

TRUSTEES OF THE PUBLIC LIBRARY OF THE CITY OF BOSTON

Meeting of the Trustees Finance and Audit Committee
Tuesday, May 11, 2021 at 8:00 a.m.

Via Zoom: <https://boston-public-library.zoom.us/j/85719864526>

AGENDA

- I. Welcome and Roll Call
Evelyn Arana-Ortiz, Chair
- II. Review and Approval of Minutes of March 12, 2021 Meeting
Evelyn Arana-Ortiz, Chair
- II. Mayor Kim Janey’s FY22 Recommended Operating and Capital Budget Executive Summary
Ellen Donaghey, Chief Financial Officer

VOTED: “that, the Trustees Finance and Audit Committee recommend approval by the Trustees of the Public Library of the City of Boston to accept Mayor Kim Janey’s FY22 Recommended Operating and Capital Budget.”

- III. Discussion and Review of Contracts
Ellen Donaghey, Chief Financial Officer
 - A. Contract or Contracts for Various Goods or Services relating to the Critical Repair Operating Budget for FY22
VOTED: “that, the Trustees Finance and Audit Committee recommend approval by 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, 2021 through June 30, 2022 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).”
 - B. Contract for the Purchase of Books and Certain Other Library Bibliographical Acquisitions Materials
VOTED: “that, the Trustees Finance and Audit Committee recommend approval by 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, 2021 through June 30, 2022.”

C. Fellowes Athenaeum Trust Advisory Committee Trust Fund FY22 Expenditure

VOTED: “that, the Trustees Finance and Audit Committee recommend 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 two hundred forty thousand dollars and no cents (\$240,000) to support the Fellowes Athenaeum Trust Fund Programmatic Plan for FY22 as recommended by the Fellowes Athenaeum Trust Advisory Committee and to be presented at an upcoming meeting.”

D. Review of delegation of certain contract approvals for recommendation to the Board of Trustees

VOTED: “that, the Trustees Finance and Audit Committee recommend 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 2021 and September 2021 to the Finance and Audit Committee.”

E. Vote to the Delegation of Research Collection Consultant Contract

VOTED: “that, the Trustees Finance and Audit Committee recommend that the Trustees of the Public Library of the City of Boston delegate approval of the Research Collection Consultant Contract to the Finance and Audit Committee due to the timing of the vote needed to award.”

F. Vote to Recommend Approval of contract for Research Collection Space & Storage Study

VOTED: “that, the Trustees Finance and Audit Committee recommend that the Trustees of the Public Library of the City of Boston authorize a contract in the amount of \$171,178.00 (one hundred seventy one thousand, one hundred seventy eight dollars) with Perry Dean Rogers Partners Architects, 177 Milk Street, Seventh Floor, Boston, MA 02109, the most highly advantageous vendor, for the study and analysis of the Research Collection Space and Storage per the Request for Proposal (“RFP”) specifications.”

G. Fine Forgiveness

VOTED: “that, the Finance and Audit Committee recommend that the Trustees of the Public Library of the City of Boston authorize the President of the Boston Public Library to implement any and all policy changes to permanently waive and eliminate late fines on all regular library materials, in concert with Mayor Janey’s FY22 City of Boston Operating Budget.”

IV. New Business

V. Public Comment

**Members of the public may sign-up to give public comment via the “Chat” on the Zoom conference call. Participants are called in the order they were received and their microphone will be unmuted by the moderator. Participants are allowed two minutes and their comments and/or questions will be documented and/or answered accordingly later (Contact information is requested at time of sign up and is not viewable to the public).*

VI. Adjournment

Evelyn Arana-Ortiz, Chair

Trustees Finance and Audit Committee

Evelyn Arana-Ortiz, Chair

Zamawa Arenas, Navjeet Bal, John Hailer, Jeff Hawkins, & David Leonard

Clerk of the Board, Pamela R. Carver

**The 2021-2022 Finance and Audit Committee Schedule will be posted on the BPL Website
(Subject to change)*

This is an open meeting; the public is welcome to attend

For information: www.bpl.org

Zoom: <https://boston-public-library.zoom.us/j/85719864526>

Call in Option: 646 558 8656, or 301 715 8592, or 312 626 6799, or 669 900 9128

Webinar ID: 857 1986 4526

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