

TRUSTEES OF THE PUBLIC LIBRARY OF THE CITY OF BOSTON

Annual Meeting of the Trustees as an Administrative Agency (1st Meeting)

Tuesday, May 21, 2024, at 8:30 a.m.

Central Library, Rabb Hall (use Dartmouth Street entrance)
700 Boylston Street, Boston, MA 02116

AGENDA

I. Chair's Call to Order and Report

Evelyn Arana Ortiz, Acting Chair

- A. Welcome remarks.
- B. Roll Call of Board
- C. Approval of the Meeting Minutes from March 26, 2024
- D. Board of Trustees Updates

II. President's Report

David Leonard, President

- A. Executive Summary of Accomplishments and Goals FY2024-2025
- B. Presentation of New Employees (Central)
 1. Katherine Mitchell, Visitor Experience Coordinator
 2. Emily Bibb, Curator of Prints
- C. Key Operational Updates
- D. LMEC Exhibition, *Heaven & Earth: The Blue Maps of China*
Emily Bowe, LMEC, Assistant Director
- E. Review/Approval of Draft Collection Development Policy
Melissa Andrews, Chief of Collection Management and Beth Prindle, Director of Research & Special Collections
Assisted by staff: Michael Brown and Celeste Bocchicchio-Chaudhri

VOTED: "that, the Trustees of the Public Library of the City of Boston approve to accept the BPL Collection Development Policy as presented."

**Policy reviewed by Special Collections Committee: Joe Berman, Chair*

III. Strategic Planning Committee Updates

Christian Westra, Committee Chair

Sarah Zaphiris, Chief of Staff & Strategy

- A. Updates from Strategic Planning Consultant-Gensler
Patricia Nobre, Gensler and Margaret Sullivan, Margaret Sullivan Studios
- B. Criteria for a 21 Century Library
Michael Colford, Director of Library Services

IV. **Trustees Finance and Audit Committee**

Evelyn Arana Ortiz, Committee Chair

- A. Mayor Michelle Wu’s FY24 Recommended Operating and Capital Budgets Executive Summary

Evelyn Arana Ortiz and Emily Tokarczyk, Chief Financial Officer

VOTED: “that, the Trustees of the Public Library of the City of Boston approve to accept Mayor Michelle Wu’s FY25 Recommended Operating and Capital Budget.”

- B. NEPC Update: Global Equity Manager

- C. Award of Contracts (*May be Taken as a Full Slate if there are no objections for topics C 1&2, D, E*)

1. Contract or Contracts for Various Goods or Services relating to the Critical Repair Operating Budget for FY25

VOTED: “that, the Trustees of the Public Library of the City of Boston authorize the President, or designee, on behalf of the Trustees of the Public Library of the City of Boston, to enter into a contract or contracts for various goods or services relating to the Boston Public Library Critical Repair Budget for the period July 1, 2024 through June 30, 2025 provided that each contract entered into pursuant to this authorization shall have been estimated to be less than one hundred thousand dollars (\$100,000.00). In no event will the contracts cumulatively exceed three hundred thousand dollars (\$300,000.00).”

2. Contract for the Purchase of Books and Certain Other Library Bibliographical Acquisitions Materials

VOTED: “that, the Trustees of the Public Library of the City of Boston enter into a non-advertised contract, as authorized under G.L., c.30-B, Section 7(a), referred to as a “Procurement of Library Books,” between the Trustees of the Public Library of the City of Boston (a Corporation under Chapter 114 of the Acts of 1878), and the vendors listed therein (including any subsidiaries or agents), for the acquisitions of books and for certain other library bibliographical acquisitions materials, in an amount not to exceed the amount appropriated in the Library Department budget for books and other related bibliographical acquisitions materials, during the period July 1, 2024 through June 30, 2025.”

- D. Trustees Fellowes Athenaeum Trust Advisory Committee/Trust Fund FY25 Expenditure (Estimated)

VOTED: “that, the Trustees of the Public Library of the City of Boston approve the estimated expenditure from the Fellowes Athenaeum Trust Fund in an amount not to exceed One Hundred Six Thousand Four Hundred Seventy-Two Dollars and Zero Cents (\$106,472.00) to support the Fellowes Athenaeum Trust Fund Programmatic Plan for FY25 as recommended by the Fellowes Athenaeum Trust Advisory Committee and to be presented at an upcoming meeting.”

- E. Review of delegation of certain contract approvals for the Board of Trustees

VOTED: “that, the Trustees of the Public Library of the City of Boston delegate approval of any contract deemed to be of a critical nature by the President of the Library during the period between May 2024 and September 2024 to the Finance and Audit Committee.”

V. **Proposed Schedule of Trustees Meetings for 2024-2025**

Evelyn Arana Ortiz, Acting Chair

VOTED: “that, the Trustees of the Public Library of the City of Boston approve the proposed schedule of Trustees meetings for 2024-2025 as noted below, such meetings to be full meeting of the board or alternately of the executive committee, on occasion.”

- Tuesday, September 24, 2024, 8:30-10:30 am, Central Library
- Tuesday, November 19, 2024, 3:00-5:00pm, Mattapan Branch
- Tuesday, January 28th, 2025, 8:30-10:30 am, Central Library
- Tuesday, March 18, 2025, 3:00-5:00 pm, Honan-Allston Branch
- Tuesday, May 20, 2025, 8:30-10:30 am, Annual Meeting*, Central Library
- Tuesday, June 3, 2025, 8:30-10:00am, (via Zoom) EXECUTIVE COMMITTEE ONLY

**All Meetings dates/times/location are subject to change; see BPL website for details*

VI. **New Business**

VII. **Public Comment**

**Members of the public may sign-up for “Public Comment “in-person or via chat on Zoom by 9am. Participants will be called in the order they were received. Each person will be allowed up to two minutes to speak. Public comments can also be emailed to the Clerk of the Board up to 24 hours in advance of the meeting. All comments and/or questions given at this time will be documented and/or answered accordingly at a later time. (Comments left in the zoom chat will not be acknowledged)*

IV. **Adjournment of First Meeting**

Evelyn Arana Ortiz, Acting Chair

Trustees of the Public Library of the City of Boston

Evelyn Arana Ortiz, Acting Chair

Navjeet Bal, Joe Berman, Jim Canales, Cheryl Cronin,

John Hailer, Jeff Hawkins, Ray Liu, Jose C. Masso III, Porsha Olayiwola

Senator Mike Rush, Rep Chynah Tyler, Christian Westra, and Lynn Perry Wooten

President, David Leonard

Clerk of the Board, Pamela R. Carver

For information check www.bpl.org

This is an open meeting. The public is welcome to attend in-person or watch virtually.

Zoom: <https://boston-public-library.zoom.us/j/89385342358>

Webinar ID: 893 8534 2358

Call in option: 309 205 3325, 646 558 8656, or 305 224 1968