

A photograph of a library bookshelf filled with books. A blue rectangular overlay is positioned in the upper left corner, containing the title text in white. The background is slightly blurred, focusing attention on the text.

# **Boston Public Library Goals + Accomplishments FY23**

**Presented to the Board of Trustees**

**May 23, 2023**

**Building on the successful return to service of FY22, BPL this year honed its focus on creating a more equitable city and society by expanding economic empowerment; bringing equity to the forefront, serving our communities' specific needs; filling the demand for collections, and working to close the digital divide.**

## ***1. Expanding economic empowerment***

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

To ensure that Boston residents have 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 Partnerships*** -- Over the year, KBLIC has offered 43 workforce development workshops, including contracting with two career consultants, who provided 22 workshops focusing on career skills and motivation. A new and critical partnership this year was our relationship with Google Business, with whom KBLIC offered a series of skill building workshops including email marketing, Google Ads, reaching customers, training on how to get your business on Google Search and more.

KBLIC also continued its partnerships with Goodwin Law, who offer pro-bono small business clinic sessions; and with Babson College, with their Financial Literacy Project offering bimonthly programming on topics including investing, credit cards, student loans, and insurance, among others. KBLIC also continued its partnership with the Legal Services Center, with monthly virtual mentoring on navigating SNAP benefits, Morgan Stanley Financial Advisors for pro-bono workshops on 529 plans, cyber security, and women and wealth.

***Financial empowerment*** -- Ensuring financial empowerment also means helping patrons become financially literate. For the first time, KBLIC offered a three-part financial literacy program entirely in Spanish. In addition, KBLIC offered programs including Banking 101; the Ins and Outs of Credit Cards, and Taking Stock of the Stock Market.

***Skill building*** - KBLIC continues to offer patrons the opportunity to come out of the pandemic with a broader skill set, while also providing the materials and spaces in which to do that.

As of May 6<sup>th</sup>, the Kirstein Business Library & Innovation Center will have successfully concluded its inaugural eight-month Entrepreneur in Residence (EIR) program. Funded with support from the Nasdaq Foundation, the EIR program assisted patrons seeking guidance on how to develop, market, and grow their startup endeavors.

With a background in digital marketing and consulting expertise, our EIR, Dr. Allana Da Graca, hit the ground running and offered consulting and advice to patrons during more than 180 one-on-one patron appointments over the course of her residency. In addition, she led monthly workshops helping her “community of mentees” build their fledgling companies and hone their business ideas with insightful sessions on business plan creation, customer prospect development, and social media marketing strategy. Her energetic and welcoming presence created an inclusive atmosphere in our space, helping to facilitate connections to our small business partners and introduce these entrepreneurs to our robust slate of small business resources, creative design software and bookable spaces.

The virtual #CoffeeWithKBLIC series offered streaming broadcasts of classes promoting community partners and resources such as JVS’ Bridges to College program; Sources for your Small Business, and Nubian Square’s Reevx Lab co-working space.

## ***2. Bringing equity to the forefront***

***Equity Program*** - This year, the BPL welcomed its first-ever Equity Program Coordinator, 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’s charge is to make the BPL’s racial equity statement actionable.

To date, the Equity program’s focus has led to the impending launch of our on-demand Video Translation Service; substantial work around our World Language Collections and updating BPL’s collection development policy through an equity lens.

***New booklist*** - The Boston Public Library printed and published its first-ever “Native Lives, Native Stories” booklist and special events. The booklist features 63 works published in the last year concerning the experiences of Native and Indigenous communities throughout North America. Copies were distributed at all library locations, and the list also appears on the [BPL website](#). BPL continued to observe the month by holding events including author talks and a book group discussion, and pieces from the BPL collection were highlighted on social media throughout the month.

### ***3. Serving our Communities' Needs***

***A dedicated department*** - with the creation of the new Community Learning department at the BPL, the library has expanded our ability to offer needed social services across the system; instruction in literacy and English ; citizenship resources; basic education and skill building; health and wellness; and media literacy.

In addition, we have created additional capacity for helping patrons begin and grow their careers. BPL has hired our first Career counselor and Youth Career Counselor, as well as adding an additional Workforce Development Librarian in this department to take skills building and job placement directly into the neighborhoods.

To ensure that patrons can easily find these services, the highly-visible Information desk on the second floor of the Boylston Street building has been repurposed as a central location for Community Learning staff to provide services and referrals in this area of work.

***Staffing for service*** - Working with the Boston Public Library Fund, the Library Services division has been able to serve our patrons with the highest needs even better. These improvements have come in the form of several new, key staff members, including a Nutritional Literacy Coordinator; a volunteer coordinator; a literacy instructor; a library social worker; and a mobile and outreach services supervisor, along with two career counselors, one focused on young adults, and an additional workforce development librarian to take skills building and job placement directly into the neighborhoods.

***Strengthening English language learners*** - Among the programs offered to the more than 15,000 patrons who took advantage of BPL's ESL programs was an innovative partnership between our ESL staff and our Community History staff, who coordinated the first ever ESL neighborhood walking tours, in which ESL students explored Boston's neighborhoods in their own language of origin.

The virtual environment led to a major expansion of ESL classes for multiple levels of learning, with new ESL classes focused around news literacy, reading and discussion, Spanish language, singing, and workforce preparedness. In addition, the return to service allowed for the return of long-delayed, in-person ESL classes and conversation groups at branches, including a group specifically for Haitian Creole speakers at the Mattapan branch.

## 4. Filling the continued demand for collections

**By the numbers -**

<i>Digital circulation</i>	<i>Physical Circulation</i>	<i>Total Circulation</i>
<i>FY18 1.6m</i>	<i>FY18: 3.0m</i>	<i>FY18 4.6m</i>
<i>FY19 1.8m</i>	<i>FY19 2.8m</i>	<i>FY19 4.6m</i>
<i>FY20 2.2m</i>	<i>FY20 2.0m</i>	<i>FY20 4.2m</i>
<i>FY21 3.8m</i>	<i>FY21 1.4m</i>	<i>FY21 5.2m</i>
<i>FY22 3.6m</i>	<i>FY22 1.9m</i>	<i>FY22 5.5m</i>

**Visitors**

- FY18 3.5 million*
- FY19 3.5 million*
- FY20 2.3 million*
- FY21 235,000*
- FY22 2.2 million*

**New, more equitable ways of ordering books** -- BPL has implemented a new collections ordering plan, creating 16 selection teams, consisting of 56 staff members. As part of this process, BPL created and assigned funds to branch locations for discretionary books and collection spending, distributing 150,000 items among 23 locations. We also brought together a committee to work on enhancing our world language collections, in order to broaden offerings to patrons for whom English is not the primary language.

In addition, this year, the Collections department focused on improving the frequency, quantity, and quality of selection of world language material, with the following accomplishments:

- Spent more than \$180,000 dollars on new acquisitions of print material in Spanish, Russian, Chinese, Portuguese, Vietnamese, Arabic, Hebrew and French. This is approximately 9% of the materials budget for print materials.
- Acquired more than 8,000 new items in languages other than English in FY23 - approximately 10% of our total print acquisitions.

- Collection Development established relationships with seven new vendors and websites to improve and diversify the amount of materials available for selection in these languages.
- Established selection teams of staff with language skills in French, Russian, and Portuguese to provide regular selection for new materials in those languages.
- Began process of reviewing internal cataloging and classification work for world language collections to make these collections easier for patrons to discover via browsing, and to decrease staff time processing materials.
- Met with city partners at the Office of Language and Communications Access and BPS to learn about language needs around the city, and to better align purchases with the threshold languages spoken in the City of Boston.

***Year Long Reading Challenge*** -- For the first time, Reader Services coordinated a yearlong reading challenge to promote community reading and to challenge patrons to explore new reading habits. The challenge included monthly themes, recommended lists featuring titles each month that were available digitally, and monthly book discussions for children, teens, and adults, led by various staff members.

***Genre-based newsletters*** - in collaboration with BPL's Communications team, Reader Services rolled out six genre-based newsletters, focused on Science Fiction and Fantasy; Fiction, Mysteries, Romance, Biography and Memoir, and Historical fiction. These newsletters are remarkably successful, with a nearly 50 percent open rate.

## ***5. Working to close the digital divide***

***Outdoor WiFi Zone expansion*** - 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. In addition, in November 2021, the Outdoor Wi-Fi Zone program received an AARP Community Challenge Grant to extend the program through spring 2022. We also added additional winter workstations at the Roxbury and Hyde Park branches. These zones provide free, outdoor WiFi 24 hours a day at 14 locations, and will be returning this summer with misters and shade as well as WiFi access.

**Long Term Device Lending program** - BPL rolled out its pilot Long Term Device Lending program in partnership with the Boston Housing Authority. In order to target the unmet digital needs of vulnerable and eligible library patrons in public housing, the program distributed approximately 6,000 Chromebooks and 3,000 WiFi devices through the Boston Housing Authority's communities. These devices were sent directly to eligible patrons under long-term loan agreements.

**As we transition into FY24, our focus on equity remains strong, as we roll out improvements to library services and technology; increasing access to our Special Collections; deepening our commitment and connection to our communities; and continuing our award-winning program of capital improvements**

## ***1. Improving library services to enrich patrons' lives***

**Increase efforts around workforce development + economic recovery** - We will be working with the BPL Fund to increase outreach services, partnership opportunities, and career placement services. With the hiring of a new Career Counselor, we have been able to implement a client-based working model in Community Learning and KBLIC, and will continue this work this year as we add a Youth Career Counselor as well. KBLIC hosted its inaugural Entrepreneur in Residence, and, based on the success of the pilot, will be continuing this program this year as well.

**Preparing returning citizens for new technologies** - For the first time, BPL conducted a Tech Goes home training program with a cohort of returning citizens, serving approximately 40 students in Fields Corner, Mattapan, and at the Central Library in Copley Square. Grant funds remain for this program, which will continue this fiscal year.

**Enhanced access to basic adult education and services in underserved communities** - In the coming year, BPL will survey targeted communities to determine demand for services, to understand whether our offerings are the correct ones. Based on survey results, BPL will create new outreach plans in Community Learning to focus on underserved communities; in addition, plans already include hiring a Mobile and Outreach Supervisor; expanding Conversation Circles and literacy classes to meet demand; and launching an Adult Online High School program statewide. The Adult Online High School program offers full high school diplomas, as opposed to GEDs; the program will launch with the distribution of 50 scholarships to prospective adult students.

Currently the Adult Online High School program has 64 students registered, and 5 who have successfully graduated. The Library will be holding the first ceremony for successful graduates this summer.

***Metrics to track progress*** - The above three initiatives fall under the new case management model embraced by the Community Learning and Kirstein Business Library & Innovation Center teams. Patrons seeking this type of skill-building service are treated as clients with an intake interview to explore their life and success goals, so that librarians can construct the best plan for them to achieve their goals. This will allow staff to follow patrons through their journeys, tracking successes and opportunities for growth.

In addition to the standard tracking measures of number of patrons using our services, we are now also tracking success stories, including success in finding a new job, or learning new technologies. Post-workshop satisfaction surveys also indicate success in learning new skills.

***Support new Boston Public School librarians*** - As a result of the introduction of a new cohort of Boston Public School librarians, BPL will strengthen our support for the Metro Boston Library Network by repositioning the department, and reconfiguring staffing to include new positions that will assist these new librarians.

***Better serving our younger patrons*** - BPL will define a plan for youth engagement work; convening a staff conversation in March with children's librarians to develop a new way of looking at the Homework Assistance Program. Our Youth Services team will also audit and document our system-wide activities related to STEAM, in order to assess where improvements can be made.

***Enhancing professional development in Youth Services*** - BPL will create new, annual training opportunities for teen and children's librarians by identifying the needs for professional development from children's and teen librarians, creating a working group of librarians to identify possible trainings, and creating a budget to support trainings for both children's and teen librarians. To further support our teens and young adults, we have hired a Youth Career Counselor who will design programs and services to assist teens and young adults through age 30 on their workforce and career paths, whether post-college or in lieu of college.



## ***2. Increasing access to our special & research collections***

***Return of special collections to in-person public service*** -- September 2022 marked the reopening of the library's Special Collections department following the completion of a nearly \$16M renovation. The 31,000 square foot renovation includes improvements to public spaces, including a new reading room and lobby; upgraded collections storage for rare books and manuscript collections totaling nearly 7 miles of specialized shelving; new staff workspaces; and a state-of-the-art conservation lab and fire suppression system. The improvements will ensure the long-term preservation of and continued public access to the library's exceptional and historic collections.

The new space was designed to support a welcoming, user-centered service model, encouraging patrons to visit and engage with the storied collection. In the first six months, the department has welcomed well over 1,000 researchers, visitors, and classes to the space.

***New focus on archival material*** - The reopening of Special Collections does not mean the work is over. One major area of focus moves to our archival collections: a new Archives team has been hired and that department's work will be focused on surveying existing archival collections and establishing physical and intellectual control of more than 500 legacy collections stored throughout the Central Library and COBAC.

***Improving access to research collections*** - Significant portions of BPL's research collections that had been stored in multiple locations (due to the 2016 renovation of the Central Library and the Special Collections renovation project) have now been returned to public access through a major collection move project. The library has also built staff capacity at COBAC and is once again providing access to those collections through offsite retrieval. This coming year, the BPL will be hiring a new manager to oversee the Research Collections and work with staff and stakeholders to evaluate preservation needs and identify and address longstanding issues with these collections.

In 2020, the BPL received \$2.1 million in private funding through the Boston Public Library Fund and the Associates of the Boston Public Library to revitalize the library's Founding Research Collection. These funds are enabling the library to clean, catalog, and preserve hundreds of thousands of volumes of the collection, making them fully accessible to the public for the first time in the digital era. The initial stage of the project is well underway, with cleaning of 150,000 volumes complete and over 40,000 volumes inventoried. Cataloging work has just commenced and is expected to continue into 2024.

### ***3. Enhancing operations and technology to benefit patrons and staff***

***New critical IT and technology roles*** - Since last year, BPL has onboarded a new Application Manager and Application Analyst, both of whom are tasked with further improving the online services offered by BPL. In addition, BPL is hiring an IT Process Improvement Coordinator.

***Expanding IT's goals*** - With a new CTO and key staff members in place, the BPL IT team is poised to significantly impact BPL's operations by ensuring that they can support the needs of BPL's programs; enhance patrons' ability to access the technology they need, where and when they need it, and improve the use of metrics to capture the impact our programs are having. These activities will range from upgrading AV equipment across the system, to updating patron printing, supporting the rollout of video interpretation equipment, and updating the technology supporting BPL's eCard program.

***Videoconferencing in all locations*** - COVID made it extremely apparent that enhancing ways to communicate in person over systems like Zoom and Teams can be a valuable asset to increasing access to programs and services. To this end, the IT team plans to roll out videoconferencing capabilities across all locations of the BPL.

***New data analytics*** - Benchmarks and data have become even more crucial in a post-pandemic world, as we attempt to discern where we need to point additional efforts to aid patrons in their recovery. BPL will roll out a data analytics program for all staff to be able to run basic reports from anywhere, creating a set of benchmarks and encourage attention to using data to support the decision-making process.

### ***4. Advancing our formal equity program***

***Making collaborative decisions*** - BPL leaders and managers are undergoing formal training to improve and clarify decision making processes at all levels of the organization with a view to reasonableness, inclusiveness, collaborative decision making, and transparency, appreciating the responsibility and accountability of all staff.

***Internal communications*** - A BPL team will be promulgating and implementing recommendations about how to develop functioning internal communication processes across all levels of the BPL that include all voices, particularly staff on the front line. These recommendations will outline various ways to communicate that recognize different needs in effective communication.

**Training** - This year, BPL will also focus on developing a range of training programs for all staff that encourages cultural competency and respect for knowledge and experience already within our racially and ethnically diverse staff; encourages staff to take advantage of training offerings that support everyone's work success, enhances equity, recognizes non-traditional qualifications, and facilitates career advancement.

**Focus on continuing to diversify our collections** - We will continue to build our World Languages Collection, evaluate our collections ordering processes, convening a staff input session; incorporating a diversity audit for library circulating collections, and creating a staff committee to create criteria for selection and review.

## **5. Enhancing community connections**

**Community outreach plans** - To better link community members to library programs and services within the BPL system and beyond, each of the BPL's 25 neighborhood branches has drafted a formal community engagement plan. Community engagement is the process of working collaboratively with community members - be they library patrons, residents, faculty, students, or local organizations - to address issues for the betterment of the community.

Outreach is an extension of services and programs beyond the physical or virtual spaces of the library and focuses attention on services that are inclusive of traditionally underserved populations. By drafting formal plans, BPL is increasing our accountability to our community, and will not only help us strategically meet our users beyond our walls, but will also help promoting services and programs for non-users, the underserved, and people with special needs throughout the City of Boston.

## **6. Improving stewardship of our collections**

**Continued process improvement of new collections procedures** - this year, a newly formed Collection Review Committee will review the 2021 collection plan and current selection and maintenance practices, in order to make sure that we are responding to our community needs, and serving underrepresented or underserved members of our community. In addition, they will develop new guidelines to ensure that our collections are regularly reviewed to make sure that our existing materials are relevant and appropriate. BPL will also develop a streamlined selection process to ensure timely ordering and delivery of materials to patrons.

***Institute formal goals for collection development*** - the Collections team will implement new goals for building and maintaining the BPL's collections. These goals lay out that collections should:

- Feature content both by and about diverse individuals and a range of groups (e.g., races, ethnicities, gender identities, sexuality, disabilities, veteran status, and education level);
- Include collections in languages other than English, which should be regularly updated, maintained, and evaluated;
- Include high interest materials that may be outside the mainstream publishing and reviewing journals;
- Include up to date and accurate resources supporting education and self-improvement;
- Include materials to reach patrons at a variety of reading levels and literacy skills;
- Be accessible in a variety of formats, including books, audio books, large print, graphics, and downloadable + digital formats; and consist of information that is accurate, current, and respectful

As part of this work, staff from across the institution are reviewing and redrafting the library's Collection Development Policy, which was last updated in 2013.

## ***7. Celebration, continuation, and completion of 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 a \$11.7 million, 14,855 square foot renovation that began in October, 2019.

The programming, design and construction of the branch was managed by the City of Boston's Public Facilities Department, with consultation from the Mayor's Office of Arts & Culture and architecture firm Leers Weinzapfel Associates.

***Opening of the Adams Street Branch*** - The new Adams Street branch of the Boston Public Library is now complete; 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. The new branch was designed with the input of the

Dorchester community, and entirely reimagined the prior space to prioritize inclusivity, transparency, access, and outdoor programming.

***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.

The two focus areas of the McKim Master Plan were the third floor, along with the front entry and plaza to the building. The third floor of the McKim building has fallen into disrepair and has been closed off to the public for many years. The master plan envisions restoring this space to its former glory and returning it to public service as a one-stop reference space that includes reading rooms, multipurpose program spaces, small study rooms, and upgraded technology.

The front entrance of the McKim building is currently only accessible through a temporary metal ramp, while the plaza in front is in need of repair due to broken stones pavers and has much more potential as a space for public gatherings and activities. The master plan envisions creating sloped walkways on either side of the front doors to provide an accessible entrance that compliments the architecture and also envisions seating areas and greenery on the plaza to create places for people to gather and to enjoy Copley square.

The next step for the master plan is to determine a phased approach to complete and fund all the work described in the plan.

Additional projects scheduled to be completed this year include:

- Collections Study
- Codman Programming Study
- Renovation of Faneuil branch
- Central Façade Study
- McKim fire alarm panel project

## ***Kick off of new capital projects***

- Start of North End programming study
- Continuation of accelerated South End programming/design study
- Start/continue design process for
  - Fields Corner
  - Chinatown
  - Uphams Corner
  - West End
  - Egleston
- Determine strategy and timeline for McKim Master Plan
- Determine direction for work needed at Hyde Park and Connolly Branches

# OPERATING BUDGET

## Boston Public Library

### FY24 Budget Development-Status as of 4/12/2023

FY23 Approp	\$	43,955,533	
FY24 Maintenance	\$	46,789,010	
FY24 Recommended	\$	47,684,960	
Increase/(Decrease) from FY23 Approp	\$	3,729,427	8.5%

	FY23 Adopted	FY24 Recom
Operating Headcount	508.61	528.78

	Amount	Head Count
<b>Directed Priority Investments</b>		
Expansion of Branch Services & Hours	\$ 750,000	12.00
Expansion of Multi-Lingual Patron Service Offering	\$ 145,950	2.00
<b>Total Investments</b>	<b>\$ 895,950</b>	<b>14.00</b>

# BUDGET INITIATIVES

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- ➔ Secure Maintenance and operational adjustments to the Operating Budget
- ➔ Initiative area #1: Front Line Staff, geared towards expansion of Hours
  - 13 Positions: Brighton, Codman, Egleston, Faneuil, Grove Hall, Hyde Park, JP, North End, Roxbury , West Roxbury, + 1 Teen Central, 1 HR, 1 travelling custodian.
- ➔ Initiative area # 2: Multilingual Human Services Offering
  - ESL instructor, Bi-Lingual Social Work Capacity



# CAPITAL BUDGET

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- ➔ Construction: Faneuil
- ➔ Complex Planning/Design: Charlestown, Uphams, West End
- ➔ Design: Fields Corner, Egleston, South End, Codman
- ➔ Repair Scoping: Connolly, Hyde Park
- ➔ PENDING: North End, South Boston
- ➔ Central/Systemwide
  - McKim Fire Monitoring System
  - McKim Façade Repairs
  - McKim Renovation
  - Collections Storage Facility Planning
- ➔ Five-year Plan FY24-FY28: \$155m,
  - Full funding for Faneuil, Fields Corner, Egleston, Codman.

**Boston Public Library  
 Fellowes Athenaeum Fund  
 Quarterly Report FY 2023**

29-Apr-23

	<b>1st Qtr F/Y 2023</b>	<b>2nd Qtr F/Y 2023</b>	<b>3rd Qtr F/Y 2023</b>	<b>4th Qtr F/Y 2023</b>
	<b>7/1/2022</b>	<b>10/1/2022</b>	<b>1/1/2023</b>	<b>4/1/2023</b>
Beginning Fund Balance	155,066.67	252,166.00	211,602.82	176,991.14
Trust Fund Distribution	112,007.23			
Project Management	(9,455.40)	(10,712.00)	(9,373.00)	(3,213.60)
Programs	(5,352.50)	(28,877.18)	(25,088.65)	(7,075.95)
Program Supplies/Advertising	(100.00)	(974.00)	(150.03)	(560.00)
Books/Subscriptions				
Security/Custodian Charges				
Ending Cash Balance	252,166.00	211,602.82	176,991.14	166,141.59
	<b>9/30/2022</b>	<b>12/31/2022</b>	<b>3/31/2023</b>	<b>6/30/2023</b>
Encumbrances:				(17,285.29)
<b>FY 2023 Funds available</b>				<b>267,073.90</b>
YTD Expenses				(100,932.31)
Encumbrances				(17,285.29)
<b>Current Balance Available</b>				<b>183,426.88</b>
Fellowes Fund Corpus Value June 30, 2012				1,622,786.10
Fellowes Fund Corpus Value June 30, 2013				1,757,186.13

<b>Fellowes Fund Corpus Value June 30, 2014</b>	<b>1,935,070.58</b>
Fellowes Fund Corpus Value June 30, 2015	<b>1,901,317.78</b>
<b>Fellowes Fund Corpus Value June 30, 2016</b>	<b>1,811,680.43</b>
Fellowes Fund Corpus Value June 30, 2017	<b>1,916,751.36</b>
Fellowes Fund Corpus Value June 30, 2018	<b>1,928,993.39</b>
Fellowes Fund Corpus Value June 30, 2019	<b>1,836,595.59</b>
Fellowes Fund Corpus Value June 30, 2020	<b>1,910,559.79</b>
Fellowes Fund Corpus Value June 30, 2021	<b>2,407,811.22</b>
Fellowes Fund Corpus Value June 30, 2022	<b>1,986,709.78</b>
Increase in Corpus Value from FY 12 FY22 To date	363,923.68
Distribution since FY09 (including FY22)	1,272,808.08
Total increase in value	<b>1,636,731.76</b>

**Estimated 2024 Distribution                      110,886.00**

**YTD Total**

112,007.23  
(32,754.00)  
(66,394.28)  
(1,784.03)  
0.00  
0.00



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July 1, 2023

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, 2023 through June 30, 2024.

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.

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. The following list represents vendors of library materials from which the Boston Public Library *may* make purchases, in the aggregate, in excess of \$10,000.00. The Boston Public Library has approximately 200 other vendors from which it purchases books where the total annual procurement will not reach or exceed \$10,000.00. This award request is for a one-year period except for the primary vendors listed at the end where a 3-year contract is more efficient.

**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

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

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

BTAC Acquisition Corp  
2810 Coliseum Center Drive, Suite 300  
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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

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Thank you in advance for your consideration.

Sincerely,

Jane Sproul  
Boston Public Library, Budget & Procurement Manager