

## TRUSTEES OF THE PUBLIC LIBRARY OF THE CITY OF BOSTON

Meeting of the Trustees as a Corporation and Administrative Agency  
Tuesday, March 1, 2022 at 8:30 a.m. via Zoom

### DRAFT MINUTES

A Meeting of the Trustees of the Public Library of the City of Boston as a Corporation and Administrative Agency was held via Zoom on March 18, 2022 at 8:30 a.m. via Zoom.

Present at the meeting were: Chair, Priscilla H. Douglas and Vice-Chair Evelyn Arana-Ortiz and Trustees: Navjeet Bal, Joe Berman, Ben Bradlee, Linda Dorcena Forry, John Hailer, Joyce Linehan, Senator Michael Rush, Representative Chynah Tyler, and Christian Westra. Trustees Zamawa Arenas, Cheryl Cronin, and Jeff Hawkins were absent (noted: John Hailer joined after roll call was taken). Also present were: David Leonard, President, Pamela Carver, Clerk of the Board, along with BPL staff and members of the public.

Chair Priscilla H. Douglas called the meeting to order at 8:34 a.m. and began by reading the Trustees reaffirmation statement. She made brief welcoming remarks and thanked all for their support and for being present. A roll call was taken and determined there was a quorum. The meeting minutes from January 18, 2022 were approved via a roll call vote. Members of the public were reminded that the meeting was being recorded and to sign up for Public Comment by 9:00 a.m.

Mr. Leonard was asked for his President's report and began by noting two key staffing changes. He acknowledged Caroline Driscoll's work as legal advisor at the BPL for the past four years. She will transition into a new position within the City's Law Office as the Ethics Advisor for the City of Boston. The BPL was assigned a new Assistant Corporation Counsel, Jaelyn Munson who will assist the BPL with any legal matters. Ms. Driscoll will remain involved to shepherd any larger BPL topics that are still outstanding.

Mr. Leonard then introduced Roudnie Celestin, the new Equity Coordinator/Program Officer. Ms. Celestin previously worked in the City of Boston's Neighborhood Services Department. Ms. Celestin thanked all for the warm welcome and noted her excitement to continue the equity and inclusion work at the Library.

Mr. Leonard continued with general updates. March 5, 2022 was a milestone day for the BPL regarding the pandemic. The BPL returned to Saturday service. It was also the first day that the mask mandate was relaxed. For now, the guidance is recommended use of masks, but they are not required. Mr. Leonard discussed a few incidents in recent months. There were four anti-mask protests that interrupted service. The BPL acted quickly, and those individuals involved had been trespassed for violating of the Appropriate Library Use Policy. Additionally, there was an attempt to vandalize the Maya Angelou bust. The bust had been sent for preservation work. He noted that the matter was still under police investigation.

Mr. Leonard continued they were in continued dialogue with City colleagues concerning offering additional services. Continuing to move towards adding a gradual return to full operating hours and services. Vacancy levels have impacted our capacity more so than covid concerns at this point. Look to see a combination of virtual, in-person, and hybrid programming in the months ahead.

Ms. Ellen Donaghey, Chief Financial Officer reviewed the FY23 Budget Submission. She explained it was a baseline for maintenance requests as well as external funding (also known as Trustee funds) projections.

There are several components that make up the budget request, including several policy documents. The city budget includes permanent employees, overtime, unemployment, workers compensation, building repairs and service equipment costs. Other costs included contracted services such as security, funds designated to be given to other entities (earmarks), facility inspections, pest control services, and other items. The total budget was \$42,744,436 which was a 1.2% increase from FY22 or roughly \$500,000.

Ms. Donaghey explained that the BPL is a City department and a separate 501(c)3 nonprofit. The City budget pays for most routine costs, such as the majority of staffing, half the collections budget and infrastructure costs such as utilities and maintenance. The Trustee funds pay for all the special things the library does – the programming, literacy funds, community outreach, often bibliocycles, equipment used by public and staff, and costs associated with updating branch furniture, etc.

Ms. Donaghey explained the External budget represent hundreds of underling funds and so is an estimate of next year's costs. These funds include monies from six various resources, including the Affiliates, several forms of state aid, Trust Fund spending, and enterprise money from special events. The FY23 budget was \$9,426,621 which was relatively level with the year prior (a slight difference of \$31,122). At the May meeting the Trustees will be asked for an approval vote for the overall FY23 budget once it is published by the Mayor.

Mr. Leonard reviewed the FY23 Capital Project requests. Immediate work ahead was completing the Rare Books and Manuscripts Department renovation which was anticipated to reopen later in 2022. Other projects included the Faneuil Branch renovation which was under construction and reopening in 2023. The McKim Fire Panel was slated to be replaced and was currently in design phase. The Codman Square Branch was in its programming study which was completing in April 2022. Other projects included Central Library façade study and repairs, the Chinatown Branch design and fit out, and the Fields Corner Branch design and construction.

Mr. Leonard noted some projects that were in dialogue with the City regarding moving forward to next phase included Research Collections Preservation and Storage, the McKim Master Plan, Eggleston Square Branch design, and Uphams Corner and West End Branch design and fit out. Three projects were funded in previous years but awaiting city capacity to begin them. They included the North End, South End, and South Boston programming studies.

Mr. Leonard concluded that there were two new project requests for FY23 for the Connolly and Hyde Park Branch improvements.

There was some discussion regarding equity with the RFP process on the capital projects.

Next, Michael Colford, Director of Library Services reviewed the Reach numbers from June 2021-January 2022 to give insight into the data usage since the return to service in comparison to pre-pandemic. He explained that Reach is a combined measure of five categories: number of patrons attending programs, visitors, circulation, wireless sessions, and computer sessions. The numbers reflect that we had a slow start back in June 2021. There was a peak with the return of college students in the fall and a slight dip with the Omicron variant surge in early winter. The BPL is still only at 50% of our Reach numbers to where they were prior to the pandemic. He reviewed the Reach charts that reflected each branch location specifically and pointed out some anomalies. There were significant trends of seeing higher digital downloads of eBooks and audiobooks for circulation. He noted that more than half of the locations had over a 50% increase in visitor numbers in recent months which was a promising sign. The wireless sessions were up reflecting the free Wi-Fi zones and outdoor seeing areas added to branches were a successful investment. Computer usage was still low possibly due to the mask mandate but anticipated these numbers to increase each month.

Evelyn Arana-Ortiz reviewed the Finance and Audit Committee votes. There was a proposal for the Kirstein Business Library and Innovation Center to enclose their eleven alcove areas with Kirstein trust funds. The bid was anticipated to be over \$100,000 and to be back in spring. She explained the vote was to delegate approval for this award of contract to the Finance and Audit Committee.

With no questions, a motion was duly made, seconded, and voted via a roll call vote,

**VOTED: “that, the Trustees of the Public Library of the City of Boston recommend delegating approval of the contract award for the Kirstein Business Library and Innovation Center glass enclosure to the Finance and Audit Committee.”**

Ms. Arana-Ortiz noted that the Finance and Audit Committee was recommending an extension for the McKim Catering contract for The Catered Affair by a period of twelve months to October 31, 2023, to allow for rebooking cancelled events during the pandemic and for a smoother transition period should a new vendor is chosen for this catering RFP which was about to go out to bid.

A motion was duly made, seconded, and voted via a roll call vote,

**VOTED: “that, the Trustees of the Public Library of the City of Boston extend the Catering and McKim restaurant Contract with the Catered Affair, 70 Ledgewood Place, Rockland, MA 02370 by a period of twelve months to October 31, 2023.”**

Ms. Arana-Ortiz thought prudent to invite NEPC to update the Trustees on the BPL investments due to the ongoing crisis in Russia and the Ukraine.

Mr. Sebastian Grzejka, Principal of NEPC, reviewed an executive summary of the investment portfolio. NEPC did not recommend any changes to the current allocation. Mr. Grzejka noted that the long-term performance was strong on both an absolute and relative basis. January’s performance was impacted by recent market volatility; however, active management of the portfolio kept exposure to Russian securities to a minimum. He noted that the BPL asset allocations were very diversified and fixed income assets have shown strong returns. Mr. Grzejka explained the impacts that regional impacts can have generally on volatility, and they will monitor it on an ongoing basis and suggest any recommendations for reallocation as needed in the future.

Ms. Douglas called for New Business. Ms. Arana-Ortiz asked for the board to think about how they will be meeting in the upcoming year with the public. She suggested they discuss at a future meeting. Joe Berman added that The Associates of the BPL would be hosting their annual “*Literary Lights*” gala in person on April 10, 2022, and more information could be found at The Associates website.

Ms. Douglas called for Public Comment.

Paula Coar noted she had been advocating for the name of the Roxbury branch to be “Nubian Square Library”. She added that they would be asking for Mayor Wu’s support. The black and brown community voted for the area to be named Nubian Square and want the library to be changed to Nubian Square Library and will continue to advocate for this.

Ms. Douglas thanked Ms. Coar for her comments. She explained that the library administration has fully briefed the Mayor’s office on the history of the name change from “Dudley” to “Roxbury” branch. The Trustees consider this a closed matter and are supportive of the Library administration’s continued reference to the branch as the Roxbury Branch Library in Nubian Square.

Marie Firmin, lifelong Roxbury resident and former teacher in the BPS system, commented that she wanted the name changed to Nubian Square Library. She understood that the Trustees consider this a closed matter but does not feel this is a closed matter for them. She believed that the name represented their history and culture and wanted to see it represented like other cultures. She noted it would be pursued despite the Trustees consideration of it being a closed matter. She thanked the Trustees for the work they do and noted that she learned a lot from the meeting.

With no additional business the meeting was adjourned at 10:12 am.

Respectfully submitted,



Pamela Carver,  
Clerk of the Board of Trustees

# FY23 City Maintenance Budget

Category	FY2022	FY2023	Change	% Change	Description
Permanent Employees	28,046,795	28,127,581	80,786	0.3%	No COLAs, several old positions deleted
Overtime	325,000	325,000	0	0.0%	
Other Salary Costs	142,000	142,000	0	0.0%	unemployment, workers compensation, MBTA passes
Telecomm/Utilities	3,602,675	3,623,171	20,496	0.6%	
Repairs/Maintenance Buildings	2,537,150	2,648,123	110,973	4.4%	HVAC, elevators, fire alarm, glass repair
Repairs/Service Equipment	174,100	174,100	0	0.0%	snow equipment, gates, fire extinguisher, etc.
Contracted Services	3,018,649	2,738,649	-280,000	-9.3%	Joy money, earmarks, facility inspections, pest control, security
Misc Supplies/Materials	3,325,008	3,914,686	589,678	17.7%	collections
Other Costs	1,024,480	1,004,126	-20,354	-2.0%	Chinatown rent, software licenses, debt service
Equipment	47,000	47,000	0	0.0%	0%
<b>Total</b>	<b>42,242,857</b>	<b>42,744,436</b>	<b>501,579</b>	<b>1.2%</b>	

# FY23 City Recommended Budget

Category	FY2022	FY2023	Change	% Change	Description
Permanent Employees	28,046,795	28,454,706	407,911	1%	7 new positions – 6 branch, 1 IT
Overtime	325,000	325,000	0	0.0%	
Other Salary Costs	142,000	142,000	0	0.0%	unemployment, workers compensation, MBTA passes
Telecomm/Utilities	3,602,675	3,665,611	62,936	2%	Green electricity initiative
Repairs/Maintenance Buildings	2,537,150	2,648,123	110,973	4.4%	
Repairs/Service Equipment	174,100	174,100	0	0.0%	
Contracted Services	3,018,649	2,738,649	-280,000	-9.3%	
Misc Supplies/Materials	3,325,008	3,914,686	589,678	17.7%	collections
Other Costs	1,024,480	1,004,126	-20,354	-2.0%	Chinatown rent, software licenses, debt service
Equipment	47,000	47,000	0	0.0%	0%
<b>Total</b>	<b>42,242,857</b>	<b>43,114,003</b>	<b>871,144</b>	<b>2%</b>	

# FY21-2023 External Funds

Spending Category	FY21 Initial	FY21 Final	FY22 Initial	FY23 Initial
Affiliates	1,486,195	1,947,064	1,650,490	2,000,000
ILL	100,000	100,000	100,000	100,000
LFC	2,707,276	3,039,610	3,386,189	3,386,189
Other	2,830,338	2,096,163	2,234,585	2,234,585
State Aid	752,952	908,997	752,952	752,952
Trust Fund Income	1,970,771	1,948,454	1,333,527	1,333,527
Total	9,847,532	10,040,289	9,457,743	9,807,253

# Capital Project Budget FY23

Project	Status	Estimated FY22	FY23
Central Façade Study and Repairs	Study	0	200,000
Central - Fire Panel	In Design	47,700	500,000
Chinatown-New Branch	Design	29,391	500,000
Codman Branch	Study	70,000	330,000
Connolly Branch	New Project	0	150,000
Egleston Branch	New Project	0	500,000
Faneuil Branch	Construction	5,229,742	8,000,000
Fields Corner Branch	Design	22,000	400,000
Hyde Park Branch	New Project	0	150,000
North End Branch	To be Scheduled	0	0
Research Collection Preservation and Storage Plan	To be Scheduled	0	100,000
South Boston Branch Study	To be Scheduled	0	100,000
South End Branch	To be Scheduled	0	250,000
Uphams Corner Library	Study	26,903	150,000
West End Branch	New Project	0	100,000
		20,977,918	11,330,000



**Boston Public Library**  
**FY22 Accomplishments Document**  
**Executive summary**

FY22 was the year of the pivot. To continue providing the best hybrid public service to our patrons, the BPL simultaneously began to reopen its doors for service and programming while continuing to lay the groundwork for a fully reopened BPL system. This involved facing challenges of staffing engendered by the Great Resignation, managing through ongoing shifts in COVID-related protocols, and rebuilding an in-person work culture after 18 months of remote work.

Returning to in-person service has meant implementation of critical technology plans, preparations for the return of our Special Collections to public use, staffing positions that offer critical human service related functions, while continuing the work of making the Boston Public Library a more equitable, diverse, and inclusive institution.

*Economic empowerment*

Economic empowerment was – and continues to be – a key priority for the BPL.

To ensure that Boston residents are able to come out of the pandemic with the skills and tools they need to return to work, the Kirstein Business Library and Innovation Center (KBLIC) continued to cultivate relationships with partner organizations to offer recurring, quality mentorship, consultations, and programming.

*Building an infrastructure to better serve the community*

This year saw the creation of an entirely new department at the BPL: Community Learning, which will coordinate the delivery of needed social services across the system; instruction in literacy and English as a second language; citizenship resources; basic education and skill building; health and wellness; and news literacy.

The Library Services division was also able to create key staff positions in order to better service our patrons with the highest needs. These include a Nutritional Literacy Coordinator; a volunteer coordinator, a literacy instructor, a library social worker and a mobile and outreach services supervisor, along with a career counselor and workforce development librarian.

### *Increasing access to our special collections*

Construction is now complete on the \$15.7 million [Rare Books and Manuscripts renovation project](#) and the beautiful new spaces for staff and public are being prepared for reopening. As of the end of April, approximately 275,000 bound volumes and over 2,000 linear feet of manuscripts have been returned from offsite storage and reshelfed on over 7 miles of newly constructed stacks. The renovation features state-of-the-art environmental controls, fire suppression, security, and storage conditions.

In addition, new projects and studies are underway to further establish intellectual control over our collections, which is the first step to making them searchable and accessible to the public for the first time.

### *Enriching our neighborhoods*

In October, the BPL held a community celebration of the recently renovated Roxbury Branch. The Roxbury Branch in Nubian Square (formerly Dudley) underwent a \$17.2 million, 27,000 square foot renovation that began in November 2017 and was completed in October 2020.

Branches are holding their annual distribution of seed kits to the public, and this year also saw the BPL's first ever Spice Bank Collective, in collaboration with the Greater Boston Food Bank (GBFB). Patrons are encouraged to bring unopened spices and dried herbs to their local participating branch. By providing access to spices, the BPL hopes to offer a way to maintain a sense of cultural identity and family traditions, encourage creative and nutritious cooking, and promote the abundant cultural make up that is found in Massachusetts.

### *Continued demand for collections*

<i>Digital circulation</i>		<i>Physical Circulation</i>		<i>Total Circulation</i>	
<i>FY18</i>	<i>1.6m</i>	<i>FY18:</i>	<i>3.0m</i>	<i>FY18</i>	<i>4.8m</i>
<i>FY19</i>	<i>1.8m</i>	<i>FY19</i>	<i>2.8m</i>	<i>FY19</i>	<i>5.1</i>
<i>FY20</i>	<i>2.2m</i>	<i>FY20</i>	<i>2.0</i>	<i>FY20</i>	<i>5.1</i>
<i>FY21</i>	<i>3.8m</i>	<i>FY21</i>	<i>1.4m</i>	<i>FY21</i>	<i>5.2</i>
<i>FY22</i>	<i>3.6m (est)</i>	<i>FY22</i>	<i>1.7m (est)</i>	<i>FY22</i>	<i>5.3 (est)</i>

### **Visitors**

*FY18* 3.5 million  
*FY19* 3.5 million  
*FY20* 2.3 million  
*FY21* 235,000  
*FY22* 2.1 million (est)

## *Working to close the digital divide*

In partnership with the Mayor's Office of New Urban Mechanics and the City of Boston's Environment Department, the BPL's outdoor WiFi zones at the East Boston, Egleston Square, Codman Square, Brighton, Mattapan, and Grove Hall branches received additional seating, shade, lighting and cooling facilities, while for the first time, a Long Term Device Lending program rolled out to target the unmet digital needs of vulnerable and eligible library patrons by distributing Chromebooks and WiFi devices through the Boston Housing Authority's communities.

## *Bringing equity to the forefront*

This year, the BPL welcomed Roudnie Celestin, its first-ever Equity Program Officer, a new position created to help the BPL fulfill its mission of becoming a more equitable and anti-racist institution. The BPL's Equity Program Officer's role is to make the BPL's racial equity statement actionable, primarily through leading eight working groups across the organization. These groups will work on issues including professional development; recruiting & hiring; internal communications; and collaborative, transparent decision making. In addition, the Chief of Communications and Chief of Adult Services have convened a new working group to ensure that the BPL is in compliance with all City of Boston policies and processes around ensuring equitable access to services and programs for English Language Learners.

## *Improving our services and presence through capital projects*

**Opening of the Roslindale Branch** – Mayor Michelle Wu and the Boston Public Library celebrated the renovation of the Roslindale branch of the BPL. The branch underwent an \$11.7 million, 14,855 square foot renovation that began in October, 2019.

**Opening of the Adams Street Branch** – The new Adams Street branch of the Boston Public Library opened in July. The programming, design, and construction of the \$18.3 million reconstruction project was managed by the City of Boston's Public Facilities Department, with consultation from the Mayor's Office of Arts & Culture, architecture firm NADAAA, and J&J Contractors, Inc.

**McKim Master Plan complete** – Thanks to an investment of \$800,000 from the City of Boston's Capital plan, the BPL was able to undertake a master planning project in partnership with the City of Boston's Public Facilities Department and Operations Cabinet, along with architecture firms Shepley Bulfinch and designLAB. The project was designed to explore how the BPL can improve access and performance within the building while providing opportunities for education, interpretation, and engagement. The plan also included an evaluation of the existing building systems, art and architecture conditions, special collections, back-of-house operations, public interfaces, exterior façade, and issues of accessibility in order to uncover opportunities for improvement.

<b>Boston Public Library, Boston</b>	<b>YEAR</b>
<b>Angela Veizaga, aveizaga@bpl.org</b>	2022

**Goal (from library's current strategic plan)**

Community Gathering

<b>Objectives (if included in current strategic plan)</b>	<b>Actions</b>	<b>Timeframe for Activity</b>	<b>By Whom</b>
Reimagining Spaces	Continue construction of Faneuil branch	2022	All
	Continue planning for Chinatown and Uphams Corner branches	2021	All
	Begin design process for Fields Corner	Fall 2022	All

**Goal (from library's current strategic plan)**

User-Centered Organization, Center of Knowledge, and Kids & Teens

<b>Objectives (if included in current strategic plan)</b>	<b>Actions</b>	<b>Timeframe for Activity</b>	<b>By Whom</b>
Target underserved communities in need of services	Hire a Library Social Worker and Peer Navigators to launch Peer Navigator Pilot Program	Spring 2022	Library Services
	Hire a Career Counselor and expand workforce development work in the library to include expanding role to connecting folks directly to jobs, certification support, and job fairs.	Spring 2022	Library Services
	Work with the BPL Fund to further expand services to support workforce development and economic recovery by increasing outreach services, partnership opportunities, and career placement services.	2022	Library Services
	Identify communities in most need of programs and services and through outreach.	Fall 2022	Library Services/Youth Services

	Conduct Tech Goes Home training with a cohort of Returning Citizens, serving a minimum of 40 students to fulfill a grant requirement.	2022	Library Services
	Implement client-based working model in Community Learning and Kirstein Business Library & Innovation Center	Spring 2021	Library Services
	Implement Journalist-in-Residence and Entrepreneur-in-Residence Programs	Fall 2022	Library Services
Provide public programming that is targeted, unified and has maximum reach.	Develop programming theme for FY23 that incorporates youth engagement, economic and psychological recovery, health and human services, civic engagement, and media literacy.	Summer 2022	Library Services
	Continue to balance virtual and physical services to best serve the needs of our patrons both in Boston and across the State and beyond.	2022	Library Services
	Complete Program Standards and Guidelines for both adult and youth programs.	Summer 2022	Library/Youth Services
Prioritize and deliver Youth Services that serve the City of Boston's priorities	Define a plan for youth engagement work that includes the review and possible reshaping of the Homework Assistance Program to include partnerships and nutritional snacks	Fall 2022	Youth Services
	Expand early literacy programs through the Future Readers Club, including books for newborns, and explore new, innovative ways of promoting the importance of early literacy.	Summer/Fall 2022	Youth Services

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**Goal (from library's current strategic plan)**

Sustainable Organization

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Objectives (if included in current strategic plan)	Actions	Timeframe for Activity	By Whom
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Improve Operations	Bolster Metro-Boston Library Network staffing to handle influx of Boston Public School librarians over the next two years, and provide better service	Spring 2022	President's Office
	Complete Digital Engagement/Community History grant partnership with Northeastern University and take next steps to provide sustainability at the BPL for this work.	2022	Library Services
	Improve and simplify the contracting process, to include a broader outreach strategy to potential partners.	Early 2022	Finance
	Relaunch Special Events business	Spring 2022	Finance
	Develop and implement a new emergency response plan	Fall 2022	Operations
	Implement plan to modernize BPL technology and tools, based upon forthcoming refreshed Technology plan	Summer 2022	IT
	Improve the security of our collections, especially in preparation for the return of Special Collections, post Rare Books Renovation	2022	Special Collections & Operations
	Develop metrics to better determine the effectiveness of the Library's programs and services.	Fall 2022	Library Services & IT
	Streamline Vacancy Management processes	2021	HR
	Develop strategic communications plan & capacity analysis	2021	Communications

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**Goal (from library's current strategic plan)**

Center of Knowledge & Special Collections

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<b>Objectives (if included in current strategic plan)</b>	<b>Actions</b>	<b>Timeframe for Activity</b>	<b>By Whom</b>
Stewarding our collections	Hire Cataloging and Processing Manager and reconfigure Technical Services to provide maximum support to collection discovery	Spring 2022	Collection Management
	Work with staff to evaluate collections ordering plan and incorporate a Diversity Audit for library circulating collections	2022	Collection Management
	Implement the post-processing phase of regional newspaper project with pilot project in latter half of FY22 and full, multi-year process through RFP.	Spring 2022	Digital Services
	Prepare to re-open Rare Books, including Aeon implementation, web site information, and layout of collections	Spring 2022	Special Collections
	Reopen Rare Books: Collection move, space set up, open service	Summer 2022	Special Collections
	Founding Research Collection project - phase 1	2022	Special Collections

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**Goal (from library's current strategic plan)**

User-Centered Institution and Sustainable Organization

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<b>Objectives (if included in current strategic plan)</b>	<b>Actions</b>	<b>Timeframe for Activity</b>	<b>By Whom</b>
COVID Recovery	Continue to balance virtual and physical services to best serve the needs of our patrons both in Boston and across the State and beyond.	2022	Library Services

Work on equity, diversity, and inclusion, both internally and through our programs and services	Continue work of defining goals and principles to guide our collections strategy in order to more formally incorporate our diversity, equity and inclusion values.	2022	Collection Management
	Hire an Equity and Inclusion Coordinator	Winter 2022	President's Office
	Invest in initiatives that develop and improve employee culture, improve diversity in hiring, and aim to achieve equity in professional development.	2022	President's Office/HR
	Implement the action plan developed by the DEI cohort guided by YWBoston	Spring 2022	President's Office
	Identify and execute on opportunities to become an institutional member of caucuses or affinity groups within professional library organizations such as the American Library Association	Winter/Spring 2022	Leadership



**Boston Public Library**  
**Collections Security Policy (DRAFT)**  
**Revised May 4, 2022**

**INTRODUCTION/PURPOSE OF POLICY**

The Boston Public Library holds extensive research and special collections reflecting a wide diversity of subjects, cultures, countries, and languages. Although most resources are print-based (books, periodicals, newspapers, and documents), significant collections in other formats include manuscripts, photographs, archives, prints, fine art, audiovisual materials, maps, architectural drawings, sheet music, sculpture, digital content, and other objects.

All BPL research and special collections are held in the public trust. As a public library, we commit to providing free, open and equitable access, and we work to encourage use and discovery. We recognize that there is an inherent tension between access and long-term security and preservation.

This Collection Security Policy outlines a framework for the security of research and special collections that focuses on creating and maintaining an environment in which these materials are protected, carefully handled, and returned intact to the collection for use by future patrons. The framework relies on a library-wide culture of responsibility for collections security. All staff members share responsibility in reporting incidents and observations related to collection security. Everyone—regardless of position, rank, title, or status—is responsible for compliance with the policies and procedures that are designed to protect the collection, visitors, and staff.

In support of the Library's mission, this policy and the procedures that stem from it prioritize public use of collections, and all collections security procedures will be governed by the Library's ongoing work related to diversity, equity, and inclusion. In planning and drafting this policy, we have relied on standards such as the [Association of Research Libraries' code of ethics](#) and the [ACRL/RBMS Guidelines Regarding Security and Theft in Special Collections](#) to ensure we are following ethical and equitable best practices and standards.

**RESPONSIBILITY FOR COLLECTIONS SECURITY**

The Library's leadership is responsible for all aspects of collections security. The strategic and procedural oversight of collections security is led by the Collections Security Team (CST). Members of the CST are designated by the Library President and include relevant managers that oversee collections, security, and technology functions.

The CST is responsible for writing and implementing procedures and reviewing and auditing enforcement, effectiveness, and compliance. Members of the CST manage responses to incidents related to collections security and will keep leadership apprised on a regular basis.

The CST also reviews the Library's emergency response plans and provides direction on procedures that pertain to collections security.

For this policy to be effective, there needs to be a widespread understanding across all Library departments of the importance of collections security. To this end, the Library is responsible for making employees aware of and providing training on collections security policies and procedures. Staff are responsible for the implementation and execution of policies and procedures developed by the Library and the CST.

#### **INSTITUTIONAL COMMITMENT**

The Library commits to allocating resources, routine auditing and maintenance of existing technologies, and exploring and implementing new solutions to deliver the level of collections security outlined in this policy.

The library is responsible for the upkeep of all security infrastructure. Security infrastructure throughout the system is serviced routinely as a procedure to verify adequate function. The Collections Security Team is responsible for reviewing this policy every two years and updating as needed.

#### **SECURITY OF DIGITAL COLLECTIONS**

In addition to physical holdings, collections security applies to digital collections materials in the Library's care. It also pertains to metadata about library collections stored in digital form. The security of digital files and records relies on designated levels of access—including the ability to upload, download, and edit files or metadata—as well as clearly defined roles and appropriate privileges for staff or patrons.

The CST will work in an advisory capacity with stakeholders, relevant library departments, and the Information Technology team to provide guidance on security-related procedures, including maintaining backups and preservation copies of digital assets; periodic auditing of files and records; establishing criteria for evaluating vendor security practices; and the protection of the library's networks, servers, applications, and other infrastructure components related to the management of digital assets from unauthorized access.

#### **ACCESS TO COLLECTIONS AND SPACES**

Collections are found in both public and staff-only spaces. Access may be limited based on the way the space is used: for example, offices and collections storage areas are accessible only to staff. Access may also be limited by day and time: for example, patrons can access public spaces during normal operating hours or during events.

The Library relies on defined levels of access to spaces for security. The CST works with stakeholders to determine access levels to each space. Physical and/or electronic access to

spaces is assigned accordingly. The Library performs audits and updates permissions with staffing changes.

The CST consults stakeholders to establish guidelines for patron use of special collections. The Library's goal is free, open, and equitable access. Alternate modes of access may be offered based on preservation or security concerns.

Patrons will be notified of any relevant security guidelines, identification requirements, on-site surveillance practices, and data retention policies.

#### **SPECIAL COLLECTIONS DATA RETENTION AND PRIVACY**

The Library's collections security program relies on the systematic retention and maintenance of personal information. With respect to special collections, personal information may include usage data and surveillance footage. Usage data includes information that identifies materials requested by specific patrons and information about when and how such materials were used. Personal information necessary to identify specific patrons, including names, addresses, and photographs may also be retained. Requirements for the retention of security-related data are established by the CST in consultation with the IT Department and with any other relevant departments. The Library may keep records on personal information and usage data related to special collections in perpetuity. The Library is committed to patron privacy and will not share data with a third party unless required by law and/or in response to a security incident.

#### **RESPONSES TO SECURITY EVENTS**

It is the responsibility of all BPL staff members, contractors, and affiliates to follow established procedures to report incidents, observations, or concerns related to collection security in a timely manner. The Collections Security Team (CST) will review and document each incident or report with the immediate goal of securing the particular item or collection in question.

When incidents occur or when reports are received, the Library will immediately notify stakeholders, investigate incidents, and document findings. The Library will utilize all available resources as appropriate, including legal action, and work with partners, stakeholders, and authorities in their efforts to secure or recover the collections under review. The CST will provide recommendations, guidance, and support to library leadership when incidents occur.



700 BOYLSTON STREET | COPLEY SQUARE | BOSTON , MA | 02116 | 617.536.5400 | [WWW.BPL.ORG](http://WWW.BPL.ORG)

July 1, 2022

The Honorable Michelle Wu  
Mayor of the City of Boston  
One City Hall Plaza  
Boston, MA 02201

Dear Mayor Wu:

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, 2022 through June 30, 2023.

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**

21<sup>st</sup> Edition  
9 New Venture Drive, Unit 1  
South Dennis, MA 02660

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

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

Amazon.com LLC  
1200 12<sup>th</sup> Ave. S Bldg. 1200  
Seattle, WA 98144  
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

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., 9<sup>th</sup> 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

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

Kevin Brown  
Dbas Geographicus Antique Maps  
201 West 105<sup>th</sup> St #42  
New York, NY 10025

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

Leo Cadogan Rare Books Limited  
74 Meyton St  
London GBR 00000

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

Cengage Learning, Inc  
PO Box 6904  
Florence, KY 41022

Central China Book Co., Inc.  
44 Kneeland St  
Boston, MA 02111

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

Cohen & Taliaferro, LLC  
59 East 54<sup>th</sup> 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, 16<sup>th</sup> floor  
Boston, MA 02109

Creative Empire LLC  
dba Mango Languages  
30445 Northwestern Hwy, suite 300

Farmington Hills, MI 48334

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

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 31<sup>st</sup> St., 17<sup>th</sup> 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

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

Headspace, Inc  
2415 Michigan Ave  
Santa Monica, CA 90404



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

The HistoryMakers  
1900 S Michigan Ave  
Chicago, IL 60616

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

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

Infobase Holdings, Inc.  
Infobase Publisher/Chelsea House/Films Media Group  
132 West 31<sup>st</sup> St  
17<sup>th</sup> floor  
New York, NY 10001

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 LLC  
225 Park Ave. South, 6<sup>th</sup> Fl  
New York, NY 10003

Jamalon  
8 Baouniyyeh Street, Jabal al-Weibdeh  
Amman, Jordan 11191

JSTOR dba Ithaca Harbors, Inc.  
101 Greenwich St, 18<sup>th</sup> 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 29<sup>th</sup> St, floor 3  
New York, NY 10001

Lectorum Publications, Inc  
205 Chubb Avenue  
Lyndhurst, NJ 07071

Les Enluminures LTD  
149 rue St Honore  
Paris, FRA 75001

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

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

Lynda.com/LinkedIn Learning  
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  
10 West 66<sup>th</sup> St, suite 26B  
New York, NY 10023

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, LLC  
1417 Timberwolf Dr  
Holland, OH 43528-9485

Morningstar, Inc  
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

New England Micrographics, Inc.  
40 Hudson St #C  
Marlboro, MA 01752

New York Times  
229 West 43<sup>rd</sup> 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 LP  
789 E. Eisenhower Pkwy,  
P.O. Box 1346  
Ann Arbor, MI 48106-1346

Puvill Libros SA  
One East Park Drive  
Paterson, NJ 07504

Bernard Quaritch, Ltd  
36 Bedford Row  
London, GBR WC1R 4JH

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

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

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

S & P Global Market Intelligence Inc  
FKA Capital IQ Inc  
55 Water St  
New York, NY 10041

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

Sokol Books Ltd  
27 Charles St  
London, GBR W1J 5DT

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, 46<sup>th</sup> Floor  
NY, NY 10041

Swann Galleries, Inc  
104 East 25<sup>th</sup> St  
New York, NY 10021

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

Thomson Reuters (markets) LLC  
ISI Thomson Scientific  
1500 Spring Garden St, 4<sup>th</sup> floor  
Philadelphia, PA 19130

Trident Booksellers and Café

338 Newbury St  
Boston, MA 02115

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

West Group (Thomson Reuters)  
620 Opperman Drive  
Eagan, MN 55123

WJ Bookstore  
141-07 20th Ave  
Whitestone, NY 11357

World Archives Holdings LLC  
3214 N University Ave #115  
Provo, UT 84604

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

Worldwide Books  
8406 Main St  
Interlaken, NY 14847-9802

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 annual 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)
Kanopy, LLC	(\$1,000,000.00)
Midwest Tape	(\$1,500,000.00)
OverDrive, Inc.	(\$4,000,000.00)
ProQuest LP	(\$500,000.00)
Cengage Learning, Inc	(\$500,000.00)
Mergent, Inc.	(\$200,000.00)

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 for efficiency efforts as needed. 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  
 Quarterly Report FY 2022**

**4-Nov-21**

	<b>1st Qtr F/Y 2022</b>	<b>2nd Qtr F/Y 2022</b>
	<b>7/1/2021</b>	<b>10/1/2021</b>
Beginning Fund Balance	137,127.35	231,952.78
Trust Fund Distribution	103,010.83	
Project Management	(5,407.50)	(10,300.00)
Programs	(1,500.00)	(6,055.81)
Program Supplies/Advertising	(1,277.90)	(807.00)
Books/Subscriptions		
Security/Custodian Charges		
Ending Cash Balance	231,952.78	214,789.97
	<b>9/30/2021</b>	<b>12/31/2021</b>

Encumbrances:

**FY 2022 Funds available**

YTD Expenses

Encumbrances

**Current Balance Available**

- Fellowes Fund Corpus Value June 30, 2012
- Fellowes Fund Corpus Value June 30, 2013
- Fellowes Fund Corpus Value June 30, 2014**
- Fellowes Fund Corpus Value June 30, 2015
- Fellowes Fund Corpus Value June 30, 2016**
- Fellowes Fund Corpus Value June 30, 2017
- Fellowes Fund Corpus Value June 30, 2018
- Fellowes Fund Corpus Value June 30, 2019
- Fellowes Fund Corpus Value June 30, 2020
- Fellowes Fund Corpus Value June 30, 2021
- Fellowes Fund Corpus Value February 28, 2022

Increase in Corpus Value from FY 12 FY22 To date  
 Distribution since FY09 (including FY22)

Total increase in value

FY 2023 Distribution

112,007.23

3rd Qtr F/Y 2022	4th Qtr F/Y 2022	YTD Total
1/1/2022 214,789.97	4/1/2022 198,233.05	
		103,010.83
(9,270.00)	(3,090.00)	(28,067.50)
(7,269.43)	(7,866.75)	(22,691.99)
(17.49)		(2,102.39)
		0.00
		0.00
198,233.05 3/31/2022	187,276.30 6/30/2022	
	12,103.12	
	<b>240,138.18</b>	
	(52,861.88)	
	12,103.12	
	<b>175,173.18</b>	
	1,622,786.10	
	1,757,186.13	
	<b>1,935,070.58</b>	
	<b>1,901,317.78</b>	
	<b>1,811,680.43</b>	
	<b>1,916,751.36</b>	
	<b>1,928,993.39</b>	
	<b>1,836,595.59</b>	
	<b>1,910,559.79</b>	
	<b>2,407,811.22</b>	
	<b>2,256,020.54</b>	
	633,234.44	
	1,263,811.68	

1,897,046.12



March 10, 2022

To the Trustees of the Boston Public Library,

We are writing to request that the memory of Jairam Rodrigues Rao be honored by naming the Children's room at the Faneuil Branch Library: **JaiJai's Room**.

The Board of the Friends of the Faneuil Branch Library makes this recommendation via a unanimous Board vote in favor that was taken at the Friends Board Meeting on December 21st, 2021.

Jairam Rodrigues Rao and his family have been devoted patrons and supporters of the Faneuil Branch Library for decades. The parents and their 4 children could be found on the library premises almost daily and participated in nearly all library programs, parades, workshops, parties and fundraisers. His mother was on the Friend's board for years and served as President.

A passionate, intelligent activist at the age of 8, Jairam stood up and raised his voice to help keep open his beloved neighborhood Faneuil Branch Library. His advocacy remained strong for a variety of causes throughout his life - most recently becoming a fierce advocate for the environment.

Jairam tirelessly volunteered to support our library's biggest fundraiser, the Funky Auction. In fact, at this annual event, the Rodrigues Rao family are often the most generous volunteers and donors, donating countless hours and bidding handsomely year after year.

Tragically, Jairam suffered a fatal accident in 2019 at age 17. The entire neighborhood remains devastated by the loss of this bright and beautiful light among us. His spirit lives on in our neighborhood and in the Faneuil Branch Library, where he, his friends and family found joy and a sense of community.

Jairam carried with him a special light and free spirit. His smile and very presence welcomed all with open arms. It is our hope that this very spirit, his spirit, will be felt by all who pass through the doors of the Children's Room. It is our hope that the Trustees will vote to honor Jairam Rodrigues Rao by naming it JaiJai's Room.

Sincerely,

A handwritten signature in cursive script, reading "Annie Mazzola". The signature is written in dark ink on a light-colored background.

Annie Mazzola

President of the Friends of the Faneuil Library

# City of Boston IN

## CITY COUNCIL

OFFERED BY COUNCILOR LIZ BREADON

### RESOLUTION SUPPORTING THE NAMING OF THE CHILDREN'S ROOM IN THE FANEUIL BRANCH OF THE BOSTON PUBLIC LIBRARY AS "JAIJAI'S ROOM"

*in memory of*

### *JAIRAM MIGUEL RODRIGUES RAO*

- WHEREAS,* Jairam Miguel Rodrigues Rao, born on March 30th, 2002 and raised in Boston and in Brazil, was tragically lost on July 2nd, 2019 in Buzios, Brazil while pursuing his passion for adventure and rock climbing; *and*
- WHEREAS,* By the age of eight, Jairam began his work on the frontlines to advance social causes as an activist, including support of the Boston Public Library; *and*
- WHEREAS,* A student of the Boston Public Schools, Jairam graduated from Boston Latin School in June 2019 and was headed to Boston University to pursue a degree in Environmental Sciences; *and*
- WHEREAS,* He played drums and guitar, was an avid woodworker, loved the outdoors, and was deeply involved with the Boston Latin School Junior Classical League, making history while demonstrating his knowledge of Latin classics and achieving the highest levels at Certamen tournaments; *and*
- WHEREAS,* Jairam was a Field Team Member of Branching Out, a career development and educational program hosted by the Olmsted Center for Landscape Preservation, where he contributed to the stewardship of the National Park System in the Northeast; *and*
- WHEREAS,* A member of Youth on Board and the Boston Student Advisory Council's Climate Justice Team, Jairam provided powerful testimony at a Boston City Council hearing in March 2019 on the urgent policy changes needed to address climate change while centering young people in the climate justice movement; *and*
- WHEREAS,* He is remembered as a young disruptive thinker with a free spirit guided by relentless passion for his pursuits, especially environmental advocacy; *and*
- WHEREAS,* An Annual Lecture on Environmental Racism/Justice and the "Jairam Miguel Rodrigues Rao Prize for Work on Environmental Racism and Justice" were established by the Environmental Studies Program at the College of the Holy Cross to honor his dedication toward environmental activism from an early age; *and*
- WHEREAS,* Jairam lived every day as if it were his last, fighting urgently against climate change and environmental degradation, dedicating his life to making the world a better place, while touching the lives and hearts of many; *NOW THEREFORE BE IT*
- RESOLVED:* That the Boston City Council, in meeting assembled, supports the naming of the Children's Room in the Faneuil Branch of the Boston Public Library located at 419 Faneuil Street in Brighton as "Jaijai's Room" in memory of Jairam Miguel Rodrigues Rao.

By: \_\_\_\_\_  
President of the City Council

Attest: \_\_\_\_\_  
Clerk of the City of Boston

Offered by: \_\_\_\_\_  
Councilor Liz Breadon

Date: May 11<sup>th</sup>, 2022



**City of Boston**  
Mayor Michelle Wu

May 16, 2022

Dear Members of the Boston Public Library Board of Trustees,

I'm writing to offer my support of the petition to name the Faneuil Branch Library Children's Room 'JaiJai's Room' after Jairam Miguel Rodrigues Rao.

A passionate, intelligent activist from the age of 8, Jairam stood up and raised his voice to help keep open his beloved neighborhood Faneuil Branch Library. His advocacy remained strong for a variety of causes throughout his life - most recently becoming a fierce advocate for the environment. Jairam, along with his family, including his mother who for years served as Friend's President, have participated in nearly all Library programs for decades. Tragically Jairam suffered a fatal accident in 2019 at the age of 17. His spirit lives on in our neighborhood and in the Faneuil Branch Library, where he, his friends and family found and shared joy and a sense of community.

Jairam carried with him a special light and free spirit. His smile and very presence welcomed all with open arms. It is our hope that this very spirit, his spirit, will be felt by all who pass through the doors of the Children's Room. It is our hope that the Trustees will consider this request to honor Jairam Miguel Rodrigues Rao by naming it JaiJai's Room.

Sincerely,

A handwritten signature in black ink, appearing to be "Michelle Wu".

Mayor Michelle Wu

Mayor of Boston