for the Snowplowing and Sanding Services for specified neighborhood Branches of the Boston Public Library to Anzalone Construction, 20 Longmeadow Road, Arlington, MA 02474, in the amount of fifty thousand dollars and zero cents (\$50,000.00).”**

Mr. Arana-Ortiz asked for any new business and public comment, for which there was none. With no further comments, the meeting adjourned at 8:11 a.m.

Respectfully submitted,

Pamela R. Carver, Clerk of the Board