

# TRUSTEES OF THE PUBLIC LIBRARY OF THE CITY OF BOSTON

## Meeting of the Trustees as a Corporation and Administrative Agency

Tuesday, September 20, 2016, 3:00 p.m.  
Commonwealth Salon, Central Library, Copley Square  
700 Boylston Street, Boston, MA 02116

### AGENDA

- I. Chairman's Call to Order and Report  
*Robert E. Gallery, Chair*
  - A. Review and Approval of Minutes for the Meetings held on May 10, 2016  
(Attachment 1)
  - B. Review and Approval of Minutes for the Special Meeting held on June 14, 2016  
(Attachment 2)
  
- II. President's Report  
*David Leonard, President*
  - A. *Sub-Agenda*
    - I. *90 Day review & 90 Day look-ahead*
    - II. *Organizational Structure Update*
    - III. *Listening Sessions – Phase 1 & 2 - Update*
    - IV. *Statewide Collaboration & Budget Update*
    - V. *Initiative & Priorities Planning*
    - VI. *Animation of Central Library as Platform*
    - VII. *Branch Facilities Audit Update & Improvement Plan Review*
    - VIII. *Services to the Homeless*
    - IX. *Youth Services Program Review*
  - B. Central Library Re-opening Report  
*Michael Colford, Director of Library Services*  
*Jen Inglis, Chief of Public Services*
  - C. FY17 Capital Projects – Active Projects Update  
*Eamon Shelton, Major Projects Manager*
  - D. Special Collections & Exhibitions Update  
*Beth Prindle, Head of Special Collections*
  - E. Communications & Website – Planning Update  
*Melina Schuler, Chief of Communications*

- III. Trustees Fellowes Athenaeum Trust Committee  
*Evelyn Arana-Ortiz, Committee Chair*  
*Priscilla Foley, Chief of Neighborhood Services*
  - A. Program Grant Selections
- IV. BPL Affiliates - Strategic Planning Conversations  
*Robert E. Gallery, Chair*
- V. Trustees Finance and Audit Committee Report  
*Evelyn Arana-Ortiz, Committee Chair*  
*Matthew S. Hunt, CPA and Principal, Clifton Larson Allen*

A. Review of Boston Public Library Financial Statements for Fiscal Year Ending June 30, 2016:

**VOTED: “that the Trustees of the Boston Public Library of the City of Boston approve the draft Financial Statements with the stated caveats for information outstanding”**

(Attachment 3)

B. Report of “Gifts, Grants, Donations to the Boston Public Library, Fiscal Year 2016  
(Attachment 4)

C. Commonwealth of Massachusetts: Notice of Contract Limit Increase (Attachment 5)

**VOTED: “that, the Trustees of the Public Library of the City of Boston vote to require Trustee approval only for those competitive and sealed bids which meet or exceed fifty thousand dollars (\$50,000)”**

D. Contract for Conservation Work

**VOTED: “that the Trustees of the Public Library of the City of Boston approve a contract for conservation work not to exceed \$35,000 be entered into with Bryan Owen Conservation”**

E. Request to Delegate Approval of Contracts to Finance and Audit Committee by Boston Public Library Trustees

I. Qualified List of Conservators

**VOTED: “that the Trustees of the Public Library of the City of Boston, delegate the approval of an authorized list of conservation vendors, as recommended by the Chief of Collection Development, to the Trustees Finance and Audit Committee”**

II. Library Services Consultant

**VOTED: “that the Trustees Finance and Audit Committee request the Trustees of the Public Library of the City of Boston, delegate the approval for a Library Services consultant for Chinatown Library Services”**

VI. New Business

VII. Public Comment

VIII. Adjournment

*Robert E. Gallery, Chair*

**2016 Trustee Meeting Schedule**

**2016**

- **Tuesday, November 15, 2016, 3 p.m., West Roxbury Branch**

**2017**

- **Tuesday, January 17, 2017, 3 p.m., Charlestown Branch**
- **Tuesday, March 14, 2017, 8:30 a.m., Central Library**
- **Tuesday, May 16, 2017, 8:30 a.m., Annual Meeting, Central Library**

**Trustees of the Public Library of the City of Boston**

Robert E. Gallery, Chair; Evelyn Arana-Ortiz, Vice Chair,  
Zamawa Arenas, Ben Bradlee Jr., Cheryl Cronin, Carol Fulp, John Hailer,  
Paul A. La Camera, Byron Rushing

President, David Leonard  
Acting Clerk of the Board, Ellen Donaghey  
Minute taker, Mary Bender

This is an open meeting. The public is welcome to attend.  
For information check [www.bpl.org](http://www.bpl.org)