

TRUSTEES OF THE PUBLIC LIBRARY OF THE CITY OF BOSTON

Special Meeting of the Trustees Finance and Audit Committee
Thursday, August 18, 2022 at 8:00 a.m.
Held via Zoom

MINUTES

A special meeting of the Boston Public Library Trustees Finance and Audit Committee held virtually on Thursday, August 18, 2022, via Zoom at 8:00 a.m.

Present at the meeting included: Committee Chair Evelyn Arana-Ortiz and Committee members: John Hailer, Jeff Hawkins, Senator Mike Rush, and President David Leonard, Navjeet Bal was absent.

Also, present were Boston Public Library staff including Chief Financial Officer Ellen Donaghey, Clerk of the Board Pamela Carver, other BPL staff members, and members of the public.

Ms. Arana-Ortiz presiding called the Special Meeting of the Trustees Finance and Audit Committee (“Committee”) to order at 8:01 a.m. The Chair read the welcoming reaffirmation statement of the Trustees. A roll call was taken and determined there was a quorum. Everyone was reminded that the meeting was being recorded and to sign up for Public Comment.

The first matter of business was approval of meeting minutes of May 10, 2022. With no comments or edits, the minutes were approved.

Ellen Donaghey reviewed the votes for contracts. She noted that the KBL glass enclosure was a duplication of a vote taken in May. The second vote was for the fire alarm inspection and maintenance service for a 3-year contact for a total not to exceed two hundred thirty-two thousand, nine hundred eighty dollar (\$232,980.00). She briefly reviewed the terms of the contract and there were no questions.

A motion was duly made, seconded, and voted to recommend to the full board to approve,

VOTED: “that, the Finance and Audit Committee of the Public Library of the City of Boston approve a contract with American Service Company, 35 Hanna St, Quincy, MA 02169 for three years at a total cost not to exceed two hundred thirty-two thousand, nine hundred eighty dollars and zero cents (\$232,980.00) for the fire alarm inspection and maintenance service.”

Next, Ms. Donaghey reviewed the contract with Jessica Dembro. Ms. Dembro was a former City of Boston Labor Relations attorney assigned to the library and the most recent former BPL Human Resources Manager. She has investigative knowledge and will assist Human Resources in certain labor relations matters. The contract was not to exceed thirty thousand dollars (\$30,000).

Ms. Arana-Ortiz made a motion that was duly made, seconded, and,

VOTED: “that, the Trustees Finance and Audit Committee of the Public Library of the City of Boston approve a contract with Jessica Dembro of 185 Spartina Cove Way, Wakefield, RI not to exceed Thirty Thousand Dollars and Zero Cents (\$30,000.00) to assist in certain Labor relations matters.”

Beth Prindle, Head of Special Collections reviewed the contract with Daedalus Conservators. She explained that the contract was for the cleaning of the BPL Founding Research Collections in the amount of sixty thousand dollars (\$60,000.00). She gave a brief explanation of what the collection entailed. Ms. Prindle noted that Daedalus Conservators has a long term working relationship with the BPL and would

be working on the cleaning of twelve portrait busts which have not been conserved in over twenty years. The cleaning would be done in two groupings off site for minimal interruption with the public.

A motion was duly made, seconded, and,

VOTED: “that, the Trustees Finance and Audit Committee of the Public Library of the City of Boston approve a contract with Daedalus Conservators, 205-3 Arlington Street, Watertown, Massachusetts, not to exceed sixty thousand dollars and zero cents (\$60,000.00) for conservation treatment of sculptural components in the library’s collection.”

Lastly, Ms. Donaghey explained the contract with Bibliotemps for one hundred thousand dollars (\$100,000) was for a program run by the Mass Library System for temporary library service help. BPL is beginning to clean the Founding Research Collection and the contract with Bibliotemps will assist in cataloging that important collection.

With no questions, a motion was duly made, seconded, and,

VOTED: “that, the Trustees Finance and Audit Committee of the Public Library of the City of Boston approve a contract not to exceed one hundred thousand dollars and zero cents (\$100,000.00) to be entered into with BiblioTemps, a program of the Massachusetts Library System, 33 Boston Post Road West, Suite 400, Marlborough, MA 01752 for temporary library services.”

Ms. Arana-Ortiz asked if there was any New Business. The Trustees announced the passing of long-time library supporter and member of the BPL City-Wide Friends, David Vieira. They had a brief discussion on his many contributions to the BPL and their hope to honor his memory in a public way in the future.

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

With no further business, the meeting was adjourned at 8:16 a.m.



Respectfully submitted,

Pamela R. Carver, Clerk of the Board