

TRUSTEES OF THE PUBLIC LIBRARY OF THE CITY OF BOSTON

Meeting of the Trustees Finance and Audit Committee Tuesday, March 16, 2021 at 8:00 a.m. Held via Zoom DRAFT MINUTES

A meeting of the Boston Public Library (“BPL”) Trustees Finance and Audit Committee (“Committee”) was held virtually via Zoom on Tuesday, March 16, 2021 at 8:00 a.m.

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

The Clerk noted the meeting was being recorded. Ms. Arana-Ortiz called the meeting to order at 8:04 a.m. She welcomed everyone for attending. A roll call was taken and determined that there was a quorum.

The first matter of business was review and approval of the Meeting Minutes from January 5, 2020. With no edits or comments, a motion was duly made, seconded and the meeting minutes of January 5, 2020 were unanimously approved by a roll call vote.

Sebastian Grzejka of NEPC reviewed the BPL quarterly investment performance report and an overall review of the portfolio and its allocation. He noted that the funds had an extremely strong performance to end the year. The allocation has held up very well but they do expect there will continue to be some volatility. Overall, the investment had an 18% return in the past 12 months, which was very positive, with strong results throughout.

Mr. Grzejka discussed some particular issues in the market recently, such as unusual trading patterns from unexpected companies (i.e. Gamestop and Reddit) which added to some recent volatility.

While all of the Asset Managers in the portfolio have done well, Impax has done particularly well and is up 77% since their inception with the BPL. This reflects that the timing of BPL entering that investment was more than opportune. The strategy has been worked well and overall the results have been good. NEPC does recommend allocating 7% of the portfolio to SSgA Treasuries.

Mr. Grzejka updated the Committee that one manager, Segall Bryant & Hamill, recently announced they would be bought out by a Canadian corporation. He noted it is common to see smaller firms looking for long term strategic partnerships. NEPC was not concerned with this move, but wanted to be sure the BPL was aware of the change.

Hailer noted that the NEPC’s investment committee made some brilliant choices and reflected in the wonderful numbers.

Mr. Grzejka reviewed the BPL’s asset allocations based on the current market themes. He noted that the one uncontrollable factor that is driving the market today was the virus trajectory. Depending on region and economy, it will reflect a wide range of outcomes. He noted the difference between the US and Europe in response with vaccination rollouts, number of COVID-19 cases, and related matters that clearly reflects that different regions of the world are not on equal footing.

The second major market theme they noted was the extent of government interventions. The Federal and Central banks around the globe have said they will do everything they can to protect the markets, which is reflected in the

lower interest rates, in the several coronavirus relief funds passed by the US government, and Europe's expanded emergency bond-buying program.

The last few market themes concerned globalization backlash and China transitions. Both are long-termed data themes, which may show lasting impacts from the pandemic and an amplified wealth divide given economic and labor market disruptions. Investors cannot ignore the rise of China from a global player perspective. China has evolved over the last decade, moving away from a manufacturer-based economy to a more service-based economy and slowly rising as the #1 economy. As investors, we will have to contend with two massive global powers.

The Trustees discussed some concerns over the endowment investments with China, being a communist government, and the BPL's social impacts strategy that the Trustees implemented. Mr. Grzejka noted that 42% of the overall emerging impact's index was China. The region was resilient in regards to everything that happened due the pandemic but the portfolio was strong in sticking to the strategy they determined.

Mr. Grzejka reviewed the Impax's investments which focus on long-term themes on areas like growing populations, rising living standards, rising consumption, and rising or depletion of fossil fuels. They focus on areas that do not have great growing government or social factors in them. Tech related stocks received an uptick last year due to demand. The Trustees and Mr. Grzejka discussed the balance between value and growth-based investments and concerns with shorter vs. long-termed investments within the BPL portfolio.

Mr. Grzejka reviewed the recommended shifts in the asset allocation. He explained the current BPL target looked to balance exposures by taking a conservative total return approach. He recommended the asset allocation should focus on two things: a streamlined asset allocation that makes sure to have the correct targets based on what they are seeing today and second to simplify it.

In summary, the recommended Mix A would reposition the portfolio to take advantage of today's opportunities. The fixed income side would be balance safe haven assets with yield seeking assets, and focusing on the strategic parts of the portfolio.

With no further questions, Ms. Arana-Ortiz made a motion that was duly made, seconded and voted unanimously via a roll call vote.

VOTED: "that, the Trustees Finance and Audit Committee of the Public Library of the City of Boston accept the reallocation presented by NEPC as the Mix A implementation and moving the funds as indicated as 'BPL Asset Allocation Review' located on page 7 of the abbreviated NEPC 2020 Quarterly Investment Performance Review and adding 7% to SSGA Securities."

Ms. Arana-Ortiz thanked Mr. Grzejka for his presentation and NEPC for their support of people of color within their new partners and principles reflected in their full quarterly report. She noted that the Full board would be updated of the asset allocation change.

Next, Ms. Ellen Donaghey, Chief Financial Officer and Kurt Mansperger gave a brief background on the two E-rate contracts. E-rate is a federally funded service support program. If awarded the grants, the federal government will cover up to 80-90% of the contracts. The BPL applied for six E-rate grants in total. The first contract was for a multi-site connectivity services between the Boston Public Library System and the emergency hub. The second contract was for a network backup/upgraded system throughout the network for all the switches. The BPL

anticipated that E-rate would fund 85% of the contracts leaving an estimated balance of \$157,000 for the switches and \$30,000/year for the multi-site connectivity. Mr. Mansperger added that due to the passing of the American Rescue Plan, \$7.1 billion was allocated towards E-Rate with specific purpose of extending the E-rate program and potentially funding 100% of some existing services in the near future for services provided during pandemic.

Mr. Arana-Ortiz made a motion that was duly made, seconded, and approved unanimously via a roll call vote.

VOTED: “that, the Trustees Finance and Audit Committee of the Public Library of the City of Boston approve to be entered into with: City of Boston, Dept of Innovation and Technology, located at: One City Hall Square, Boston MA 02201, the most responsive and responsible bidder in a public Request for Proposal (RFP) process, advertised under M.G.L. 30B, a contract for: MBLN Multi-Site Connectivity (BPL) as specified for one year with the BPL option to renew for two additional years at the proposal price, at a total not to exceed: Three hundred seven thousand, eight hundred dollars (\$307,800.00) per fiscal year, contingent upon receipt of Universal Services Administrative Co Federal funding (E-rate). The Boston Public Library Evaluation Committee performed an evaluation of the proposals submitted by the vendors as described in the RFP documents, and through this process determined the proposal presented by: City of Boston - DoIT represented the best value for the Boston Public Library.”

VOTED: “that, the Trustees Finance and Audit Committee of the Public Library of the City of Boston approve to be entered into with: ePlus, located at: 13595 Dulles Technology Drive, Herndon, VA 20171 the lowest eligible, responsible, and responsive bidder in the public bidding, advertised under M.G.L. 30B, a contract for: MBLN Network Hardware Upgrade as specified for one year, at a total cost not to exceed: Eight hundred seventy one thousand, nine hundred seventeen dollars (\$871,917.00), contingent upon receipt of Universal Services Administrative Co Federal funding (E-rate). The Boston Public Library Evaluation Committee performed an evaluation of the bid packages submitted by the vendors as described in the IFB documents, and through this process determined the bid presented by: ePlus represented the best value for the Boston Public Library.”

Next, Ms. Donaghey presented the security contract. She explained that the current security company at the BPL, G4s, did not bid on the contract. The Evaluation Committee reviewed five companies and determined Securitas presented the best bid. Securitas was not the lowest, however they presented a great benefit package for their employees and belonged to the SEIU union (similar to G4s). Ms. Donaghey explained that the lower costs for these bids are typically based upon submitting lower salary costs for the security guards in the buildings and lesser benefit packages. As was the case in the last bid, the Library does not think this would be an acceptable way to lower costs, and would have a negative impact on the ability to retain long-term employees

Emily Tokarczyk, a member of the procurement team, added that the RFP included supplying information on the company’s efforts toward equity, diversity and inclusion. The Securitas proposal included significant language on their efforts in hiring and retaining a diverse workforce and their goal to have increased diverse representation across a company nationwide, and a strong commitment toward female employment.

Ms. Donaghey noted that the contracted amount was for one-year contract with option to renew. Ms. Donaghey broke the contract costs down. The contract for year one was for \$1,536,963.96, year two was for \$1,592,747.52, and year three was for \$1,650,168.00. The collective total for all three years was for \$4,779,879.48. The vote before the Committee was for the first year, with the potential for a three-year contract. Ms. Arana-Ortiz made a motion that was duly made, seconded and, approved unanimously by a roll call vote.

VOTED: “that, the Trustees Finance and Audit Committee of the Public Library of the City of Boston approve a contract for one year with two one year options to renew for Guard and Patrol Services for Boston Public Library System to Securitas Security Systems USA at One Harbor Street, Suite 301, Boston, MA 02210.”

Kurt Mansperger reviewed the BPL Technology Plan. He saw this as opportunity to review the department’s goals and to focus on: outcomes and impacts of Technology, expanding extend the Library’s reach, expanding educational opportunities, developing spaces that meet evolving patron needs, enabling “one library”, driving organizational efficiency, and improving IT fundamentals. He reframed the IT Department’s mission, wanting this Technology plan to show the IT Department as more of a strategic business partner.

Mr. Mansperger reviewed each key part, determining how much benefit each area was going to have on staff and patrons, and to take time and effort to define our key performance indicators. He discussed the goal of extending the BPL’s reach by looking at how we get services or access to our services. Extending reach through providing more and better Wi-Fi, Chromebooks, hot spots, and expanding advance technology lending.

The Tech Plan focuses on expanding educational opportunities by providing more tech assistance opportunities. Finding ways to reach people in their homes. He explained they would improve internal document management, improve the process for tracking key relationships, and refine the integrated web experience.

Another key target area is to drive organizational efficiency in how we run throughout the system. This is areas like timesheets and employee transitions.

Last key area was what you would expect in an IT Department plan. To revise business continuity plan, establish tech refresh schedule, and improve data center infrastructure. Mr. Mansperger expects it to evolve over time.

The Committee commended Mr. Mansperger on a thorough plan with a wealth of information included. They discussed some of the key components and noted that while a number of initiatives were related to closing the digital equity divide, it should be explicitly stated and highlighted more. With no further comments, a motion was duly made, seconded and approved by a roll call vote.

VOTED: “that, the Finance and Audit Committee of the Public Library of the City of Boston vote to recommend to the Board of Trustees to accept the Boston Public Library Technology Plan as presented.”

Ms. Arana-Ortiz asked for new business for which there was none. She asked for public comment.

David Vieira, of the City-Wide Friends asked Kurt Mansperger about the hot spots. He explained he is a hot spot Wi-Fi borrower. He thanked the BPL for this service. He noted that he lives directly across the street from Hyde Park Branch library and he was aware that the BPL increased the signal during the pandemic. He noted it was difficult to pick up the signal and it dropped off frequently and just wanted to bring this to Mr. Mansperger’s attention. Regarding hot spot borrowing, the instruction sheet was not in the box. Suggested that staff checks to ensure that the instructions are included before lending them out. He concluded that he was very thankful for the service and any expansion of services to the broader community was welcomed and was always greatly appreciated.

Mr. Mansperger thanked Mr. Vieira for his feedback and was glad to hear that he was using the service and had good experience. He explained that E-Rate funding is federal funding used to cover 85-90% of network

infrastructure and service costs. Accepting E-rate funding comes with terms on how it is used, including limiting the Wi-Fi signal to library property. When expanding external Wi-Fi, the focus was on improving the signal where the Library had outdoor seating or parking available on their property rather than attempting to reach neighboring resident homes.

With no further business, the meeting adjourned at 8:31 a.m.

Respectfully submitted,

Pamela Carver, Clerk of the Board

Mayor Janey's FY22 Budget Submission

Category	FY2021	FY2022	Change	% Change	Description
Permanent Employees	27,254,938	27,980,795	725,857		P2 Generalist Roslindale, P3 Equity & Outreach Coordinator, BLA8&P1, 3% Communications
Overtime	325,000	325,000	0	0%	
Other Salary Costs	171,000	142,000	-29,000	-17%	
Telecomm/Utilities	4,045,606	3,602,675	-442,931	-11%	City Utility Estimate - FY21 now estimated at \$2.8m
Repairs/Maintenance Buildings	2,537,150	2,537,150	0	0%	HVAC & other contracts in year 3 of 3 year cycle
Repairs/Service Equipment	174,100	174,100	0	0%	
Contracted Services	2,580,588	3,018,649	438,061	16.98%	\$159k increase for security contract, \$30,000 for Outreach Coordinator, \$250,000 funding for Reopening
Misc Supplies/Materials	3,325,008	3,325,008	0	0%	
Other Costs	938,117	1,024,480	86,363	9.21%	Software licensing charges
Equipment	35,000	47,000	12,000	34%	Small equipment purchases - reopened branches
Total	41,386,507	42,176,857	790,350	1.9%	

FY22 Anticipated Funding Sources

Source	FY21	FY22	Assumptions
	Budget	Budget	
City	41,386,507	42,176,857	
External			
Affiliates	1,486,195	1,650,490	Final FY20 was \$1.4m - increased in keeping with increased fundraising
State – InterLibrary Loan	100,000	100,000	Level Funding of State Interlibrary Loan Program
State – Library for the Commonwealth	2,707,276	3,386,189	FY21 ended being \$3.1m
Other	2,830,338	2,234,585	FY21 budget was set before COVID, final costs will be lower.
State Aid to Libraries	752,952	752,952	State aid has increased over the years. Initially held with FY21 estimate. Final FY21 share approximately \$900k
Trust Fund	<u>1,970,771</u>	<u>1,333,527</u>	Final FY20 spending was \$1.3m - used revised number
External	9,847,532	9,457,743	
	-	-	
Total	51,234,039	51,634,600	

Capital Project Budget

Project	Status	Estimated FY21	FY22
Adams Street Branch	Construction	7,500,000	4,633,909
Central Façade Study and Repairs	Study	0	200,000
Central - Locker Room	Construction	250,000	400,000
Central - Fire Panel	In Design	50,000	500,000
Central - McKim Fountain	Construction	1,059,275	137,225
Central - McKim Study	Study	267,600	532,400
Central - Rare Books	Construction	7,700,000	3,594,384
Chinatown-New Branch	Study	0	50,000
Codman Branch	Study	20,000	80,000
Egleston Branch	Study	91,240	750,000
Faneuil Branch	Construction	2,000,000	6,000,000
Fields Corner Branch	Study	0	50,000
North End Branch	To be Scheduled	0	50,000
Research Collection Preservation and Storage Plan	To be Scheduled	0	100,000
Roslindale Branch	Construction	5,000,000	3,000,000
South Boston Branch Study	New Project	0	100,000
South End Branch	To be Scheduled	0	250,000
Uphams Corner Library	Study	50,000	500,000
West End Branch	Study	50,000	50,000
		24,038,115	20,977,918



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

April 26, 2021

The Honorable Kim Janey
Mayor of the City of Boston
One City Hall Plaza
Boston, MA 02201

Dear Mayor Janey:

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, 2021 through June 30, 2022.

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

Artifact, 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 livres International
62, avenue de Suffren
75015 PARIS – FRANCE

BTAC Acquisition Corp
2810 Coliseum Center Drive, Suite 300
Charlotte, NC 28217-3252

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 (FI), 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

Library Ideas, LLC
P.O. Box 9
Vienna, VA 22183

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, NY 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 purchased 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	(\$ 500,000.00)
Kanopy, LLC	(\$1,000,000.00)
Midwest Tape	(\$1,500,000.00)
OverDrive, Inc.	(\$4,000,000.00)

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 except for those vendors listed above where it is expected we will spend more than \$100K annually, where the contracts will be opened for 3 years. The Library Department's financial obligations and purchase orders 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						
FY22 Budget						
FY22 Distribution:						
						Beneficiary
Sub-Fund		Market Value	Market Value	Market Value	3 Year	Distribution
Number	Fund Name	(12/31/18)	(12/31/19)	(12/31/20)	Average	(@ 5.00%)
4049	Fellowes Athenaeum Fund	\$1,830,812.63	\$2,064,405.26	\$2,285,431.94	\$2,060,216.61	\$103,010.83
	FY21 Carryover Available					139,929.35
	Available for FY22					\$242,940.18