

TRUSTEES OF THE PUBLIC LIBRARY OF THE CITY OF BOSTON

Meeting of the Trustees Finance and Audit Committee

Tuesday, May 10, 2022, at 8:30 a.m.

Via [Zoom](#)

AGENDA

I. Committee Chair Report

Evelyn Arana Ortiz, Chair

A. Welcome Remarks

B. Roll Call of Members

C. Review and Approval of Meeting Minutes from March 8, 2022.

D. Review and Approval of Annual Contracts at Full Board

II. Mayor Michelle Wu's FY23 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 Michelle Wu's FY23 Recommended Operating and Capital Budget."

III. Discussion and Review of Contracts

Ellen Donaghey, Chief Financial Officer

A. Vote for True Partners Contract

VOTED: "that, the Trustees Finance and Audit Committee of the Public Library of the City of Boston authorize a contract in the amount of Fifty Thousand Dollars and Zero Cents (\$50,000) with True Partners located at 9 Purchase Street, Newburyport, MA 01950 for the purpose of recruiting candidates for the Research Collections Manager position at the Boston Public Library."

B. Vote for Consultant Contract with Kurt Mansperger

Keith Gillette, Chief Technology Officer and Lisa Pollack, Chief of Communications & Strategy

VOTED: "that, the Trustees Finance and Audit Committee of the Public Library of the City of Boston approve an employee agreement with Kurt Mansperger of 86 Lake Attitash Road, Amesbury, MA 01913 not to exceed Fifty Thousand Dollars and Zero Cents (\$50,000) to cover technical responsibilities for the Web Services Manager and the launch of the Long-Term Device Lending program and other projects as needed."

C. Vote for KBLIC Glass Enclosure Contract

VOTED: "that, the Trustees Finance and Audit Committee of the Public Library of the City of Boston authorize a contract with One Way Development Inc. located at 1408C Centre St, suite 1, Roslindale, MA 02131 not to exceed One Hundred Ninety-Nine Thousand Two Hundred Twenty Six Dollars and Zero Cents (\$199,226.00) to install the glass enclosures in the Kirstein Business Library and Innovation Center."

D. Vote for Press Photography Pilot Project

Beth Prindle, Head of Special Collections

VOTED: “that, the Trustees Finance and Audit Committee of the Public Library of the City of Boston authorize a contract with Picturae, Inc, 228 East 45th Street, 9E, New York, New York, to digitize, catalog and preserve highlights of the press photography collection, with an emphasis on the Herald Traveler Press photography collection. The contract is not to exceed Sixty Thousand Dollars and Zero Cents (\$60,000).

IV. Recommendation of Approval of Contracts

- A. Mechanical, Electric, and Plumbing (“MEP”) Contract
- B. Elevator Maintenance Contract

****Vote wording to be determined after RFP selection made on 5/9**

V. Delegate Approval for Fire Alarm Contract

- A. **VOTED: “that, the Trustees Finance and Audit Committee of the Public Library of the City of Boston recommend the Board of Trustees delegate approval for the Fire Alarm Contract to the Finance and Audit Committee.”**

VI. Interview and Approval of Audit Review Firm Finalists

Evelyn Arana Ortiz, Committee Chair and Ellen Donaghey, Chief Financial Officer

A. **Clifton Larson Allen**

Matthew Hunt, CPA, Signing Director

131 Hartwell Avenue, Suite 300, Lexington, MA 02421

B. **Marcum LLP**

James Wilkinson, Partner

155 South Main Street, Suite 100 Providence, RI 02903

****Vote selection to be determined after deliberations.**

VII. New Business

VIII. Public Comment

“Please sign up for public comment the first 30 minutes of the meeting to support effective time management. On occasion, additional public comments on matters formally on the agenda may be allowed at the discretion of the Chair, and time allowing. Members of the public are also reminded that comments may alternatively be submitted in writing to the Clerk of the Board for distribution to the Trustees.”

IX. Adjournment

Evelyn Arana Ortiz, Chair

Trustees Finance and Audit Committee

Evelyn Arana Ortiz, Chair

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

Clerk of the Board, Pamela R. Carver

***The 2022-2023 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/86995505619>

Meeting ID: 869 9550 5619

Call in: 301 715 8592, or 312 626 6799, 646 558 8656, or 253 215 8782